Mayor Paul Whitcomb called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Thom Walker, Dick Dobson, Jules Zimmer and Victoria Hallin. 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 November 10, 2016

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF NOVEMBER 10, 2016. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
B. Personnel
   1. Accept resignation of Liquor Store Employee Mike Gatewood effective 11-23-16
   2. Public Works employee Kyle Fawkes starting wage correction to $21.19 hour
C. Donations/Designations

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

OPEN FORUM

PUBLIC HEARINGS

A. 7th Ave North Water and Sewer Assessment Hearing

WHITCOMB CONTINUED THE PUBLIC HEARING AT 7:10

Nielson reported that he set up a meeting for the residents that had any questions. Mr. Trunk and Mr. Julson attended and had their questions answered. He also met with the School and went over all those costs and figures.

Hallin questioned the property that recently had a new septic system installed. Nielson said he believes the council put a 5 year term in place in which those residents needed to hook up.

WALKER MOVED TO CLOSE THE ORIGINAL PUBLIC HEARING AT 7:13 PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

WALKER MOVED TO OPEN THE SECOND PUBLIC HEARING AT 7:13PM. HALLIN SECONDED THE MOTION.

Nielson reported that the 2 properties included with the second public hearing are owned by Walbruch and Julson. Each parcel includes 2 buildable lots.
Ryan Walbruch said he could not make it to the last meeting. He questioned why they were originally told that the assessment cost would be $880 and now it is much higher. Nielson responded that the $880 that was presented by a staff member of the PUC and did not include any contingencies, or engineering fees. As the City Engineer, he did not quote that cost. He typically includes a 5-10% contingency when estimating a cost. There were additional costs that they had to add when they ran into issues. The class 5 and roadway costs were a bit higher than originally estimate, and the tree removal and the extra seeding added up to almost $300 alone for each property.

Walker reminded Walbruch that the $880 figure was after the city and PUC put in a large amount, and it would have been much more if the $40,000 was not added. Walbruch said when someone comes to your house and tells you it is going to be a certain amount, you expect it to be that much.

Nielson stated that the City did a similar project on West Branch about a year ago and similar properties there saw an assessment of about $6000.

HALLIN MOVED TO CLOSE THE ORIGINAL PUBLIC HEARING AT 7:24 PM. DOBSON SECONDED THE MOTION

1. Resolution 16-55 adopt assessments

DOBSON MOVED TO APPROVE RESOLUTION 16-55 ADOPTING THE ASSESSMENTS FOR THE 7TH AVE NORTH WATER AND SEWER PROJECT. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. EDA Board Meeting of October 20, 2016
B. Airport Board meeting of November 7, 2016
C. Fire Board meeting of November 1, 2016

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Wine and Spirits Grant Request from Ruff Start Rescue

Karnowski reported that Ruff Start Rescue is requesting a donation of some gift cards to be used on their online auction to raise funds for the rescue.

Dobson said in the past, the council usually base their decisions on whether or not it will directly benefit the residents of Princeton. We have turned down other requests for those that don’t directly benefit the Princeton residents, and feels this should not be approved for that reason.

DOBSON MOVED TO DENY THE REQUEST BY RUFF START RESCUE FOR A $250 DONATION BECAUSE IT DOES NOT DIRECTLY BENEFIT THE CITY RESIDENTS. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Flag Donation Thank you
Karnowski reported that the flags at the Civic Center and Airport were stolen. The American Legion donated 2 flags for those locations. He informed the council that a thank you letter was sent to the Legion and efforts will be taken to hopefully keep the flags from being stolen in the future.

**ORDINANCES AND RESOLUTIONS**

A. Ordinance 742 – moratorium on interim use permits – FIRST READING

Foss advised that staff is asking for a moratorium prohibiting the issuance of Interim Use permits for construction of storage facilities for 6 months so staff can study the impacts of storage facilities in the City.

HALLIN MOVED TO APPROVE ORDINANCE 742 TO ESTABLISH A MORATORIUM PROHIBITING INTERM USE PERMITS FOR THE CONSTRUCTION OF STORAGE FACILITIES. WALKER SECONDED THE MOTION.

**UNFINISHED BUSINESS**

B. 2016 Taxilane Construction Pay Application #1 and change order

Karnowski reported that the 2016 Taxilane project has been completed. What is notable, is this taxiway is wider as the hangers that will likely be built in this area may be much larger. The change order is to reclaim part of the access road and for some geo-textile fabric to stabilize the ground.

Dobson asked why the change order is marked “estimated amount”. Karnowski is not sure, as he believes all of the work has been completed.

DOBSON MOVED TO TABLE THE CHANGE ORDER AND PAY VOUCHER #1 FOR $152,582.93 AND THE CHANGE ORDER UNTIL MORE INFORMATION ON THE ACTUAL COST AND ESTIMATED COST OF THE CHANGE ORDER. HALLIN SECONDED THE MOTION.

Walker asked if there will be an issue if we do not pay the amount within the time of 14 days as stated.

DOBSON CLARIFIED HIS MOTION WAS TO PAY THE AMOUNT, BUT HOLD OFF ON THE CHANGE ORDER AT THIS TIME.

ZIMMER MOTION TO PAY THE ORIGINAL AMOUNT OF $155,696.87. HALLIN SECONDED THE MOTION.

Nielson looked at the pay request and it appears that the project without the change order dropped because of an almost $12,000 credit for pavement decentive.

Jackson said that S.E.H. signed off on the change order on November 14, so that leads him to believe that the work has been completed.
Nielson stated that the council could approve the pay request, without the change order. Kar
nowski added that the motion could also include that staff is to determine what work has been completed and pay accordingly.

Walker suggested approving the amount minus the Change Order amount until staff can get the answers regarding the change order.

ZIMMER RESCINDED HIS MOTION FOR PAYMENT OF $155,696.87

Jackson said that the Airport Engineer has certified that the pay application is correct and complete as requested. Based on that he does not believe that it is an estimate any longer

Nielson said he assumes they came in low on the compaction figures, so the base cost is lower than the original bid.

Dobson said he does not want to see them come back and say that the change order was an estimate and not a set amount for completed work.

DOBSON AND HALLIN RESINDED THEIR MOTION TO TABLE THE CHANGE ORDER AND PAY VOUCHER #1 FOR $152,582.93.

ZIMMER MOVED TO PAY VOUCHER #1 FOR $152,582.93 AND TABLE THE CHANGE ORDER UNTIL MORE INFORMATION ON THE ACTUAL COST AND ESTIMATED COST OF THE CHANGE ORDER. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Karnowski will check with them on the “estimate” on the change order, to see if it is an estimate or if the work has been completed

NEW BUSINESS

MISCELLANEOUS

BILL LIST

HALLIN MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF $122,187.03 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 74630 TO 74683 FOR A TOTAL OF $372,715.10. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

There being no further business:

HALLIN MOVED TO ADJOURN THE MEETING AT 7:52 PM. DOBSON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted, ATTEST:

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