

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL  
HELD ON OCTOBER 28, 2021 7:00 P.M.**

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**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, Jules Zimmer, and Jeff Reynolds. Others present: Administrator Michele McPherson, Finance Director Tracy Peters, Community Development Manager Stephanie Hillesheim, Public Works Director Bob Gerold, Police Chief Todd Frederick, Fire Chief Ron Lawrence, Wastewater Plant Manager Chris Klinghagen, Clerk Shawna Jenkins and Attorney Damien Toven. Absent is Liquor Store Manager Nancy Campbell.

**2. Pledge of Allegiance**

**3. Agenda Additions / Deletions**

HALLIN MOVED TO APPROVE THE AGENDA. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**4. Consent Agenda**

- 4.1. City Council Meeting Minutes of October 28, 2021
- 4.2. City Council Study Session Meeting Minutes of November 4, 2021
- 4.3. Police Officer Lucas Wubben Step 4 Increase effective 12-4-21
- 4.4. Accept Resignation of Firefighter Brandon Bedbury
- 4.5. Accept Resignation of Community Development Manager Stephanie Hillesheim
- 4.6. Princeton Public Utility Works Study Session Packet for November 10, 2021 - RESCHEDULED to Nov 12th
- 4.7. EDA Meeting Minutes of October 21, 2021
- 4.8. Resolution 21-72 - Request County Road Closure for Chamber Mini Dazzle Parade on Nov 27, 2021

J Gerold had a correction to a motion under new business on the October 28<sup>th</sup>. There is no name on the second for the motion made. Jenkins will make that correction.

HALLIN MOVED TO APPROVE THE CONSENT AGENDA WITH THE CORRECTION TO THE OCTOBER 28<sup>TH</sup> MEETING MINUTES. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**5. Open Forum**

**6. Old Business**

- 6.1. Ordinance 812 - Vacating Alley in Sharco Addition - FINAL READING

Walker would like to make sure that there is room for a drainage or utility easement if needed, McPherson stated that it does speak to that in the ordinance.

HALLIN MOVED TO APPROVE ORDINANCE 812 VACATING THE ALLEY IN SHARCO ADDITION. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

## **6.2. Approve Sale of PFRD's current 4-wheeler and trailer**

Lawrence said he is seeking approval to sell our current four-wheeler and trailer at the Wyanett Station on an upcoming auction. Right now, the prices have been high for these two items, and we feel selling it now would possibly generate more money for them. It was determined that we could get by without these two items until we can get the new UTV and trailer in service. The money generated from the auction would go towards the purchase of the new UTV set up. Used 4 wheelers are selling very high at auction right now, so they decided to sell it now. Unofficially they have raised \$19,000 for the purchase a UTV.

ZIMMER MOVED TO APPROVE THE SALE OF THE CURRENT 4-WHEELER AND TRAILER.  
HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

## **7. New Business**

### **7.1. Resolution 21-68- Accept donations to Light up Princeton**

HALLIN MOVED TO APPROVE RESOLUTION 21-68. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

### **7.2. Resolution 21-69 - Accept Donations to PFRD UTV Purchase**

HALLIN MOVED TO APPROVE RESOLUTION 21-69. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

### **7.3. CEL Project Proposal for Princeton Marketing Collaborative**

Hillesheim presented the project proposal for the Princeton Marketing Collaborative. The community of Princeton, MN including the City of Princeton, Princeton Area Chamber of Commerce, Princeton Public Schools along with area businesses individually and collectively are faced with the mutual challenges of:

1. Workforce shortage and its negative impact on residents, businesses, schools, health care, and the local economy and community wellbeing,
2. An increasing number of area residents commuting and working outside of the community, and
3. The increasing number of visitors who are coming to the community for their recreation experiences and leave knowing little about the other living, learning and economic assets of the area.

The City of Princeton along with leaders of the Princeton Area Chamber of Commerce and the Princeton Public Schools is launching a multi-year Marketing Collaboration and inviting other industries, businesses and services to be involved. The focus of the Collaboration is:

- recruiting, retaining, and supporting a growing workforce in Princeton and the surrounding area, drawing from the people living in the area and from the significant number of people driving into the Twin Cities to work.

- increasing and supporting the economic development within the city limits and surrounding areas
- enhancing the visibility of the many accomplishments and positive attributes of the community and elevating Princeton to become recognized as one of the top ten places to live, work, play and learn outside of the Twin Cities

The success of the outlined marketing plan is dependent on solid collaborations and partnerships across stakeholder groups. All parties are strengthened by the association, cooperation, and shared goals of vested stakeholders each utilizing their diverse resources, talents, and assets. Princeton's marketing collaborators seek marketing support from CEL to supplement the city and collaborators' existing resources for the launch of the marketing campaign and assist in the facilitation of the Collaboration's implementation in 2022. The city's portion will be about \$20,000 which can be spread out over about 2 years.

