CITY OF PRINCETON
Planning Commission
Agenda
June 18th, 2018
7:00 P.M., City Hall

1. Call to Order/Pledge of Allegiance

2. Approval of Minutes of Regular Meeting on May 21st, 2018 - Tab A

3. Agenda Additions/Deletions

4. Public Hearing: None

5. Old Business:

6. New Business:
   A. Kwik Trip Signage – Tab B
   B. Airport Discussion

7. Communication and Reports:
   A. Verbal Report
   B. City Council Minutes for May, 2018 - Tab C

8. Adjournment
THE MEETING OF THE PLANNING COMMISSION HELD ON MAY 21ST, 2018, AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS

The meeting was called to order at 7:00 P.M., by Victoria Hallin. Member present were Jeff Reynolds, Eldon Johnson, and Scott Moller. Staff present were Robert Barbian (City Administrator) and Mary Lou DeWitt (Comm. Dev. Assistant).

Absent were Dan Erickson and Scott Moller. (Moller arrived at 7:04 P.M.)

APPROVAL OF MINUTES OF REGULAR MEETING ON APRIL 16, 2018
JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE MINUTES OF APRIL 16, 2018. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:
REYNOLDS MOVED, SECOND BY JOHNSON, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 3 AYES, 0 NAYS. MOTION CARRIED.

Scott Moller arrived at 7:04 P.M.

PUBLIC HEARING:
A. #18-08 Rezoning to B-2 District at 601 6th Avenue North
Community Development Assistant Memo:

REQUEST
Nicholas and Tonia Anderson have submitted an application to rezone their property from B-2 Neighborhood Business to R-3 Multiple Family Residential located at 601 6th Avenue North.

BACKGROUND
This property started as a residential home years ago and then changed into a church and had sold for business use with a zoning changed B-2, Neighborhood Commercial in 2012. The use was a two unit Garden Supply Store and Dog Grooming Shop. Only the west side of the building is seen from Rum River Drive where the front of the building faces 6th Avenue North.

The new owner would like to bring this building back to a two unit residential rental site with built in garages that were originally there, separating the two units. A site plan of what is intended for renovation is included for your review. The renovation will be to the inside of the building, and exterior. The setback requirements for the B-2 and R-3 Districts are the same except for the front yard setback and maximum lot coverage. The property owner would need to follow the R-3 Zoning Ordinance if the rezoning were approved. The owner has spoken to the City of Princeton Building Inspector on building codes to renovate this back to a residential site and understands a building permit would need to be approved prior to any renovations.
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**Water, Sewer, and Electrical Hook-up**  
Currently there is one connection for water, sewer, and electrical to the building. The owner will install separate connections for all utilities where the two units will have their own meters.

**Addressing**  
The proposed addressing will stay as 601 6th Avenue North with the east side of the building being Suite B and the west end labeled Suite A.

**Existing Land Uses**  
The neighborhood contains a variety of land uses from commercial to single family home to multi-family homes. The commercial uses, with the exception of “Neighbors on the Rum”, are located on the southwest side of Rum River Drive, which is the same side of the road the subject property is located on.

**Futures Land Use Plan (Comprehensive Plan)**  
The Future Land Use Plan designates the entire half block southwest of Rum River Drive between 6th Street North as Commercial/Residential mixed. In 2012, the neighboring site at 605 Rum River Drive North requested to be rezoned from the R-3 Multiple Family Residential District to B-2 Neighborhood Business District because they were selling the site that was used for business and too small to build a residential home on. The Future Land Use Plan and Comprehensive Plan support the proposed use for residential.

**RECOMMENDATION**  
Based on the above analysis, staff recommends the Planning Commission recommend to the Council approval of the rezoning of the property at 601 6th Avenue North, based on the following findings of fact:

1. The proposal complies with the mixed Residential Use since the site is adjacent to neighborhoods.

2. The Mixed Residential is compatible with present and future land uses of the area.

A Planning Commission approval of the rezoning from B-2 Neighborhood Commercial to R-3 Multiple Residential to be subject to the following conditions:

1. The applicant shall follow all building codes and the Zoning Ordinance for the renovation of the building and a Building Permit be submitted and approved prior to renovation.

2. Each unit will have separate utility meters.

(Note: The Rezoning shall go to the Council for final approval).  
**************************************************************************End of Staff Memo**************************************************************************
DeWitt gave a review of the rezoning request.

Nicholas Anderson, applicant informed the Planning Commission Board that this was built as a side by side unit. His plan is to bring it back to a two unit rental site with two bedrooms on each side. The side to the west is two stories and that will be Unit B and the east unit is a one story with two bedrooms and that will be Unit A. He is not changing the footprint of the building. He has a rental agency that does back ground checks on tenants. He plans to reside the building and put in all new windows. He will have separate utility meters for each unit. He plans to put $120,000 into the building so it is a nice living place.

Hallin said that is quite an investment. How long has the business use not been there.

DeWitt believes for over a year with the Dog Groomer and the Garden Supply Store never seemed to be as active. The building faces 6th Avenue North so the visibility from Rum River Drive is just the side of the building.

Hallin opened the public hearing.

Richard Long, 511 6th Avenue North, said that he also has a commercial building across the street that has had different uses. He also has a 55 foot lot by that. He is against rental property. There had been a tenant in the neighborhood that was renting a place and their guest was disrupted. He gave the Planning Commission a petition he had signed by six people in the area that are against a rental unit at this site. He inquired about this property when it was for sale and he did not think it was going to be changed from the business use. There is no setback on this land. He believes this is spot zoning. He needs some kind of rational of why the zoning change to residential. On his own 50-foot lot that was platted it was residential and now business, can he go back to residential. There are many uses this building can be repurposed too. You could have multiple offices in there, Law Office, Insurance Company, and such. He feels the highest investment for that property would be a Daycare.

Joseph Brandenburg, 510 6th Avenue North, said that he is concerned of the setbacks and fire hazards. Make sure it is fine with the current statues. He wants it looking nice. Stay with the compliances. This is a watershed area for the State. They say they are not adding on to the outside. He believes he will have to change it to make the compliances. He drove around the property and thinks it is too tight. There is no fire exit. No way for a fire fighter to get out on the area. He said it has probably been added on too and is not up to code. It does not look like the setbacks have been met.

Barbian asked Nicholas Anderson what the fire code for the separating wall.

Anderson said there will be a fire separation in the garage. It will be in compliance with the fire and building code.

Brandenburg said to make sure it meets the setbacks.
DeWitt explained that no additions are planned on the building so the setbacks would not be an issue. If they were to make additions to the site, that would be different.

JOHNSON MOVED, SECOND BY REYNOLDS, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS.

Barbian said that the question of spot zoning has been answer where this would not be spot zoned. The Planning Commission can make a motion to table it until we find out from the City Attorney that the rezoning would conform to the zoning change and be allowed with the use converted, or it can be approved with the contingency that the City Attorney says it is okay to rezone with the change of use, or you can deny the rezoning.

Hallin asked Anderson if the Planning Commission tabled it until staff heard back from the City Attorney if that would delay the project for him.

Anderson said it would delay him from beginning the renovations, but he will do what is needed.

Brandenburg said it should be submitted to the City Attorney.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE REZONING OF 601 6TH AVENUE NORTH (PID #24-040-1310) FROM B-2 NEIGHBORHOOD BUSINESS DISTRICT TO R-3 MULTIFAMILY RESIDENTIAL DISTRICT, AND FORWARD TO THE CITY COUNCIL WITH THE CONTINGENCY THAT STAFF TALK WITH THE CITY ATTORNEY TO MAKE A RULING IF THIS REZONING IS IN COMPLIANCE WITH THE ZONING ORDINANCE. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:
1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of the development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.
Based on the findings, a recommendation to approve (after Attorney review) the rezoning will be made to the Princeton City Council.

OLD BUSINESS:
A. Concept Plan Sherburne Lakes Senior Living
Robert Barbian, City Administrator Memo:
Background:
A request for the extension of utilities has been received by the City. The request is for public services to be extended to the Sherburne Lakes concept plan. The development design concept
shows 124 manufactured homes. This number will likely decrease as infrastructure is finalized. The owners are positioning the development to hit a senior clientele.

A number of items are under review. The cost of getting the water distribution system and sewer collection system including a lift station have been estimated by the City Engineer and presented to the Developer.

As the cost estimate to get utilities to the property was in process the Princeton Gold Course owner and Engineer presented a concept to develop the property along 4th Avenue South. The added cost of road reconstruction, service laterals and a modified sewer plan may offset payments by a Golf Course Developer, should one be identified. The current owner has not indicated to the City a desire to step forward. In consideration of this, the initial plan of boring water under the road with the sewer main going a route directly to the plant may be the direction that needs further advancement. WSB will be reviewing and finalizing for the Developer. At this time preliminary information has been assembled by WSB and distributed to the Developer and their Engineer, Boggart Pederson.

