

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON
MAY 25, 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, Community Developer Planner Stacy Marquardt, Public Works Director Bob Gerold, Police Chief Todd Frederick, Fire Chief Ron Lawrence, Technology Services Manager Ed Yost, and Liquor Store Manager Dylan Donner. Absent was Wastewater Plant Manager Chris Klinghagen, Attorney Damien Toven, Public Utility Manager Keith Butcher and Clerk Shawna Jenkins.

2. Pledge of Allegiance

3. Agenda Additions / Deletions

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

4. Consent Agenda

- 4.1. Approval of City Council Minutes of May 11, 2025
- 4.2. Resolution 23-41 - Authorizing the Closing on the Sale of Lot 1, Block 1 in the Princeton Business Park to Palmer Princeton Holdings LLC
- 4.3. Approve Temporary Intoxicating Liquor License Mille Lacs County Agricultural Society for June 11, 2023
- 4.4. Public Utility Commission Meeting Packet for May 24th, 2023

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. Approval to Hire and Swear In Tommy Dubbs as Police Officer

Frederick advised that on Thursday, April 12th, 2023, an interview panel consisting of Council member Jenny Gerold, City Administrator Michele McPherson, Police Chief Todd Frederick, Police Sergeant Ryan Vandenheuvel, Police Officers Nicole Josephes and Arnie Soden interviewed candidates for the open Police Officer position.

The Police Department had multiple applicants and scored each application. The Department, after scoring each application, decided on three applicants to interview.

Accordingly, the interviewing panel recommended that the Police Department give a conditional offer to Tommy Dubbs for the position of Police officer with the Princeton Police Department pending a successful completion of the background investigation, Administrative Interview, psychological and medical examinations.

Mr. Dubbs is a graduate of Vermilion Community College with an Associate of Applied Science Degree in Wildlife/Wildland Law Enforcement in 2022. Mr. Dubbs is from the Chisago City area and a graduate from Chisago Lakes High School.

Mr. Dubbs has successfully completed the above background investigation, psychological and examination, and administrative interview. Staff recommends hiring tTommy Dubbs as a Princeton Police Officer with a starting salary of \$27.15 an hour, along with a successful completion of the mandatory 12-month probation period.

EDMONDS MOVED TO HIRE TOMMY DUBBS AS A POLICE OFFICER. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2. Elemet Group Inc.: Tax Increment Financing District 9-3 and MIF Application

Tammy Omdal from Northland Public Finance advised that the City of Princeton (the "City") received an application from Elemet Group, Inc. and Glenn Properties, LLC (together, the "Company") requesting financial assistance for the construction of an approximate 126,621 square feet manufacturing facility for metal spinning, cutting, robotic welding, machining, and finishing services (the "Project"). The Company is requesting the City to establish a tax increment financing district and for the City to work in conjunction with the Company on application to the State of Minnesota for public financial assistance through state grant funding.

The Company states, in part, that the only way to expand in Minnesota is through incentives. The Company finds that the proposed approximate 20.4-acre site located in Princeton Business Park 2nd Addition, on Lot 1, Block 1, adjacent to 21st Avenue South on property currently owned by the Princeton Economic Development Authority (the "Property") is of sufficient size to accommodate the Project. Once the new plat is recorded for the Property, the Mille Lacs County has indicated the tax parcel will be 24-691-0010. The building will be occupied solely by Elemet Group, Inc. but owned by a related entity Glenn Properties, LLC.

The Company offered the following background as provided in its application:

Elemet Group Inc. provides CNC machining, CNC milling, turning, threading, 5-axis waterjet cutting, painting and other services. They have been in business since 1947, which has led to a stable expertise and innovation over the years. The company's mission is to provide innovative and single source solutions for their clients.

The company has grown substantially, but now is landlocked in the current area. The investment needed to add to the current facility will not be worth it and there isn't enough space for expansion. In order for the company to continue its growth, they are needing a new location with space to expand even further as the company continues to grow. As part of this expansion, the company also is planning on expanding its workforce over the next 3-5 years and will continue to do so as growth occurs.

