MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON FEBRUARY 14, 2019 7:00 P.M. AT PRINCETON CITY HALL

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

AGENDA ADDITIONS/DELETIONS

There were no additions to the agenda

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

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of January 24, 2019
B. Study Session Meeting Minutes of February 7, 2019

REYNOLDS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JANUARY 24, 2019 AND STUDY SESSION MEETING MINUTES OF FEBRUARY 7, 2019. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
B. Personnel
   1. Sharon Sandberg resignation from the Airport Board
C. Donations
   1. Resolution 19-03 – accept donation from Eddy Family Foundation
   2. Resolution 19-06 – accept Kwik Trip and Darlene & Victor Haas
D. Miscellaneous

EDMONDS MOVED TO ACCEPT SHARON SANDBERG’S RESIGNATION FROM THE AIRPORT BOARD. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ZIMMER MOVED TO APPROVE DONATION RESOLUTIONS 19-03 AND 19-06. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

OPEN FORUM

PRESENTATION

A. Rum River / 125th / 9th Circle Roundabout

David Roedel with Sherburne County provided an update on the proposed roundabout. The signed detour will route cars to Highway 169, County Road 9 and County Road 45, although they are expecting locals will utilize 303rd Ave or 313th Ave. Stage
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1 will close the section of Rum River from the 9th Circle and 125th Street to the West side of Highway 169, and is estimated to last 2-3 weeks.

Stage 2 will likely last 6-8 weeks and will only allow access to 9th circle from the East. The Final stage is expected to last 1-2 weeks and will only close the entrance to 9th Circle.

The bid opening is April 4, 2019, the Board will award the project April 23rd, and the construction is estimated to begin June 3rd immediately after school lets out for the year. Complete Construction is expected to be August 15th, prior to school commencing.

Schumacher asked if the trail will be along 3 entire sides, with the 4th side going towards the Park and Ride lot. Roedel confirmed that is in the plan, and added that he School is allowing Park and Ride users to use the school parking lot next to the tennis courts while the project is under construction

Barbian added that those in the Industrial Park will be notified of the project and timelines. Roedel added that they will be utilizing lighted message boards as well to notify drivers of the road closures.

Zimmer asked if the trail was included in this construction. Roedel responded that this portion is included in the roundabout project.

Barbian said he would like to do as much outreach as possible to notify the businesses and residents in the area. Roedel added that they have been in contact with the businesses, and while it is going to be a hassle during construction, it is going to be a big benefit when it is completed.

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. Park Advisory Board meeting minutes of January 28, 2019
B. Airport Advisory Board meeting minutes of February 4, 2019
C. Fire Advisory Board meeting minutes of February 5, 2019

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

A. Ordinance 779 – Fee Schedule Amendment – Final Reading

Jenkins advised that this will add a fee for haul in septage and Mobile Incident Command Trailer usage.

ZIMMER MOVED TO APPROVE ORDINANCE 779. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Resolution 19-04 – approving submittal of Outdoor Recreation Grant
Hillesheim advised that the Outdoor Recreation Grant submittal requires a resolution to be passed by the City Council.

ZIMMER MOVED TO APPROVE RESOLUTION 19-04. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Resolution 19-05 – Bond Reimbursement Compliance

Jackson stated that this is required for us to be able to reimburse the general fund if we were to bond for the purchase of fire trucks.

ZIMMER MOVED TO APPROVE RESOLUTION 19-05. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Council Meeting Video’s

Jenkins advised that she did some research on the League of MN Cities Website. They state that the attorney general has advised that the public may tape record a meeting if it will not have a significantly adverse effect on the order of the meeting or impinge on constitutionally protected rights. Neither the public body nor any councilmember may prohibit dissemination or broadcast of the tape.

A city may tape record or videotape a meeting. The tape is a city record and must be kept in accordance with the city’s record-retention policy. As a city record, such a tape must also be made available to the public if it contains public data. Even though video tapes and sound recordings may indicate word for word what occurred at a meeting, they are not the official record of the meeting. The approved minutes are the official record of the meeting.

All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the public body. Unless a different time period is provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Many cities broadcast their council meetings over cable television. Such broadcasts may need to be closed-captioned or signed in order to provide effective communication for persons with disabilities.

While the Americans with Disabilities Act has always required cities to provide auxiliary aids and services when necessary to ensure effective communication, federal regulations now specifically allow for the use of video remote interpreting services as long as the city complies with certain performance standards addressing high-speed internet connection, video and audio quality, and user training.

The regulations also provide guidance on cities’ obligations to communicate with disabled family members and other companions and on using children as interpreters (which is prohibited unless no other interpreter is available and an emergency situa-
A city should never require an individual to bring his or her own interpreter, but may honor a specific request to allow an adult accompanying a disabled individual to interpret where reliance on that person is appropriate.

She asked other clerks and administrators through the Listserv if other cities recorded their meetings. The following responses were received.

The City of Fairmont broadcasts their council meetings by live steam. They are then replayed on their local access channel on Mondays, Wednesdays and Fridays at 2:00, 7:00 and 10:00 (a.m. & p.m.).

City of Eyota Broadcasts them Live.

Zimmerman - Broadcasts live on cable and post on our website for viewing on demand after the fact. We are also working on acquiring additional equipment to live stream on our website as well.

City of Motley records the meetings and place on a YouTube channel after the meeting.

She said she spoke with the School District about the Council Chambers system.

They can program the system to begin and end recording at a certain time. She can also “remote in” to the computer in the Council Chambers and manually start and stop the recording. It runs through Google and then to YouTube. If it is set to “public” it is a Live Stream which has about a 15-20 second delay. It could also be set to Private so it does not live stream, and we could go in and change that to public after the meeting so they could be viewed.

Edmonds commented that he had watched a couple videos and it was hard to hear the people speaking, so we would need to make sure everyone used the microphones.

Zimmer said he can see the value having it live, and up for a while so people can watch the meeting if they were not able to attend.

EDMONDS MOVED TO TABLE THE DISCUSSION ON COUNCIL MEETING VIDEOS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

MISCELLANEOUS

Schumacher thanked the newspaper for the recent article that highlighted the businesses that have been here for over 100 years.

Barbian said we have received a lot of snow this year, and he understands that everyone is really tired of shoveling. The residents and businesses are doing a great job.
Staff is working on setting up a meeting with the County to discuss the plowing on Rum River Drive and First Street.

**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 $205,496.26 and the items listed on the liquor bill list and general city bill list which will be checks 78785 to 78870 for a total of $263,346.66 Reynolds seconded the motion. The motion carried unanimously.

**ADJOURNMENT**
There being no further business:

Edmonds moved to adjourn the meeting at 7:45PM. Reynolds seconded the motion. The motion carried unanimously.

Respectfully Submitted,

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Shawna Jenkins Tadych    Brad Schumacher, Mayor
City Clerk