To respond to the request for the extension of services, direction from the Planning Commission and City Council on the Sherburne Lakes Concept plan is requested. City & Utility supervisors have discussed various aspects of the proposal. The compilation and consensus of the recommended comments follow:

Conditions for advancement:
* The property is zoned R-3 Multiple Family Residential. The manufactured home use works best with a Conditional Use Permit.
* The recommended Conditional Use Permit will establish standards. The standards will be used to set home areas, drive areas, parking areas, common features, and related development items.
* That the flood plain delineation be completed in a manner which documents the allowance of the proposed uses, including manufactured homes, drives, and all utilities.
* That the Developer be responsible for the costs of extending public utilities; sewer and water to the site in a manner acceptable to the City.
* That the construction of sewer, water, and storm water be within the development be completed by the Developer with a design acceptable to the City Engineer. This to include a 10” sewer main, a 12” water main, and storm water system extended from the east edge of the property to the west edge and south edge of the property.
* All sewer and water mains be located within out-lots or easements as determined appropriate by the City Attorney with access rights clearly designating rights of entry for repair and maintenance.
* That the Developer construct a sanitary lift station to facilitate sanitary sewer for the development as well as to accommodate those areas determined appropriate by the City Engineer. With the City entering a reimbursement agreement upon collection of fees from benefiting properties over the proceeding 12 years.
* The streets proposed as private drives built by the Developer at a standard acceptable to the City Engineer allowing access by all and maintained by the owner.
* That streets allow police authority to enforce no parking zones.
* That an acceptable street light plan be constructed and maintained.
* That the owner of the Manufactured Home Park be responsible for all final payment of the individual water and sewer bills allowing non-paid bills to be assessed upon the property.
* That any and all substantial changes within the Manufactured Home Park, specifically those involving lot sizes or dimension changes, road modifications and other structural items be approved by the City.
* That no more than 30 units be completed without first providing a second access acceptable to City Engineer.
* That an acceptable Park Land Dedication agreement be completed, which may include the construction of an ASTO compliant span for pedestrians connecting the development to 4th Avenue/1222nd Street.
* That an acceptable storm shelter plan be put in place.
* That the development construction occur in no more than three phases.
* That the Developer be responsible for a portion of the cost to loop the water main pending a determination by the City.

**Recommendation:**
That the members of the Planning Commission provide direction on any specific concerns or issues which need to be addressed. That members provide direction to staff on proceeding with the development.

-----------------------------End of Staff Memo-----------------------------

Barbian said that Kent and Brent Titcomb have been working on this for a while. He invited them to give an overview on their plans.

Kent Titcomb, said his son Brent lives at 12113 317th Avenue, Princeton and he lives in Florida. Kent said he grew up in the manufactured home business. He has spent time making manufactured homes attractive where they look like a house. They are built to withstand hurricanes in Florida. This development would be for “Senior Living 55+”. There would be unground utilities, sidewalks, for first class living. This will be about a five million dollar investment. The residents will buy the home and rent the land. Kind of an association fee, but it is a lot rent. They will be hooking up to City sewer and water.

Barbian asked if they will be a manufactured home mounted with a two foot crawl space underneath.

Brent Titcomb said they will have a slab underneath and dirt over it where you will not see skirting.

Barbian said it does not have sewer and water to the site so that will need to be extended. Water will come from where the twin homes are across from the golf course. It is a 64 acres
development. Bringing sewer and water to the site is moving along, about 80% completed with what needs to be reviewed. If the owners of the golf course want to jump in on this they could. They had come in and talked about building twin homes at an area at the golf course. Sewer has two different routes we are looking at that would be two different cost factors. Not sure if the golf course people are on board with moving forward. The City Supervisors have discussed conditions for this development, and zoning will stay with R-3 Multi-family Residential with a Conditional Use Permit. The City Attorney recommended that. There are suppose to be modifications to the Flood Plain Map and their Engineer has to show those changes for this to work with the City. There is a frontage road and County Road #2 to the site, and if we get sewer and water to the site, we could possibly have it move beyond.

Hallin asked they will have garages or carports.

Kent Titcomb said there will be both throughout the park. The lots are about ¼ acre. There will be a few phases that will be done for about 30-40 homes at a time. The cost will be approximately $120,000 for each modular home, and they will be about 1,300 – 1,400 square feet. If you take care of a mobile home park they will last. The number of retirees will only increase since the end of the baby boom is here. There will be a few options for a storm shelter and they are looking at a club house that could be used for that. They are even looking at a section in the home that could be used as a storm shelter.

Barbian said a storm shelter that meets the requirements. Cost for sewer and water is being looked at by the Engineer. They are covering the expense of the engineering cost right now.

Hallin likes the proposal, it is a nice development for the site.

Johnson said the pond they are looking at digging dirt from, they will have to go through the State and then leave it as a wildlife pond.

Barbian said there will be public sewer and water mains and private roads. The water will have its own shut off also. They would take over ownership of the streets inside the park. Police will look at some of the parking enforcement to make sure it is safe and accessible in there for an emergency.

Kent Titcomb said it will look pretty in the mobile home park.

Moller asked who is paying for the sewer and water or is there funding.

Barbian said the Developer would be responsible for paying the sewer and water extension.

Hallin asked on overflow parking.

Kent Titcomb there will be huge front yard setbacks and also two vehicle parking for each site.
Barbian asked the Planning Commission Board if they have thoughts on this development to share them.

Moller does not want the financial burden on the City for the sewer and water extension.

Kent Titcomb said they have paid about $15,000 on the sewer and water study so far. He will be paying for it to have it done. The City should have zero upfront cost.

Hallin asked what sewer type he likes better on site or city.

Kent Titcomb said they have a both in separate mobile home parks and he does like the city one better.

Barbian said this is a good creative use of the land. It would be convenient to put a walking trail to the golf course.

Kent Titcomb said they did think of a golf course bridge.

Barbian said park land dedication will be asked for so that bridge would be looked at. Princeton Public Utilities needs access to the water mains so that will have to be looked at in the development.

Hallin asked if dewatering will need to happen.

Barbian said at the beginning of developing, dewatering would need to happen.

Kent Titcomb said it will not affect the other homeowners in the area. There is a current ditch that will take care of the flow also.

JOHNSON MOVED, SECOND BY REYNOLDS, TO SUPPORT THIS DEVELOPMENT AND ENCOURAGE THE DEVELOPER TO PROCEED WITH THE PLANNING OF IT. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

NEW BUSINESS:
A. Downtown Design Guideline
Barbian said the EDA Board had a discussion of the downtown and using the City’s Revolving Loans Funds. There are two different kinds. Low interest loans and then there are UDAG Funds at about 3% interest loans. Some communities have façade grants. They pay 50% of a grant to a certain limit. These façade grants would be goals on what we want to perceive the downtown should look like. Mainstreet community is a community that sets up a community to reach goals, mostly in the older parts of town. This grant would help make improvements on a building. There is a City book from 2012 that has some visions, but not all, and we need
guidelines. There are some funding for planning efforts and Barbian will look into this more. Would the Planning Commission support this idea and if so, would they like the façade grant to be the downtown area or more of an area.

Hallin asked if the EDA Board would decide on the façade look.

Barbian said an architect would be needed to design the look. If the Planning Commission had guidelines and the EDA Board would oversee the loans.

Hallin was good with the Planning Commission overseeing the vision and the EDA Board reviewing the loans.

Barbian asked if the Planning Commission wants him to proceed with this.

Moller asked what constitutes as the downtown.

Barbian said he has to look into that for further if it should be B-1 District or also B-2 District. There could be some public expenditures that might be available. He has not looked into it that much. He wants a guideline and would like the Planning Commission’s support to talk to an architect. He has the MN Design Team resources and it looks good.

The Planning Commission Board were all in consensus to have staff move forward with this.

COMMUNICATION AND REPORTS:
A. Verbal Report
   1) Proposed Tower and Shelter Locations
   Barbian showed a draft of where the cell tower and shelter would go in the City Hall parking lot. There are different options where one has a 10’ x 20’ building with one private carrier. It could have up to four private carriers and one government. There is an example where the building would be a L shape and then fencing is still up in the air. Materials and colors for the exterior will also be looked at. Barbian is not sure of the time line yet, but it is moving forward. We will try to preserve the parking spaces also. There would be landscaping around the site. The consultant with AT&T is moving this forward and we are working on the lease and rental terms.

B. City Council Minutes for April, 2018
   The Planning Commission Board had no comments.
   JOHNSON MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 9:00 P.M.

   ATTEST:

Victoria Hallin, Vice Chair

Mary Lou DeWitt, Comm. Dev. Assistant
REQUEST
LaCrosse Sign Group on behalf of Kwik Trip, has submitted a permit application for a pylon sign and monument sign at 707 Northland Drive. Kwik Trip will begin building in the fall of 2018 and the site is located south of Northland Drive and west of Rum River Drive North.