HALLIN MOVED TO APPROVE THE MARKETING COLLABORATIVE FOR NOT MORE THAN \$20,000. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **7.4. Resolution 21-70 - Designating the Polling Place for the 2022 Election**

Jenkins reported that the city must designate its polling places prior to the end of the year prior to an election year. The portion of the city that is in Sherburne County was moved to mail balloting a few years ago due to the fact that we had under 50 registered voters. With the trailer park being annexed into the city, voting for those residents will come back to the Depot. Therefore, the city will be required to purchase the equipment needed for the balloting to move back to the Depot for those that are in Princeton and Sherburne County.

HALLIN MOVED TO APPROVE RESOLUTION 21-70. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **7.5. Resolution 21-71 Certifying Costs to be Assessed to Property for Enforcement Action**

McPherson reported that the costs for the Clayson property has been totaled and a Resolution drafted to assess these costs to the property. She wrote the ordinance up to split the costs up over 3 years, but the Council can change that to one year if they so choose.

Walker stated that he felt it should be just on the 2022 taxes, as he has had years to clean it up.

Reynolds said he would prefer it be split, so it would not create a hardship. J Gerold would like to see it all assessed to the 2022 taxes.

Hallin would like to see there be a small interest charge included if it is assessed to the taxes.

McPherson added that Clayson has stated that he was going to stop in and pay the full amount. If he does not, the Resolution will be sent to the County for the amount to be assessed to the property for the 2022 taxes.

ZIMMER MOVED TO APPROVE RESOLUTION 21-71, CERTIFYING THE COSTS TO THE COUNTY TO BE COLLECTED WITH THE 2022 TAXES. HALLIN SECONDED THE MOTION. VOTE 4:1. ZIMMER, HALLIN, J GEROLD AND WALKER IN FAVOR, REYNOLDS OPPOSED. THE MOTION CARRIED,

#### **7.6. Review 2022 Public Works Budget**

#### **7.7. Review 2022 Wastewater Treatment Budget**

#### **7.8. 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 \$111,692.89 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 83858 TO 83932 FOR A TOTAL OF \$262,263.21. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **7.9. City Administrator Bi-Weekly Report**

##### **Airport**

Work continues on the taxiway project. The final step is to install the lights, which is ongoing. The airport is open, but three of the taxiway connectors are closed as they are working on the lights. Staff has been attending weekly update meetings on Wednesdays at 1 pm.

##### **Development Projects**

We continue to work on various requests for information from developers, both residential and commercial.

##### **Code Enforcement**

The clean-up at Mr. Clayson's was completed. I anticipate that he will file a complaint against city staff as he stopped by the office on November 5 looking for a formal complaint form.

##### **League of MN Cities**

I attended a Legislative Platform webinar on October 28, 2021. The League has a legislative policy document of over 250 pages with a significant variety of policy issues covered. Upcoming issues for 2022 include bonding, public safety disability, LGA funding, additional Federal funding from the infrastructure bill, a possible impact to local zoning/permitting control in order to address affordable housing, and a supplemental State budget. Redistricting will also be an issue of significant focus in the upcoming session.

There are a number of work groups or legislative commissions at work in this off-season: housing affordability, data practices/data privacy, 911 dispatcher pension benefits, redistricting and front-

line worker pay. Staff will continue to monitor the League's weekly updates during the session and report on any issues impacting the city.

Staff hosted a LMC meeting on November 3. Other cities in attendance included Milaca and Cam-bridge. It was a good opportunity to share updates and learn what services are available from LMC.

**Liquor Store Operations**

Liquor store operations are going well. Discounted wine sales are progressing nicely and plans are moving forward with a Black Friday/Shop Local Saturday sale. A limited product inventory check was conducted on November 3 and all six of the products tested matched what was in the system.

**Upcoming Meeting/Event Reminders**

- November 23 – Regular Meeting; final review of budgets (including Airport & Liquor) prior to Truth in Taxation, review of fees & other revenue, Fire Relief policy adoption

**8. Committee Reports**

Walker reported that the Airport Joint Meeting discussed how to move the AWOS, and where to move it to. Discussion will continue.

**9. Adjournment, there being no further business:**

HALLIN MOVED TO ADJOURN THE MEETING AT 8:51 PM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

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Shawna Jenkins Tadych  
City Clerk

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Thom Walker,  
Mayor