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, 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.

**AGENDA ADDITIONS/DELETIONS**

Barbian announced that Lawrence would like to speak about the Fire Act Grant under reports and that there was a handout regarding the upcoming Franchise fee draft ordinances.

**CONSIDERATION OF MINUTES**

A. Regular Meeting Minutes of July 26, 2018  
B. Study Session Meeting Minutes of August 2, 2018

WALKER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JULY 26, 2018 AND STUDY SESSION MEETING MINUTES OF AUGUST 2, 2018. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**CONSENT AGENDA**

A. Permits and Licenses  
B. Personnel  
C. Donations  
   1. Resolution 18-37 – accept donation to K9 program from USDP/Phillips  
   2. Resolution 18-38 – accept donation to Public Safety Day from Walmart  
D. Miscellaneous

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

**PRESENTATION**

**OPEN FORUM**

**REPORTS OF OFFICERS, BOARDS, AND COMMITTEES**

A. Planning Commission Meeting of July 16, 2018  
B. Park Board Meeting of July 23, 2018  
C. Fire Act Grant Application

Lawrence said he was in contact with their fire act grant representative, and was informed that it looks pretty favorable that we will receive a grant. The grant is for $169,000 with 5% matching. He asked if the Council was okay with him receiving the grant if it is before the next Council meeting. The Council agreed to accept the grant.

**PETITIONS, REQUESTS, AND COMMUNICATIONS**

A. VFW request to temporarily reserve 4 parking spots for Motorcycle parking

The VFW is requesting to mark a few parking spots for motorcycles for a lunch event that they will be having on August 25th. Frederick added that there is one handicap space there that will not be able to use as it would be in violation of state law.
Walker stated the VFW will need to provide their own signage. Zimmer asked what would happen if a vehicle parked in one of those designated spaces. Frederick responded that it the VFW could ask them to move the vehicle, as it wouldn’t be something that the police could really enforce.

WALKER MOVED TO APPROVE VFW’S REQUEST TO RESERVE 4 OF THE REGULAR PARKING SPACES FOR MOTORCYCLE PARKING ON AUGUST 25. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

ORDINANCES AND RESOLUTIONS

A. Ordinance 767 – amending Chapter 670 – FIRST READING

Jenkins advised that the wording regarding registration of transient merchants and mobile food units was added to the draft amendment.

What hours do we want each to operate? Using what was seen in other ordinances and first thoughts, the following is a suggestion.

   Transient Merchants - 8am to 9pm

   Peddlers, Solicitors, Non-Profits - Hours for unsolicited calls are limited to Monday – Saturday 10am – 6pm

   Mobile Food units – 8am to 9pm, except in Residential District, which is 10:00am to 8pm

Do we want Mobile food units to be 150 or 200 feet from “same or similar food establishments”.

In regard to the insurance required for mobile food units, staff talked with Jim Burroughs at Princeton Insurance. He stated that it was standard commercial coverage. He recommended the following requirements and verbiage for the ordinance and application:

I. Commercial General Liability insurance, including Products and Completed Operations coverage, with a limit of not less than one million dollars ($1,000,000) each occurrence/two million dollars ($2,000,000) aggregate.

II. Automobile liability insurance with a limit of not less than one million dollars ($1,000,000) combined single limit.

III. The City of Princeton shall be named as an additional insured and provided a certificate of insurance.

I also checked a few other cities to see what their fees are. Our current fees:

$30.00 Per Person for 5 consecutive Days
$50.00 Per Person for 5 days of sales in any 3-month period
$250.00 Per Person Per Year (annual)
PRIVATE PROPERTY – NO FEE REQUIRED

Zimmerman: $250 Solicitor and Transient Merchant – annual? No time frame listed
Cambridge - $25 per day, $50 for one month, $200 Annual
Isanti - $25 per day, $75 for one month, Seasonal (6 months of less) $200
Milaca - $50 per applicant – annual? No time frame listed

Walker asked about #14 which does not allow mobile food units in the City Parks. Jenkins stated that the wording came from one of the cities whose ordinances she reviewed. Frederick and Zimmer stated that the non-profits who sell concessions at Mark Park and Solheim field, would not want a food truck in the park. Walker stated if we allow them in areas where there are other food establishments, it would not be fair to eliminate them from the Parks where 2 concession stands are.

Zimmer asked if those groups that sell at the park should they apply for a license. Jenkins stated that they should register with the city, as they are on city properties. However, because they are local non-profit groups, there would not be a fee.

Walker asked if the concession stand cooks items, or if they sell prepackaged food. Zimmer said he believes the one at Solheim does cook some items, but they were in contact with the Mn Department of Health so they are following those guidelines.

Walker thinks 14 should be stricken.

Jenkins added that she can remove #14. The non-profit groups will want to register with the city, and other mobile food vendors would need to meet the distance required from “same or similar food establishments” in the park if they wanted to sell there.

ZIMMER MOVED TO INTRODUCE ORDINANCE 767. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

NEW BUSINESS

A.  KLJ Hanger Development

Barbian advised that this is for some work that the engineer needs to do on any lots if someone wishes to build a hanger. The city is collecting $250 in escrow from those people wishing to build, so that should cover the necessary engineering costs. This is to just approve the Engineer to do that work as needed in the future.

WALKER MOVED TO APPROVE THE TASK ORDER WITH KLJ AS NEEDED FOR EACH HANGER SITE. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

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 $89,137.71 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 77825 TO 77898 FOR A TOTAL OF $431,394.30. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY
ADJOURNMENT
There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 7:30PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

___________________________        ATTEST:

Shawna Jenkins                         Paul Whitcomb, Mayor
City Clerk