

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 28, 2020 7:00 P.M. VIA ZOOM**

Mayor Brad Schumacher called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Jenny Gerold, Jack Edmonds, 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, Fire Chief Ron Lawrence, Wastewater Plant Manager Chris Klinghagen and Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

Barbian stated he wanted to move some items up on the agenda's so the contracted consultants did not have to wait through the whole meeting to get to their items. He suggested they be moved to after the Consent Agenda, prior to the Open forum.

Presentation: Odyssey Lane – Grant Opening

New Businesses
CGMC Membership Discussion

Unfinished Business
Continuation of Resolution 20-37 to vacate a portion of Golf Club Road
Great Northern Trail
Authorization to bid Riverside – Riebe Park project

Zimmer stated he would like to add discussion on how the PUC interviews will be done at the Study Session, and provide an update on the Flower Planting.

Hillesheim wanted to add an update on the Canoe and Kayak program.

Edmonds wanted to discuss the email policy

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

CONSIDERATION OF MINUTES

- A. Regular Meeting minutes of May 7, 2020
- B. Regular Meeting Minutes of May 14, 2020

Edmonds said he had made a comment in the PILOT discussion that he would like to include in the minutes. Jenkins will add that to the minutes. The amended minutes will be on the next agenda for approval.

EDMONDS MOVED TO APPROVE THE REGULAR MINUTES OF MAY 7, 2020 AND TO TABLE THE REGULAR MEETING MINUTES OF MAY 14 FOR STAFF TO MAKE SOME CHANGES TO THE MINUTES. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

A. Permits and Licenses

B. Personnel

1. Public Works GMII Nick Nelson Step Increase effective June 1, 2020

EDMONDS MOVED TO APPROVE NICK NELSONS STEP INCREASE EFFECTIVE JUNE 1 J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

2. Approval to hire Seasonal Public Works Angela Ulrich

Zimmer questioned why we are hiring more help if we need to cut the budget. B Gerold stated that the seasonal help that is hired usually does most of the mowing and flower watering. It doesn't make sense to pay a FT General Maintenance II employee to water flowers, when there is other work to be done.

J GEROLD MOVED TO APPROVE THE HIRING OF ANGELA ULRICH FOR PART TIME SEASONAL PUBLIC WORKS. REYNOLDS SECONDED THE MOTION. VOTE 3:2, ZIMMER AND EDMONDS OPPOSED. THE MOTION CARRIED.

3. Self-Resignation of Liquor Clerk Marcus Leith effective May 16, 2020

Schumacher asked Campbell why there appears to be a large turnover at the liquor Store. Campbell stated in this case, Leith had stopped coming to work and would not answer calls.

EDMONDS MOVED TO APPROVE THE SELF-RESIGNATION OF MARCUS LEITH. SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Odyssey Lane – Grand Opening

CGMC –

Bradley Peterson with CGMC provided an update on what they are doing with the Legislature and COVID-19.

The CGMC usually works mostly on Annexation, land use, local government aid and wastewater. They try to advocate more for the smaller cities and communities in rural MN.

This year, they are working on the bonding bill, funding for water and wastewater facilities, and local and greater MN infrastructure grant programs.

For example, the infrastructure grant the City is applying for is a program that the CGMC started. Just this morning, the board had a conference call to determine what their roll should be to help reopen the economy. In the Zoom meeting with the governor, they talked about regional openings, which would allow areas not affected with Covid19 to begin opening. Going forward, there will a lot of discussion on how to spend federal dollars and state funds.

Reynolds asked what the outlook was for LGA next year. Peterson responded that there will be some additional discussion on that. Originally, there was going to be a 4-million-dollar increase going into next year. He thinks we will be looking at a special session this summer or fall. Once taxes come in, they will have a better idea of their budget. The City should be receiving their normal July payment, and they are optimistic the December payment will be received as well.

Zimmer said he would like to do some meetings in person instead of via Zoom, with everyone keeping a good social distance. If someone doesn't feel safe doing that, they can stay home and attend via Zoom.