The property is zoned B-3 General Commercial Business. The Zoning Ordinance requires pylon and monument signage be permitted by the Planning Commission if they meet the ordinance requirements.

Zoning Provisions
The applicant is proposing a pylon sign south of their site where it can be seen along Hwy. #169 and Rum River Drive North. The sign height of 60 feet meets the required maximum sign height in the B-3 District. The 150 total square footage of all three panels also meets the maximum signage requirements. This signage will have changeable copy (electronic) displays for the gas pricing.

The monument signage will be placed on the northeast corner of the site where it will be visible from Northland Drive. The Zoning Ordinance allows a maximum sign area of 100 square feet and maximum height of 10 feet. The proposed sign will have a total square foot of 82.42 square feet and height of 10 feet. A portion of the signage will have changeable copy (electronic) non-pictorial text information in which it will display the gas price and amenities inside the food court. The Kwik Trip and carwash signage will be a standard sign face. The signage meets the zoning requirements.

Staff has reviewed the wall signage for the front of the building and carwash. The Zoning Ordinance allows three wall signs per side if the building faces two or more streets. The total signage per wall cannot exceed 10 percent of the building wall or 200 square feet, whichever is smaller. The wall signage also meets the ordinance.

The canopy signage cannot exceed 5% of the building façade on which it is erected or 40 square feet, whichever is greater. The Kwik Trip signage is 24.20 square feet for the canopy. The diesel enter canopy signage is 18.6 square feet. The diesel fluid column signage (6 sq. ft.) is a directional sign and does not require a building permit if less than nine square feet in area.

The applicants are also proposing other signs for vehicular traffic and parking directional signs that are allowed without a building permit if less than nine square feet in area (Chapter VII.7.1) There are few non-lit directional signs on site that are 4.50 square feet.

CONCLUSION/RECOMMENDATION
The proposed pylon and monument signage meet zoning requirements and staff would recommend approval of the sign permit based on the condition that the building permit be approved prior to installation. The building permit code for pylon signs is that the plans are Engineered signed.

Encl. Sign Plans
DOUBLE FACED HIGH RISE

#928 PRINCETON, MN

- 80 sq. ft.
  I.D. Panel Area
- 36" Prices
  35 sq. ft each
  70 sq. ft Total

TOTAL SQ FT: 180
DOUBLE FACED MONUMENT WITH BRICK BASE

#928 PRINCETON, MN

Kwik Trip
CAR WASH
Hot Food

Karuha COFFEE

14' 0"
11' 6"

TOTAL SF 62.42

Kwik Trip & Carwash Faces Have Opaque Background With Illuminated Acrylic Logos

8’ Pricers Have Opaque Background With Illuminated Product Names & Prices

60 x 150 MC 18mm RGB 3’ 7-1/2” x 8’ 1/2” Active 24.40 sq.ft. Overall 29.15 sq. ft.

Approved by: ____________________________ Date: ________________

La Crosse Sign Group
1562 Oak Street Drive - Crandon, WI 54520 - 715-687-1400
1242 Massing Way - Madison, WI 53716 - 608-230-0800
2615 Milky Street - Eau Claire, WI 54703 - 715-832-1090

lacrossesign.com

DESIGN

Sign Type: Monument
Date Created: 9/20/2018
Last Modified: ____________________________

SALES

Job Name: Kwik Trip
Job Address: Princeton, MN
Salesperson: Cindy Blucke
Job Number: 38544

FILE

Job File Location: S11 - Kwik Trip/Princeton, MN
Design: 854 New Site Design
Monument

COLOR KEY

[Legend for color options]
MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL
HELD ON MAY 3, 2018 4:30 P.M.

Mayor Paul Whitcomb called the meeting to order. Council members present were Jack Edmonds, and Jeff Reynolds. Staff present, Administrator Robert Barbian, Finance Director Steve Jackson, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Liquor store manager Nancy Campbell, Wastewater Plant Manager Chris Klinghagen and Fire Chief Ron Lawrence. Absent was Jules Zimmer, Thom Walker and Police Chief Todd Frederick.

Princeton Speedway

a. Schedule Information

Barbian advised that the Speedway has submitted their 2018 racing schedule. At the March 20, 2017 Planning Commission approved a midnight extension for 4 nights. They are expecting to possibly run until midnight on May 4th, June 29th, July 20th and August 31st.

b. Liquor License approval through end of September

Jenkins reported that they have applied for their liquor license, which will be running from May 1st through the end of September.

EDMONDS MOVED TO APPROVE LIQUOR LICENSE TO RUN FROM MAY 1ST THROUGH THE END OF SEPTEMBER FOR THE PRINCETON SPEEDWAY. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Franchise Fee – Park project update

Brotzler reported that on April 26th, Staff met with members of the Park Board to discuss the development of a Park and Trail Improvement Plan to prioritize proposed future park and trail improvements associated with the development of franchise fees. Some highlights from the meeting are as follows:

- Construction of the 2nd phase of the Great Northern Trail.
- Improvements to Mark Park that include updating/maintenance to the Splash Pad.
- Improvements to Riverside Park in the form of fishing piers, updating the canoe launch and constructing the pedestrian bridge that connects Riverside Park to Riebe Park.
- The Park Board felt strongly about using franchise fees for these improvements as well as for funding the Great Northern Trail and the trail associated with the TH 95 Roundabout. They felt each of these projects reached multiple generations instead of focusing on one specific age group. The Board agreed that creating projects that benefited multi-generations would provide more support for the implementation of franchise fees.

Since meeting with the Park Board, staff has reviewed the draft Park Plan that was created in 2015 that is still pending Council approval. This plan lists priority improvements for each park, many of which overlap with what was discussed at the April 26th Park Board meeting. Staff is in the process of updating the draft Park Plan with the intent to bring to Council for review and final approval in the near future.
In collaboration with staff, the projects listed below are recommended for Council consideration for inclusion in the Franchise Fee Park and Trail Improvement Plan for funding through franchise fee collections. These projects, along with funding levels, are as follows:

1. Great Northern Trail - $490,000
2. TH 53 Roundabout Trail - $90,000
3. Improvements to Mark Park - approximately $100,000 pending final Park Improvements List
4. Improvements to Riverside Park - approximately $100,000 pending final Park Improvements List

At this time, it is proposed that approximately $100,000 in funding be assigned to improvements for each Mark Park and Riverside Park. As we move forward towards final consideration and adoption of franchise fees, it is anticipated that more specific improvements within each park will need to be identified as a part of the final Franchise Fee Park and Trail Improvement Plan. Based on the current proposed rates, the projects listed above can be funded based on the collection of franchise fees over a period of approximately 5-years.

Barbian said staff contacted the DNR around a pier grant and they provided some photos and ideas.

Reynolds asked if the city would be bonding for the $490,000. Jackson replied that he has to check into that, but the city may need to finance it internally, and pay that back with the franchise fees.

Jackson stated that in talking with the Utility Companies, the franchise fees would probably be implemented January 1st 2019 so the city would see their first check in April or May.

Reynolds said he would like to see it reviewed after 5 years.

Brotzler said they will move forward on getting something together for the website, and for a public informational meeting. At the first regular meeting in June, they will be looking for action to accept the overall franchise park and trail improvement plan, authorizing agreements and setting the public hearing for July.

**Princeton Fireworks donation request**

Jenkins advised that this is the letter that the City receives yearly asking for donations to help cover the cost of the Fireworks. Reynolds stated this year will probably be a much bigger turnout with the moving wall and other events going on that day.

EDMONDS MOVED TO APPROVE $1,500 FOR FIREWORKS FROM THE WINE AND SPIRITS FUND. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.
Public Works / WWTP Internal Job Posting

Gerold advised that the Wastewater Treatment Facility has budgeted for an additional operator for 2018, at this time staff is requesting to post for that position internally at Public Works. We have personnel that have shown an interest in this field and we would like to foster this interest.

The intent is to post for the week of May 7th to May 11th, with a possible personnel transfer date of May 21st.

If a candidate is chosen internally, staff is requesting to advertise to fill the open GM 2 position created at Public Works, or for an operator if the position is not filled internally.

Edmonds asked if licenses would be required. Gerold said the current employee that is interested does have the required license for this position.

REYNOLDS MOVED TO APPROVE POSTING THE WWTP POSITION INTERNALLY, AND IF THAT IS FILLED, POSTING EXTERNALLY FOR A GENERAL MAINTENANCE II POSITION. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Incident Command Trailer CIP purchase

Lawrence reported that in CIP for this year, there is $15,000.00 to reconfigure one of the current trailers into an Incident Command Trailer. While researching this project, staff was able to locate a trailer that is already configured to be an Incident Command Trailer. It is located near Milwaukee WI. The cost of this trailer is $3500.00. With some minor modifications and additions, we believe that we could have this command trailer in service for less than the $15,000.00 that is budgeted. Photos of the trailer were provided for review.

