

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JULY 11, 2020 7:00 P.M.**

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

AGENDA ADDITIONS/DELETIONS

Barbian would like to add an Administrator's update under the reports section.

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

CONSIDERATION OF MINUTES

A. Regular meeting Minutes of June 25, 2020

J Gerold mentioned a correction on page 4 to the Finance Ad Hock Committee. Jenkins started she had caught that and had already made that correction.

J GEROLD MOTIONED TO APPROVE THE JUNE 25, 2020 MINUTES WITH THE CHANGE TO PAGE 4. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Study Session Meeting Minutes of July 3, 2020

J Gerold had a correction to page 5, to list Edmonds and Zimmer to the discussion on the county meeting on the simulcast system. Jenkins will make the correction.

J GEROLD MOVED TO APPROVE THE STUDY SESSION MEETING MINUTES OF JULY 3, 2020 WITH THE CHANGE TO PAGE 5. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

OPEN FORUM

Kevin Gerrard, 411 Rum River Drive North asked what construction is being done at the car lot across the street from his property. B Gerold stated they are just putting some asphalt down in one corner of their parking lot, which is on private property and does not require a permit.

Gerrard stated that the last CUP was in 2012, and he has concerns. Schumacher rephrased and said it appeared that Gerrard has concerns that the CUP conditions are not being met. He asked staff to check into the CUP and conditions. Barbian responded that there was an approval to actually build on that lot a few years ago. He believes the CUP conditions are all being met.

PUBLIC HEARINGS – NONE

PRESENTATIONS / SPEAKERS

A. Insurance Renewal

Jim Burroughs with Princeton Insurance Agency provided an update on the city's 2020-2021 insurance.

The property premium increased \$5,092 due to a 6% rate increase and increased property values of \$1,352,979 due to the 4% inflation guard.

The liability premium is up \$5,390 due to a 6% rate increase and an increase in expenditures of \$362,267 and liquor sales increase.

The auto premium is down \$1,755 based on the new auto liability rate schedule the League imposed and vehicle changes.

Workers Comp

Payroll increase of \$122,045

Police had a 9% rate increase

Experience Mod went from .73 up to .79

Motion suggested is to waive the per person Statutory Liability limit of \$500,000 to the \$1,500,000 Statutory Liability maximum at a cost of \$2,382

REYNOLDS MOVED TO WAIVE THE PER PERSON STATUTORY LIABILITY LIMIT OF \$500,000. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

FYI – REPORTS, ANNOUNCEMENTS, CORRESPONDENCE AND BOARDS / COMMITTEES

- A. Airport Board Meeting Minutes of May 4, 2020
- B. Airport Board Meeting Minutes of June 1, 2020
- C. Airport Project Status update
- D. Fire Advisory Board Meeting minutes of May 5, 2020
- E. Fire Advisory Board Meeting minutes of June 2, 2020
- F. Administrator Update

Barbian reported that Hillesheim received a \$310,000 grant which will help extend 19th Ave, which will allow Sylva to expand their business, add another product and create jobs for 8 more people.

PETITIONS, REQUESTS, AND COMMUNICATIONS - NONE

- A. Knights of Columbus Generator use request for August 15, 2020

Knights of Columbus member Richard Schwartz is asking to use the city's generator again for their Rib Fest in August. They were approved to use it last year as well, and it worked very well.

ZIMMER MOVED TO APPROVE THE REQUEST AND WAIVE THE GENERATOR USE FEE. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ORDINANCES AND RESOLUTIONS

UNFINISHED BUSINESS

A. PFRD Engine #2 – Approve Final Payment

Lawrence advised that the PFRD is expecting to take possession of the new engine around July 10th. At that time, the City will be required to make the final payment for the engine. He is asking for council approval to present the final payment upon arrival of the engine.

REYNOLDS MOVED TO APPROVE THE FINAL PAYMENT FOR PFRD ENGINE #2. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. City Logo and Branding – poll results

Hillesheim presented the results of the poll from Facebook when residents were asked to vote for their favorite of the proposed logos.

3,274 people saw the post, and it was clicked on 1,242 times. Of 81 comments, 16 were negative with 4 focused on the cost, and 12 disliking the options. The post was shared 6 times and liked by 19 followers.

330 people voted and the logo with the cat tails was the favorite with 59.1% of the votes.

Mary Patnode created a few new ideas based on feedback from Community members, while keeping in mind that logos for City's should generally remain simple. Research has been done on many surrounding cities and although most are very simple, the best ones are clean.

Some added features specific to Princeton during phase 4, is a canoe, oars, MN, fish and with and without a river presence.

The Council was asked if they liked the canoe and oars, with or without the river, if a river, which one. Did they like the sun in the "O" in "City of". What additions would they like to see added. Phase 5 will continue with two selected logos to make changes to and finalize the chosen fonts.

Schumacher spoke about the two logo examples he had received from other people via email that he asked to forwarded to the Council.

Hillesheim said herself, Jenkins, and J Gerold have reviewed and discussed the proposed logos and fonts with Patnode and had narrowed it down to a couple to present to the council.