Reynolds mentioned that he has heard of a lot of concern regarding insurance not covering things if someone were to get COVID-19, so a business could be sued. Most of the County fairs are being cancelled, and are saying they cannot get insurance to cover that liability.

J Gerold is asking if anyone has heard of someone being sued as of yet. Edmonds said unfortunately people can sue whomever they want. Zimmer suggested maybe the legislature can pass some legislation to prevent things like that from happening.

OPEN FORUM

Schumacher read an email from Andrea Gerrard:

We would like to inform the City of Princeton that the Princeton MN Bulletin Board has rebranded and is now The Princeton Bulletin Community Group. Still offering local support to all businesses.

She also asked if the City of Princeton consider temporarily closing down 2nd St North so the VFW could maybe get the chance to host some customers in a safe manner.

B Gerold responded that said with some of the openings, they will be address some of those things soon.

PRESENTATIONS / SPEAKERS –

PUBLIC HEARINGS

FYI – REPORTS, ANNOUNCEMENTS, CORRESPONENCE AND BOARDS / COMMITTEES

A. Princeton Public Utilities Agenda packet for Wednesday May 27, 2020

J Gerold reported that there are a couple things that came up during the meeting. The PUC has decided to continue waiving late fees, so the Council needs to decide if we would like to continue to do that as well, and if so, for how long.

Another topic that was discussed was a way to try and help the public understand the billing. Because the water and sewer are on the bill as well as the electric, it confuses customers and they think PUC is more expensive. The idea was to do the billing separately. If they do determine to bill them separately, the City should look at options if we had to begin doing our own billing.

Edmonds commented on the proposed Industrial Park Expansion. Currently that property is in East Central Energy's territory. The property would be annexed into the city, but he does not know the ins and outs of how that would become part of PUC's territory. He asked for Council consensus of the PUC applies or petitions to service that property once it was annexed into the

Schumacher added that he believes Barbian has asked for quotes to get the services into the proposed site. It was mentioned to Butcher and the PUC Board that it may be possible that a bit portion of the costs could be covered by the grant that the City is applying for. However, we need some pretty good estimates to put that in.

Edmonds stated that his understanding is that the PUC is going to put together some costs on that, but need some information from our engineer.

Edmonds asked again if the Council would support PUC if they could acquire that territory.

Schumacher responded that it comes down to cost. J Gerold added that while she would love it if the PUC had that, but we are able to collect taxes from ECE, where we cannot from PUC.

Schumacher commented that the perception of the PUC needs to change. He has 6 items he believes will help do that. He challenged the other council members to come up with some ideas as well. We are a community of 1, we should not be divided. Hopefully if we have some ideas,

Zimmer replied that the division occurred after the last election. He watched the PUC meeting and was embarrassed. Edmonds stated he was as well.

- B. Park Board Meeting of May 18, 2020
- C. Senior Banner update and map – Mayor Schumacher

PETITIONS, REQUESTS, AND COMMUNICATIONS

- A. Wine and Spirits \$1500 Grant Request from Kinship Youth Mentoring

Zimmer mentioned that at the last meeting, he had suggested to hold off on donations for a while with all the uncertainty for the rest of the year. J Gerold agrees, and said if someone else did not bring it up, she was going to suggest a motion to put a moratorium on grants for the rest of the year.

ZIMMER MOVED TO APPROVE A MORATORIUM ON WINE AND SPIRITS GRANT REQUESTS FOR THE REMAINDER OF 2020. J GEROLD SECONDED THE MOTION.

Edmonds stated he struggles with this a bit, as it is a separate fund. It is used to bring down the levy, the public safety building, and provides some grant funds to local groups and projects. Kindship is a very worthy group and asked if we had approved grants to them in the past. Jackson said we had donated this amount in 2015 and 2017.

J Gerold said we cannot pick and choose. Zimmer added that we had discussed closing the grants for the remainder of the year when the senior banners were approved.

Reynolds isn't in favor of a moratorium, but that the council should be very selective in what is approved.

MORATORIUM VOTE: 3:2, EDMONDS AND REYNOLDS OPPOSED; THE MOTION CARRIED.

Staff will contact Kinship to let them know of the Council's decision.