Edmonds asked what they were planning to do if they had not found this trailer. Lawrence stated they were going to take the enclosed trailer they got from Relocation and reconfigure that.

REYNOLDS MOVED TO APPROVE THE PURCHASE OF AN INCIDENT COMMAND TRAILER CIP PURCHASE FOR $3,500 IF FIRE CHIEF LAWRENCE, POLICE CHIEF TODD FREDERICK AND PUBLIC WORKS DIRECTOR GEROLD APPROVE AFTER REVIEWING THE TRAILER. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Resolution 18-24 approving sale of property to School District

Barbian stated that this is the last step in the formal process to finish the sale of the property to the school district.

EDMONDS MOVED TO APPROVE RESOLUTION 18-24 APPROVING THE SALE OF THE OLD POLICE STATATION PROPERTY TO THE SCHOOL DISTRICT. RENOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.
Administrator Update

Barbian reported that at a past meeting, the council was informed about some possible loans from the Small Cities Development funds to those that had sewer backups when the line collapsed. Mark and Donna Walsh have filled out the paperwork and are looking to take advantage of this loan. It will total $4,196, with 5% forgiven and the balance being paid over 5 years. He will bring the final loan to the Council for approval at an upcoming meeting.

In regard to Jumpin Gymnastics purchase at Aero Business Park, they may not be buying the property now as another opportunity came up for them. However, the TIF process will continue as it may be beneficial to another interested party.

Staff has received a request for services to the Sherburne lakes 55 site.

Barbian mentioned that his 6-month review is coming up and mentioned doing it in a closed session at the next meeting. Whitcomb responded that there is no need to do it at a council meeting, he will meet with him, and the rest of the Council can be updated.

Adjournment

EDMONDS MOVED TO ADJOURN THE STUDY SESSION AT 5:20PM. REYNOLDS SECONDED THE MOTION. MEETING ADJOURNED

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor
MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 10, 2018 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, Jack Edmonds, Jules Zimmer, and Jeff Reynolds. Others present: Administrator Robert Barbian, Finance Director Steve Jackson, Clerk Shawna Jenkins, Police Chief Todd Frederick, Public Works Director Bob Gerold, Wastewater Plant Manager Chris Klinghagen, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, and Attorney Kelli Bourgeois and Damien Toven.

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of April 26, 2018
B. Study Session meeting minutes of May 3, 2018

EDMONDS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 26, 2018
AND STUDY SESSION MEETING MINUTES OF MAY 3, 2018. WALKER SECONDED THE MO-
TION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Walmart Interior Fireworks for sale permit request 5-14-18 thru 7-7-18
   2. Keller Williams Realty, Bobbi Jo Dinesen transient merchant license
   3. Resolution 18-25 – approving Princeton Youth Hockey premise permit for Madre Loca

B. Personnel
   1. Liquor Store Step Increases
      a. Lori Akers to Step 3
      b. Dough Hansen to Step 2
      c. Debbie Applegate to Step 2
   2. Public Works
      a. Clarence Reiman 5-14-18 – 9-10-18
      b. Justin Zahner 5-14-18 – 6-29-18
      c. Jack Sinkel 5-9-18 – 5-31-18

C. Donations
   1. Resolution 18-26 accepting donation to the Fire Department

D. Miscellaneous

REYNOLDS MOVED TO APPROVE THE CONSENT AGENDA. WALKER SECONDED THE MO-
TION. THE MOTION CARRIED UNANIMOUSLY

OPEN FORUM

Gene Stoeckle stated that the airport board feels that S.E.H misrepresented the airport in the master plan. They would like to put together some specifics to discuss with the council at an up-
coming meeting. He will let Jenkins and Barbian know when they would like to be on the Council Agenda

Angel Vite from Boy Scout Troop 116 asked for permission to put a box at city hall to collect books for his Eagle Scout Project. The books will be or veterans to read while at the VA Medical Center. The Council was in support of his idea and said staff will find a good spot for the box.
PRESENTATIONS

A. Retirement of firefighter Jim Roxbury

Lawrence announced the retirement of Fire Chief Jim Roxbury. Roxbury has served our community for over 40 years with the Fire Dept., Emergency Manager, and Reception Center Coordinator. He helped this fire department grow as the community grew. His leadership will always be remembered. Roxbury was presented a plaque for his 40 years of service to the Community.

B. Chamber of Commerce Business and leadership series completion – Nancy Campbell

Chamber President Tracy Bailey announced that Liquor Store Manager Nancy Campbell has completed the Business and Leadership Series through the Chamber of Commerce. There is a plaque waiting for her in the Chamber of Commerce Office.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Planning Commission meeting minutes of April 16, 2018
B. EDA Meeting Minutes of April 19, 2018

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

A. Resolution 18-28 Event Street Closures

Jenkins reported that in 2016, the Council passed Resolution 16-18, which was intended to be a blanket resolution for all normal event street closures. Wednesday, May 9th staff sent the county required form and Insurance certificate to Bruce Cochran for approval. He informed us that the resolution needs to be done yearly.

With the Chamber cutting back on a couple events and moving some things to Riverside Park and the Fairgrounds, they only need the street closed for the Rum River Festival Parade on June 2, 2018 from 1pm to 5pm. Bob Gerold, Todd Frederick, the Sheriff's Department and Chamber staff have met to discuss roundabout detour routes for the event.

The Block Party will be held Friday, July 27th and they are requesting the road be closed from noon to 10pm for their event.

EDMONDS MOVED TO APPROVE 18-28 APPROVING THE STREET CLOSURES FOR THE RUM RIVER PARADE AND BLOCK PARTY. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Change order #1 for Riverside Park Bathroom Project, increase of $2,400

Gerold reported that the bathrooms are getting closer to completion. They looked at 2 options for paint. The one on the original quote was a bit cheaper, but would need to be repainted after any graffiti was removed. Upgrading to this paint will allow them to wash it off and the protective
coating will remain.

REYNOLDS MOVED TO CHANGE ORDER #1 FOR AN INCREASE OF $2,400 FOR THE RIVERSIDE BATHROOM PROJECT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS
A. Res. 18-27 – release of Lot 1, Block 1, Rivertown Crossing from 2005 Dev. Agreement

Barbian advised that by waiving the original Developer’s Agreement it is just saying that the improvements ordered at that time have been completed. Storm water requirements will be reviewed at the time the site plan is reviewed, and they will be required to pay the Park Dedication fee prior to building. This is a release for this particular lot. The City will need to do this for the others lots out there as well.

WALKER MOVED TO APPROVE RESOLUTION 18-27, APPROVING THE RELEASE OF LAND LOCATED AT 1911 – 5TH STREET NORTH, PRINCETON, MN AND LEGALLY DESCRIBED HEREIN FROM THE TERMS AND CONDITIONS OF A DEVELOPMENT AGREEMENT. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. 2018 Airport Runway Construction project

Barbian stated that this project is something that has been talked about for quite some time. There is funding available for this. This is to award the engineering for the project.

Edmonds asked if we have a designated source for the 5%. Jackson said it is usually funded from the Liquor Store.

Walker added that there has been a placeholder for this project in the Airport CIP for quite some time. Edmonds said he agrees that the runway needs to be reconstructed. Barbian responded that it has been 31 years since the runway was constructed. Runways are usually planned to last approximately 20 years.

Edmonds said the lighting needs to be repaired as well. Gerold replied that they have temporary wiring to the lights for now, and they hope to get something more permanent trenched in soon.

WALKER MOVED TO APPROVE THE 2018 AIRPORT RUNWAY CONSTRUCTION PROJECT. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

BILL LIST
ZIMMER MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF $91,028.24 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 77365 TO 77441 FOR A TOTAL OF $188,478.14. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
ADJOURNMENT
There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 7:20PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

__________________________
Shawna Jenkins
City Clerk

ATTEST:

__________________________
Paul Whitcomb, Mayor
Mayor Paul Whitcomb called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Thom Walker, Jack Edmonds, Jules Zimmer, and Jeff Reynolds. Others present: Administrator Robert Barbian, Finance Director Steve Jackson, Clerk Shawna Jenkins, Police Chief Todd Frederick, Wastewater Plant Manager Chris Klinghagen, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, and Attorney Kelli Bourgeois and Damien Toven. Absent was Public Works Director Bob Gerold

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of May 10, 2018

EDMONDS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF MAY 10, 2018. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Mille Lacs County – Carson & Barnes Circus June 12, 2018
   2. Mille Lacs County Fair Temporary 3.2% malt liquor permit
   3. Food Vendor License for Eric Strandberg – E & J’s Sweet Treats
   4. Annual Transient merchant license for Amber Endicott, Edward Jones Financial

B. Personnel
   1. Public Works Nicholas Nelson Step 3 increase effective 6-11-18
   2. James Ahner & Mark Ellington from Probationary Firefighter to Regular Firefighter
   3. Public Works Seasonal – Lake Glaser & Owen Mason
   4. Transfer of Dan Pierce from Public Works GMII to Wastewater

C. Donations

D. Miscellaneous
   1. CDBG Loan for Sewer backup

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

OPEN FORUM

Al Davis asked the Council if they would provide a letter of support to replace the damaged headstones of the Veteran’s in Oak Knoll Cemetery. He has met with the American Legion and will be meeting with the VFW as well. He has been informed that if he is able to get support from the city and Veteran’s groups in the area, it usually helps the project to get approved. There is no cost the city.