The Company states that the Project will result in 45 full time equivalent (FTE) jobs to be created within three years. The average hourly wage of the 45 FTE is reported at \$29.59 per hour, with a range of \$17.00 to \$84.15 per hour.

Request for Public Financial Assistance

The proposed public purpose of the public financial assistance, a business subsidy, is to increase or preserve the tax base and to create new jobs in the City. The Company is seeking financial assistance from the City for land acquisition and site improvement costs. The Company is also seeking state grant funds, that would be passed-through the City, to assist with construction costs.

Tax Increment Financing (Provided by City)

The financial assistance from the City is for tax increment financing assistance provided on what is commonly referred to as a "pay-as-you-go" basis. The City has authority to consider the establishment of a Tax Increment Financing Economic Development District ("TIF District") to provide for the collection and use of tax increment revenue generated from the Project for a period up to nine years,

the statutory maximum period. Tax increment means the increase in property taxes generated from the new construction on the Property. There are some statutory exceptions from what is captured as tax increment, including for example, the state property tax, and school referendum tax, which are not captured as tax increment.

The term “pay-as-you-go” is used to describe this type of assistance to the Company, payable semiannually, solely from tax increment revenue generated from the Project. The reason for semi-annual payments is to coincide with the semi-annual tax payments the Company will make to Mille Lacs County (the “County”). The City receives tax distributions from the County on a semi-annual basis. Exhibit C provides cash flow estimates for the tax increment revenue from the Project.

The terms of assistance to the Company for TIF are as follows:

1. The City will retain 10% of the tax increment revenue to reimburse itself for costs of administering the TIF District.
2. The City will reimburse the Company up to \$1,696,000 of project costs (\$548,865 for land acquisition plus \$1,147,135 for site improvement costs) through the issuance of a Tax Increment Revenue Note (the “TIF Note”). The TIF Note shall be payable solely from 90% from the semiannual tax increment revenue the City receives from the County, with interest at rate of 5.0%, simple non-compounded. Specific terms for the assistance to the Company will be provided in the Development Agreement between the City and the Company.
3. The Property will not be subject a minimum assessment agreement.

State of Minnesota Investment Fund (MIF)

The source of funds for the Project includes proposed assistance from the Minnesota Investment Fund (MIF). The Company is also making application for the Minnesota Job Creation Fund to provide additional benefits to the Company based on job and wage creation. The MIF Program provides loans to businesses that create or retain high-paying, full-time permanent jobs, and invest in machinery or real property acquisition or improvements. The program is available statewide for manufacturing, distribution, warehousing, and other eligible business activities. Applications are accepted on a year-round basis as funds are available.

To receive funds from the MIF Program, a business must work in conjunction with the local or county government where the business will be located. A MIF application must be completed and submitted to the Department of Employment and Economic Development (DEED) by the City. Prior to submission of the application the local government, City must hold a public hearing concerning submittal of the application for the MIF Program to DEED. Following the hearing, City may consider adoption of a resolution making certain findings. The resolution must be adopted prior to the City’s submission of the application for the MIF Program. If DEED awards funds from the MIF Program, additional action will be required by the City and the Company.

The total subsidy to the Developer supported by TIF is \$1,696,000 plus the requested MIF funds of \$1,000,000 for a combined total of \$2,696,000. Job Creation Funds, if awarded, will be in addition to this amount.

Financial Analysis

Based on Northland’s financial analysis and general review of the information provided by the Company, we find no concerns with the Company’s ability to meet its commitments to the City. We find the Company to be in sound financial condition based on the information provided. The information reviewed by Northland included but was not limited to the following reports listed below for Elemet Group, Inc. and Subsidiaries.

- Unaudited Combined Balance Sheet, December 31, 2022
- Unaudited Combined Income Statement, December 31, 2022
- Audited Financial Statements, December 31, 2021 and 2020.

