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, Police Chief Todd Frederick, Clerk Shawna Jenkins, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, and Attorney Damien Toven. Absent was Councilor Jenny Gerold and Public Works Director Bob Gerold.

AGENDA ADDITIONS/DELETIONS

Zimmer stated that J Gerold is not present, so suggests waiting to appoint someone to the PUC. He suggests setting up a panel to interview the applicants, and they would make a recommendation to the Council for appointment at the July 25th meeting. He is very impressed with the interest they are seeing with the open seat. He would like to move the item up so it can be tabled until the next meeting.

Edmonds stated he concurs with Zimmer, and add that that there are 5 quality applicants for the open seat.

Schumacher stated he will move the PUC Board Appointment up after the approval of the minutes.

EDMONDS MOVED TO APPROVE THE AGENDA AS AMENDED. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSIDERATION OF MINUTES

A. Regular Meeting Minutes of June 27, 2019

ZIMMER MOVED TO APPROVE THE OF REGULAR MEETING MINUTES OF JUNE 27, 2019 WITH THE CORRECTION TO THE ROLL CALL. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

4.5 NEW BUSINESS – PUC BOARD APPOINTMENT

ZIMMER MOVED TO TABLE THE PUC APPOINTMENT UNTIL THE JULY 25TH MEETING. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Christ Our Light 3.2% permit request for Annual Fall Fest Sept 15, 2019
   2. Innovative Building and Design Solicitors permits, pending background check
      a. Nicholas Bienias
      b. Salvador Garcia
      c. Shane Gurek

EDMONDS MOVED TO APPROVE THE SOLICITORS PERMITS FOR NICHOLAS BIENIAS, SALVADOR GARCIA AND SHANE GUREK FROM INNOVATIVE BUILDING AND DESIGN,
PENDING THE BACKGROUND APPROVAL. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. Personnel
   1. Firefighters advance to regular status
      a. Aaron Julson
      b. Danielle Artmann
      c. Jay Stewart
      d. Olivia McCall

   ZIMMER MOVED TO APPROVE THE ADVANCEMENT OF AARON JULSON, DANIELLE ARTMANN, JAY STEWART AND OLIVIA McCALL TO REGULAR FIREFIGHTER STATUS. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

   Julson, Artmann, Stewart and McCall were sworn in

   2. Hire probationary Firefighters
      a. Shawn Aaseby
      b. Brandon Bedbury
      c. Joe Kiel
      d. Dan Stoltenberg
      e. Justin Sucket

   ZIMMER MOVED TO HIRE SHAWN AASEBY, BRANDON BEDBURY, JOE KIEL, DAN STOLTENBERG AND JUSTIN SUCKET AS PROBATIONARY FIREFIGHTERS. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Donations
D. Miscellaneous

OPEN FORUM –

Kevin Gerrard asked for an update on the letter that staff was going to send to the PUC regarding the water line. Schumacher stated that PUC Manager Butcher suggested that Gerrard attend the July PUC meeting to discuss his concerns.

Edmonds said he and Barbian also attend the PUC meetings. He believes the project regarding the water line in question was originally planned to be done this year, but was moved out due the roundabout that is currently under construction.

Andrea Gerrard stated at the last meeting. Barbian was looking for suggestions. She said the Block Party is coming up, and her suggestion would be to open the Splash Park to the public. Barbian thanked her for the suggestions and staff will discuss.

PRESENTATIONS

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES
A. 8-1-19 Admin Barbian Annual Employee Review – open or closed session info to follow

Barbian wanted to clarify that they are looking to set up an annual review. He has some forms to send out that the Council can fill out. In his past review, the mayor collected the forms and met with him privately. Barbian stated in terms of it being open or closed, it is the employee’s decision whether it is open or closed.

Edmonds thinks it is better to have a meeting with the whole council, instead of just the mayor.

Zimmer stated he believes Barbian’s hire date is November, so it should be closer to that.

Reynolds stated that the CIP and budget is usually discussed and takes up a lot of time at the September meeting. Schumacher added that in his experience, an employee review usually takes about 45 minutes.

Originally it was requested that PUC Manager Keith Butcher attend the August Study Session to go over the audit with the council, but he cannot attend the August Meeting. He plans on attending the September meeting.

Zimmer announced that the American Legion Ball Tournament is starting next weekend. It is the longest running tournament.

PETITIONS, REQUESTS, AND COMMUNICATIONS

A. VFW Post 806 Ride for Hope request July 20, 2019

Good spoke about the event they are planning for July 20th. Frederick asked Good to reach out to the local businesses to let them know about these events. He will talk to the businesses. He is just asking for a couple of the orange and white barricades to close off that section of road.

