MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JANUARY 12, 2017 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 Mark Karnowski, Finance Director Steve Jackson, Police Chief Todd Frederick, Development Director Jolene Foss, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Engineer Andy Brotzler, and Attorney’s Kelli Bourgeois and Damian Toven.

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of December 22, 2016
B. Study Session Meeting Minutes of January 5, 2017

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF DECEMBER 22, 2016 AND THE STUDY SESSION MEETING MINUTES OF JANUARY 5, 2017. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Firehouse BBQ Annual Food Vendor License
B. Personnel
C. Donations/Designations
   1. Resolution 17-02 accept donation to the Fire & Rescue Department

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

OPEN FORUM

PUBLIC HEARINGS

REPORTS OF OFFICERS,BoARDS, AND COMMITTEES

A. Planning Commission Meeting of December 19, 2016
B. EDA Board Meeting of December 15, 2016

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

A. Resolution 17-03 – Annual Council Designations

Karnowski reported that this resolution is done yearly to designate the various depositories, collateral authority and the official newspaper.

ZIMMER MOVED TO APPROVE RESOLUTION 17-03 ADOPTING THE RULES OF PROCEDURE FOR THE CITY COUNCIL, DESIGNATION OF OFFICIAL DEPOSITORIES, COLLATERAL AUTHORITY AND THE OFFICIAL NEWSPAPER. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Joint Resolution 17-04 – Anderson / Swanson detachment

Karnowski advised that at the December 22, 2016 meeting the Council was in agreement to approve the detachment of the Anderson and Swanson properties. There has been some discussion regarding this orderly annexation agreement not being appropriate for this situation. Karnowski called the state in regard to the orderly annexation to find out if they were ap-
provable by the state. He spoke to Star who is head of the department. She advised that using an orderly annexation agreement does not meet the state guidelines. The City attorney will speak to Star at the state tomorrow. The goal is to approve the detachment, and include the proper verbiage to meet the council’s requirements if the property was developed in the future.

Bourgeois stated that at the last meeting there was discussion in how to put in the agreement that if the land were to be developed it would need to be annexed back into the City. Toven and she came up with the orderly annexation agreement, which they felt would meet what the Council had desired. If they can continue to the next meeting, they can speak with Star at the state to find out how those requirements should be met.

Greg Anderson said they requested the detachment at the last meeting. All the council needs to do is approve a detachment, and the family and the city can come up with a separate agreement to meet the other requirements. They would like a nice simple detachment resolution done tonight so they can move on with the process.

Toven added that the underlying issue is the Council’s requirement that the property reverts back to the city if the property were developed in the future. The only way to insure that happens is to tie that requirement legally to the land.

Whitcomb questioned Walker if he was okay with just approving the simple detachment being the original motion was to include the future development annexation requirement. Walker said he doesn’t feel waiting 2 more weeks is a big deal. If the land ever was developed it wouldn’t be likely that any staff or Council would be still around to remember there was an agreement. If by the next meeting something isn’t drafted that meets those requirements, He would agree to approve the simple detachment.

Greg Anderson was not in favor tabling the detachment until the next meeting, and argued that the council did approve the detachment at the last meeting.

Walker replied that the City has approved the request, but that they also want to make sure the future development requirement is documented.

Whitcomb asked Anderson if the Township would be in favor of this type of agreement. Anderson replied that he is not sure, but it is his opinion that if that property were to develop it would have to come back into the city regardless of an agreement being in place due to the Township’s zoning.

Edmonds said he agrees with Walker that if the property was ever developed it would not be likely that anyone here or in the Township would still be around. He is in favor of just approving the detachment.

Zimmer commented that it was a 4 to 1 vote at the last Council meeting, but agrees with the Attorney that the city should take some precaution on the future annexation agreement.

Karnowski stated that in talking to Star at Boundary Adjustments, he was informed that the city does not have to do anything at this point. The Township could submit the request to the State and then the City would be contacted. Anderson replied that he also talked with Star and she told him to send the Township and City Resolution along with his petition.

Walker stated that the City is 90% there, he just wants the resolution to state that if that property develops it would need to come back in the city. He understands Anderson wants to get it done tonight, but it is important to him to try to get this in the resolution. If it doesn’t happen by the next meeting, he is in favor of just passing a detachment.
Whitcomb asked for clarification that there would be 2 resolutions, one for the detachment and one with the future annexation requirement. Bourgeois replied that was correct, one to detach, then one as an orderly annexation if the property was ever developed. The detachment would be dependent on the orderly annexation being approved. Boards, Council’s, Staff and zoning changes over the years. This agreement would protect the property even 50 years from now.

WHITCOMB MOVED TO APPROVE THE DETACHMENT REQUEST. EDMONDS SECONDED THE MOTION. VOTE: 4:1, ZIMMER OPPOSED. THE MOTION CARRIED

Walker asked Anderson if he would bring an Orderly Annexation Agreement to the Township for approval. Anderson replied he will absolutely present it to the Township for approval.

C. Ordinance 744 – lot width amendment – FINAL READING

Foss reported that there has been no changes since this was introduced. This amendment will allow lot width that creates a non-conforming lot in specifically defined circumstances by a variance.

ZIMMER MOVED TO APPROVE ORDINANCE 744 AMENDING ZONING ORDINANCE CHAPTER V (ZONING DISTRICTS), SECTION 5 OF R-2 RESIDENTIAL DISTRICT ZONING ORDINANCE ALLOWING LOT WIDTH THAT CREATES A NON-CONFORMING LOT IN SPECIFICALLY DEFINED CIRCUMSTANCES FROM CITY OF PRINCETON ZONING ORDINANCE #538. REYNOLDS SECONDED THE MOTION.