- Audited Financial Statements, March 31, 2021 and 2020, for Gordini U.S.A., Inc. and Subsidiary
 - Unaudited 12-Month Budget Pro Forma, for Jan-Dec 2023 and Jan-Dec 2024
 - Unaudited 12-Month Income Statement Pro Forma, for Jan-Dec 2023 and Jan-Dec 2024
 - Unaudited 12-Month Balance Sheet Pro Forma, for Jan-Dec 2023 and Jan-Dec 2024
 - Unaudited 12-Month Cash Flow Statement Pro Forma, for Jan-Dec 2023 and Jan-Dec 2024
 - Credit presentation from West Bank in commitment letter dated April 15, 2023, signed by Matt Laubach, Market President, and Curt Gainsforth, Vice President. The letter offers that the Company has been conditionally qualified for various forms of financing for working capital, equipment, and real estate financing for the Project.
- Northland offers the following observations on the Company's financial condition:
- Company's liabilities are low relative to existing assets, which is a positive factor for the Company's ability to meet its future obligations and commitments to the City.
 - Company's liquidity ratio increased year over year from December 31, 2021 to 2022, and the Company remains in a strong position to meet its obligations, including commitments to the City.
 - Company reports long-term debt (notes payable) obligations, but the Company is not burdened by significant long-term debt. While long-term debt increased year over year from December 31, 2021 (audited) to 2022 (unaudited), it appears to be driven by growth.
 - Company's gross profit, driven by sales, and net income has been increasing over the last few years from December 31, 2020 (audited) to December 31, 2022 (unaudited).

Exhibit B provides a summary of the estimated sources and uses of funds for the Project. Based on Northland's review of the information provided by the Company and under current market conditions, Northland finds that the Project may not reasonably be expected to occur solely through private investment within the reasonably near future. Due to the costs associated with acquisition of the property, construction of the improvements, among other economic factors, the Project as proposed may only be feasible through assistance, in part, from tax increment financing and MIF. Without the public financial assistance, the Project would need to be modified or would not be feasible as proposed. Facts supporting this finding are as follows:

- The total estimated cost for the Project is \$24,566,065, including machinery and equipment. Based on Northland's experience and given the square footage and location of the Project, we find the Project cost estimate to be reasonable.
- As shown in Exhibit B, the Company proposes the Project to be funded from a combination of debt (bank loan) and MIF financing. The Company does not plan to contribute equity for project costs.

TIF will not provide up-front funds for the Project. The Company will need to request written consent from City for assignment of TIF Note to a bank or third party. TIF will provide semi-annual revenue to reimburse the Company for project costs that the Company will finance. The "pay-go" TIF assistance will reduce the effective cost of the project by an equivalent \$1,696,000 (present value of tax increment at 5.0% rate). The present value of the tax increment financing assistance represents an equivalent 6.9% of the total estimated cost for the Project.

7.2.1. Public Hearing for Proposed Tax Increment Financing District 9-3 for Elemet Group Inc.

J GEROLD MOVED TO OPEN THE PUBLIC HEARING AT 7:30PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Joe Glenn of Elemet Group said they have been in this community for 40 years, provides a lot of jobs and this expansion is an eighteen-million-dollar investment.

Walker stated he is appreciative that the Minnesota Investment fund can be used to help Elemet Group to expand and he is thankful of their investment in the Princeton Community.

HALLIN MOVED TO CLOSE THE PUBLIC HEARING AT 7:32PM. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2.1.1. Resolution 23-39 - Modification of Development Dist 9, TIF 9-3, Interfund Loan and Authorizing Development Agreement for Elemet Group Inc.

HALLIN MOVED TO APPROVE RESOLUTION 23-39. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2.1.2 Approve Developer's Agreement with Elemet Group Inc.

EDMONDS MOVED TO APPROVE THE DEVELOPER'S AGREEMENT WITH ELEMET GROUP. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2.2. Public Hearing for MN Investment Fund Program for Elemet Group Inc.

HALLIN MOVED TO OPEN THE PUBLIC HEARING AT 7:38PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Joe Glenn with Elemet Group stated that they looked at a few options that will assist them in the expansion and feels that this is a great option for them.

