Mayor Paul Whitcomb called the meeting to order. Council members present were Jack Edmonds, Jules Zimmer, Jeff Reynolds and Thom Walker and. Staff present, Administrator Robert Barbian, Finance Director Steve Jackson, Public Works Director Bob Gerold, Police Chief Todd Frederick, Clerk Shawna Jenkins, Wastewater Plant Manager Chris Klinghagen, Liquor store manager Nancy Campbell, and Fire Chief Ron Lawrence.

Insurance Renewal

Jackson introduced Jim Burroughs from Princeton Insurance.

Burroughs reported that the property premium increased $3,382 due to increased property values of $1,135,587 and increasing the restroom value at Riverside Park.

The Liability premium is down $2,864 due to lower liability modification factor (a few claims dropping from 2013)

The auto premium is up $2,960 due to vehicle changes (removed 3 units and added 4) and a change in how the physical damage is rated (increase in physical damage rates for police)

Workers Compensation is down slightly for 2018-2019.

EDMONDS MOVED TO NOT WAIVE THE PER PERSON STATUTORY LIABILITY LIMIT OF $500,000 TO THE $1,500,000 STATUTORY LIABILITY MAXIMUM AT A COST OF $2,382. AND TO ACCEPT THE INSURANCE RENEWAL AS PRESENTED. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Sidewalk Snow Clearing

Barbian reported that staff put together some estimates. For the current plow route, it takes an average of 8-9 hours for an estimated event cost of $765. An upgrade in equipment would also be requested, which would be a Trackless MT with plow, blower, brush and salt-er for $154,000.

If the route was changed to only sidewalks adjacent to public property, it is estimated to take 4-5 hours, for an estimated event cost of $425.

The route requested by Carol Ossell includes what is currently being cleared, plus an additional 25 sidewalk blocks. A local company was contacted for a quote, which was 6-10 hours for an approximate event cost of $780. If Public works was utilized for this route, it would add an additional 6-10 hours, which would require an additional seasonal employee or over-time, plus additional equipment cost spread out over several years.

Whitcomb, asked if the equipment is in the CIP. Gerold replied that it is in the CIP, but the price has gone up a bit since he put it in.
Walker asked if there are other uses for this equipment. Gerold responded that they could put a finish mower on the front to use in the parks, but a standalone mower does work better.

Walker questioned if the machine is a power takeoff, or hydraulic system. Gerold replied that it can be ordered with either system. Walker asked which system seems to last longer. Gerold said the power takeoffs tend to have more maintenance than a hydraulic system.

Walker asked how long these machines usually last. Gerold responded that the manufacturer states 10 years is a good average. At which time, the Manufacturer refurbishes them and sells them. Gerold added that he had asked about the refurbished ones, but the cost is not much less than new, and they do not have as good of a warranty.

Barbian added that he has reached out to Mille Lacs county about setting up a discussion about the reimbursement amount to the city for the snow clearing we are doing.

Barbian stated that Gerold says Public Works are clearing about 5.5 lane miles currently, with an average of 4 passes.

Edmonds said Elk River has 2 of these machines. They are very rarely used in the summer, and they did not seem to be the first equipment used during a snow event.

Zimmer asked how it would work with if a 3rd party did the snow clearing. Gerold said they usually coordinate with the contractors that are already doing some of the businesses downtown.

Carol Ossell asked if the County does not provide an increase for what the city is clearing, could the city ask the County to take on County Roads 29 and 31 for the next year or two. Edmonds responded that the County would plow the roads but would not remove the snow from downtown like the city does. He is sure that our public works would also be much quicker to plow those roads than the County would.

Ossell asked how the sidewalks appear adjacent to the businesses that Pettibone landscaping does. She wondered if they are cleared as it is snowing, or do they wait until the snow has ended. Gerold replied that they wait until it is done snowing.

Reynolds stated that the estimate of 12 snow events seem a little high. Gerold said it is a safe average, as some winters we don’t get much snow, and other winters it seems to snow all the time.

Edmonds asked about the sidewalk near Walmart. Gerold said those were designated as trails. Jackson added that when the County put the trail that follows the County Road around, it may have been an agreement for the city to clear it. Staff will check into that.

Walker asked what public works use for sidewalk snow removal. Gerold responded that they use a Skidsteer and a Toolcat. Both are too wide for a couple spots. They do make a smaller skidsteer that would fit through those few narrow areas, but then it would require more passes elsewhere.
Zimmer questioned how the sidewalks are handled if there was less than 2 inches of snow. In many cases, if left the snow would likely melt a bit and become dangerous. Gerold replied that in those types of snow events, public works will go out to sweep off those areas, or lay salt down.

Guptill said the main issue they see is that the snow gets pushed back up on the sidewalks when the plow goes through, and they end up with a large ridge of snow.

Walker questioned why the snow is no longer plowed to the center and removed from there as it used to be. Gerold responded that he believes that was discontinued because of safety concerns.

Guptil asked if a parking space could be sacrificed for that first day, and the snow could be piled up there.

