MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON JUNE 14, 2018 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 Robert Barbian, Finance Director Steve Jackson, Clerk Shawna Jenkins, Police Chief Todd Frederick, Public Works Director Bob Gerold, Wastewater Plant Manager Chris Klinghagen, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, and Attorney Kelli Bourgeois and Damien Toven.

AGENDA ADDITIONS/DELETIONS

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of May 24, 2018
B. Study Session meeting minutes of June 7, 2018

EDMONDS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF MAY 24, 2018 AND STUDY SESSION MEETING MINUTES OF JUNE 7, 2018. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. American Legion Fair Bingo Permit August 8-12, 2018
   2. Pyrotechnic Display Fireworks permit for July 4, 2018
   3. Christ Our Light Bingo and Raffle permit for September 9, 2018
B. Personnel
C. Donations
   1. Resolution 18-26 accepting donation to the Fire Department
D. Miscellaneous

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

PRESENTATION

Lawrence introduced the new Firefighters and asked that the council move to approve them as probationary firefighters.

ZIMMER MOVED TO APPROVE DANIELLE ARTMANN, OLIVIA McCALL, AARON JULSON, BRANDON SMITH, JAY STEWART AND TRAVIS BARCKER AS PROBATIONARY FIREFIGHTERS. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

OPEN FORUM

Kathy St. Lucia owns the ice cream shop in town, and she wanted to talk to the council about allowing food vendors to sell in town. Recently the Council approved a permit for E & J’s Sweet Treats to sell for 5 days over a 3-month period. She would like to see an amendment to the current ordinance to not allow competing businesses on private or public property, which would include during community events.

Whitcomb stated he appreciates her comments. When he received her email, he contacted the City Administrator. They will review the city’s ordinance. Staff will put it on the August 2nd Study Session.
REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

A. EDA Meeting Minutes of May 17, 2018
B. Planning Commission meeting minutes of May 21, 2018
C. Park Board minutes of April 23, 2018
D. Fire Advisory Board minutes of May 1, 2018
E. Airport Advisory Board minutes of May 7, 2018

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. Chamber of Commerce request to keep canoes at Riverside Park

The Chamber of Commerce is working to bring canoeing and kayaking to the Rum River. An ad hoc group has had a number of meetings to set up opportunities for both local residents and visitors alike to spend time on the Rum River. There is much to be done with this effort.

The group vision is to create opportunities where canoeists and or kayakers can access the river and the downtown. The group would like to see operations on Saturday’s and Sunday’s throughout the summer. The model is similar to other River Outfitters. Canoeists and kayakers would register, come to Princeton and be taken to a drop point along the Rum River, such as County Road 13 and canoe or kayak to Riverside Park. This would be about a 4 to 5 hour excursion, ending at the park; an easy walk to the downtown and places to eat.

As mentioned, there is a lot to do. Early expeditions down the West Branch of the Rum River have found a number of log jams making it difficult to pass. The North Branch of the Rum River has been said to be similar in spite of the DNR’s responsibilities to keep it open as one of the State of MN’s Scenic and Wild Rivers. Contact is also being made with the Conservation Core who contracts with the DNR on this effort.

As the chamber works to create Rum River access, they have acquired two canoes. They would like to keep them at Riverside Park and are requesting the City Councils approval.

Whitcomb asked if they would secure them. Gerold said he believes they are thinking of chaining them to a tree. Whitcomb said he thinks it is a good idea. Gerold agreed it is a good addition to the park.

EDMONDS MOVED TO APPROVE THE CHAMBERS REQUEST TO STORE SOME CANOES AT RIVERSIDE PARK. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Wine & Spirits Grant Request from Community Safety Net

Staff has received a request from Community Safety Net to assist in supplying books to Princeton Area School kids. The book teaches kids the dangers of drug use, including important information on the fentanyl epidemic. It shows parents 20 ways to keep their kids off drugs. Plus, safety videos and a contact where the kids have a chance to win their very own Ipad. They are requesting a grant for $150, which would supply the books to 10 kids.