ORDINANCES AND RESOLUTIONS

A. Continuation of Resolution 20-37 – vacate a portion of Golf Club Road

Mary Lou Dewitt's memo stated that Amanda and James Berglund have requested a portion of Golf Club Road (Judicial Road) to be vacated. **Legal Description:** All that part of Golf Club Road (Judicial Road in Ross-Mere Addition to the Village of Princeton) lying southerly of and adjoining Outlot 4, Goulding's Addition To Princeton and lying southerly of and adjoining Outlot 8, Outlots in Auditors Subdivision and lying northerly of and adjoining Outlot 11, Outlots In Auditors Subdivision, all in Mille Lacs County, lying and being east of a line that is 245 feet east of and parallel to the east line of 4th Ave South and lying and being west of a line that is 686.61 feet east of and parallel to said east line of 4th Ave South, City of Princeton, Mille Lacs County, Minnesota.

ANALYSIS

The Berglund's have been in the Preliminary and Final Plat process to develop a Restaurant & Brewery on the north lot adjoining their Golf Course Club House. With the platting process, it was found that in May, 1995 by Resolution 95-28, the Judicial Road was vacated to the east to an area in the river and this vacation will clean up that vacation by clearing up 45 feet from the west. This vacation of right-of-way will include a statement for the City to reserve an easement for drainage and utility purposes, under, across and above the vacated right-of-way. There is an existing storm drain that is from 4th Avenue to Golf Club Road and the drainage ditch easement will stay in place.

The Planning Commission held a public hearing on April 20, 2020 and moved to recommend approval of the partial vacation of Golf Club Road (Judicial Road) to the City Council with the condition of the final plat approval. State Statute 412.851 has the City Council hold the public hearing with final approval or denial. Public hearing notices have been sent out to neighboring properties 350 feet from the site for both meetings.

CONCLUSION/RECOMMENDATION

Staff recommends approval of Resolution #20-37, approving the vacation of a portion of Golf Club Road (Judicial Road) based on the findings that there is no present or prospective use for this portion of the road, and will cause no problems to the surrounding neighborhood.

Condition of approval:

1. The Final Plat approval by the City Council with all required easements noted prior to recording of Resolution #20-37.

Barbian added that this was tabled at the last meeting due to the easement issue.

The survey was shared on the screen for the Council. Schumacher said an easement would allow someone to back down in there to drop a boat, then pull back out and park in their lot. Barbian responded that it likely wouldn't be to that extreme. Pete Moreau with the Golf Course said that is what they are concerned about.

Barbian added that staff and the Planning Commission recommends this easement remain

Edmonds said they are running a multi-million dollar business and adding a value to the community. They should not have to monitor that easement or have people using their parking lot. Toven responded that it is more of a regulatory concern than a Civil liability.

Schumacher feels it would be similar to the Shopko Lot. If there is an easement, people will take advantage of it.

Zimmer said he understands the sole purpose of this easement is for the Canoe and Kayak program. Could it be clarified that the easement is only for an exit for that program. It is not for a boat or a pontoon. Reynolds states he agrees, they do need someplace to exit the river. He would like to see just a small path for that.

Edmonds asked if anyone has explored whether you can exit on the other side of the river. Reynolds replied that he has, but you need a 4x4 and it's a long way from the road.

J Gerold said she can understand both sides. At first it may be a great business opportunity to bring some more business to them as people get off the river. However, it is their property and she understands their concerns. She doesn't feel we should hold up their project because of this.

Edmonds said maybe the Berglund's would be open to working with the City and Canoe Outfitters on a limited basis.

Toven stated that the Council can motion the resolution, with the recommended changes. He believes the Engineer's only objection was the Public Access language.

James Berglund wanted to be clear on a few things. They never planned on taking the canoe access away if it didn't create any problems. The land vacation is only about 60 feet off the road. Even if that land isn't vacated, the city only has 60 feet in, which doesn't get to the river. In short, the canoe launch is still going to be there, they are just are not comfortable to give up land they paid for.

Zimmer said off the record comments from the Park Board, they are very reluctant to give up that public access.

