

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
OCTOBER 12, 2023, 7:00 P.M.**

1. Call to Order - Roll Call

Mayor Thom Walker called the meeting to order and led the Pledge of Allegiance to the Flag. Councilors present were Vicki Hallin, Jenny Gerold, Jack Edmonds and Jeff Reynolds. Others present: City Administrator Michele McPherson, Clerk Shawna Jenkins, Public Works Director Bob Gerold, Wastewater Plant Manager Chris Klinghagen, Fire Chief Ron Lawrence, Technology Services Manager Ed Yost, and Attorney Damien Toven. Absent was Community Developer Planner Stacy Marquardt, Police Chief Todd Frederick, Liquor Store Manager Dylan Donner, and Public Utility Manager Keith Butcher.

Walker wanted comment on today's incident and the police officers that were shot. The City is thankful for our police officers and wholeheartedly stand behind them.

2. Pledge of Allegiance

3. Agenda Additions / Deletions

HALLIN MOVED TO APPROVE THE AGENDA AS PRESENTED. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

4. Consent Agenda

4.1. Approval of City Council Minutes

4.1.1. Regular Meeting Minutes of September 28, 2023

4.2. Planning Commission Meeting Minutes of September 18, 2023

4.3. Letter of Support for Highway 169/County Road 4 Interchange Grant Application requested by Sherburne County

4.4. Accept Letter of Resignation from WWTP Operator Dan Pierce effective June 18, 2024

4.5. Resolution 23-74 calling for a Public Hearing for an Alley Vacation

4.6. Accept Retirement of Firefighter Jim Langfeld

4.7. Knights of Columbus Gambling permit for Raffle and Bingo in November

4.8. Resolution 23-76 - Approve Premise Permit for Bar Bingo at Sunken Ship Brewery

J GEROLD MOVED TO APPROVE THE CONSENT AGENDA. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

5. Open Forum; *public comment on items not on the agenda. Each speaker is limited to three (3) minutes. The Council will not discuss legal matters.*

6. 2022 Audit Presentation, Smith-Schafer

J GEROLD MOVED TO ACCEPT THE AUDIT AS PRESENTED. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7. Old Business

8. New Business

8.1. Resolution 23-75 - Accept Donation from Princeton Auto to the Princeton Police Department

McPherson on behalf of Frederick reported that on October 7, 2023 the Princeton Police Department received a donation in the amount of \$500.00 from the Princeton Chevrolet Dealership and the Chevrolet First Responder Test Drive Program. Princeton Auto has generously assisted with helping the Princeton Police Department participate with this program. This will be the 2nd year that the Princeton Chevrolet Dealership has selected the Princeton Police Department as a great recipient.

The Princeton Police Department is truly grateful for this donation. The donation will be used for police equipment and miscellaneous supplies.

HALLIN MOVED TO APPROVE RESOLUTION 23-75. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

8.2. Approve CIP Public Works Truck Purchase

B Gerold stated that Public Works is requesting approval for a truck purchase. There is \$65,000 in the CIP that will cover a truck, plow and ancillary equipment.

2 Quotes for a One Ton Regular Cab 4 x 4 Pickup have been received:

Princeton Auto	\$46,785
Davis Motors	\$49,200

Staff recommends accepting the quote from Princeton Auto for \$46,785, and for the purchase of a plow and necessary ancillary equipment. The total for all will be just under the \$65,000 budgeted.

HALLIN MOVED TO APPROVE THE CIP PURCHASE OF A PUBLIC WORKS TRUCK AND ANCILLARY EQUIPMENT. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

8.3. Ordinance 840 - Adding an EMS Training fee to the City of Princeton's Fee Schedule - FIRST READING

Lawrence advised that the Fire Department has been approved by the EMSRB to be an EMS training facility. Other entities have asked them to do their EMS training and a fee for both the EMR/EMT refresher class, and an EMR initial class should be established.

HALLIN MOVED TO INTRODUCE ORDINANCE 840. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

8.4. Bill List

HALLIN MOVED TO APPROVE THE OCTOBER 2 AND 12, 2023 CHECK REGISTERS CONTAINING CHECKS 87229 TO 87305 IN THE AMOUNT OF \$985,818.67, AND THE PAYROLL ELECTRONIC PAYMENTS AS NOTED ON THE PAY PERIOD 20 TRANSMITTAL REGISTER IN THE AMOUNT OF \$76,537.71 AND PAY PERIOD 20 CHECK REGISTER IN THE AMOUNT OF \$120,374.99. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

8.5. City Administrator Bi-Weekly Report

McPherson had the following observations and information to share from the last update:

Airport

We are still seeking applicants to fill the vacancy on the Airport Advisory Board.

Budgeting

The budget review schedule is proposed as follows:

- October 26 – Public Works Budget
- November 2 Study Session – McPherson proposes that this meeting be cancelled; the Mayor will be out of town and this is the night of the Civic Betterment Club's Tasting event at Christ Our Light Church.
- November 9 – Public Safety Budgets
- November 21 (Tuesday) – Enterprise Budgets; Airport, Liquor, Wastewater

In addition to the above budget reviews, the December 7 Study Session will be devoted to Council review of the Personnel Manual and PTO conversion for non-union staff.

Cannabis Regulation

Staff continues to monitor the regulatory environment surrounding this subject. Our next jurisdictional meeting on the topic with Sherburne County is scheduled for November 2, 2024.

Development

There are a number of projects moving through the planning/permitting process:

- The parking lot subdivisions,
- Maytag Laundromat on a lot by Walmart,
- Spire Credit Union on the Frontier Steakhouse lot,
- Subdivision of the lot that formerly housed Mille Lacs County's maintenance building,
- Subdivision of a lot adjacent to Christ Our Light Church.

We also continue to forward development contacts to Superintendent Barton in the hopes that some-thing will stick.

Infrastructure

The CSAH 4/7th Avenue Cooperative Agreement with Mille Lacs County is scheduled to be on the October 26 City Council agenda. It will then be placed on the November 7 County Board agenda for their consideration and approval.

Annual Fire Billing

Wyanett and Spencer Brook were notified of the bill calculation error and return of the overage. Their checks are included in the bill list.

Mille Lacs County

Staff discovered unpaid invoices from 2019 for snow removal services. They were sent to the County Administrator in the hopes of receiving payment and to possibly open the door for discussions regarding snow removal services by the City. County Administrator Hayes is looking into the past due invoices. He did note that at this time the County will continue to do snow removal on Rum River Drive and 1st Street but they are willing to keep the discussion door open.

Upcoming Meetings and Reminders:

- October 13, 14 – Trucker Fest at the Mille Lacs County Fairgrounds. I will be out of the office Friday to assist with the event.
- Week of October 16 – there will be short duration outages as PUC completes breaker tests at the plant. They are working with large users in their service territory to plan for these outages.
- October 28 – Pumpkin Chuckin' at the Mille Lacs County Fairgrounds from 1 to 4 pm.

HALLIN MOVED TO RESCHEDULE THE THURSDAY NOVEMBER 2ND MEETING TO WEDNESDAY NOVEMBER 1ST. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

9. Committee Reports

10. Adjournment

J GEROLD MOVED TO ADJOURN THE MEETING AT 7:48PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Thom Walker,
Mayor