Frederick said he would like to table this until he is able he is able to get more information from the company. He has had trouble getting adequate answers to his questions.
WALKER MOVED TO TABLE THIS REQUEST. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

C. Greater Life Riverside Party Request

Jenkins advised that this group would like to hold a get together in Riverside Park. They have been doing this for a couple years now, and there have been no issues or complaints.

EDMONDS MOVED TO APPROVE THE REQUEST TO USE RIVERSIDE PARK FOR THEIR BLOCK PARTY ON AUGUST 18TH FROM 11AM TO 3PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ORDINANCES AND RESOLUTIONS

A. Ordinance 764 & Resolution 18-35 rezoning 601 6th Ave N to R-3 – FINAL READING

Barbian advised that the Planning Commission Board approved the Rezoning request at 601 6th Avenue North, from B-2 Neighborhood Business District to R-3 Multi-family Residential, contingent that the City Attorney makes a ruling on if the setbacks need to be met for the R-3 Zoning District.

Nicholas and Tonia Anderson have submitted an application to rezone their property from B-2 Neighborhood Business to R-3 Multiple Family Residential located at 601 6th Avenue North.

This property started as a residential home years ago and then changed into a church and had sold for business use with a zoning changed to B-2, Neighborhood Commercial in 2012. The use was a two unit Garden Supply Store and Dog Grooming Shop. Only the west side of the building is seen from Rum River Drive where the front of the building faces 6th Avenue North.

The new owner would like to bring this building back to a two unit residential rental site with built in garages that were originally there, separating the two units. A site plan of what is intended for renovation is included for your review. The renovation will be to the inside of the building, and exterior. The setback requirements for the B-2 and R-3 Districts are the same except for the front yard setback and maximum lot coverage. The property owner would need to follow the R-3 Zoning Ordinance if the rezoning were approved. The owner has spoken to the City of Princeton Building Inspector on building codes to renovate this back to a residential site and understands a building permit would need to be approved prior to any renovations.

Currently there is one connection for water, sewer, and electrical to the building. The owner will install separate connections for all utilities where the two units will have their own meters.

The proposed addressing will stay as 601 6th Avenue North with the east side of the building being Suite B and the west end labeled Suite A.

The neighborhood contains a variety of land uses from commercial to single family home to multi-family homes. The commercial uses, with the exception of “Neighbors on the Rum”, are located on the southwest side of Rum River Drive, which is the same side of the road the subject property is located on.
The Future Land Use Plan designates the entire half block southwest of Rum River Drive between 6th Street North as Commercial/Residential mixed. In 2012, the neighboring site at 605 Rum River Drive North requested to be rezoned from the R-3 Multiple Family Residential District to B-2 Neighborhood Business District because they were selling the site that was used for business and too small to build a residential home on. The Future Land Use Plan and Comprehensive Plan support the proposed use for residential.

Based on the above analysis, staff recommends the Planning Commission recommend to the Council approval of the rezoning of the property at 601 6th Avenue North, based on the following findings of fact:

1. The proposal complies with the Mixed Residential use since the site is adjacent to neighborhoods.

2. The Mixed Residential is compatible with present and future land uses of the area.

The City Council approval of the rezoning from B-2 Neighborhood Commercial to R-3 Multiple Residential to be subject to the following conditions:

1. The applicant shall follow all building codes and the Zoning Ordinance for the renovation of the building and a Building Permit be submitted and approved prior to renovation.

2. Each unit will have separate utility meters.

EDMONDS MOVED TO APPROVE ORDINANCE 764 AND RESOLUTION 18-35 REZONING 601-6TH AVE N FROM B-2 TO R-3 WITH THE FOLLOWING CONDITIONS:

1. THE APPLICANT SHALL FOLLOW ALL BUILDING CODES AND THE ZONING ORDINANCE FOR THE RENOVATION OF THE BUILDING AND A BUILDING PERMIT BE SUBMITTED AND APPROVED PRIOR TO RENOVATION.