Edmonds stated they have done this in the past and does not recall any issues or complaints.

REYNOLDS MOVED TO APPROVE THE CLOSURE OF 2ND STREET NORTH FROM RUM RIVER DRIVE TO 6TH AVE NORTH FROM 10AM TO 4PM ON SATURDAY, JULY 20 2019. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. VFW Post 806 Block Party Beer Garden request for July 26, 2019

Good reported that they would like to have a small beer garden out front on the night of the Block Party, as they have done this in the past. They will be in a fenced in area, with one entrance/exit and they will be checking ID’s as well, they fence in the area, and a person will be checking ids and there will be only one entrance/exit.
Zimmer moved to allow the VFW to have a small fenced in beer garden in front of their location for the Block Party on Friday, July 26, 2019. Reynolds seconded the motion. The motion carried unanimously.

C. VFW Post 806 Summerfest Ride request for August 17, 2019

Good said the VFW is requesting the temporary closure of 2nd street north from Rum River Drive to 6th Ave N from 10am to 4pm on August 17, 2019, and to set aside the parking spaces in front of the VFW for motorcycle parking only.

Reynolds moved to approve the closure of 2nd Street North from Rum River Drive to 6th Ave North from 10am to 4pm on Saturday, August 17, 2019. Zimmer seconded the motion. The motion carried unanimously.

D. VFW Post 806 Pig Roast request August 24, 2019

Good said the VFW is requesting the temporary closure of 2nd street north from Rum River Drive to 6th Ave N from 10am to 9pm on August 24, 2019 for the VFW Pig roast fundraiser.

Edmonds moved to approve the closure of 2nd Street North from Rum River Drive to 6th Ave North from 10am to 4pm on Saturday, August 17, 2019. Zimmer seconded the motion. The motion carried unanimously.

Ordinances and Resolutions

Unfinished Business

A. Award bid for Airport Project

Goerke advised that the bids for the Runway 15-33 reconstruction project were opened at 9am on July 9, 2019. The lowest bidder was Minnesota Paving and Materials at $1,673,134.89. This is approximately 25% lower than the engineering estimate. KLJ is recommending that the City of Princeton apply for the federal grant with construction being completed by Minnesota Paving and Materials for a price of $1,673,134.89. Attached is the completed bid tab and a project cost breakdown for your review. KLJ also requests authorization for the City Administrator to sign the 3 documents required in the grant application package and Mayor Schumacher to sign the KLJ Task Order 4:

1. Grant Request Letter
2. Scope and Fee Negotiation Letter – This states that the IFE concluded KLJ’s fees were reasonable and negotiations any differences were performed.
3. Detailed Fee Analysis Letter – This details the timeline in which the IFE was performed.
4. KLJ Task Order 4 – This is the agreement with KLJ to perform construction administration, construction observation, and quality assurance testing for the project.

Goerke is looking for authorization to apply for the grant and sign the appropriate letters.
EDMONDS MOVED TO AUTHORIZATION THE SUBMISSION OF THE GRANT AND THE APPROPRIATE LETTERS SIGNED. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. West Birch Estates purchase agreement amendment

Barbian reported that he has been in contract with Central MN Housing partnership and they have secured some additional financing. This amendment will provide them with approximately a 3-month extension.

REYNOLDS MOVED TO APPROVE THE AMENDMENT. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

C. Princeton Township Coordination of Boundary adjustment and improvement

Barbian explained that in February, Marcia Anderson attending a planning commission meeting inquiring about the rules for her and a group of neighbors who are interested in annexing to the City. She expressed frustration working with the town to get 33rd and 82nd improved. She was encouraged to set up a meeting with Barbian.

In March, Schumacher attended a Town board meeting to support the Fire Chief. After the meeting, Gene Stoeckel and Schumacher discussed the problem of residents and roads in the township.

At the April Study Session, the Council approved a letter to be sent inviting the Township to sit down and discuss.

In May, Gene Stoeckel, Dave Persing, Schumacher and Barbian met and listed some of the properties and residents that are in the area.

Basic overview of issues and history: big perspective overview is that about 50 residents petition the Township to create a tax district to pave roads. The Town approves, although costs may have been underestimated. Higher cost is estimated for the project. Within the required timeframe about 10 residents oppose the project requiring the town to hold a referendum, which failed.

At the May Township / City meeting the Township proposes the City pay a portion, half of the 33rd and lands south of 33rd transferred into City limits. In a phone call to Schumacher about a week or two after the meeting, the Township informs the city that the City can have all the properties and pave all the roads.

