
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Bi-Weekly Administrator's Report**
DATE: January 10, 2023

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

Airport

The joint Study Session with the Airport Advisory Board went well. I will provide a verbal update summarizing the ALP-AWOS relocation meeting with the agencies which is scheduled to occur January 11 at 9 am.

The Council should note that there is no executed, updated access agreement with the through-the-fence operation. The owners have paid their 2023 lease. Until such time as an agreement is executed, the taxiway serving the through-the-fence operation will not be plowed.

ISO Rating

Please see the attached letters from ISO regarding the City's and outlying service area ratings. Chief Lawrence and I have the entire report, only a portion is attached for your information. The City maintained a 4 rating and the outlying townships served by the Princeton Fire and Rescue Department maintained their 6/10 rating. Chief Lawrence believes that the scores in the training section of the evaluation criteria can be improved.

Finance

Insurance Dividend

Please see the attached announcement from the League of Minnesota Cities regarding the insurance dividend we received in December.

Phone Service for Airport and Wastewater Treatment Plant

We are researching the option of converting the phone services at the above facilities from Windstream to AT&T Firstnet (cellular). While there is an up-front capital cost of approximately \$500 for the needed device (two for the WWTP), the monthly service cost drops significantly. The adopted budgets can absorb this capital expense and will still see a savings for 2023.

PCs for People

Please see the attached thank you and summary of how many people were helped by this organization in 2022. We will have another opportunity to recycle items in 2023 due to the replacement of equipment at the liquor store and other facilities.

Light Up Princeton

We received the two-attached Thank-you's relating to Light Up Princeton. The Thank-you from the Boys' Soccer Booster Club was accompanied by a team photo which will be distributed at the meeting.

Former City Administrator Karnowski

Attached is Former Administrator Karnowski's obituary information. I arranged to have a small bouquet and card sent to the church on behalf of the City. The wording on the card is also attached.

Upcoming Meeting/Event Reminders

- January 13 – I will be out of the office attending the Annual MN Federation of County Fairs Convention at the Doubletree in Bloomington
- January 16 – City Offices are closed in observance of the Martin Luther King holiday
- January 16 – Ribbon Cutting at Get Dressed at 9:45 am