2. EACH UNIT WILL HAVE SEPARATE UTILITY METERS.

ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Ordinance 765 – amendment to Private wells – FIRST READING

Wangen advised that this amendment would simply clarify and clean up some of the language. It is directed at those that have private wells in and just outside of the city limits and is to protect the city’s water supply.

The School District sent a letter to the Council in regard to the private well that they use for irrigation for the new ball fields.

Whitcomb asked for clarification of the well they use for irrigation. Scott Daniels replied that since they were put in prior to the original ordinance, they could use the well until it fails. Wangen added that they also could not make any changes to the well.

Reynolds asked for clarification on the school’s issue. Daniels responded that the DNR has an appropriation permit with the School that limits them to a certain amount of water they can use. The School has asked the DNR if they could change their appropriation permit. The DNR has not provided approval to increase the water usage and contacted the PUC. Wangen added that the DNR monitors water usage closely, the PUC has to provide a lot of documentation to them every year.
Barbian stated that he spoke with Michelle Czech from the school district about it but would like some additional information. Wangen said she has asked to sit down with the school district a couple times about it, and they keep sending someone from ICS to talk with them.

Reynolds asked if their well is at a similar depth to the City's well. Daniels confirmed it was.

WHITCOMB MOVED TO INTRODUCE ORDINANCE 765 AND TO DIRECT STAFF TO SET UP A MEETING WITH THE SCHOOL DISTRICT PRIOR TO THE FINAL READING. ZIMMER SECOND-ED THE MOTION.

Walker would like to have some background and the DNR's documentation as well.

THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Resolution 18-34 – approving sale of Arcadian Homes site

Barbian advised that the city should be receiving the plans next month. It should close by the end of August, with construction beginning this fall.

Walker asked if this land was owned by the City or the EDA. If it was the EDA, they will likely need to sign the documents as well. Barbian replied that he will check into that and will bring this to the EDA if needed.

WALKER MOVED TO APPROVE RESOLUTION 18-34, AND FOR STAFF TO LOOK INTO POSSIBLE EDA INVOLVEMENT IN THE CLOSING DOCUMENTS. WHITCOMB SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

a. West Birch Development agreement

WALKER MOVED TO APPROVE THE DEVELOPMENT AGREEMENT. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

b. West Birch TIF Agreement

WALKER MOVED TO APPROVE THE TIF AGREEMENT. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Franchise Fee Update

Brotzler reported on the progress on the Franchise Fees and Park Plan to go along with it. He would like to meet prior to an upcoming meeting to review the park plan and when to hold a public informational hearing.

Whitcomb asked how much time would be needed. Brotzler responded an hour at most. Edmonds questioned if this will need to be adopted by certain date. Brotzler replied that they would like to have the ordinance approved in July or August, which would allow a 3-4-month time period for the utility companies to prepare. The fee would likely begin to show up in bills in January 2019.
ZIMMER MOVED TO HOLD A SPECIAL STUDY SESSION AT 6PM PRIOR TO THE REGULAR MEETING ON JUNE 28. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS
A. PFRD Vehicle auction request

Lawrence advised that the PFRD is seeking approval from the council to send one of our enclosed trailers and a Ford F-250 (old grass 6) to the auction at the end of the month. The trailer has set empty for a long tie and does not get used very often and grass 6 is not safe to use. The city does not have a need for another enclosed trailer right now. The money generated from the auction would be put in the truck and equipment fund for future use.

ZIMMER MOVED TO APPROVE THE SALE OF THE FORD F250 AND ENCLOSED TRAILER AT AUCTION. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

Edmonds stated that he had the opportunity to attend the weekly meeting on the roundabout yesterday. The project is moving along very nicely. Brotzler added that as of right now, the contractor is slightly ahead of schedule. Hoping they will have the detour down ahead of schedule. Concrete will be done next week. 3 lifts of bituminous.

Frederick reported that him and Lawrence had a training for school staff on lock downs.

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 $91,195.54 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 77505 TO 77612 FOR A TOTAL OF $188,478.14. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ADJOURNMENT
There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 7:50PM. WALKER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins
City Clerk

ATTEST:

Paul Whitcomb, Mayor