ZIMMER MOVED TO TABLE RESOLUTION 20-37. REYNOLDS SECONDED THE MOTION.

Schumacher asked when it would be tabled to. Zimmer responded the next meeting.

ZIMMER AND REYNOLDS ACCEPTED THE FRIENDLY AMENDMENT OF ADDING JUNE 11TH AS THE DATE IT IS TABLED TO.

VOTE 2:3, REYNOLDS AND ZIMMER IN FAVOR, GEROLD, EDMONDS AND SCHUMACHER OPPOSED. THE MOTION FAILED.

EDMONDS MOVED TO APPROVE RESOLUTION 20-37 AS AMENDED, STRIKING THE PUBLIC ACCESS LANGUAGE. J GEROLD SECONDED THE MOTION.

Toven clarified that the resolution was approved as amended, which is removing the language "and public access" leaving the stormwater utility, which would alleviate the property owners concern.

VOTE 3:2, REYNOLDS AND ZIMMER OPPOSED; THE MOTION CARRIED.

B. Ordinance 793 – draft – interim ordinance to temporarily allowing expanded outdoor seating

Hillesheim advised that on June 1, 2020 the State of MN has approved the opening of in person dining at restaurants. Here are a few important items regarding the reopening:

- Restaurants can open for outdoor dining only.
- Tables are to be spaced six feet or more apart.
- No more than 50 total people will be allowed at an outdoor restaurant setting.
- Party sizes should be kept to four total, or six in a family.
- Reservations will be required, meaning no walk-ins.
- Workers are required to wear masks.
- Patrons also are strongly encouraged to wear a mask.

The City has relied upon the League of MN guidance in moving forward with this ordinance, as well as reviewed the processes of neighboring municipalities. For more information please reference: <https://www.lmc.org/resources/outdoor-service-restaurants-covid/>.

Analysis

The City of Princeton currently has approximately 8 dining establishments along Rum River and 1st Street. Staff have been contacted by businesses to discuss various details of expanding outdoor dining into public spaces. (Parking lots, sidewalks, streets).

City staff, with the direction of the City Attorney have included the draft of Ordinance 793 which outlines the guidelines for outdoor seating in response to the Governor's orders. Also included is the "Event Permit Application" which will be used for businesses expanding outdoor seating in accordance with the Governor's orders. The form allows staff to view a site plan of each location and make necessary recommendations on a case by case basis, as all properties have unique attributes.

Recommendation

City staff recommend the Council's approval of Ordinance 793, allowing City staff to administer the applications for Outdoor Dining, to ensure a timely process for restaurants requesting to provide outdoor seating.

Toven added that if Administration denied the request, they can appeal to the City Council. If the Council would like this in effect immediately, the first reading needs to be waived.

REYNOLDS MOVED TO WAIVE THE FIRST READING OF ORDINANCE 793. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

J GEROLD MOVED TO APPROVE ORDINANCE 793. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Schumacher suggestion to include the application approval. J Gerold and Reynolds accepted the friendly amendment.

C. Resolution 20-40 – Interfund loan

Barbian stated that this is a common process when we receive a grant. We need to have one in place to use those funds. This will allow us to said we received the CARE grant, in order for us to utilize that care grant, we need to have an instrument to use those funds.

EDMONDS MOVED TO APPROVE ORDINANCE 793. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

D. Ordinance 794 – Expanding Emergency

Lawrence reported that the Emergency Declaration is due to expire at midnight May 28th, 2020. At this time, it is the recommendation of the Emergency Management Team to extend the declaration to midnight, June 25th, 2020. As the council is aware, this is a fluid situation and this team understands that this declaration could be cancelled earlier or extended if deemed feasible.

Schumacher asked if we can get the staff back into the office and Councilors back at City hall for meetings. Lawrence replied that we can have the Council back, but would want to limit it to 10 in the Council Chambers, so some staff could zoom in from their desks, as well as any of our consultants.

Zimmer asked if the meetings could be held at the Public Safety building, as that is a much bigger area. Lawrence replied that was an option as well.