Edmonds asked about the cost of cement work. Davis replied that he hopes to have volunteers assist in doing the cement work.

Walker asked what type the monuments would be. Davis said he believes they are marble and replicas of that era. Reynolds asked how many stones need to be replaced. Davis said he has not taken an inventory of the cemetery. He would like to see how long the process takes for the first one.
Charlie and Carol Ossel spoke about the vacant store fronts downtown. There are 20 store fronts that are currently empty. They are doing what they can to promote the downtown, but sees that area being less and less important. They were instrumental in getting the Design Team in here. There is no curb appeal downtown and there needs to be if we are going to attract new business.

Barbian commented that the City is working on a few things and wants the community to know that the Downtown area is important. There are some CDBG funds available that could be used in some cases, and staff is looking at ways to try and bolster those funds. Carol Ossel said she was not aware that the City staff was looking at some options and asked if the city can get the word out to the business owners. Charlie Ossel would like to see the traffic downtown increased.

PUBLIC HEARINGS

A. Development District 7 and TIF 7-1

Whitcomb opened the public hearing at 7:22 pm

Tammy Omdal reported that TIF 7-1, was originally established in 2016 but never certified to the and approved. It has been sent to the County and School District, and no comments were received. The number of units is still estimated to be 16. The biggest change is what is estimated in TIF Revenue. The council could use those funds for additional affordable housing in the future if they so choose.

The other action is a resolution authorizing the advance of up to $130,00 in legally available city funds to pay the Special Assessments, which will allow the city to reimburse itself for special assessments. Barbian added that this is a great way for the city to recoup their costs.

WALKER MOVED TO CLOSE THE PUBLIC HEARING AT 7:29. ZIMMER SECONDED THE MOTION

1. Resolution 18-29

WALKER MOVED TO APPROVE RESOLUTION 18-29 ADOPTING MODIFICATION OF DEVELOPMENT DISTRICT 7 AND MODIFICATION OF TAX INCREMENT FINANCING DISTRICT AND THE ADOPTION OF THE MODIFIED DEVELOPMENT PROGRAM AND THE MODIFIED TAX INCREMENT FINANCING PLAN RELATING TO THERETO. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

2. Resolution 18-31 inter-fund loan Assessment Repayment

WALKER MOVED TO APPROVE RESOLUTION 18-29 AUTHORIZING INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO 8-3. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Development District 8 and TIF District 8-3
Whitcomb opened the public hearing at 7:31 pm

Barbian advised that this TIF relates to Aero business park. Staff was doing this for a particular purchaser, but they are not ready to buy a lot at this time. However, since the process had been started, staff decided to continue with the process in case it could be used for another buyer.

Omdal said because there is not a specific project at this time, a modification could be done if another buyer was interested. One limitation is that the city has 5 years for an obligation to be made. If 5 years were to pass and no projects moved forward, the Council would be able to establish a new TIF district in the future. Barbian added that another project in the 5,000-10,000 square feet may come forward in the necessary time frame to modify this TIF.

ZIMMER MOVED TO CLOSE THE PUBLIC HEARING AT 7:36. REYNOLDS SECONDED THE MOTION

WALKER MOVED TO APPROVE RESOLUTION 18-30 APPROVING MODIFIED DEVELOPMENT DISTRICT NO 8 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT 8-3. THEREIN AND APPROVING THE TAX INCREMENT FINANCING PLAN THEREFORE. ZIMMER SECOND-ED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

Engineer Brotzier provided an update on the roundabout. The Contractor is on, if not slightly ahead of schedule. They are aware of the July 4th events, so they hope to be completed.

He added that staff has worked out a different detour route to use during Rum River Fest so the traffic is kept out of downtown.

They are working on final design on Great northern trail with Sherburne County. Last year Sherburne County was successful with receiving a grant towards that roundabout. An RFP has been issued and the designing will begin soon. Sherburne will be coordinating the grant and they plan on having both the trail and roundabout be constructed in 2019.

Brotzier stated that staff is in the process of developing public information on the franchise fees for publication on the website. They are close to the final stages of the Franchise Fee Park Plan. Additional improvements are being identified. The Splash Park and Riverside Park are both on that list.

Reynolds mentioned the Stop sign that is at the Hwy 95 and Hwy 169 onramp, as he has seen several close calls. Frederick replied that the stop signs were adjusted yesterday, so they should be more visible to motorists.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. 32nd Annual Elim Fest Road Closure Request for August 26, 2018

Whitcomb stated that as they have for many years, Elim Care and Rehab Center is requesting the ability to close off 8th Ave (to the West of Elim’s Block) on Sunday, August 26th for their 32nd Annual Elim Fest. They are asking if Public works can drop off barricades sometime prior to the
event so they can set them up at around 1:30pm. They will remove them at, or before 8pm after cleanup from the event. They will keep a path open for emergency vehicles. They would also like to borrow the city’s portable generator.

ZIMMER MOVED TO ELIM’S REQUEST TO CLOSE THE PORTION OF 8TH AVE ON AUGUST 26 FROM ABOUT 1:30PM TO 8PM AND TO USE THE CITY’S PORTABLE GENERATOR. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Firehouse BBQ request to sell liquor at Liquor Store

Firehouse BBQ has asked permission to locate their enterprise in the liquor store parking lot from 2 PM until 7 PM on Fridays.

They, apparently, will continue to locate in the downtown public parking lot during the lunch hour during the week but want to try marketing for supper in our lot.

They have the appropriate licensure to locate on private property and Nancy feels it would probably be a good thing as it may draw additional customers to the liquor store.

Staff feels the final decision should be made by the City Council. If the Council feels allowing the food truck to locate in the liquor store parking lot on Friday afternoons/early evening, then a motion to that effect would be in order. Firehouse BBQ also asked for permission to do this last year, and it went well.

ZIMMER MOVED TO APPROVE FIREHOUSE BBQ TO LOCATED AT THE LIQUOR STORE TO SELL ON SOME SUMMER FRIDAYS. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Princeton Golf Course Noise Ordinance Variance request for June 9, 2018

Dylan Donner from the Princeton Golf Course is requesting a Variance for a band to play outside from 8pm to 12am on June 9th. It is for their 3rd summer celebration and it is free and open to the public.

ZIMMER MOVED TO APPROVE THE GOLF COURSE’S REQUEST TO HAVE A BAND PLAY UNTIL 12AM FOR THEIR 3RD SUMMER CELEBRATION, AS LONG AS THEY POSITION THE STAGE TO MINIMIZE THE NOISE TO THE SURROUNDING HOMES. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Fairview Scrubby Bear Golf Tournament Request

Staff advised that the City received this request again this year. Last year, the city sponsored a hole in the tournament for $150.

WALKER MOVED TO SPONSOR A HOLE IN THE FAIRVIEW SCRUBBY BEAR GOLF TOURNAMENT WITH WINE AND SPIRITS GRANT FUNDS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
ORDINANCES AND RESOLUTIONS

A. Ordinance 764, rezoning 601 6th Ave N from B-2 to R-3 – FIRST READING

Barbian advised that the Planning Commission Board approved the Rezoning request at 601 6th Avenue North, from B-2 Neighborhood Business District to R-3 Multi-family Residential, contingent that the City Attorney makes a ruling on if the setbacks need to be met for the R-3 Zoning District.

REQUEST
Nicholas and Tonia Anderson have submitted an application to rezone their property from B-2 Neighborhood Business to R-3 Multiple Family Residential located at 601 6th Avenue North.

BACKGROUND
This property started as a residential home years ago and then changed into a church and had sold for business use with a zoning changed to B-2, Neighborhood Commercial in 2012. The use was a two unit Garden Supply Store and Dog Grooming Shop. Only the west side of the building is seen from Rum River Drive where the front of the building faces 6th Avenue North.

The new owner would like to bring this building back to a two unit residential rental site with built in garages that were originally there, separating the two units. A site plan of what is intended for renovation is included for your review. The renovation will be to the inside of the building, and exterior. The setback requirements for the B-2 and R-3 Districts are the same except for the front yard setback and maximum lot coverage. The property owner would need to follow the R-3 Zoning Ordinance if the rezoning were approved. The owner has spoken to the City of Princeton Building Inspector on building codes to renovate this back to a residential site and understands a building permit would need to be approved prior to any renovations.

