

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
JULY 13, 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. Council members 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, Police Chief Todd Frederick, Wastewater Plant Manager Chris Klinghagen, Technology Services Manager Ed Yost, Attorney Damien Toven and Public Utility Manager Keith Butcher. Absent was Community Developer Planner Stacy Marquardt, Fire Chief Ron Lawrence and Liquor Store Manager Dylan Donner.

2. Pledge of Allegiance

3. Agenda Additions / Deletions

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

4. Consent Agenda

4.1. Approval of City Council Minutes

4.1.1. Regular Meeting of June 22, 2023

4.1.2. Study Session Meeting of July 6, 2023

4.2. Knights of Columbus Temporary Intoxicating Liquor License for August 5th, 2023, Car Show

4.3. Memorandum of Understanding with AFSCME Union

4.4. Fraternal Lodge #92 Raffle Gambling permit

4.5. Sale of Airport Beacon via Gov Deals Auction

4.6. Approve Resignation of Liquor Clerk Rodney Frank effective July 19, 2023

4.7. Approve Hiring of Liquor Clerk Becky Hanson effective July 13, 2023

4.8. Approve Updated Revolving Loan Fund Policy

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. EDMONDS 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. Old Business

7. New Business

7.1. Breakfast Club Request - Lee Steinbrecher

Lee Steinbrecher introduced Joel Shaw, who reported that about a year ago, several people in the community had a vision to start "The Breakfast Club" of Princeton. The first Breakfast Club was in December 2022 and the last in May 2023. They have had 70 High Schoolers attend the Breakfast Club at least once, with the average being about 40 students at each time. The meals are cooked by three professional chefs that have donated their time. They are requesting a donation of the use of the Civic Center for their 2023-2024 Breakfast Club Dates.

J Gerold stated she is a big fan of this and loves what they are doing. However, she worries that if the Council were to approve this, it may create issues with other non-profits. Walker concurs that it may create issues. He also asked if the message was more non secular? Shaw responded that it is Christian based messages.

J Gerold suggested they request a Wine and Spirits Grant request for the \$400 that will cover the rental cost of the Civic Center.

7.2. Public Hearing for the Vacation of the Alley and Summit Avenue and Rights of Way

7.3.

McPherson advised that there is a very old alley and road right of way that the city is requesting to be vacated. Nate Cook has purchased a house that includes two lots, which was damaged by a fire. Cook plans on developing the property and has inquired about vacating the alley and road right of way to make the site larger.

The alley was originally platted in the late 1800's and has never been used as an alley. Summit Ave and the small unassigned corner will be vacated as well. The alley will be split in half, so each property adjacent to the portion being vacated will be getting about 8 feet added to their property. There will still be a utility easement over the vacated alley.

HALLIN MOVED TO OPEN THE PUBLIC HEARING AT 7:15PM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Mary Peterson, 405 9th Ave South has a fence that she thinks is on the property line. There is a stake with 2 arrows in a few feet from the fence. She is wondering what that stake is. McPherson responded that it depends on what letters are on those stakes.

Nicole Alley, 401 9th Ave South is asking what would happen if the alley was not vacated. McPherson stated the city would not maintain it. Alley asked what will happen if the homeowners object to the vacation of the alley. J Gerold asked why they would object, the city is giving the adjacent property owners free land.

Alley asked if the item can be tabled until the property owners can determine where their true property lines are. J Gerold responded that they are making this more complicated that it needs to be.

Walker questioned what the property owners will do if this was tabled. If the property owners want to have their lots surveyed, they can do that at any time.

EDMONDS MOVED TO CLOSE THE PUBLIC HEARING AT 7:54PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.3.1. Resolution 23-51 - Vacating Summit Avenue and Alley, and Rights of Way.