Frederick added that if the Council would like, they can put a plan together on reopening things up. The one variable is not being able to control is the open forum section, as there are still guidelines for how many people can be in one space. They can put something together and present it at the study session.

Schumacher stated he is in favor of opening the Council meetings back up, and to hold them at the Public Safety building beginning at the June 11th meeting. Frederick responded that the Public Safety Building is currently closed. We have done an extraordinary job at keeping COVID-19 at bay in the City.

Schumacher stated maybe during the Study Session, we could advertise that the meetings will be moved to the Public Safety building.

J Gerold doesn't think we can advertise moving the meetings yet.

ZIMMER MOVED TO APPROVE ORDINANCE 794 EXPANDING THE EMERGENCY. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

A. Great Northern Trail

Edison's memo reported on the construction for the Great Northern Regional Trail is nearly complete with the only remaining item being the acceptance of the seeding and restoration. The construction of the regional trail includes federal funding with the balance of the construction and project costs being locally funded. Federal funding for the project may be used for up to 80% of the construction cost with a minimum 20% local match required.

Final construction costs are being negotiated with the Contractor with the only outstanding item remaining to be the seeding quantities which might increase as the contractor continues to establish the final restoration. The additional seeding costs are anticipated in final construction

estimate for the base bid is summarized as follows:

	Total Bid	Estimated Final Construction*	Under Contract
GNT Construction	\$908,445.75	\$897,830	\$10,615.75

***Remaining restoration is included in the estimated final constructed costs**

Prior to accepting the improvements and approving final payment, some additional construction costs should be paid as part of a change order for work that was outside the contract quantities. The extra work was related to the signal at Rum River Drive/Northland Blvd and can be described as follows:

- During relocation of the signal pole at S Rum River Dr and Northland Blvd it was determined that the wiring in the existing signal pole was not long enough to reach the new cabinet location as noted in the plan. The contractor was directed by the engineer to install new wires to the existing signal pole. The contractor agreed to this extra work to install new wire to the existing but asked to be compensated per Lump Sum for completed work.
- During construction of ped ramps, traffic loops were damaged in order to install new ped ramps and aps system at intersection of S Rum River Drive and Northland Blvd (**West and East CSAH 29** on Northland Blvd) The contractor was directed by the engineer to install new traffic loop detectors. The contractor agreed to this extra work to install new loop detectors but asked to be compensated per Lump Sum for work completed.
- During construction of the revised signal system it was discovered that the contract documents for the signal system revision did not include count down timers. The county requested these be added to the contract. The contractor agreed to the additional work but asked to be compensated per the Lump Sum for work completed. (4 timers at \$670 each).

The total change order results in an increase in the Total Base Bid of \$8,464.90.

	Total Bid	Change Order	Revised Bid
GNT Construction	\$908,445.75	\$8,464.90	\$916,910.65

Based on current construction quantities and the anticipated final restoration items, the final construction is estimated to be:

	Revised Total Bid	Estimated Final Construction	Under Contract
GNT Construction	\$916,910.65	\$906,295*	\$10,615.65

***Final construction based on estimated remaining restoration items**

The Total Project Cost breakdown to date is estimated as follows:

	TAP Funding*	Local Funding	Total
Construction	\$725,036	\$181,259	\$906,295
Design		\$162,037	\$162,037
ROW/Wetland Mitigation		\$39,483	\$39,483
Geotechnical		\$25,000	\$25,000

(Material Testing)			
Construction Administration		\$95,000	\$95,000
Total	\$725,036	\$502,779	\$1,227,815

***Original TAB funding approved was \$509,651, additional TAB funding has been made available to fund up to 80% of the construction for the GNT Project.**

Supporting Documentation

- Change Order request and Supporting Documentation

Recommendation

Approve change order to fund additional signal work related to the construction of the Great Northern Regional Trail.

Zimmer asked why he was over budget, when now we are under. Schumacher replied that the project was more expensive as it was done in the fall. However, Edison applied for additional grant funds which were received. The original estimate was about 775,000, and the low bid came in at \$908,000. Edison asked for more funding, and it was received. The total construction cost was higher, but because of the park and trail program, the number allocated for the trail was \$554,000 to come out of the franchise fees.

