MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON JANUARY 10, 2019 7:00 P.M. AT THE PUBLIC SAFETY BUILDING

Mayor Brad Schumacher, Councilors Jenny Gerold and Jules Zimmer were sworn in.

Mayor Brad Schumacher called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Jack Edmonds, Jenny Gerold, Jules Zimmer and Jeff Reynolds. Others present: City Administrator Robert Barbian, Finance Director Steve Jackson, Community Development Specialist Stephanie Hillesheim, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Wastewater Plant Manager Chris Klinghagen, and Fire Chief Ron Lawrence. Absent was Police Chief Todd Frederick and Liquor Store Manager Nancy Campbell

AGENDA ADDITIONS/DELETIONS

There were no additions to the agenda

REYNOLDS MOVED TO APPROVE THE AGENDA. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of December 27, 2018
B. Study Session Minutes of January 3, 2019

ZIMMER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 27, 2018 AND STUDY SESSION MEETING MINUTES OF JANUARY 3, 2019. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
B. Personnel
C. Donations
   1. Resolution 19-02– Accept donation from Hulett’s for Fire Department
D. Miscellaneous

ZIMMER MOVED TO APPROVE THE CONSENT AGENDA. GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

OPEN FORUM

PRESENTATION & PUBLIC HEARING

A. Council Orientation and Open Meeting Law

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

A. Resolution 19-01
Jenkins advised that this resolution is done yearly. It is to designate the banks, newspaper, and approve the rules of procedure.

EDMONDS MOVED TO APPROVE RESOLUTION 19-01. GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Sylva Lease

Barbian reported that Sylva Corporation business continues to grow. This year additional product contracts were awarded to the Company. They are in need of additional room to store finished product that is bagged and stacked on pallets. In working with the company a few nearby options were explored in and by the Industrial Park. The most feasible short-term solution is near the Public Safety Building off 21st Avenue.

The Company clearly has utilized areas available near the production facility and will exceed the available capacity. The City is discussing possible long-term options for the company and will continue to do so over the coming months. Determining if and how the City may assist the company meet their demand for finished good storage area is needed. The City may wish to consider leasing property at the Aero Business Park to solve the problem in the short term. Long term solutions are being discussed.

The parties to the Agreement are to be the City and Sylva Corporation, Larry Doose, President, 900 Airport Rd, Princeton, MN 55371.

The term of the lease agreement shall start January 25th and running thru May 25th, 2019, 4 months. The area shall cover two acres. The cost shall be 4,000.00.

The agreement is for the lease of property located at 301& 207 21st Avenue, being two acres with a usable frontage length up to 275’ and depth of 295’. The land being directly north of the Public Safety building. The City shall set a flag to mark the southernmost location in which a row is to be initiated for use. Additional lands, up to 2 acres can be leased for the same period for a proportional increase in cost equal to 2,000.00 per acre. This shall be calculated to the nearest ¼ acre, for example an additional 15,000 square feet of usage including the setbacks shall be calculated as an additional ½ acre and cost an additional 1,000.00 regardless of the % of the term in which the adjoining land is used. All land is provided as in current state and shall be returned in like fashion at the end of the term. If restoration, grading or planting of turf be necessary it shall be completed by June 25, 2019. While in use Sylva Corporation will keep all adjacent streets and areas free of mud, debris and tracking. Should non-compliance occur the City shall notify Sylva to correct. Should clean up not occur within 24 hours the City shall have the right to utilize City equipment and personnel and bill according at standard City rates which Sylva shall pay for the cleanup, ie. the standard cost of the street sweeper is $110.00 per hour, time measured door to door. Billed in increments of 15 minutes, not less than 30 minutes.

The use is for the storage of finished goods, pallets of bagged mulch to be neatly stacked on wooden pallets stored orderly in rows. The materials to be set back from
all property lines by at least 10’ and 30 feet from the front property line. The company is to make efforts to keep the borders to roads and views appear orderly.

Access to the site for all material handling purposes shall be via public roads. Exception to this shall only be when moving finished product from the production site to storage at 301 21st Ave. For this exception movement east of the airport roughly aligned with the proposed 21st Avenue is allowed provided that all entrance pathways are blocked after daily use.

Sylvia Corporation shall provide insurance for all usage, per specification of the City Attorney.

The City shall not be responsible for any materials or incidents on site.

**Recommendation:**
That the City Council consider entering into a lease of the property with the Silva Corp.

ZIMMER MOVED APPROVE A LEASE WITH SYLVA FOR SHORT TERM USE OF 2 ACRES IN AERO BUSINESS PARK TO STORE MATERIALS. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**NEW BUSINESS**

A. Appoint Acting Mayor and Council Liaisons

EDMONDS NOMINATED JULES ZIMMER AS THE ACTING MAYOR. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ZIMMER MOVED TO APPROVE THE FOLLOWING COUNCIL LIASON APPOINTMENTS:

JEFF REYNOLDS – PLANNING COMMISSION, TREE BOARD

JULES ZIMMER: PARK BOARD, EDA, FIRE BOARD & ALTERNATE FOR CHAMBER OF COMMERCE

JACK EDMONDS: PUC, MILLE LACS HISTORICAL SOCIETY & ALTERNATE FOR ECRDC BOARD

JENNY GEROLD: FIRE BOARD, CHAMBER OF COMMERCE

BRAD SCHUMACHER: AIRPORT, EDA, HRA, CABLE COMMISSION & ECRDC

REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Annual Food Vendor for Firehouse BBQ

Jenkins advised that This will be the third year that this food vendor has applied for an annual license. She usually parks in the mall parking lot, and sometimes at the Liquor Store. Mrs. Strandberg added that she is licensed through the state and has taken all their food safety classes.

EDMONDS MOVED TO APPROVE THE ANNUAL FOOD VENDOR LICENSE FOR FIREHOUSE BBQ. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
C. Pay Equity Report

Jackson reported that this is a report that is required to be completed every 3 years. The city is in compliance.

EDMONDS MOVED TO APPROVE THE PAY EQUITY REPORT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

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 $91,403.21 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 78631 TO 78711 FOR A TOTAL OF $849,123.09. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

Schumacher thanked everyone who came to the meeting, and those who may be watching the live stream. He thanked the 1012 residents who voted for him, and trusted him to lead the community in Princeton’s next chapter of history. He thanked his family for the support. He believes in a short time, we will see positive changes in the community and we will come together. In the past, he and this council may not have seen eye to eye, but he is going to put that aside and looks forward to learning from them, and sharing his experiences as well.

ADJOURNMENT

There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 7:54PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted, ATTEST:

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Shawna Jenkins Brad Schumacher, Mayor
City Clerk