Whitcomb asked if a snow Emergency could be declared, and all the snow plowed to one side of the street.

Frederick added that when snow was piled in the center, there were some accidents and cars getting hung up on the snow in the center, so it was no longer done that way.

Reynolds said we have a policy for snow removal, and he sees the outside contractor as an option. Walker said he disagrees. He feels the biggest issue Ossell has is the large piles of snow that end up back on the sidewalk.

Ossell stated that Lucas from Cambridge had stated that their sidewalks were done first, and then the plow came by and made sure the snow was removed.

Gerold said in response to piling the snow in a parking space, it would take longer to load it and haul it away verses using a blower to load the trucks like they currently do.

Campbell added that they have the ridge of snow that gets pushed back on the sidewalk at the Liquor Store as well. Her and her employees just work at it. Even during the times when she is working along, she goes out in between customers.

Barbian said it appears there are 2 issues. The sidewalks and how the snow is removed from the Street.

Zimmer said he doesn’t see any difference between the business owners, or the private contractor doing it. If the plow goes back by after the sidewalk is cleaned, a ridge of snow is going to end up back on the sidewalk. He asked if a second plow could come behind the first to clean up what is left.

Gerold said he can remind his employees to slow down in the downtown area so some of the snow doesn’t go back on the sidewalks. However, if they do that, that same snow will end up adjacent to the curb, which would narrow the drive lane if cars were parked in those parking spots.
Edmonds stated that we live in MN and it snows, and there is going to be a little inconvenience for a day until staff has time to get to plow all the streets, then remove the snow from downtown.

Gerold said to keep in mind, the only parking restrictions we have downtown are no parking from 2-6am. It is not possible to get everything plowed in the city, and the snow removed before cars are parked on Rum River and First Street.

Frederick said we don’t have the capability to declare a snow emergency, because there are not enough tow trucks. The police will actually start knocking on doors for people to move their cars. Whitcomb added that there is a lot of traffic starting at 4:30-5am for those that work in the cities. There are a lot of streets that need to be cleared so people can get out for work.

Zimmer said he is leaning towards with staying with our current ordinance and for Public works to try to be more conscious of plowing downtown to keep the snow from piling up on the sidewalks.

ZIMMER MOVED TO ABIDE BY THE CURRENT ORDINANCE ON SIDEWALKS AND FOR PUBLIC WORKS TO ONLY CLEAR SIDEWALKS ADJACENT TO PUBLIC PROPERTIES. EDMONDS SECONDED THE MOTION.

Walker asked if there are some plowing methods can be changed slightly for these problem areas. Gerold said they can do that.

VOTE 3:1:1 – REYNOLDS AGAINST, WALKER ABSTAINED. MOTION CARRIED

**Transient, Food Vendor, Peddler License Discussion**

Jenkins advised that Food Truck licensing was recently brought up by a Princeton Business owner and it was said we would review our ordinance.

In looking the ordinance over, “food trucks” were not mentioned anywhere, we classified them as under a transient merchant. Therefore, it is something we should add to the ordinance.

The League of MN sent a memo that that Delano put together in regard to food trucks, and competing with local businesses which is very informative.

In searching other city’s ordinances, there were a few that were the same or very similar to our current ordinance and did not specifically mention food trucks. I thought Elk River’s ordinance was very good, so I incorporated a lot of their wording, and some tidbits from other city’s ordinances that I thought may fit our community well.

Some additional things that the Council may want to determine.
Section 670.01 – currently, we do not require a license for those operating on private property, or during community type events.

1. Do we want to continue not licensing/regulating them?
2. Do we want to license them? (in the past, some were upset they would have to pay the city’s license fee, and a fee to the event sponsors)
3. Do we want them to only register with us, with no fee so we have any necessary information we may need?

Hours allowed are noted in the ordinance in a few areas, 670.07, 670.10 B 2, 670.10 D 9,

What hours do we want each to be able to operate in?
  Mobile Food Trucks
  Transient Merchants
  Those going door to door?

Also, what type of insurance should be required? Elk River required quite a bit, so I sent that list to our Insurance agent for review. It appeared to be somewhat standard but mentioned lowering the automobile liability from 2 million to 1 million as that is typically the highest level

At the July 26th meeting, Walker asked if someone dropping information off at the door are required to apply for a permit.

They would classify them as a Solicitor, so they are required to be licensed with the City:

“Solicitor” - a person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property or services of which the person may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this section if the actual purpose of the person’s activity is to obtain or attempt to obtain orders as discussed above. The term shall have the same meaning as the term “canvasser.”

There are a couple other instances where one would not need to be licensed:

Door to Door Advocacy, and Charitable, Civic, Non-Profits, and educational of political organizations with offices in the Princeton area.

Whitcomb and Zimmer said they don’t want to discourage food trucks.

Zimmer liked the suggestion to require a distance between a Food Truck and restaurant.

Sara Strandberg with Firehouse BBQ added that it is out of respect to not be close to another similar business. She comes to town usually once a week if she does not have an event scheduled
Edmonds likes the distance requirement. Walker suggested that a location could also be designated for Food Trucks.