Water, Sewer, and Electrical Hook-up
Currently there is one connection for water, sewer, and electrical to the building. The owner will install separate connections for all utilities where the two units will have their own meters.

Addressing
The proposed addressing will stay as 601 6th Avenue North with the east side of the building being Suite B and the west end labeled Suite A.

Existing Land Uses
The neighborhood contains a variety of land uses from commercial to single family home to multi-family homes. The commercial uses, with the exception of “Neighbors on the Rum”, are located on the southwest side of Rum River Drive, which is the same side of the road the subject property is located on.

Future Land Use Plan (Comprehensive Plan)
The Future Land Use Plan designates the entire half block southwest of Rum River Drive between 6th Street North as Commercial/Residential mixed. In 2012, the neighboring site at 605 Rum River Drive North requested to be rezoned from the R-3 Multiple Family Residential District to B-2 Neighborhood Business District because they were selling the site that was used for business and too small to build a residential home on. The Future Land Use Plan and Comprehensive Plan support the proposed use for residential.
RECOMMENDATION
Based on the above analysis, staff recommends the Planning Commission recommend to the Council approval of the rezoning of the property at 601 6th Avenue North, based on the following findings of fact:

1. The proposal complies with the Mixed Residential use since the site is adjacent to neighborhoods.

2. The Mixed Residential is compatible with present and future land uses of the area.

The City Council approval of the rezoning from B-2 Neighborhood Commercial to R-3 Multiple Residential to be subject to the following conditions:

1. The applicant shall follow all building codes and the Zoning Ordinance for the renovation of the building and a Building Permit be submitted and approved prior to renovation.

2. Each unit will have separate utility meters.

Whitcomb said the Planning Commission has held the public hearing. He spoke to Paul Long last night at length about this.

Long presented a petition from some of the neighbors that do not want this to be changed to multi-family residential. He lives directly across the street from this property. It has been a business use for about 30 years. He stated he does not want to see the neighborhood impacted by the kind of tenants that some rental properties usually attract. He would like to have a conversation with the developer and come up with some ideas on how to make the property more appealing to the neighborhood. Also, he thinks there could be several uses for that property and feels that this should be tabled at this time.

Whitcomb thanked Long for the comments and stated that anything they do with the property needs to meet building code. He added that from the sounds of it, Anderson is going to be putting about $120k into renovating the property, so it should be a big improvement to the buildings current condition.

Owner Nicholas Anderson said he understands the current exterior does not look very good. They are putting new siding on and installing new windows. He currently owns 6 other properties in town and has zero vacancy. He uses a property management company, and complete backgrounds and financial checks are done on all tenants. They get good renters into their property and have very little turnover.

Walker asked how they will do the external work if the building is on the property line. Nicholas replied that the lot lines are close to the one building to the north. However, the contractor that owns that building is a friend of his, so there shouldn’t be any issues completing that work. Everyone else is across the street from the property.

Edmonds said it sounds like with the improvements being made the property will look much better than it does now. Zimmer added that affordable housing is always needed.

ZIMMER MOVED TO INTRODUCE ORDINANCE 764 REZONING 601 6TH AVE N FROM B-2 TO R-3. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
UNFINISHED BUSINESS

NEW BUSINESS

A. Aldi's temporary sign and construction easement

Barbian advised that Aldi's is proposing a pylon sign that they have submitted a permit for. This agreement is to provide an easement and has been reviewed by Paul Dove.

Walker stated he does not have any issues with the easement agreement, as it seems reasonable. He does not want to see a lot of pylon signs, so would be in favor with Aldi's sharing a sign with the liquor store.

WALKER MOVED TO APPROVE THE EASEMENT AGREEMENT WITH ALDI'S. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Edmonds asked if there is a distance required between signs. Barbian replied that he would have to look into that. However, where they are proposing their pylon sign is quite a way from the current liquor store pylon sign.

B. Public works / Parks Lawn mower purchase

Jackson advised that the Park and Recreation 2018 CIP budget includes $90,000 for the purchase of lawn mowers. Staff is proposing that the city purchase 2 Toro Master 7500 72" Deck 37HP Yanmar diesel mowers. This mower is on the State Bid, and staff is looking to purchase these from Princeton Rental.

ZIMMER MOVED TO APPROVE THE PURCHASE OF THE 2 LAWN MOWERS FOR A TOTAL OF $43,367.68 AS REQUESTED. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. 2018 Sealcoating Bid Award

Jackson reported that staff advertised for Sealcoating bids with a deadline of 11am on Monday, May 21st 2018. The Bid was advertised on the City website, in the Finance and Commerce Magazine and the Union Eagle.

The following bids were received.

Pearson Brothers
11079 Lamont Ave, N.E.
Hanover MN 55341
763-391-6622
Contact: Jack or Russ Pearson
Email: chris@pearsonbrosinc.com

Allied Blacktop
10503 89th Ave. N.
Maple Grove MN 55369

$.84 per square yard

$.91 per square yard
763-425-0575  
Contact: Peter Capistrant  
Email: pete@alliedblacktopmn.com

Caldwell Asphalt  
24060 175th St. N.E  
Hawick MN 56273  
320-243-4023  
Contact: Troy Caldwell

Staff was surprised that the bids came in where they did, so we will be adjusting the roads that will be done this year.

EDMONDS MOVED TO AWARD THE SEAL COATING TO PEARSON BROTHERS AT $.84 PER SQUARE YARD, AND FOR ROADS TO BE DONE UP TO THE BUDGETED AMOUNT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Robert Barbian Step 3 increase

Whitcomb advised that Barbian and himself sat down last week and had an evaluation based on the forms that the Councilors and Supervisors filled out.

WHITCOMB MOVED TO APPROVE A STEP 3 INCREASE TO ROBERT BARBIAN. WALKER SECONDED THE MOTION.

Barbian thanked the council and staff for the support he has received.

Walker said in the initial contract there was a moving allowance to be paid after the 6-month review. Jackson said that will be processed.

THE MOTION CARRIED UNANIMOUSLY

E. Advertising for Community Development Director

Whitcomb would like to re-advertise for the Community Developer Director position. He would also like one other council member to be a part of the applicant review process.

ZIMMER MOVED TO APPROVE ADVERTISING FOR THE COMMUNITY DEVELOPMENT DIRECTOR'S POSITION. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

F. Abandonment of Mille Lacs County Ditch #1

Barbian reported that he has been informed that there are quite a few people that are very concerned about this. He was asked if the City would write a letter of objection. It is believed the Princeton airport and West Branch of the Rum River would be impacted by an abandonment of this ditch.
Edmonds added that if this ditch was closed, the lake would rise and be very detrimental to the Southwest side of the City.

Walker asked what will happen if the ditch was abandoned. if it would be closed. Barbian responded that he has been told that each property owner could do what they wanted with the ditch.

WALKER MOVED TO HAVE STAFF DRAFT A LETTER OF OPPOSITION TO THE DITCH BEING ABANDONED. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

BILL LIST
Zimmer moved to approve the bill list which includes the manual checks as listed on the manual bill list for a total of $132,127.05 and the items listed on the liquor bill list and general city bill list which will be checks 77445 to 77500 for a total of $237,534.74. Reynolds seconded the motion. The motion carried unanimously.

CLOSED SESSION

A. Cingular Wireless, Negotiations
B. Flushable Wipes Litigation

Whitcomb announced that the agenda items for this meeting is to discuss Cellular Wireless negotiations and the flushable wipes litigation.

This portion of the properly noticed meeting of the Princeton City Council will be closed pursuant to Minnesota Statutes under the attorney/client communication exception to the Minnesota Open Meeting Law. The need for confidentiality outweighs the purposes served by the open-meeting law in this case based on the following: Confidentiality is necessary to protect the City’s interests with respect to the litigation in question.

- The purpose of the closed meeting is not to make a decision behind closed-doors, but instead is to determine what actions are appropriate with respect to the sale of the property.
- The only business to be discussed in this portion of the meeting is the flushable wipes litigation and what action, if any, should be taken.

I will now entertain a motion to close this portion of the meeting.

EDMONDS MOVED TO CLOSE THE MEETING AT 8:33 PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ZIMMER MOVED TO ADJOURN THE CLOSED SESSION OF THE MEETING AT 9:00PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
Zimmer moved to accept the settlement on the flushable wipes litigation. Reynolds seconded the motion. The motion carried unanimously.

Adjournment
There being no further business:

Zimmer moved to adjourn the meeting at 9:00 PM. Reynolds seconded the motion. The motion carried unanimously.