SCHUMACHER MOVED TO APPROVE THE CHANGE ORDER. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Authorization to bid Riverside – Riebe Park Project

The following information was presented to the Park Board at last week’s Park Board meeting. The attached Budget information was also presented. The Park Board will be reconvening on Wednesday, May 27, 2020 to finalize their discussion and likely make a recommendation on the project. A City Council recommendation has been included in the last paragraph.

City staff have been working on finalizing the plans for the Riverside-Riebe Park Project. As you are aware, the City of Princeton was awarded a \$220,000 matching grant from the MN DNR for park improvements. The engineer, Warren White has been working on the plans and specifications to bid the project. He has staked the park trails, and has created the attached plan sheets for your review. In the plans there are a couple items that are designed, such as refitting the existing parking lot in Riverside Park that will not be completed at this time because they are not part of the grant project or budget.

Limited Use permits and other necessary permitting are in the process of being reviewed or approved by outside government agencies.

Analysis:

At this time, we would like to get the Park Board input on the plans. Should the plans be acceptable authorization to BID the project will proceed to the City Council later this month. As part of the bidding process we have been discussing funding the required match.

In consideration of the match requirement the Park Board may want to provide a recommendation to the City Council about moving forward with funding for the match.

A few concepts that have been discussed by staff have been the use of any remaining amount

of franchise fees, park land dedication fees, reallocating park capital improvement funds, initiating a Princeton Lodging Fee and a request for liquor store fund allocation. The Park Board's commitment to the project will make a difference to the City Council.

In addition, staff will work on fundraising through a plaque recognition program

The project engineers estimate comes in at 408,861.00 plus ~ 35K for engineering totaling 443,861.00 to complete the grant project. The budget is fairly tight as this does not include the fishing dock which was donated by the Rotary. At the engineers estimate and a few items as budgeted for in the application the City will need to fund ~ 222K. There are approximately 29K in known donations that reduce the amount necessary for the City to fund. This results in approximately 193K for the City, 222K less 29K.

This is a considerable amount, although the 193K is for a project costing ~ \$461,000.00

Recommendation to the Park Board:

City Staff recommends the Park Board consider the plans and provide their thoughts on funding the match for the Riverside-Riebe Park Improvement Project. Following this recommendation, City Staff will bring the RFP for the project to the council for approval.

Recommendation to the City Council:

A Park Board recommendation will likely be available for the Council meeting on May 28th at which time consideration by the Council is appropriate. Upon receipt of the Park Board recommendation, Finance, Administrator and I will consult to assemble a payment strategy for the City Council's consideration.

Following the review of the attached plan sheets and acceptance of the proposed financing strategy (covered prior to or at the Council meeting), City Staff recommends authorization to begin the bidding process.

Schumacher asked if we begin the project now, can we still expect it to be completed by October. White replied that he was on a construction site today, and people were working as usual.

J Gerold questioned the location planned for the toilet. If it is going to be placed at the far north, the campers will need to walk quite a way. White responded that the goal was to try and pick a location that will not flood.

B Gerold stated that if we were to put in a vault toilet, a lot more fill would be needed and it would require another permit with the DNR.

Barbian said the location of the toilet was their reason to limit it to 4 campsites. , reason to limit to 4 campsites, was the location of the toilet.

Hillesheim added that water also needs to be within 100 feet if there are more than 4 campsites.

Zimmer asked if this is the land we recently purchased. B Gerold replied that the southern portion is a recent purchase.

ZIMMER MOVED TO AUTHORIZE STAFF TO BEGIN THE BIDDING PROCESS. J GEROLD SECONDED THE MOTION.

C. Cemetery Board Discussion

Jenkins advised that at the May 14th meeting, the Council approved some recommended changes to the Oak Knoll Cemetery Rules and Regulations. At that meeting, the Cemetery Board was brought up and it was mentioned that maybe the speaker could be nominated to the Cemetery Board.

