MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JANUARY 26, 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, Engineers Andy Brotzler and Mike Nielson, and Attorney’s Kelli Bourgeois and Damian Toven.

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of January 12, 2016

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 12, 2017. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Chamber Of Commerce Gambling Permit for raffles in June and December 2017
B. Personnel
C. Donations/Designations
   1. Resolution 17-06 accept donation from The Used Clothing Center for flowers
   2. Resolution 17-07 accept donation from Rebecca Lindstrom for Parks
   3. Resolution 17-08 accepting donation from the Eddy Family for the Police Department

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

OPEN FORUM

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Fire Board Meeting of January 3, 2017
B. Park Board Meeting of January 23, 2017

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

UNFINISHED BUSINESS

A. School District Assessment – Resolution 17-09 (7th Ave. N project)

Karnowski reported that as discussed at a previous meeting, the School District has questioned some of the assessment for the 7th Avenue North sewer and water project.

In an effort to address those concerns, staff, representatives from WSB and the School District met on January 5th to discuss the issues.
The City was advised that the portion of the assessment the District objected to the most was the approximate $22,000 assessment for hooking up a fire hydrant to the city water main.

Without getting into the finer points of the discussion, suffice it to say that it was agreed that each of the four parties involved could have taken at least one step that would have significantly reduced the amount of that particular portion of the District’s total assessment of $320,194.01.

So to solve that impasse, the group agreed to split the assessment amount four (4) ways with each being responsible for $5,500. All parties agreed that was the most logical solution.

Accordingly, a motion to amend the final assessment roll and reduce the School District’s assessment by $5,500 would be in order.

He added that their building permit will be amended to include a check off for Engineering,

Edmonds asked what happened with the fire hydrant. Karnowski replied that someone with the school district saw a 2 x 4 sticking up out of the ground marking where it needed to be hooked up. That 2 x 4 was later gone and the school assumed that it was done. It was not discovered until they went to turn the water on and it didn’t work. If it had been hooked up when the contractor was there, it would have been much cheaper. Instead, the road had to be torn back up to be hooked up.

WALKER MOVED TO APPROVE RESOLUTION 17-09 REDUCING THE SCHOOL DISTRICTS ASSESSMENT FOR THE 7TH AVE NORTH SEWER AND WATER PROJECT BY $5,500. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Council Priorities

Karnowski advised that at the January 5th Study session, the City Council noted following priorities for 2017:

- Extend 21st Ave into the Industrial Park to improve Public Safety and reduce traffic on Rum River Drive
- Develop the Arcadian Home site to provide additional rental units in the city
- Construct a walking bridge between Riebe Park and the west side of the river
- Construct a boat launch ramp at Riverside or Riebe Park
- Construct New restrooms in Riverside Park
- Complete the roundabout at Highway 95 and 21st Avenue.
- Promote development of both Aero Business Park and Rivertown Crossing
- Work with the Sherburne County Drug Task Force
- Complete the bike trail from Crystal Cabinets to Mark Park.
- Extend the city sidewalks to Coborns grocery store
- Finalize airport boundary issues
- Develop a plan for budget surpluses
- Develop a process for using store profits to benefit public (assessment relief, etc.)
- Develop additional rental units in the city.
- Develop an Infrastructure replacement plan,
- Develop process for repairing, upgrading and/or adding city sidewalks.
- Develop more middle income housing opportunities
• Get to the city population up to 5,000
• Develop a parks and trails park marketing plan
• Eliminate the sharp corner at Sterling Pointe
• Upgrade the driving surface of City Streets.

The Council has had a couple weeks to think about the issues listed above. He asked if they had anything else they wanted to add to the list.

Staff was led to believe the priorities are not necessarily listed by importance. If the Council wants to prioritize them or, perhaps identify a few as an “A List”, that too is an option.

He added that staff posted the above list on Facebook and generally received positive comments.

Walker stated that he doesn’t feel a need to prioritize them. Some are already being worked on, so those would obviously be a priority.

Whitcomb said he may need to add another priority. He watched a show on Alzheimer’s and it really stressed that everyone needs to plan for the future as the baby boomers get older. He feels we should be prepared for what is to come soon. Reynolds said Genny Reynolds is on an aging committee with the County and they are working on some things as well.

C. West Branch Change Order Issue

Karnowski reported that at the July 9, 2015 meeting, the City Council was advised by WSB of the need for a $37,392 change order for additional Class V that was deemed necessary because the seal coated street was of insufficient quality to reclaim and use as base material for the reconstructed street.

During the discussion, city staff pointed out that the assessments for the project were already levied and, therefore, the additional cost would have to be totally absorbed by the taxpayers rather than being included in the assessment. After a brief discussion. WSB acknowledged it was their mistake and the city would be compensated.

It should be noted that the city only assessed 40% of the project costs against the adjacent and benefitted property owners. So the real impact of the oversight actually cost the city $14,956.80 (the portion of the change order that would have been added to the total amount to be assessed).

After over a year and a half of discussions, WSB is offering to compensate the city in the amount of $31,440.08. That amount not only covers the actual out-of-pocket cost to the city for the Class V change order, but represents 40% of the total of $78,600.18 in cost overruns for the entire project that occurred after the assessments were levied.

From a staff perspective, WSB’s offer represents not only addressing the actual cost to the city for the Class V change order but all the cost over-runs that the city could not recoup because the assessments were based on the original bid. I think the offer actually goes further than the compensation the city originally sought.

He asked the Council if they would like to accept that offer.
WHITCOMB MOVED TO ACCEPT WSB’S OFFER OF $31,440.08 TO COVER THE CLASS V CHANGE ORDER AND OVERRUNS. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Rum River Drive / 125th St. / 9th Ave Circle Study

Karnowski reported that on December 12, City staff, WSB and the Sherburne County Department staff met to discuss the traffic congestion at the three way intersection of Rum River Drive, 125th Street and 9th Ave. Circle.

The consensus from that meeting was to have WSB do an intersection review and analysis. The cost of the study is locked in at $13,968 and will take about 3 months to complete. A copy of WSB’s proposal is attached.

Originally, the plan was to split the cost of the study 50/50 between the city and Sherburne County. Staff suggested that, because a major traffic contributor to the intersection is Baldwin Township’s 125th Street, that they too participate. The Sherburne County Public Works Director, Andrew Witter, talked to Baldwin Township and the Township agreed to contribute up to $3,500 (or 25%) toward the project.

He checked with Mr. Witter who confirms that, with Baldwin’s participation the city’s share will now be the same as Baldwin’s (25%) or about $3,500.

He asked how the Council wished to proceed.

Walker and Edmonds feel we need to begin this process as that intersection is a real issue.

Jackson advised that the funds will come from a contingency fund. Karnowski added that if it is determined that some work needs to be done to the intersection, the city could roll the study cost into the assessments.

Edmonds stated that if 21st Ave was ever extended, it would likely alleviate a fair amount of traffic from this intersection.

WALKER MOVED TO APPROVE THE SCOPE OF THE STUDY AS DISCUSSED AND TO SHARE WITH THE COST WITH THE COUNTY AND BALDWIN TOWNSHIP. 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 $153,557.58 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 74956 TO 75017 FOR A TOTAL OF $141,211.32. SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
ADJOURNMENT
There being no further business:

WALKER MOVED TO ADJOURN THE MEETING AT 7:22 PM. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

_________________________  ATTEST:

Shawna Jenkins
City Clerk

Paul Whitcomb, Mayor