
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Bi-Weekly Administrator's Report**
DATE: March 8, 2022

I have the following observations and information to share from the last two weeks:

Mille Lacs County News

US District Judge Susan Richard Nelson ruled March 4 that the 1855 Mille Lacs Reservation is still in existence. She granted a partial summary judgment for the Mille Lacs Band of Ojibwe. The ruling is contained in a 93-page opinion. A press release issued on Facebook and located on the County's website stated that "we expect to appeal this decision to the Eight Circuit Court of Appeals". More information can be found on the County's website.

The County is currently accepting sealed bids for several parcels of property, two of which are located in the City of Princeton; see the attached maps for their locations. The minimum bid value for Parcel 4 is \$175,000 and the minimum bid value for Parcel 5 is \$55,000.

Community Projects Submitted to Congressman Stauber's Office

Staff submitted three projects for federal funding to Congressman Stauber's office. The projects were:

- North Main Lift Station
- 21st Avenue/1st Street Roundabout
- Radio Simulcast Equipment

His office acknowledged receipt of the requests.

Correspondence

The City received correspondence from the Princeton Pantry regarding their annual March food drive. We also received a thank-you from Kinship Mentoring of Princeton. Both are attached for your review.

Grants

We are still waiting on the results from our grant application to the Federal EDA for the Business Park infrastructure. Jordon Zeller, East Central Regional Development Commission is also advocating on our behalf. I have not heard anything from my follow-up with Congressman Stauber's office.

Community Development Manager Brooks submitted a grant for a cross-country ski trail groomer and is working on a variety of other grant applications to support various projects and programs.

Personnel

We received three applications for the Finance/HR Director position. The review committee decided that the position should be reposted and that one of the three candidates be included in the expanded pool. The position will be posted "open until filled" with a first review date of March 31.

In the interim, I am currently speaking with firms that specialize in placing accounting staff to complete specific projects or tasks. I am specifically looking for assistance with preparation for the audit. This

would be a short-term placement and would only focus on completing tasks for the audit. So far, I have have spoken with Robert Half and will be reaching out to Salo (reference from Ms. Peters) and Abdo (reference from our auditors, BerganKDV). I will have a specific game plan to present at the March 24 meeting as I would like to get someone in house starting the last week of March. My hope is that they will not need a full two months to complete the work if they are only working on audit preparation and year end closeout.

All of the selected staff (except me) have completed their Job Analysis Questionnaires for the Classification – Compensation Study. I would like to commend the staff for their efforts as they are not easy to complete, having completed two in my professional career. I have not reviewed them all yet, but I am confident that they all did a complete and thorough job. I have almost all of the staff on an interview schedule; the consultant provided evening interview times to accommodate the paid on-call firefighters. We have interviews scheduled March 17, 18, 21, 22, 24, 25, 29, 31 and April 5. Interviews are slated to last approximately one hour and will be over Zoom; for those without technology, the City is setting up a laptop in the conference room at City Hall.

Upcoming Meeting/Event Reminders

- PUC Meeting rescheduled from March 23 to March 22 due to a scheduling conflict
- April 7 – Joint meeting with the Airport Advisory Board; their regular monthly meeting will occur after the conclusion of the Joint meeting