Respectfully Submitted,

______________________
Shawna Jenkins
City Clerk

ATTEST:

______________________
Paul Whitcomb, Mayor
MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON MAY 24, 2018 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, Jack Edmonds, Jules Zimmer, and Jeff Reynolds. Others present: Administrator Robert Barbian, Finance Director Steve Jackson, Clerk Shawna Jenkins, Police Chief Todd Frederick, Wastewater Plant Manager Chris Klinghagen, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, and Attorney Kelli Bourgeois and Damien Toven. Absent was Public Works Director Bob Gerold

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of May 10, 2018

EDMONDS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF MAY 10, 2018. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Mille Lacs County – Carson & Barnes Circus June 12, 2018
   2. Mille Lacs County Fair Temporary 3.2% malt liquor permit
   3. Food Vendor License for Eric Strandberg – E & J’s Sweet Treats
   4. Annual Transient merchant license for Amber Endicott, Edward Jones Financial

B. Personnel
   1. Public Works Nicholas Nelson Step 3 increase effective 6-11-18
   2. James Ahner & Mark Ellington from Probationary Firefighter to Regular Firefighter
   3. Public Works Seasonal – Lake Glase & Owen Mason
   4. Transfer of Dan Pierce from Public Works GMI to Wastewater

C. Donations

D. Miscellaneous
   1. CDBG Loan for Sewer backup

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

OPEN FORUM

Al Davis asked the Council if they would provide a letter of support to replace the damaged headstones of the Veteran’s in Oak Knoll Cemetery. He has met with the American Legion and will be meeting with the VFW as well. He has been informed that if he is able to get support from the city and Veteran’s groups in the area, it usually helps the project to get approved. There is no cost the city.

Edmonds asked about the cost of cement work. Davis replied that he hopes to have volunteers assist in doing the cement work.

Walker asked what type the monuments would be. Davis said he believes they are marble and replicas of the that era. Reynolds asked how many stones need to be replaced. Davis said he has not taken an inventory of the cemetery. He would like to see how long the process takes for the first one.
Charlie and Carol Ossel spoke about the vacant store fronts downtown. There are 20 store fronts that are currently empty. They are doing what they can to promote the downtown, but sees that area being less and less important. They were instrumental in getting the Design Team in here. There is no curb appeal downtown and there needs to be if we are going to attract new business.

Barbian commented that the City is working on a few things and wants the community to know that the Downtown area is important. There are some CDBG funds available that could be used in some cases, and staff is looking at ways to try and bolster those funds. Carol Ossel said she was not aware that the City staff was looking at some options and asked if the city can get the word out to the business owners. Charlie Ossel would like to see the traffic downtown increased.

PUBLIC HEARINGS

A. Development District 7 and TIF 7-1

Whitcomb opened the public hearing at 7:22 pm

Tammy Omdal reported that TIF 7-1, was originally established in 2016 but never certified to the and approved. It has been sent to the County and School District, and no comments were received. The number of units is still estimated to be 16. The biggest change is what is estimated in TIF Revenue. The council could use those funds for additional affordable housing in the future if they so choose.

The other action is a resolution authorizing the advance of up to $130,00 in legally available city funds to pay the Special Assessments, which will allow the city to reimburse itself for special assessments. Barbian added that this is a great way for the city to recoup their costs.

WALKER MOVED TO CLOSE THE PUBLIC HEARING AT 7:29. ZIMMER SECONDED THE MOTION

1. Resolution 18-29

WALKER MOVED TO APPROVE RESOLUTION 18-29 ADOPTING MODIFICATION OF DEVELOPMENT DISTRICT 7 AND MODIFICATION OF TAX INCREMENT FINANCING DISTRICT AND THE ADOPTION OF THE MODIFIED DEVELOPMENT PROGRAM AND THE MODIFIED TAX INCREMENT FINANCING PLAN RELATING TO THERETO. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

2. Resolution 18-31 inter-fund loan Assessment Repayment

WALKER MOVED TO APPROVE RESOLUTION 18-29 AUTHORIZING INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO 8-3. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Development District 8 and TIF District 8-3
Whitcomb opened the public hearing at 7:31 pm

Barbian advised that this TIF relates to Aero business park. Staff was doing this for a particular purchaser, but they are not ready to buy a lot at this time. However, since the process had been started, staff decided to continue with the process in case it could be used for another buyer.

Omdal said because there is not a specific project at this time, a modification could be done if another buyer was interested. One limitation is that the city has 5 years for an obligation to be made. If 5 years were to pass and no projects moved forward, the Council would be able to establish a new TIF district in the future. Barbian added that another project in the 5,000-10,000 square feet may come forward in the necessary time frame to modify this TIF.

ZIMMER MOVED TO CLOSE THE PUBLIC HEARING AT 7:36 REYNOLDS SECONDED THE MOTION

WALKER MOVED TO APPROVE RESOLUTION 18-30 APPROVING MODIFIED DEVELOPMENT DISTRICT NO 8 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT 8-3. THEREIN AND APPROVING THE TAX INCREMENT FINANCING PLAN THEREFORE. ZIMMER SECOND-ED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

Engineer Brodzler provided an update on the roundabout. The Contractor is on, if not slightly ahead of schedule. They are aware of the July 4th events, so they hope to be completed.

He added that staff has worked out a different detour route to use during Rum River Fest so the traffic is kept out of downtown.

They are working on final design on Great northern trail with Sherburne County. Last year Sherburne County was successful with receiving a grant towards that roundabout. An RFP has been issued and the designing will begin soon. Sherburne will be coordinating the grant and they plan on having both the trail and roundabout be constructed in 2019.

Brotzler stated that staff is in the process of developing public information on the franchise fees for publication on the website. They are close to the final stages of the Franchise Fee Park Plan. Additional improvements are being identified. The Splash Park and Riverside Park are both on that list.

Reynolds mentioned the Stop sign that is at the Hwy 95 and Hwy 169 onramp, as he has seen several close calls. Frederick replied that the stop signs were adjusted yesterday, so they should be more visible to motorists.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. 32nd Annual Elim Fest Road Closure Request for August 26, 2018

Whitcomb stated that as they have for many years, Elim Care and Rehab Center is requesting the ability to close off 8th Ave (to the West of Elim’s Block) on Sunday, August 26th for their 32nd Annual Elim Fest. They are asking if Public works can drop off barricades sometime prior to the
event so they can set them up at around 1:30pm. They will remove them at, or before 8pm after cleanup from the event. They will keep a path open for emergency vehicles. They would also like to borrow the city’s portable generator.

ZIMMER MOVED TO ELIM’S REQUEST TO CLOSE THE PORTION OF 8TH AVE ON AUGUST 26 FROM ABOUT 1:30PM TO 8PM AND TO USE THE CITY’S PORTABLE GENERATOR. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Firehouse BBQ request to sell liquor at Liquor Store

Firehouse BBQ has asked permission to locate their enterprise in the liquor store parking lot from 2 PM until 7 PM on Fridays.

They, apparently, will continue to locate in the downtown public parking lot during the lunch hour during the week but want to try marketing for supper in our lot.

They have the appropriate licensure to locate on private property and Nancy feels it would probably be a good thing as it may draw additional customers to the liquor store.

Staff feels the final decision should be made by the City Council. If the Council feels allowing the food truck to locate in the liquor store parking lot on Friday afternoons/early evening, then a motion to that effect would be in order. Firehouse BBQ also asked for permission to do this last year, and it went well.

ZIMMER MOVED TO APPROVE FIREHOUSE BBQ TO LOCATED AT THE LIQUOR STORE TO SELL ON SOME SUMMER FRIDAYS. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Princeton Golf Course Noise Ordinance Variance request for June 9, 2018

Dylan Donner from the Princeton Golf Course is requesting a Variance for a band to play outside from 8pm to 12am on June 9th. It is for their 3rd summer celebration and it is free and open to the public.

ZIMMER MOVED TO APPROVE THE GOLF COURSE’S REQUEST TO HAVE A BAND PLAY UNTIL 12AM FOR THEIR 3RD SUMMER CELEBRATION, AS LONG AS THEY POSITION THE STAGE TO MINIMIZE THE NOISE TO THE SURROUNDING HOMES. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Fairview Scrubby Bear Golf Tournament Request

Staff advised that the City received this request again this year. Last year, the city sponsored a hole in the tournament for $150.

WALKER MOVED TO SPONSOR A HOLE IN THE FAIRVIEW SCRUBBY BEAR GOLF TOURNAMENT WITH WINE AND SPIRITS GRANT FUNDS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
ORDINANCES AND RESOLUTIONS

A. Ordinance 764, rezoning 601 6th Ave N from B-2 to R-3 – FIRST READING

Barbian advised that the Planning Commission Board approved the Rezoning request at 601 6th Avenue North, from B-2 Neighborhood Business District to R-3 Multi-family Residential, contingent that the City Attorney makes a ruling on if the setbacks need to be met for the R-3 Zoning District.

REQUEST
Nicholas and Tonia Anderson have submitted an application to rezone their property from B-2 Neighborhood Business to R-3 Multiple Family Residential located at 601 6th Avenue North.