Walker questioned if this would allow any lot to be changed. Foss replied that in R2, any natural features that would cause an issue will be looked at and if they present an issue, a non-conforming lot may be approved. Walker asked if there would still be a size requirement. Foss replied that is correct, this amendment would only allow a smaller width in some cases.

THE MOTION CARRIED UNANIMOUSLY

D. Ordinance 745 – Rear yard setback amendment

Foss advised that there are no changes since the introduction of this ordinance. This will allow a rear yard setback at 15 feet when measured from a rear attached garage. The code originally read that the rear setback was 30 feet. The Planning Commission has requested that if you have a rear facing garage, you are allowed to have a 15 foot setback. We are encouraging them to have a rear attached garage, without creating an accessory building.

WALKER MOVED TO APPROVE ORDINANCE 745 AMENDING ZONING ORDINANCE CHAPTER V (ZONING DISTRICTS), SECTION 5 OF R-1 AND R-2 RESIDENTIAL DISTRICT ZONING ORDINANCE ALLOWING REAR YARD SETBACK AT 15 FEET WHEN MEASURED FROM A REAR ATTACHED GARAGE FROM CITY OF PRINCETON ZONING ORDINANCE #538. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

E. Resolution 17-05 – Tax forfeited property purchase

Foss stated that Mille Lacs County has a parcel of land located to the east of Aero Business Park that has gone into forfeiture. The City has been budgeting and planning for the purchase of the three remaining parcels along that eastern side of the street for numerous years.
The long term intended use of this property would be for access into the R-3 Multi Family Zoning District that is east of 21st Ave.

Staff is requesting that the City of Princeton offer to buy the land at the purchase price of $1,800.00. The special assessments on this particular parcel is $2,024.46 and would be paid in full.

The acquisition of these parcels have been budgeted for in the 2017 Capital Improvement Plan.

WALKER MOVED TO APPROVE RESOLUTION 17-05 APPROVING THE PURCHASE OF THIS TAX FORFEITED PROPERTY FOR THE PURCHASE PRICE OF $1,800. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Main sanitary Lift station Pay Voucher #7

Karnowski advised that this is pay voucher #7 in the amount of $8,851.96. The quantities completed to date have been reviewed and agreed upon by the contractor and the City Engineer. The project is completed, minus a 5% retainage. They will be doing a punch list and those items will be completed in the spring.

WALKER MOVED TO APPROVE PAY VOUCHER #7 IN THE AMOUNT OF $8,851.96. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Soule Roundabout easement agreement

Brotzler advised that as the council directed at the last meeting, an agreement has been made with Robert and Madelyn Soule. Full compensation for the conveyance of said property, the city of Princeton shall pay the owners the sum of eight thousand two hundred and fifty dollars ($8,250) and the city will reimburse the owner for up to five thousand dollars ($5,000) of cost incurred for the partially completed appraisal in the amount of three thousand dollars ($3,000). They did receive invoices from the Soule’s appraiser in regard to their costs incurred.

Karnowski stated that since the Oak’s have also agreed to a cost, it may be a good idea for the Council to approve that agreement as well so the bid requests can go out.

WALKER MOVED TO APPROVE THE MEMORANDUM OF AGREEMENT WITH ROBERT AND MADELYN SOULE AND MS. OAKS WITH THE TERMS DISCUSSED AT THE LAST MEETING, FOR THE EASEMENTS NEEDED FOR THE TH95 AND CR157 ROUNDABOUT ON CONDITION THAT STAFF APPROVES AND THE DOCUMENTS ARE SIGNED. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Board and Commission Liaisons and acting Mayor

Karnowski advised that at the first meeting of every year, the liaisons and acting mayor need to be appointed.

EDMONDS MOVED TO APPOINT THE FOLLOWING LIAISONS
PLANNING COMMISSION – JEFF REYNOLDS
PARK BOARD – JULES ZIMMER
AIRPORT ADVISORY BOARD – THOM WALKER
PUBLIC UTILITIES COMMISSION – JACK EDMONDS
ECONOMIC DEVELOPMENT COMMISSION – THOM WALKER AND JULES ZIMMER
FIRE ADVISORY BOARD – PAUL WHITCOMB
HOUSING AND REDEVELOPMENT AUTHORITY – JEFF REYNOLDS
TREE BOARD – JEFF REYNOLDS
CABLE COMMISSION – THOM WALKER
MILLE LACS CO HISTORICAL SOCIETY – JEFF REYNOLDS
LIBRARY (P.A.L.S.) - JACK EDMONDS
ECRDC BOARD – THOM WALKER
CHAMBER OF COMMERCE – PAUL WHITCOMB
ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

WHITCOMB MOVED TO APPOINT THOM WALKER AS THE ACTING MAYOR FOR 2017.
ZIMMER 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 $127,722.23 AND THE ITEMS
LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE
CHECKS 74849 TO 74953 FOR A TOTAL OF $990,870.15. WALKER SECONDED THE MO-
TION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT
There being no further business:

WALKER MOVED TO ADJOURN THE MEETING AT 7:49 PM. REYNOLDS SECONDED THE
MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

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Shawna Jenkins
City Clerk

ATTEST:

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Shawna Jenkins
City Clerk

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Paul Whitcomb, Mayor