

**MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL
HELD ON SEPTEMBER 3, 2020 4:30 P.M.**

Mayor Brad Schumacher called the meeting to order. Council members present were Jack Edmonds, Jenny Gerold, Jules Zimmer and Jeff Reynolds. Staff present, Administrator Robert Barbian, Finance Director Steve Jackson, Public Works Director Bob Gerold, Community Development Specialist Stephanie Hillesheim, Police Chief Todd Frederick, Clerk Shawna Jenkins, Wastewater Plant Manager Chris Klinghagen, Liquor Store Manager Nancy Campbell and Fire Chief Ron Lawrence.

AARP – Age Friendly Community – presented by Jay Harpaala

Hillesheim advised the City of Princeton has been working in guidance from Jay Hapaala from AARP, along with Julie Schoen to begin the process of becoming an Age Friendly City.

Governor Walz proclaimed the State of MN as an age-friendly state. Stating an Age Friendly Minnesota is: A statewide policy to promote healthy aging requires engaging with older adults as contributors to the social, economic and civic fabric of our communities, encouraging physical and psychological health and well-being.

ANALYSIS:

AARP focuses on projects that allow people to age in place and provide inclusive opportunities for aging adults to maintain healthy and connected lifestyles.

Julie Schoen and her committee of volunteers who currently represent ACT on Alzheimer's are dedicated to using their experience to lead Princeton through the process.

RECOMMENDATION:

City staff requests the Council's approval to permit staff to move forward with Resolution 20-48 to declare the City of Princeton as an Age Friendly City.

EDMONDS MOVED TO APPROVE RESOLUTION 20-48 TO DELCARE THE CITY OF PRINCETON AS AN AGE FRIENDLY CITY. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Discussion on recording Council Meetings – continuation from 7-2-20 Study Session

Barbian advised that the plan is to continue recording meetings as we have been. Once the meetings go back to normal, the meeting Owl will be used to stream the videos on the City's Facebook page, and they will be put on the city's website as well.

Edmonds asked how long the meetings are required to be kept. Hillesheim replied that she believe it was 3-6 months. Jenkins confirmed that according to the Data Retention schedule, audio and video recordings from open meetings are required to be kept for 3 months. Hillesheim added that staff is planning to keep them up for at least a year. Once a new year is started, 2 years prior will be deleted to keep the amount on our website down to a manageable amount.

EDMONDS MOVED TO CONTINUE RECORDING THE COUNCIL MEETINGS AND MAKE THEM AVAILABLE ON THE CITY'S WEBSITE. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Accept donation of land from Rogers, Richard and Cheryl Anderson

Barbian gave a brief update on this lot. There have been a couple interested people looking at the land to purchase and develop.

J Gerold wanted clarification that during the road / water project, they were offered fill to make the lot buildable, and WSB had offered to remove the pipe. B Gerold confirmed that was correct.

Barbian stated Anderson's have been paying the property taxes, but not the assessments.

Trail Snow Clearing

BACKGROUND:

Mayor, Council and community members have requested the Public Works Department consider the consequences of plowing the trails throughout town for the upcoming winter. Upon further review Public Works Staff have clarified it is possible taking into consideration equipment and staff time.

ANALYSIS:

City staff have discussed the idea with the Parks Board and they are supportive of the City plowing these paths.

Discussion of plowing trails raised questions on how the Princeton Township or County trails would be cleared. Questions include: who's cost, by whom and if the City would be allowed to plow trails on County routes within the City limits?

RECOMMENDATION:

City staff recommends plowing trails within the City of Princeton, concluding a follow-up discussion with the County as directed by the Council.

Reynolds asked if the trail that goes underneath Hwy 169 would be a little higher up on the priority list, as it seems that it would likely be used more than the one on the north side. B Gerold said the portion under Hwy 169 will likely be a bit tricky with the snow wash from the plows going over the bridge, but it would be used much more than the trails on the north side.

B Gerold said he was asked by Sherburne County if we were going to clear the new trail. B Gerold said he had told them at the time that the city does not clear the trails in the winter. He will reach out to them to update them that we are making that change for this winter.

Barbian asked B Gerold if the County could clear that section of trail with their wing blade. B Gerold replied that there is some boulevard in there, so that is not an option as they would be tearing up sod.

ZIMMER MOVED TO APPROVE THE CITY TO CLEAR THE SNOW FROM THE CITY'S TRAILS. J GEROLD SECONDED THE MOTION.