BACKGROUND
This property started as a residential home years ago and then changed into a church and had sold for business use with a zoning changed to B-2, Neighborhood Commercial in 2012. The use was a two unit Garden Supply Store and Dog Grooming Shop. Only the west side of the building is seen from Rum River Drive where the front of the building faces 6th Avenue North.

The new owner would like to bring this building back to a two unit residential rental site with built in garages that were originally there, separating the two units. A site plan of what is intended for renovation is included for your review. The renovation will be to the inside of the building, and exterior. The setback requirements for the B-2 and R-3 Districts are the same except for the front yard setback and maximum lot coverage. The property owner would need to follow the R-3 Zoning Ordinance if the rezoning were approved. The owner has spoken to the City of Princeton Building Inspector on building codes to renovate this back to a residential site and understands a building permit would need to be approved prior to any renovations.

Water, Sewer, and Electrical Hook-up
Currently there is one connection for water, sewer, and electrical to the building. The owner will install separate connections for all utilities where the two units will have their own meters.

Addressing
The proposed addressing will stay as 601 6th Avenue North with the east side of the building being Suite B and the west end labeled Suite A.

Existing Land Uses
The neighborhood contains a variety of land uses from commercial to single family home to multi-family homes. The commercial uses, with the exception of "Neighbors on the Rum", are located on the southwest side of Rum River Drive, which is the same side of the road the subject property is located on.

Future Land Use Plan (Comprehensive Plan)
The Future Land Use Plan designates the entire half block southwest of Rum River Drive between 6th Street North as Commercial/Residential mixed. In 2012, the neighboring site at 605 Rum River Drive North requested to be rezoned from the R-3 Multiple Family Residential District to B-2 Neighborhood Business District because they were selling the site that was used for business and too small to build a residential home on. The Future Land Use Plan and Comprehensive Plan support the proposed use for residential.
RECOMMENDATION

Based on the above analysis, staff recommends the Planning Commission recommend to the Council approval of the rezoning of the property at 601 6th Avenue North, based on the following findings of fact:

1. The proposal complies with the Mixed Residential use since the site is adjacent to neighborhoods.

2. The Mixed Residential is compatible with present and future land uses of the area.

The City Council approval of the rezoning from B-2 Neighborhood Commercial to R-3 Multiple Residential to be subject to the following conditions:

1. The applicant shall follow all building codes and the Zoning Ordinance for the renovation of the building and a Building Permit be submitted and approved prior to renovation.

2. Each unit will have separate utility meters.

Whitcomb said the Planning Commission has held the public hearing. He spoke to Paul Long last night at length about this.

Long presented a petition from some of the neighbors that do not want this to be changed to multi-family residential. He lives directly across the street from this property. It has been a business use for about 30 years. He stated he does not want to see the neighborhood impacted by the kind of tenants that some rental properties usually attract. He would like to have a conversation with the developer and come up with some ideas on how to make the property more appealing to the neighborhood. Also, he thinks there could be several uses for that property and feels that this should be tabled at this time.

Whitcomb thanked Long for the comments and stated that anything they do with the property needs to meet building code. He added that from the sounds of it, Anderson is going to be putting about $120k into renovating the property, so it should be a big improvement to the buildings current condition.

Owner Nicholas Anderson said he understands the current exterior does not look very good. They are putting new siding on and installing new windows. He currently owns 6 other properties in town and has zero vacancy. He uses a property management company, and complete backgrounds and financial checks are done on all tenants. They get good renters into their property and have very little turnover.

Walker asked how they will do the external work if the building is on the property line. Nicholas replied that the lot lines are close to the one building to the north. However, the contractor that owns that building is a friend of his, so there shouldn’t be any issues completing that work. Everyone else is across the street from the property.

Edmonds said it sounds like with the improvements being made the property will look much better than it does now. Zimmer added that affordable housing is always needed.

ZIMMER MOVED TO INTRODUCE ORDINANCE 764 REZONING 601 6TH AVE N FROM B-2 TO R-3. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
UNFINISHED BUSINESS

NEW BUSINESS

A. Aldi’s temporary sign and construction easement

Barbian advised that Aldi’s is proposing a pylon sign that they have submitted a permit for. This agreement is to provide an easement and has been reviewed by Paul Dove.

Walker stated he does not have any issues with the easement agreement, as it seems reasonable. He does not want to see a lot of pylon signs, so would be in favor with Aldi’s sharing a sign with the liquor store.

WALKER MOVED TO APPROVE THE EASEMENT AGREEMENT WITH ALDI’S. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Edmonds asked if there is a distance required between signs. Barbian replied that he would have to look into that. However, where they are proposing their pylon sign is quite a way from the current liquor store pylon sign.

B. Public works / Parks Lawn mower purchase

Jackson advised that the Park and Recreation 2018 CIP budget includes $90,000 for the purchase of lawn mowers. Staff is proposing that the city purchase 2 Toro Master 7500 72” Deck 37HP Yanmar diesel mowers. This mower is on the State Bid, and staff is looking to purchase these from Princeton Rental.

ZIMMER MOVED TO APPROVE THE PURCHASE OF THE 2 LAWN MOWERS FOR A TOTAL OF $43,367.68 AS REQUESTED. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. 2018 Sealcoating Bid Award

Jackson reported that staff advertised for Sealcoating bids with a deadline of 11am on Monday, May 21nd 2018. The Bid was advertised on the City website, in the Finance and Commerce Magazine and the Union Eagle.

The following bids were received.

Pearson Brothers
11079 Lamont Ave. N.E.
Hanover MN 55341
763-391-6622
Contact: Jack or Russ Pearson
Email: chris@pearsonbrosinc.com

Allied Blacktop
10503 89th Ave. N.
Maple Grove MN 55369

$0.84 per square yard

$0.91 per square yard
Caldwell Asphalt
24060 175th St. N.E
Hawick MN 56273
320-243-4023
Contact: Troy Caldwell

Staff was surprised that the bids came in where they did, so we will be adjusting the roads that will be done this year.

EDMONDS MOVED TO AWARD THE SEAL COATING TO PEARSON BROTHERS AT $.84 PER SQUARE YARD, AND FOR ROADS TO BE DONE UP TO THE BUDGETED AMOUNT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

D. Robert Barbian Step 3 increase

Whitcomb advised that Barbian and himself sat down last week and had an evaluation based on the forms that the Councilors and Supervisors filled out.

WHITCOMB MOVED TO APPROVE A STEP 3 INCREASE TO ROBERT BARBIAN. WALKER SECONDED THE MOTION.

Barbian thanked the council and staff for the support he has received.

Walker said in the initial contract there was a moving allowance to be paid after the 6-month review. Jackson said that will be processed.

THE MOTION CARRIED UNANIMOUSLY

E. Advertising for Community Development Director

Whitcomb would like to re-advertise for the Community Developer Director position. He would also like one other council member to be a part of the applicant review process.

ZIMMER MOVED TO APPROVE ADVERTISING FOR THE COMMUNITY DEVELOPMENT DIRECTOR'S POSITION. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

F. Abandonment of Mille Lacs County Ditch #1

Barbian reported that he has been informed that there are quite a few people that are very concerned about this. He was asked if the City would write a letter of objection. It is believed the Princeton airport and West Branch of the Rum River would be impacted by an abandonment of this ditch.
Edmonds added that if this ditch was closed, the lake would rise and be very detrimental to the Southwest side of the City.

Walker asked what will happen if the ditch was abandoned, if it would be closed. Barbian responded that he has been told that each property owner could do what they wanted with the ditch.

WALKER MOVED TO HAVE STAFF DRAFT A LETTER OF OPPOSITION TO THE DITCH BEING ABANDONED. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

BILL LIST
ZIMMER MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF $132,127.05 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 77445 TO 77500 FOR A TOTAL OF $237,534.74. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CLOSED SESSION

A. Cingular Wireless, Negotiations
B. Flushable Wipes Litigation

Whitcomb announced that the agenda items for this meeting is to discuss Cellular Wireless negotiations and the flushable wipes litigation.

This portion of the properly noticed meeting of the Princeton City Council will be closed pursuant to Minnesota Statutes under the attorney/client communication exception to the Minnesota Open Meeting Law. The need for confidentiality outweighs the purposes served by the open-meeting law in this case based on the following: Confidentiality is necessary to protect the City's interests with respect to the litigation in question.

- The purpose of the closed meeting is not to make a decision behind closed-doors, but instead is to determine what actions are appropriate with respect to the sale of the property.
- The only business to be discussed in this portion of the meeting is the flushable wipes litigation and what action, if any, should be taken.

I will now entertain a motion to close this portion of the meeting.

EDMONDS MOVED TO CLOSE THE MEETING AT 8:33 PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ZIMMER MOVED TO ADJOURN THE CLOSED SESSION OF THE MEETING AT 9:00PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
ZIMMER MOVED TO ACCEPT THE SETTLEMENT ON THE FLUSHABLE WIPES LITIGATION. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT
There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 9:00PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor