

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
FEBRUARY 13, 2020 7:00 P.M. AT PRINCETON CITY HALL**

Mayor Brad Schumacher called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Jack Edmonds, 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, Clerk Shawna Jenkins, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, and Attorney Damien Toven. Absent was Community Development Specialist Stephanie Hillesheim.

AGENDA ADDITIONS/DELETIONS

Barbian advised that we no longer need the closed session as he will provide an update under the report section.

REYNOLDS MOVED TO APPROVE THE AGENDA WITH THE REMOVAL OF THE CLOSED SESSION AND THE ADDITION AN UPDATE ON A PROPOSED LAND PURCHASE UNDER REPORTS. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSIDERATION OF MINUTES

- A. Regular Meeting minutes of January 23, 2020
- B. Study Session Meeting minutes of February 6, 2020

EDMONDS MOVED TO APPROVE THE REGULAR MINUTES OF JANUARY 23, 2020 AND STUDY SESSION MEETING MINUTES OF FEBRUARY 6, 2020. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses

- 1. Solicitor permit for Benjamin Dufresne from Custom Remodelers
- 2. TNT Fireworks retail sale permit for Walmart parking lot 6-15-20 – 7-9-20
- 3. Sherburne County Historical Society Gambling permit for raffle on April 4, 2020

ZIMMER MOVED TO APPROVE THE SOLICITOR LICENSE FOR BENJAMIN DUFRESNE FROM CUSTOM REMODELERS, TNT FIREWORKS RESALE PERMIT AND SHERBURNE COUNTY HISTORICAL SOCIETY GAMBLING PERMIT FOR APRIL 4, 2020. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Personnel

C. Donations

- 1. Resolution 20-10 donation from Walmart, First Bank & Kwik Trip for Rockin on the Rum
- 2. Resolution 20-11 donation from Princeton Twice New Clothing for the Flower Project
- 3. Resolution 20-12 donation from Service West Contracting for Riverside fishing pier
- 4. Resolution 20-13 donation from East Central Energy for Riverside Park Project
- 5. Resolution 20-14 donation of Airport commission pay to the Airport by Barry Ramage Jr.

EDMONDS MOVED TO APPROVE THE DONATION RESOLUTIONS 20-10, 20-11, 20-12, 20-13 AND 20-14. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Councilor Gerold Public Statement

I was asked to be the PUC Liaison due to my business management experience, knowledge, training, professionalism and positive attitude. I had previously sat on the hiring board for the new General Manager. If I am good enough and trusted to be the board liaison in a 5-0 vote, why am I not good enough and trusted to be a voting member? Council, please remember, you unanimously voted for me to be the liaison to the board. Am I only good enough to relay information back to you and you are not interested in my vote? My “votes” are obviously valuable and trusted by every resident and tax payer of the City of Princeton that voted for me to be a Council Member.

We have all been voting for ourselves to be on all of the boards and commissions for Princeton. This has been going on with City Council for decades! Jules recently voted for himself to represent the city with the Park Board and Chamber of Commerce. Jeff recently voted for himself to represent the city with the Planning Commission. Brad recently voted for himself to represent the city with the Airport Board, EDA, Cable Commission and Housing Redevelopment Authority. Jack recently voted for himself to represent the city with the EDA and Historical Society. I recently voted for myself to represent the city with the Fire Advisory Board and the PUC. Why is this time any different? If this is a “conflict of interest”, why hasn’t it been brought up previously.... for decades? MN State Statute allows for one City Council Member to serve on the board. How can this then be considered a conflict of interest? Is the MN state statute wrong? I have never been in direct opposition of the PUC. Nor, do I have any such desire to disband or shut it down.

I have no personal agenda other than to have all involved get along and be professionally cohesive. In my opinion, and others that I have spoken to, this is a very good step in accomplishing that goal. I do not appreciate the accusation of simply being a “follower”. Anybody that knows me, knows that that statement could not be further from the truth. I never would have been so successful in my professional career if that had been my “M.O.”! And.... I will not waiver to bullying or false accusations as “that” would be “dirty politics”. Since being elected, I have always taken the approach of determining what I think is in the best interest of every single resident and tax payer in this community. I have done that with every vote...every single vote. And, I will continue to do just that. Thank you!

OPEN FORUM –

Rick Schwartz stated his concern is not necessarily what J Gerold had talked about in her statement. He does not have any issues with her, but is questioning why the application process was not followed this time as it has been in the past. He is also questioning why this decision was made at a Study Session instead of a regular Council meeting. He asked that this be reopened and applications allowed.

Barbian said while the Council has used the application process in the past, it is their prerogative on how people are appointed to the various Boards and Commissions.

Zimmer wanted to clarify why he did not vote for J Gerold to finish the term. He goes back to when the Park Board did not have enough for a quorum when he was asked to be a voting member. When the Park Board did receive enough applicants, he stopped down as a voting member so interested residents could be on the Board. Edmonds added that he felt the same. He has nothing against J Gerold, but thought the application process should have been followed.

Schumacher stated he felt this would provide seamless leadership for the residents, being we were not expecting the resignation.

J Gerold said she remembers when Findell resigned, Edmonds wanted to nominate Council Member Paul Whitcomb to the opening.

Schwartz asked if the Council if they have read his email. His application was in within a few hours of Siercks' resignation being accepted. The Council responded that they had read his email.

Schumacher stated he wants a seamless transition. Schwartz would like it reopened and handled the way it has been in the past. Schumacher thanked him for his comments.

Tim Seircks, 218 11th Ave S. He has some questions for J Gerold. He asked why she stepped down on a firefighter pay increase, but did not step down on the budget when her husband's department is included. J Gerold responded that the pay increase would be a conflict. Toven added that voting on the budget is not against the law. In regard to voting for herself to be appointed to the board, it is best practice to not participate, but it is okay to do so.

He added that Reynolds had said he would like to see the open seat advertised as well. Reynolds responded that he did consider the previous applications, but feels the solution presented was suitable.

Tim Hennagir questioned if the study session minutes should be amended to reflect Toven's meaning in a statement that it is best practice not to participate. Toven replied that would be up to the Council if they wanted to make that change. Per the League of MN cities, it is best practice not to participate, but does not state it is a direct conflict.

Tim Hennagir asked if the PUC manager and commissioners were notified of Gerold's appointment and when. Jenkins replied that with Schwartz email that was received, she conferred with Barbian Friday morning and the PUC had not been notified.

Hennagir asked when packets were sent out for meetings and to whom. Jenkins responded that for regular meetings the agendas are published and sent out the Tuesday prior to the meeting. She has a list of various board members, councilors and residents that have requested to receive the agendas.

Maureen Gould former applicant for the PUC stated she does not question J Gerold's qualifications, but also feel the applicants that applied in the past should have been considered. It is not seamlessness that is important, but transparency. She feels the previous applicants should be considered.

PRESENTATIONS / SPEAKERS – None

PUBLIC HEARINGS - None

FYI – REPORTS, ANNOUNCEMENTS, CORRESPONDENCE AND BOARDS / COMMITTEES

- A. Mille Lacs Historical Society Meeting minutes of December 18, 2019

- B. Park Board minutes of January 27, 2020
- C. Marijuana Regulation – Attorney Research Information

Schumacher asked Toven if he knew of other cities that have contacted the League. Toven responded that he was told there were quite a few other cities that had inquired as we were doing.

- D. Planning Commission Minutes of January 27, 2020
- E. Airport Advisory Board minutes of January 6, 2020
- F. Proposed Land Purchase

Barbian advised the land being considered is part of the Marshall Property. The City is looking at 42 acres, which would be used as industrial properties. These are referred to shovel ready sites. The City has some options, and looking at grants that would be available, looking at grants that would be available sites. The city will be working over the next few months on.

Hennagir thanked the Council in being so precise in going in and out of closed meetings. Schumacher thanked Toven for creating that process.

PETITIONS, REQUESTS, AND COMMUNICATIONS - None

ORDINANCES AND RESOLUTIONS - None

UNFINISHED BUSINESS

- A. Wanda Gunnink appointment to the HRA Board

Jenkins reported that she sent another letter to Ms. Gunnink notifying her that her term on the HRA Board had ended in December 2018. Her application to continue on that Board was returned to staff. If appointed, her term would now end December 31, 2023

ZIMMER MOVED TO APPOINT WANDA GUNNINK TO THE HRA BOARD FOR A TERM THAT WILL END DECEMBER 31, 2023. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

- B. Local Fire Department compensation rates

Lawrence advised that as requested, he contacted some local departments to find out what their compensation rates were.

Baldwin- \$10.00/hour for firefighters. \$30.00 per training.

Big Lake- Starting pay is \$12.00/hour for calls, meeting, and trainings. Step increases for 14 years. Top pay is \$15.00/hour.

Cambridge- \$10.00/hour for calls. \$6.00 to show up for a call. \$20.00 per meeting or training.

Cold Spring- \$11.50/hour for calls and training.

Elk River- \$14.00/hour for firefighter. \$15.00/hour for officers. Cost of living raise every year.

Isanti- Starting pay for new firefighters is \$10.80/hour. Top pay is \$16.00/hour. They also get a .50 increase for the following certifications:

Firefighter 1	Firefighter 1	Hazmat	EMR	Ropes/Knots
Fire Officer	EMT	Paramedic	5 Years	10 Years
15 Years				

Milaca- \$20.00/call. \$15.00/training or meeting.

Mora- New firefighter is \$10.00/hour. \$11.00/hour after their FF1, FF2, Hazmat classes are completed. After 5 years on they receive \$12.00/hour. \$13.00/hour for additional classes. Top pay is \$15.00/hour.

North Branch- \$12.00/hour for calls, trainings, and meetings. Moved to a stipend system.

Zimmerman- \$0.00 for calls. \$75.00 per training night. One paycheck right before Christmas. Averages \$2100.00 per firefighter.

C. Public Safety Storage Building

Frederick advised the Princeton Fire Department's cold storage building collapsed March of 2019. The building stored the Incident Command Trailer, Fire Safety Trailer, Light tower, Trench rescue equipment and miscellaneous fire equipment.

Since the loss of the building the fire department has been storing items outside and at various storage locations within the city. The City of Princeton received insurance money for the total loss of the building. The insurance payout is \$122,000.00. Insurance typically allows 2 years for reimbursement for replacement construction costs on a commercial project. This means that the construction and billing needs to be completed by March 2021. To complete prior to March of 2021 construction of the replacement building is best to occur the summer of 2020.

The Princeton Police Department cold storage building also has deficiencies as it is an old hanger similar to the hanger that collapsed. There is no electricity, during warmer winter days, water accumulates in the hanger and then freezes making for unsafe conditions. During the spring the hanger floods and remains this way for a few weeks. Both situations make it difficult to access and store equipment.

At this time, with the storage of the fire department equipment there is no room to secure evidence that we have normally stored in this building. How evidence is stored is also becoming increasingly more important as seized property can become a liability. Adding police evidence storage space to the construction of fire department storage brings an economy of scale to the project.

Over the past six months we have researched adding to the existing building and the cost to build a new storage building for both the Princeton Fire and Police Department. The cost to add an additional storage area to the current building is approximately 120.00 per square foot or \$720,000.00 of same or similar construction for the shell of the building with no build out

inside. In addition to the higher cost another consideration is that the diminished accessibility for the remainder of the lot.

Another option explored is building a 60 X 104-foot stand-alone building. We would propose to set the building to the lot North of the Princeton Public Safety Building west parking area for ease of efficient access and security. After researching this building with contractors, we estimate the cost would not exceed \$225,000.00 provided we sub contract out the main elements of construction. The main elements of the project are as follows: 1. Excavation/grading 2. Framing 3. Over-head doors, Service doors & windows 4. Concrete 5. Insulation 6. Electrical, including outlets and lights.

Staff has received some of the estimates for the parts listed above. Additional quotes would be obtained if this is the route decided upon. The building is planned as cold storage so plumbing would not be considered. A step to start is to have a site plan for the building completed so a grading plan can be established. This will also be used to obtain more accurate quotes. To proceed, WSB will be needed to layout the building and site. Authorization to proceed is requested.

Schumacher asked if the lot line could be changed for the proposed storage building, to allow the area to be used in the future for more building storage expansion.

Barbian said staff can do a little more research and bring it back to the Council.

Reynolds asked if the Council could approve the building, with the exact site to be determined. Frederick responded that in discussions with contractors, we will need to have a site selected so a plan can be drawn up.

Schumacher would like to see it in the site to the west, if that property purchase goes through. He knows there would need to be a culvert, but would like to readjust the original proposed site.

D. RFP – Riverside-Riebe Park Improvements

B Gerold advised that the City of Princeton has a received a grant in the amount of \$220,000 to be used for improvements to the Riverside-Riebe Park project with an estimated project budget of \$461,465. The City of Princeton released an RFP for design and construction engineering services for the following improvements:
pedestrian trails, cart-in campsites, Picnic/viewing areas, picnic shelter, vault toilet, boat ramp with floating dock, and parking lot rehabilitation.

Analysis:

The City of Princeton staff received two proposals in response to the RFP. Both proposals meet the needs and expectations as outlined within the RFP. The following is a simplified overview of each proposal:

WSB, the City of Princeton's engineering firm, assembled a well thought out proposal with an experienced team. Their proposal budget was estimated at \$59,000. To include: design development, bidding, construction administration, topographical survey and staking.

Warren White, Professional Engineer most recently worked with the City of Princeton on the design and construction of the newly installed fishing pier. Mr. White's proposal was very

clear and concise outlining his years of experience. To include: design development, bidding, construction administration, topographical survey and staking estimated at \$30,000.

