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

**AGENDA ADDITIONS/DELETIONS**

Barbian advised that the only additions are those on the agenda in red, which is a step increase for Adam Cook and a request from the Knights of Columbus request for the use of a City’s generator.

J GEROLD MOVED TO APPROVE THE AGENDA AS AMENDED. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**CONSIDERATION OF MINUTES**

A. Regular Meeting Minutes of July 25, 2019
B. Study Session Meeting of August 1, 2019

EDMONDS MOVED TO APPROVE THE OF REGULAR MEETING MINUTES OF JULY 25, 2019 AND STUDY SESSION MINUTES OF AUGUST 1, 2019. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**CONSENT AGENDA**

A. Permits and Licenses
B. Personnel
   1. Accept resignations of Tyler Bialucha effective 7-23-19 and Paul Sauder effective 7-27-19 from the Liquor store, neither in good standing due to not meeting 14 day notice requirements
   2. Liquor Store Clerk Debbie Applegate Step Increase effective 7-29-19
C. Donations

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

**OPEN FORUM –**

**PUBLIC HEARINGS**

**FYI – REPORTS, ANNOUNCEMENTS, CORRESPONENCE AND BOARDS / COMMITTEES**

A. Coors Light event at Liquor Store August 24, 1-4pm
B. Planning Commission Minutes of July 15, 2019

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

A. Knights of Columbus request for use of City’s Generator for August 17 event
Jenkins advised that Frank Hartman had stopped in with a request to use the city’s generator for their car show and rib cook-off on August 17th. B Gerold wanted the council to be aware that while the church is in city limits, the event is being held just outside City limits on Baptist Church Road. He stated that they do provide a tutorial on usage of the generator. Ron Mathison was in attendance to answer any questions. Mathison stated that the City’s generator will be used for the Beer wagon.

EDMONDS MOVED TO APPROVE THE KNIGHTS OF COLUMBUS REQUEST TO USE THE CITY GENERATOR ON AUGUST 17TH, 2019. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

A. Resolution 19-32 – calling for a Public Hearing on TIF 8-4

Barbian advised that this is for the proposed land sale at the corner of Aero Business Park. Details of the project will be discussed at the September Study Session. This is just to call for the public hearing, which will be held on September 12.

EDMONDS MOVED TO APPROVE THE KNIGHTS OF COLUMBUS’S REQUEST TO USE THE CITY GENERATOR ON AUGUST 17TH, 2019. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Administrator Review – determine form and date for review - Verbal

Barbian advised that he sent out five different review forms that that he would like the Council members to choose from. The council can do the review as a group, or the Mayor can do the review as was done in the past

Schumacher stated he believes the Council had decided to do the review as a group, and thinks it was discussed to hold it in October. Zimmer suggested the last meeting in October. He asked if that portion of the meeting would be open or closed. Schumacher responded that the employee chooses whether it will be open or closed.

Schumacher stated that the Council does not need to decide tonight on which review form they would like to use, but should by the next meeting.

Edmonds stated he likes the first one, as that was what was used previously. Zimmer agreed.

J Gerold said she liked that one as well, but liked the second one. Reynolds agreed that the second one is a bit more comprehensive. Schumacher added that if this review will be done a little different, using a different form may be better. Barbian stated that staff will make sure the form that is chosen will be sent out approximately 2 weeks prior to the review.

Schumacher confirmed that the Council consensus is to hold the review at the October 24th, 2019 meeting and the second form in the samples set will be used.
B. Fire Truck Fund Establishment

Barbian advised that with the establishment of the Fire Truck Fund written confirmation on a few of the related policies has been requested and will be sent out to the Fire Advisory Board.

a) The Fire Truck Fund is designed to purchase Trucks and will only be used for the purchase of trucks and cost of set-up of the truck for use by the Princeton Fire Department Joint Powers Agreement members.

b) All truck purchases are to be recommended by the Fire Chief, agreed to by the majority of the Fire Advisory Board and approved by the City Council.

c) The capitalization schedule, as attached is designed to cover a 10 year planning period. The commitments finalized in 2019 with lump sum funding to occur in 2019 or annually funded for 9 years starting in January of 2020.

d) For members pledging nine annual payments a written confirmation stating the jurisdiction will be providing 9 truck payments and entering into an agreement of debt acceptable to the City and Township is required.

e) Full payment or the debt agreement is necessary to proceed with the next truck purchase.

f) Should it be decided, sometime along the purchasing period or prior to the expenditure that not all of the funds will be spent, all remaining funds shall be held in the Fire Truck fund and remain for future truck purchases.

g) Questions on proportional credits when a property jurisdictional adjustments occurs are to be handled at the time the annexation is being considered.

h) Should any member at any time withdraw from the Joint Powers Agreement the contribution rates shall remain as established and be accompanied by a review for adjustments in the truck inventory and purchase plan.

Establishing shared resources keeps member communities strong, this commitment works for us all when the need occurs.