Jenkins said she had to ask Steve Jackson about the Cemetery Board, as she was not aware there was one. He said it has not been active in a long time, and had always included City Staff, usually the City Clerk, Public Works Director and the Public Works Supervisor. She spoke with the previous City Clerk Katie Hunter who was here from March 2009 until September of 2012 and she was not aware of any meetings, minutes, etc. regarding a cemetery board.

Since she began with the City fall of 2012, there have been a couple revisions to the Oak Knoll Cemetery Rules and Regulations. Those revisions were suggested by City Staff and brought to the City Council for review and approval.

Melissa Ramage has a daughter that was recently placed in Babyland. She started a petition that was shared on the Princeton Bulletin Facebook Page regarding the Babyland area of the cemetery requesting items to be allowed there, and if they were allowed, they would volunteer to maintain that area of the cemetery.

Mrs. Ramage has submitted an application to be considered for the Cemetery Board

Melissa Ramage and Jennifer Englund spoke about the cemetery discussion at the past meeting. They talked about their petition that has been signed by 492 people for them to maintain the Babyland area.

Schumacher stated he was able to review the petition, but it is the City's duty to maintain Oak Knoll Cemetery. It needs to be kept up for everyone to enjoy.

Ramage responded that they do understand that, but don't feel like they are asking for too much. She just wants a small wreath and one small box at her daughter's grave. It shouldn't be that difficult to take care of this area. If you walk around the cemetery, most are not following these rules, and she does not understand why they are being targeted. They are willing to be the volunteer caretakers of that area. Jenny Englund even shoveled the area last winter.

Schumacher stated he would have suggested that this be on the workshop agenda. He does not know the right way to go about this. He appreciates that they are willing to volunteer, but if someone were to get hurt, it would be on the city.

Ramage is happy to have the city maintain the area, but they want to be able to keep their important items there. There are many other graves that are in violation of the rules and feels they are targeted. She would like to meet in the middle to determine what they can have at their sites.

Schumacher suggested staff discuss this at the Monday Manager's meeting, and have it on the agenda for discussion at the Study Session next week.

NEW BUSINESS

A. CGMC Membership Discussion- Mayor Schumacher - Moved up and discussed earlier

B. Sherburne County sale of tax forfeited land – Parcel ID 90-401-0130

Staff reported that we received a letter from Sherburne County in regard to a tax forfeited property located in the Industrial Park. The county needs a signature of the City Council, along with the questionnaire that was filled out by Mary Lou DeWitt and signed by Robert Barbian.

C. PUC interviews

Zimmer asked what the process was going to be for interviews. Asked if they would use the previous questions, new or a combination. Schumacher suggested they be invited via zoom, and ask them questions individually.

Zimmer would like to see each Council member submit 5 questions they would like asked and submit them to Gerold and Edmonds. They can pick the questions that would be asked. Schumacher stated that Councilor Edmonds applied, so he cannot be the one to come up with the questions. Edmonds suggested Zimmer.

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 \$153,213.10 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 81201 TO 81261 FOR A TOTAL OF \$264,928.73. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

Flower Planting – Zimmer

Zimmer reported that Lee Steinbrecher and Randy Hatch planted the flowers in the boxes in the City and thought a letter of appreciation would be suitable. Some of the planters are not centered, so he asked if Public Works Will get those straightened out. He noticed some by the car wash are crooked and he will let b Gerold know if he finds any others.

Canoe and Kayak – Hillesheim

Hillesheim reported that staff is working on the finishing touches with the outfitter contract. The program will be starting June 6th.

Email policy – Edmonds

Edmonds had a concern regarding emails being sent from a private email account. Wants to commend Gerold as she took the lead in the social media policy. He hopes she would share his concern regarding the mayor using city email. He received an email that he did not feel was relevant to the City and was an opinion.

Schumacher stated he had sent an email regarding what he had heard from a client regarding the cost of Princeton Public Utilities, and asked clerk Jenkins to forward it to the Council. Staff will add it to the Study Session for discussion.

Barbian said on the Study Session, the EDA grant will be on the agenda as well as an issue regarding the land planned for the Public Safety Storage building.

ADJOURNMENT

There being no further business:

J GEROLD MOVED TO ADJOURN THE MEETING AT 10.34. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Brad Schumacher, Mayor