The estimated budget for engineering services as allowed in the grant is \$35,000.

Recommendation:

City staff recommend the council's approval to hire Warren White, Professional Engineer for the work outlined in the RFP for Design and Engineering Services for the Riverside-Riebe Park project.

B Gerold has reviewed the bids and is looking for approval to hire Warren White to do the Engineering for this project.

Schumacher questioned if we had worked with him before. B Gerold said we have worked with him on the pier, and he was very good to work with.

Edmonds added that it looks like a pretty big savings. B Gerold replied that with White, the staking for the grading is include in the big, with WSB it is billed for by the hour. said the staking for the grading, is included in his bid. With WSB, it is by the hour.

Edmonds asked if we are confident in his experience. B Gerold responded that White has done several similar projects on the river in other communities.

EDMONDS MOVED TO APPROVE THE HIRING OF WARREN WHITE FOR ENGINEERING FOR THE RIVERSIDE-RIEBE PARK PROJECT. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Approve Public Works CIP pickup Truck purchase

Gerold reported that Public Works has the purchase of a truck in the CIP for 2020 at \$34,000. Staff has received 2 bids, with the lowest being from Princeton Auto at \$30,523. The Truck is a 2020 K2500 Regular cab 4 x 4.

Staff is requesting approval to purchase the 2020 K2500 not to exceed \$34,000 with added equipment and approval to sell the 2006 Ford F250 at Public auction.

ZIMMER MOTIONED TO APPROVE APPROVAL TO PURCHASE THE 2020 K2500 NOT TO EXCEED \$34,000 WITH ADDED EQUIPMENT AND APPROVAL TO SELL THE 2006 FORD F250 AT PUBLIC AUCTION. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Appointment of Election Judges

Jenkins advised that the following persons are being recommended for approval as election judges for the 2020 Presidential Primary on March 3, 2020, the Primary Election to be held on Tuesday, August 11, 2020, and the General Election on Tuesday, November 3, 2020. The hourly wage will be \$10.00 for judges and \$10.50 for head judges. Judges are also expected to attend a 2-3-hour training session prior to the election through Mille Lacs

County. Staff will likely request the council to appoint additional judges August and November election.

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

REYNOLDS MOTIONED TO APPROVE DONALD BRITT, KIM BUISMAN, ANNA SORENSON, JESSICA WRIGHT, JIM OLIVER AND JEN BREVITZ AS ELECTION JUDGES. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

C. Emergency Operations purchase request

Lawrence reported that Emergency Management has been looking at upgrades that we can do to our E.O.C. We have decided that additional cabinets, counter tops, printers, phone bank charger, and digital clock would be beneficial equipment to the E.O.C. We have gotten quotes for the mentioned supplies.

We have the funds available in our Radiological Emergency Preparedness (R.E.P.) program budget. R.E.P. has approved to purchase these items. We are asking for council approval as well. These funds are gone at the end of their fiscal year which is June 30th, 2020. The total cost for this project is less than \$12,000.00. We will have some left-over money that we will re-evaluate after this project to look for other improvements.

ZIMMER MOTIONED TO APPROVE THE PURCHASE OF ADDITIONAL CABINETS, COUNTER TOPS, PRINTERS, PHONE CANK CHARGER AND A DIGITAL CLOCK FOR NOT MORE THAN \$12,000. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

D. Approve sale of WWTP old mower at Public Auction

Klinghagen stated that the Wastewater Department purchased a mower last year that was planned for on the CIP. Staff is asking for approval to sell the old mower, which is a Ferris with Snow Blower and Cab at public auction.

ZIMMER MOVED TO APPROVE THE SALE OF THE OLD FERRIS WITH SNOW BLOWER AND CAB AT PUBLIC AUCTION. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

E. WWTP Roof Replacement

Klinghagen reported that the Wastewater Department has a roof replacement in the CIP for 2020 at \$45,000. Staff has received 2 quotes:

McDowall Company: \$45,000 to \$50,000 for the main building

Clearview Construction: \$35,782.22 for main building and chemical building

REYNOLDS MOVED TO ACCEPT THE ROOF REPLACEMENT BID FROM CLEARVIEW CONSTRUCTION FOR THE MAIN BUILDING AND CHEMICAL BUILDING FOR \$35,782.22. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

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 \$233,021.59 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 80663 TO 80757 FOR A TOTAL OF \$296,773.25. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

~~*** CLOSED SESSION *** consideration of land purchase, Statute 13D.05, Subd. 3~~

ADJOURNMENT

There being no further business:

REYNOLDS MOVED TO ADJOURN THE MEETING AT 8:00PM. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Brad Schumacher, Mayor