A broad estimate of the costs of paving the roads have been provided by WSB.

Barbian met with the City Attorney to obtain general guidance of various steps in which properties could be attached and road improvements could occur. A two phase approach is discussed whereby part of the properties with the cooperative owners are attached to the City with some road improvements and a second phase whereby the lands with more housing development and split interests to be attached is considered with an orderly annexation agreement.
Schumacher stated he met with the School Superintendent about some possible transportation planning grants for the area.

Zimmer said he recalls school district wanted to have an entrance to those fields off 82nd, but the township would not pave the road. If this is a transportation issue, it would be in the best interest of the city, School, and Township.

Edmonds said it is a Township road, but it is in Mille Lacs County, who has a local sales option tax. Could that become a County road, which would make it eligible for those funds.

Zimmer said some residents have approached the Township about improving the road, and they were not interested in doing so. Reynolds mentioned that the Township does have 2 new board members, so maybe that thought has changed.

Zimmer would like to be careful, so it does not appear that the City is looking to annex property, as the past practice has only been annexed by property owner request. Schumacher asked what the council thinks of having a joint meeting with the township. He will invite the superintendent as well.

Edmonds suggested that the school look into grant funding option, as they have a large amount of road frontage and it is a safety issue.

Schumacher said he is in favor of a Boundary Adjustment, as it increases tax revenue and allows for easier development.

Toven added that the City cannot extend funds to improve a road that is not partially in the city. The City and Township can meet to discuss the issue, the meeting just needs to be noticed properly.

Zimmer just wants to make sure that it doesn’t look like Princeton doesn’t want to

Schumacher would like to set up a joint meeting with the township. Toven said staff should reach out to the Township to find out dates and times that would work out well, then staff for can notice the meeting.

Schumacher stated staff will have some date ideas at the next meeting. The School Superintendent should attend as well.

Zimmer felt that the Township should also contact the residents that would be affected.

**NEW BUSINESS**

A. City Council Organizational Culture – Mayor Schumacher discuss

Schumacher wanted to put this on the agenda ahead of the PUC appointment. He would like to see the PUC emulate the City in how staff gets several bids on purchases and various projects. He gave specifics on several recent purchases and projects that have been approved recently.

Edmonds responded that Princeton Public Utilities does as well.
Schumacher added that said the city employees and elected officials go through an orientation process. He would like to see that same type of orientation for the PUC members.

Edmonds responded that Public Utilities does provide an orientation. It is their call, not the city’s. Zimmer added that the PUC is separate. It is the Council’s job to pick the best commission members. We cannot tell them what to do.

Edmonds asked if the PUC has a fiduciary responsibility to the City. Toven said they are tied to the City, but their day to day operations are separate. The rights and responsibilities, fall under them. The statute is very detailed. The city Council’s roll is to appoint members to the Princeton Utilities Commission, and general oversight.

Schumacher said the City has never seen so many people interested in being on the PUC. His concern is an interested officer is getting a contract with PUC every month. Zimmer replied that he should bring that concern to the PUC. Edmonds added that the individual in question does not vote on that bill.

Barbian said transparency is important in government. If there is a concern, it needs to be taken up with the PUC.

B. PUC Board Appointment – MOVED UP TO 4.5

C. PUC Committee

Schumacher stated he feels a committee should be set up to review, interview and recommend the new commissioner. He thinks it should include 2 City Council members.

Zimmer would like to see a PUC customer being on the committee, along with the City administrator and Finance Director Jackson.

Edmonds stated he has Lee Steinbrecher in mind for a customer. Schumacher suggested Andrea Gerrard as one as well.

Administrator Barbian and Finance Director would prefer not to be on the committee.

ZIMMER MOVED TO APPOINT JACK EDMONDS, MAYOR SCHUMACHER, ANDREA GERARD, LEE STEINBRECHER, AND BEN BARTON, OR A DELEGATE (OR ANOTHER BUSINESS OWNER) BE APPOINTED TO A COMMITTEE TO REVIEW, INTERVIEW AND RECOMMEND AN APPLICANT TO SERVE ON THE PUC BOARD UNTIL DECEMBER 31, 2019. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

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 $95,263.42 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 79536 TO 79617 FOR A TOTAL OF $390,412.62. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
MISCELLANEOUS

ADJOURNMENT
There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 8:44PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

_________________________  ATTEST:
Shawna Jenkins Tadych
City Clerk

_________________________
Brad Schumacher, Mayor