Zimmer would like the Park Board to review the logos as well. Staff will present to the Park Board and bring it back to the Council at the August Study Session

C. Approve additional election judges for August primary and November General Elections

Jenkins advised that the following were approved as election judges in February.

Approved in February

Donald Britt
Kim Buisman
Anna Sorenson
Jessica Wright
Jim Oliver
Jen Brevitz

Staff has receive noticed from two others, so they will need to be approved as well.

Norma Stay
Michelle Elifrits

J GEROLD MOVED TO APPROVE NORMA STAY AND MICHELLE ELIFRITIS AS ELECTION JUDGES. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

D. Canoe and Kayak Recreational program purchase request

Hillesheim advised that the City has received \$1,300 in revenue since the inception of the Canoe and Kayak program in 2019. As we are having more days where reservations are becoming busy, it has been requested by the outfitter to supply more life jackets and also suggested a new tandem canoe or two would be a great addition to the fleet.

After researching tandem kayaks, we could purchase a new tandem kayak for approximately \$750. This would be through a whole sale account with a supplier.

Life vests are estimated to cost \$25.00 each. City staff would like to purchase 6 additional life vests of varying sizes, costing \$180 or less if possible.

Recommendation:

City staff recommends the council approve the purchase of 1 new tandem kayak and 6 additional life vests as outlined in the analysis with a portion of the money received from ticket sales.

ZIMMER MOVED TO APPROVE THE PURCHASE OF A TANDEM KAYAK AND 6 ADDITIONAL LIFE VESTS FOR THE CANOE AND KAYARK RECREATIONAL PROGRAM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

NEW BUSINESS

A. Firefighters Retirement Committee

Lawrence stated last year when the Council discussed raising the retirement level of the firefighter's relief association, it was mentioned that we have a committee made up of firefighters, council members, and city staff. It is getting to that time of year again when it will be brought forward from the firefighters to look at raising the retirement level.

Staff is looking for guidance from the council as to who would like to participate on this committee. I have Adam Cook (Relief President), Chad Heitschmidt (firefighter) and myself from the fire dept. willing to participate on this committee. He recommended that Administrator Barbian and Finance Director Jackson be on the committee as well.

Zimmer recalls this discussion at the meeting last year, and that Mayor Schumacher had wanted to

ZIMMER MOVED TO FORM THAT COMMITTEE, AND APPOINT MAYOR SCHUMACHER.
REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. City Facebook page Policy

Hillesheim advised that the City of Princeton has had a Facebook page since 2013. Currently, there is no policy regarding the type of page we are hosting, or a policy regarding the allowance of public commenting and how much, or response time or response direction.

City staff works hard to moderate the 3 public pages (City of Princeton, Splash Park, Riverside Campground) to ensure comments that are false or have legitimate questions are answered in a timely manner, within 2 hours. Responses to private messages are often responded to within 30 minutes, even on weekends. This has begun to require more time and effort.

After researching what other municipalities and local governments are doing it has been identified that a city has the option of: a "Traditional public forum" or a "Government Communication."

If a municipality decides to not allow public comments on its Facebook page, it is designating it as a "government communication," much like the municipal website, and the discussion of the issue of public commenting ends.

If a municipality decides it would like to allow commenting on its Facebook page, the consideration is how much and on what topics commenting is to be allowed. If the municipality only wants to open up public comments on specific posts or for a specific period of time, it is creating a "designated" or "limited" public form. In a "designated public forum" situation, the municipality would open up commenting on specific posts and limited to certain topic.

If a municipality allows public commenting on all aspects, in any form, the municipality must decide how to moderate the comments and determine when to delete or hide comments. In a limited forum, the deletion of a comment "must not discriminate against speech based on viewpoint, and must be reasonable in light of the forum's purpose."

It is best practice for a municipality to set forth a clear policy regarding public comments and appoint a moderator that will exhibit neutrality and a strict adherence to such policy.

Researching local city pages staff has noticed limited commenting (Cambridge, Becker, Plymouth, Maple Grove, Elk River, Monticello). We have reached out to cities to see what their specific policies are and are waiting to hear.

Recommendation:

City staff recommends the council identifies the type of page the City of Princeton Facebook should be, as categorized above. Based upon our research, a model policy of a designated or limited form Facebook page would be most efficient for the City to balance public comment with staff time and brought back to the Council for consideration and adoption.

Schumacher said the City's Facebook page is not an open forum. That is here at the City Hall during Council meetings. He loves the "keyboard warriors", but that needs to happen here and not on the city's Facebook page. The City's Facebook should be method of getting information out to people. J Gerold agreed, and does not think its beneficial to allow comments.

The Council consensus was for the city's Facebook page to be classified as "Government Communication"

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 \$121,307.91 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 81389 TO 81473 FOR A TOTAL OF \$651,573.52. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

PUC Commissioner Rick Schwartz announced that he participated in an online SMMPA Board meeting yesterday. It was a 4-hour meeting and he learned it is very technical and complicated work that they do there. SMMPA has an online orientation meeting on July 15th for the Council members if anyone would like to participate.

ADJOURNMENT

There being no further business:

J GEROLD MOVED TO ADJOURN THE MEETING AT 8:35PM. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Brad Schumacher, Mayor