EDMONDS MOVED TO APPROVE RESOLUTION 23-51. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.4. Resolution 23-50 Concurring with the Issuance of Electric Revenue Bonds Series 2023A

George Eilertson with Northland Securities reported that this is a \$6,510,000 Electric Revenue Bond that will be used to finance Phase One of the Princeton Public Utilities 10-year Capital Improvement Project. The Bonds have been structured to result in slightly lower annual debt service payments in 2024 and 2025 to phase in rate increases and relatively level annual debt service payments over the remaining 20-year life of the Bonds.

The Bonds received an underlying rating of "A3", and a rating of "AA" based on municipal bond insurance policy through Assured Guaranty Municipal Corp.

Staff is requesting the Council pass Resolution 23-50 which concurs with the actions of the Princeton Public Utilities.

HALLIN MOVED TO APPROVE RESOLUTION 23-51. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.5. Princeton Business Park Infrastructure Bond Sale Update - George Eilertson, Northland Securities

George Eilertson from Northland Securities advised that the proceeds from the Bonds will be used to finance infrastructure improvements to Princeton Business Park. The bond will finance street, sewer, water and lighting improvements as well as pay the costs associated with the issuance of the Bonds.

Available local revenue will be used to pay the costs associated with electric, gas and trail improvements within the project area. Lot sale revenue of approximately \$995,156 is expected to be available prior to the bond sale. In addition, the city has applied for a BDPI grant of approximately \$400,000. The lot sale revenue and the grant if awarded will be used to downsize the bond issue.

HALLIN MOVED TO ACCEPT THE FINANCE PLAN. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.6. Bill List

HALLIN MOVED TO APPROVE THE JUNE 27 JULY 10 AND JULY 13, 2023, CHECK REGISTERS CONTAINING CHECKS 86805 TO 86880 IN THE AMOUNT OF \$636,103.41, AND THE PAYROLL ELECTRONIC PAYMENTS AS NOTED ON THE PAY PERIOD 13 AND 14 TRANSMITTAL REGISTERS IN THE AMOUNT OF \$121,840.26 AND PAY PERIOD 13 AND 14 CHECK REGISTERS IN THE AMOUNT OF \$262,645.48. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

7.7. City Administrator Bi-Weekly Report

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

Airport

Staff has received communication from MNDOT Aeronautics that they concurred with the FAA's position regarding the City's preferred AWOS site. KLJ has drafted a clarifying response so that the work on up-dating the ALP can be done correctly.

There is a vacancy on the Airport Advisory Board, so any assistance in recruitment would be fantastic.

Development

Staff has received an offer from the adjacent neighbor for the parcel on the river that the city is selling. The Realtor agreed to cancel the contract since the offer price was significantly lower than the asking price and the City Attorney can draft the purchase agreement and Home Security Abstract can perform and title work.

Staff met with Pat Briggs and his engineer on June 26 to provide final comments and discuss Phases 3 and 4 of his project. Staff anticipates applications to the Planning Commission very soon. Staff conducted two meetings on June 29 with parties interested in the parking lots that are for sale. Secondary meetings will be scheduled for the first week in August to finalize the various plans for their disposition.

Finance

Smith-Schafer requested that the city request an extension for the submission of the audit to the State. We were granted an extension to August 15, 2023.

Fire

The inspection of Engine 2 has been completed since its off-road incident. A list of items needing repair has been received; repairs will be over \$100,000. The truck committee may do a site visit at the repair company in Apple Valley to ensure that nothing was missed.

Infrastructure

Work is progressing on the Business Park infrastructure. Public Works Director Gerold is attending the weekly site meetings and WSB has an inspector on site.

Legislative Monitoring

Staff continues to attend the various webinars offered by LMC and CGMC on the various 2023 law changes.

8. Committee Reports

J Gerold reported for the Fire Advisory Board. There is one Township that has not paid in full, McPherson and Toven will be drafting a letter to them.

Blue Hill Township has voted to move their fire services to Baldwin Township beginning on January 1st.

Walker reported that the Community Garden group is having a picnic on July 23rd and invited the Council to attend.

9. Adjournment

HALLIN MOVED TO ADJOURN THE MEETING AT 8:11PM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Thom Walker,
Mayor