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, Public Works Director Bob Gerold, Development Director Jolene Foss, Clerk Shawna Jenkins, Fire Chief Ron Lawrence, Engineer Andy Brotzler, and Attorney’s Damien Toven and Kelli Bourgeois.

AGENDA ADDITIONS/DELETIONS

Jackson said he would like to add a study session to review the 2018 budget prior to the Truth in Taxation Meeting.

The Council discussed some various dates that would work for them and staff.

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of October 27, 2017
B. Study Session Meeting Minutes of November 2, 2017

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF OCTOBER 27, 2017 AND THE STUDY SESSION MEETING MINUTES OF NOVEMBER 2, 2017. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
B. Personnel
   1. WWTP Manager Chris Klinghagen Step 5 increase to $66,404 effective 11-22-17
   2. WWTP Tyler Hall Step 5 increase to $26.00 hour effective 11-22-17
C. Donations/Designations

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

OPEN FORUM

PRESENTATIONS

PUBLIC HEARINGS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. EDA Board Minutes of October 19, 2017
B. Airport Advisory Minutes of October 2, 2017

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

UNFINISHED BUSINESS

A. Comprehensive Plan Update

Eric Zweber provided an update on the Comprehensive Plan update. The first draft is complete, but the survey information sent out with the October Utility bills still needs to be includ-
ed into the analysis and included in the plan.

Public Engagement for the Comprehensive plan Update has included 4 methods, Online, Music in the Park, Chili Fest and the survey sent out with the October Utility bills.

The City Council had developed 21 priorities before the Comprehensive Plan update. Those priorities include:

- Extend 21st Ave into the Industrial Park (from Airport)
- Construct new restrooms in Riverside Park
- Complete the roundabout at Highway 95 and 21st Avenue
- Get to the city population up to 5,000
- Complete the bike trail from Crystal Cabinets to Marks Park
- Work with the Sherburne County Drug Task Force
- Develop the Arcadian Home site to provide additional rental units in the city
- Promote development of Aero Business Park
- Promote development of Rivertown Crossing
- Develop process for repairing, upgrading and/or adding city sidewalks
- Extend the city sidewalks to Coborn’s grocery store
- Develop more middle-income housing opportunities
- Finalize airport boundary issues
- Develop an Infrastructure replacement plan
- Construct a boat launch ramp at Riverside or Riebe Park
- Develop additional rental units in the city
- Develop a process for using store profits to benefit public
- Develop a plan for budget surpluses
- Construct a walking bridge between Riebe Park and the west side of the river
- Eliminate the sharp corner at Sterling Pointe
- Upgrade the driving surface of City Streets

WSB has evaluated these goals in three ways: asking the City Council and City staff to rank these priorities; asking the attendees at the August 1 Music in the Park to put a dot next to their top three priorities; and asking the attendees at the September 23 Chili Fest to put a dot next to their top three priorities. The list above is in the order of importance from the City Council and City staff responses.

The full responses from all three events were provided to the Council. Some priorities are ranked similarly by all groups, such as the top priority of “Extending 21st Ave”, “Complete the bike trail from Crystal Cabinets to Marks Park”, and “Work with the Sherburne County Drug Task Force”; and some priorities of medium importance are similar: “Repairing, upgrading and/or adding city sidewalks”, “Construct a boat launch ramp”, “Develop more middle-income housing”, “Develop additional rental units”, and “Construct a walking bridge to Riebe Park”. There were a number of difference between the City’s ranking and the public rankings. The public the following priorities lower than the City: “Construct new restrooms in Riverside Park”, “Complete the roundabout at Highway 95 and 21st Avenue”, “Get to the city population up to 5,000”, “Develop the Arcadian Home site”, and “Promote development of both Aero Business Park and Rivertown Crossing”. The City Council should consider if the public rankings justify reducing the priority of these projects.

It is expected that later this year, the Planning Commission is conduct a public hearing later this year and the City Council early next year. The exact schedule is uncertain due to recent City staff changes. This meeting is meant to distribute the Plan and any comments can be supplied between now and the Planning Commission public hearing.
The two remaining meetings are the public hearing with the Planning Commission and following their recommendation, the City Council approval. He asked the council to provide any comments before the Planning Commission public hearing.

B. Streambank Repair Sites 1, 2 and 3 – final pay request

Karnowski reported that Prairie Restorations has completed the repair work on Phosphorus Trading sites 1, 2 and 3. A site visit was made on November 2nd and the work was found to be consistent with the planned work and quantities listed on the invoices.

This invoice is the final payment of the total cost of the project as authorized by the city Council in April.

REYNOLDS MOVED TO APPROVE THE PAYMENT OF $9,350 TO PRAIRIE RESTORATIONS. WALKER SECONDED THE MOTION.

Walker asked if this was a percentage of the job. Brotzler said the council approved a partial payment of around $45,000 at a previous meeting, his is the remaining amount due for the project.

THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Veteran’s day events

Karnowski reported that both the American Legion and VFW are planning having their Veteran’s Day remembrance activities on the actual day (Saturday, November 11th) rather than Monday, October 13th. The Mayor will open City Hall by about 10 AM on Saturday with the ceremony happening at 11 AM.
   1. The American Legion is donating a new flag for the City Hall flag pole.
   2. The Methodist Women will be serving a noon lunch after the 11 AM event.
   3. The VFW will also have a social event at 5 PM at their club.
   4. There will also be an event on Friday at the High School.

MISCELLANEOUS

WALKER MOVED TO SCHEDULE THE SPECIAL STUDY SESSION TO REVIEW THE BUDGET ON WEDNESDAY NOVEMBER 29TH AT 4:30PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Whitcomb thanked Karnowski for his 13 years of service to the city.

Karnowski thanked the Council and said when he first started here, people would ask him how things were in Princeton. He told them he had a top notch staff, and the council has been wonderful to work with as well. They do their homework and are very respectful of each other when there is a difference of opinion. He has thoroughly enjoyed working in Princeton.
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 $84,560.11 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 76390 TO 76528 FOR A TOTAL OF $216,028.13. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT
There being no further business:

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

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

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Paul Whitcomb, Mayor