Schumacher suggested a friendly to include that it will be started for winter 2020 – 2021 and reviewed to determine whether it will be continued.

ZIMMER AND J GEROLD ACCEPTED THE FRIENDLY AMENDMENT TO INCLUDE THAT IT WILL BE FOR WINTER 2020 – 2021 AND THEN REVIEW. THE MOTION CARRIED UNANIMOUSLY.

Airport Hanger Lease terms

Barbian reported that a new hanger prospect would like a longer-term land lease for financing purposes and to have rights to rent the land the hanger is to be placed on. Currently the city offers two lease options. A 5-year lease at 8 cents or a 10-year lease at 10 cents. The prospect would like rights to the land for an extended period, 20 years at a maximum lot rental rate.

Currently the lease calls out in section 29 a right of first refusal on a land lease and in section 5 a clause calling for a right of Revision of Rents. A clarification of the meaning of these two sections has been requested from the City Attorney. Upon gaining greater clarification, modification(s) to the terms may be appropriate depending upon the outcome of the City Council discussion.

The practice of the City has been to allow renewals at whatever terms are available when requested. For example, if a party wished to have their lease rewrote for five or ten years now it would be able to be rewrote at eight cents or ten cents respectively. The current lease rate, according to a memo from 2004 has been in place for at least 33 years. For your information, an imperfect survey of lease rates conducted by another airport is attached. In addition, tenants are responsible for paying personal property tax collected by the County. Research on typical amounts is being researched.

ANALYSIS

With new buildings often times a longer term is needed for financing as well as to encourage investment. Establishing rights on land rentals to place a hanger will provide an owner greater predictability. A question that comes up is how long of a period of time would the City be willing to consider for land rental rights and how long of time period is the City comfortable with to establish a rate?

The hanger owner mentioned above is requesting, a 20-year lease, with the first ten years at 10 cents and thereafter not to exceed 20 cents per square foot.

J Gerold added that she was in Barbian's office when he received the phone call regarding this. Like Princeton, many other airports have not increased their rates in many years. The leases are just renewed for the same rate. However, she doesn't want to be locked into a low rate for 20 years if it were to be increased.

Barbian said there have been some discussions in regard to the lease rates.

Gerold said the Buffalo Airport looks at their lease rates every year to determine if the lease rate needs to be increased.

Edmonds stated the he would think a lease should be open ended, since they own the building on airport land. Schumacher said that banks financing these hangers probably would not want an open-ended lease in case of a default.

J Gerold she feels the lease and policy should be reviewed and amended as needed.

Ramage said he just had a T hanger, but there are other costs associated than the land lease. He just had a small T-hanger and the personal property taxes were about \$700 per year. It

doesn't necessarily equate to cheap. Although, he does know Mille Lacs county is quite a bit cheaper than Sherburne County. There is even a T hanger that is both located in Mille Lacs and Sherburne, so they pay a personal property tax to both counties.

Schumacher stated that this looks to be a very complex issue and there is a lot of information to review and go through. He can foresee it being on a few upcoming meetings.

Zimmer would like to set a moratorium to hold off on any new leases until the Council is able to review leases, policies and rates.

Zimmer would like to see all the contracts the city has and have them reviewed and approved by the Council yearly, as is done with the yearly licenses. He would like to meet with the Airport Board and staff.

Schumacher asked Zimmer how long he would like a moratorium to be for.

ZIMMER MOVED TO APPROVE A 60 DAY MORATORIUM ON SIGNING ANY NEW AIRPORT LEASES. J GEROLD SECONDED THE MOTION.

Edmonds asked about the lease that just asked about a longer lease. Schumacher responded that the party has already signed a lease. Barbian added it was a 10-year lease.

THE MOTION CARRIED UNANIMOUSLY.

Council consensus was to have the airport lot leases on the consent agenda for approval to re-new each year.

Barbian said he is not aware of when they end. Jenkins responded that they all end on December 31st. if a new lease is signed in the middle of the year, it would be a bit short of 5 or 10 years when it was up for renewal.

Schumacher asked the Council is okay with the study sessions seating to be laid out the way it has been to continue with social distancing and allowance of the meetings to be recorded by the meeting owl. The consensus was to continue this seating arrangement.

Adjournment

REYNOLDS MOVED TO ADJOURN THE STUDY SESSION AT 6:04PMPM. EDMONDS SECONDED THE MOTION. MEETING ADJOURNED

Respectfully Submitted,

Shawna Jenkins Tadych
City Clerk

ATTEST:

Brad Schumacher, Mayor