ZIMMER MOVED TO AWARD FIRETRUCK SUMMARY LETTER TO BE SENT OUT. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

C. Great Northern Trail Engineer's report on bids and project updates

Edison reported that bids were received for the Great Northern Regional Trail project on August 6, 2019. The City received 4 bids which are summarized in the table below. These results have been verified.

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forest Lake Contracting, Inc.</td>
<td>$908,445.75</td>
</tr>
<tr>
<td>Meyer Contracting, Inc.</td>
<td>$960,003.90</td>
</tr>
<tr>
<td>Veit &amp; Company, Inc.</td>
<td>$919,218.05</td>
</tr>
<tr>
<td>New Look Contracting, Inc.</td>
<td>$949,979.20</td>
</tr>
</tbody>
</table>
*Engineers Estimate - $774,479*

The bids will need to be reviewed by MnDOT prior to award and a final recommendation will be brought to the Council at the August 22nd meeting.

The trail begins at County Road (CR) 45 at the southbound TH 169 ramp terminal. Various trail and/or sidewalk segments will occur along CSAH 29, Northland Blvd, and CSAH 2, and ultimately end at the intersection of Old CR 18 South and 11th Avenue South.

Temporary and permanent easements from several property owners were obtained for the proposed alignment.

As previously noted to the Council, the current bidding climate has been extremely difficult this season and recent bid prices have been high, in some cases as much as 20% higher. Oil prices continue to climb as well as granular material. Bidding the project late in the summer risks contractor availability; however, this project was bid as a possibility to be late season work for contractors. The resulting high bid prices indicate a possible consideration to rebid in fall or winter. Staff will have more information for discussion at the Council meeting once the bids have been verified.

WSB feels concrete cost was especially a bit high. We can possibly re-bid for next year, and hopefully the bids come in lower. We could buy some materials to allow the project to be pushed out to 2020.

Schumacher asked if the construction would start this fall if it was approved at the next meeting. Edison stated that they would need to at least start some of the work this year, but it could be finished next year.

Edmonds asked if staff has an idea how the Franchise Fees are going to come in. Jackson replied that staff does not have a good answer yet, but they will get that information together for the Council.

**NEW BUSINESS**

A. Approve bid to paint the Civic Center

B Gerold advised that the Civic Center is in need of an exterior paint job. Staff received two quotes on the project.

- Atop Notch Painting of Princeton quoted $4,870
- Steinbrecher Painting of Princeton quoted $5,000

While Steinbrecher is a little higher, they did the original painting in 2015 when the Civic Center was refurbished. They donated $5000 worth of labor, and $343 worth of paint.

Zimmer added that Steinbrecher has consistently donated materials and time throughout the City, and could like to see the project awarded to Steinbrecher Painting.

ZIMMER MOVED TO AWARD THE PROJECT TO STEINBRECHER PAINTING FOR NOT MORE THAN $5,000. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
B. Approve bid for outfield fence replacement on Field 1

B Gerold reported that the Outfield fence of field one is in need of replacement. To keep costs down, City staff will remove the existing fence.

2 quotes were received for this project.

Bemboom’s fence out of St. Cloud quoted $12,890

Oberg Fence out of Deerwood quoted $15,123.

Staff is recommending approval of the low bid of $12,890 with Bemboom’s Fence.

Zimmer stated he believes this is listed in the CIP. B Gerold confirmed that it is. The school district also stated they contribute some funds as well. The amount is not confirmed as of yet, but think the amount will be between $2000 and $5000.

Reynolds asked if the franchise fees could be used for something like this. Edmonds responded that is why he would like to see the details and estimated amounts from the Franchise fees. Zimmer added that if you use the franchise fees for something like this, it takes funds away from other projects. B Gerold replied that Park Dedication fees can be used for this, as it is a park improvement.

ZIMMER MOVED TO AUTHORIZE MAYOR SCHUMACHER AND POLICE CHIEF FREDERICK TO SIGN THE AGREEMENT. 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 $102,372.95 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 79696 TO 79768 FOR A TOTAL OF $554,743.89. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

Schumacher would like to revisit the Administrator Review process. He would like to give up his form, and allow the Department Managers to fill one out. They can be filled out anonymously, and the Council would go through them.

Barbian asked for clarification that the full Council will be doing the review. Schumacher confirmed, and stated that instead of the 5 Council filled form, there would be about 10 review forms that the Council would go over with him during the review. Barbian stated he would like to see the forms as well. J Gerold added that all the results could be averaged from the employees.

Zimmer stated he would like to have those forms to review ahead of time. Reynolds added that they should fill out the forms as well, as they have the day to day knowledge.
Zimmer asked how the process would work. Schumacher replied that they can put them in a sealed envelope and Jenkins will collect them

ADJOURNMENT
There being no further business:

REYNOLDS MOVED TO ADJOURN THE MEETING AT 7:41PM. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins Tadych
City Clerk

ATTEST:

Brad Schumacher, Mayor