The Council consensus was to request that Food Vendors and Transient merchants on private property will not need to be licensed through the city, but to register so information about the business is on file in case of an issue. The same will be requested from Community event sponsors on any vendors they have coming in.

Jenkins stated that she will make the recommended changes and bring the ordinance back for an introduction.

**Resolution 18-37 – calling for a public hearing for Fairview**

Jackson reported that Fairview Health Services (“Fairview”) has asked the City of Minneapolis, Minnesota (“Minneapolis”), to issue revenue bonds on behalf of Fairview in an amount not to exceed $550,000,000 (the “Bonds”) under the Municipal Industrial Development Act, Minnesota Statutes, sections 469.152 to 469.165. Although Minneapolis will issue the Bonds, the IRS Code requires the consent of the City Council of the City of Princeton (“Princeton”) after a public hearing on the proposed financing, which must be held by Princeton’s City Council.

The proceeds of the Bonds will be used to finance and refinance various Fairview projects in health care facilities located not only in Princeton, but also in the cities of Burns-ville, Chisago City, Edina, Hibbing, Minneapolis, and Wyoming. In particular, the proceeds of the Bonds will be used to refinance bonds issued by Minneapolis in 2008, a portion of which were used to finance or refinance the construction and improvement of Fairview Northland Medical Center and other health care-related facilities located at 911 Northland Drive in the City (the “Princeton Facilities”).

It is common practice in the health care industry for institutions like Fairview that have facilities in multiple municipalities to ask one city to issue bonds for facilities located not only in that city, but also in other cities (with their consent). By doing so, health care institutions like Fairview are able to achieve economies of scale by marketing bonds in larger issuances. In this instance, Fairview will be able to market its debt effectively by including the bonds benefiting the Princeton Facilities within the larger issue of bonds by Minneapolis, where the largest portion of the financing is taking place.

Fairview will pay all expenses with respect to issuance of the Bonds. Princeton will not be asked to issue the Bonds on behalf of Fairview. Further, the issuance of the Bonds will in no way impact Princeton’s bond ratings or count against its bonding limits (including bank-qualified limits) or result in any liability for Princeton.

In order to satisfy the IRS requirements and consent to the issuance of the Bonds, the first step is to pass a resolution calling for a public hearing on the issuance of the Bonds. Bond Counsel will then publish a notice of public hearing in the Union Times on August 9th, and the public hearing will be held on August 23rd. At the conclusion of the
public hearing, the City Council will consider adopting a resolution consenting to the is-
suance by Minneapolis of the Bonds.

ZIMMER MOVED TO APPROVE 18-37. REYNOLDS SECONDED THE MOTION. THE MO-
TION CARRIED UNANIMOUSLY.

**PFRD Ladder and Engine update**

Lawrence advised that the vehicle committee has researched purchasing a new ladder truck
and engine for the fire dept. They have made a recommendation to the council for their con-
sideration and discussion. The Council was provided with information on all the vehicles and
financial information about the purchase.

The Truck Committee feel it is better to buy a new engine and use the CIP balance to pur-
chase a used ladder truck. This will be brought up to the Fire Advisory Board next week.

Reynolds asked if there is a grant available. Lawrence said they tried for a grant to purchase
a ladder truck and did not qualify.

Walker asked how long the Department has had the current ladder truck. Lawrence re-
sponded it has been about 8 or 9 years.

**PFRD Part Time Chief / Emergency Management position proposal**

Barbian said the current Fire Chief is an elected position. Having an appointed Chief could
bring some increased stabilization into the department. Relocation would pay half of the sal-
ary as well.

Walker asked if he is starting to get some pressure from higher ups. Lawrence replied that
the League of Mn Cities is very opposed to elections.

Lawrence said he takes a lot of phone calls during the day from people. Edmonds asked if
there are a lot of people looking at a part time position. Lawrence said there are a few other
cities that are looking for this type of position, but it not sure how many people would be
looking for a part time chief position.

Zimmer asked when something like this would start. Lawrence was thinking the first of the
year.

Edmonds asked if another city would be interested in sharing a position. Lawrence stated
Mark Karnowski at one time mentioned talking with Milaca as they have had a difficult time
finding a fire chief.

Reynolds said Mille Lacs County is looking at hiring an Emergency Manager. Lawrence re-
sponded that they have hired one, and he met with her last week.
Walker asked if this would fall into the City’s current Pay steps. Jackson said it would need to be looked at and determined where it would fall in the city’s pay equity.

Whitcomb said he feels it is worth looking into it further.

Lawrence said it is an election year. Elections are done in December, with those elected taking office in January.

Council determined to move forward on gathering information.

**Adjournment**

ZIMMER MOVED TO ADJOURN THE STUDY SESSION AT 6:29PM. REYNOLDS SECOND-ED THE MOTION. MEETING ADJOURNED

Respectfully Submitted,

______________________________
Shawna Jenkins
City Clerk

ATTEST:

______________________________
Paul Whitcomb, Mayor