J GEROLD MOVED TO CLOSE THE PUBLIC HEARING AT 7:39PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2.2.1.Resolution 23-40 - Authorizing Submission of a MIF Application for Elemet Group Inc.

HALLIN MOVED TO APPROVE RESOLUTION 23-40. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.2.3. Resolution 23-42 - Authorizing the final sale and closing of Lot 1, Block 1 Princeton Business Park 2nd Addition to Glenn Properties LLC.

HALLIN MOVED TO APPROVE RESOLUTION 23-42. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.3. Resolution 23-33 - Approve donation from Twice New Clothing for Oak Knoll Cemetery Flowers in the amount of \$500.

EDMONDS MOVED TO APPROVE RESOLUTION 23-33. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.4. Resolution 23-38 - Approve donation from Twice New Clothing for Age Friendly in the amount of \$1000 for Surrey Bike storage.

HALLIN MOVED TO APPROVE RESOLUTION 23-38. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.5. Resolution 23-43 - Accept Donation from Tim and Stacy Vanwychen in Memory of Sandra Boe in the amount of \$50 for the Parks Department

HALLIN MOVED TO APPROVE RESOLUTION 23-43. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.6. Resolution 23-34 - Lot Split for 1009 8th Ave North

Applicant Nate Cook has purchased the property at 1009 8th Avenue North. The legal description for the site is Lots 5 & 6, Block 64, Original Townsite. The home on the site had a fire and was demolished and the applicant would like to build a twin home.

The site is located in R-2, Residential Zoning District. The Zoning Ordinance states for a permitted use in the R-2 District;

- * Any use permitted in R-1 District;
- * Two-family dwellings;
- * Conversion of single-family structures to a two-family unit when each unit contains 800 square feet of floor area or more;
- * Twin home
- * Accessory buildings not exceeding 800 square feet related to the above principal use.

With the lot split each lot would be approximately 9,796 square feet. This does meet the R-2 Zoning Ordinance.

R-2, Residential Zoning District	Twin Home ⁹
A. Lot area minimum square feet	6,000
B. Lot width minimum feet ¹	40
C. Maximum lot coverage	30%
D. Front yard minimum setback (living area) ²	20
E. Front yard minimum setback (front porch) ³	
F. Side yard minimum setback (living area)	10 ⁷
G. Side yard minimum setback (garage) ⁴	
H. Street side yard minimum setback	20
I. Rear yard minimum setback ⁵	
J. Rear yard minimum alley setback ¹¹	30
K. Maximum height	30

The legal description for the lot split would be separating Lot 5 and Lot 6 and putting them on their own property identification number. The twin home would be built on the common line of the two lots per building code, with a fire wall between them.

The access for the twin homes will be from 8th Avenue North and will work very well because the home across the street of 8th Avenue North driveway access is off of 11th Street North.

The site has a current connection to sewer and water from 8th Avenue North. A separate connection will be required for the other unit and each unit will have separate utility meters.

Lot 5 (southerly parcel) 1009 8th Avenue North Lot 6 (northerly parcel) 1011 8th Avenue North

The Planning Commission held a public hearing for the Lot Split application on May 15th, 2023. The proposed Lot Split appears to meet the standards for the Zoning Ordinance. The Planning Commission approved the Lot Split at 1009 8th Avenue North, PID #24-040-2910, and forward the recommendation to the City Council for final approval of Ordinance #23-34 subject to the following conditions:

1. The R-2, Residential Zoning Ordinance requirements be followed.
2. The Developer will need to contact Princeton Public Utilities and Public Works for individual connection for each twin home for water and sewer hookup from 8th Avenue North.
3. The Developer will need to contact Princeton Public Utilities on power to the sites for individual connection for each twin home.
4. The Developer will obtain a Digging Permit from the City prior to digging in the street.
5. Separate building permits and SAC/WAC permits must be applied for and approved prior to construction of the twin homes.
6. Where the water curb stop is in a paved area (usually driveway) there needs to be a mini-manhole.
7. When work on the site begins, the work shall be carried on with minimum of interference with traffic.
8. The Developer shall replace in-kind or better all streets, curbs, and sidewalks disturbed by this operation.
9. Sodding or seeding along with driveway completion must be completed prior to issuing a Certificate of Occupancy. If unadvisable, a temporary Certificate of Occupancy may be issued subject to an escrow deposit to assure compliance by no later than July pt of the following year.
10. The concrete pavement that remains on the lot will need to be removed from the site.
11. Requirements from the General Manager of Princeton Public Utilities memo dated April 14th, 2023 be followed.

HALLIN MOVED TO APPROVE RESOLUTION 23-34 WITH THE FOLLOWING CONDITIONS:

1. THE R-2, RESIDENTIAL ZONING ORDINANCE REQUIREMENTS BE FOLLOWED.
2. THE DEVELOPER WILL NEED TO CONTACT PRINCETON PUBLIC UTILITIES AND PUBLIC WORKS FOR INDIVIDUAL CONNECTION FOR EACH TWIN HOME FOR WATER AND SEWER HOOKUP FROM 8TH AVENUE NORTH.
3. THE DEVELOPER WILL NEED TO CONTACT PRINCETON PUBLIC UTILITIES ON POWER TO THE SITES FOR INDIVIDUAL CONNECTION FOR EACH TWIN HOME.
4. THE DEVELOPER WILL OBTAIN A DIGGING PERMIT FROM THE CITY PRIOR TO DIGGING IN THE STREET.
5. SEPARATE BUILDING PERMITS AND SAC/WAC PERMITS MUST BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION OF THE TWIN HOMES.
6. WHERE THE WATER CURB STOP IS IN A PAVED AREA (USUALLY DRIVEWAY) THERE NEEDS TO BE A MINI- MANHOLE.
7. WHEN WORK ON THE SITE BEGINS, THE WORK SHALL BE CARRIED ON WITH MINIMUM OF INTERFERENCE WITH TRAFFIC.
8. THE DEVELOPER SHALL REPLACE IN-KIND OR BETTER ALL STREETS, CURBS, AND SIDEWALKS DISTURBED BY THIS OPERATION.
9. SODDING OR SEEDING ALONG WITH DRIVEWAY COMPLETION MUST BE COMPLETED PRIOR TO ISSUING A CERTIFICATE OF OCCUPANCY. IF UNADVISABLE, A TEMPORARY CERTIFICATE OF OCCUPANCY MAY BE ISSUED SUBJECT TO AN ESCROW DEPOSIT TO ASSURE COMPLIANCE BY NO LATER THAN JULY OF THE FOLLOWING YEAR.
10. THE CONCRETE PAVEMENT THAT REMAINS ON THE LOT WILL NEED TO BE REMOVED FROM THE SITE.
11. REQUIREMENTS FROM THE GENERAL MANAGER OF PRINCETON PUBLIC UTILITIES MEMO DATED APRIL 14TH, 2023 BE FOLLOWED.

EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.7. Rezoning of PID 24-032-1100 - Resolution 23-35, and Ordinance 834 - FIRST READING

The City of Princeton, in 2018, adopted a new Airport Master Plan. This Plan removed the crosswind runway from future development plans of the airport. The City's Airport Ordinance, adopted in 1978, reflects two runways. The City held a Joint Planning Board meeting with Mille Lacs County, Sherburne County, Baldwin Township, Blue Hill Township, Greenbush Township, and Princeton Township on April 10th, 2023 for the Public Hearing. The approval of the Airport Zoning Ordinance Amendment has been sent to the State for final approval.

With the removal of the crosswind runway, the parcel sections that had the Airport overlay on them will no longer be impacted by the provisions of the crosswind runway. The final step is to remove the 0-1, Airport Zoning designation from the Zoning Map and Future Land Use Map.

There is a total of four property sites the Airport Zoning designation will be removed from. Each property site will have its own public hearing and Resolution. The four sites are PID's #24-032-2200, #24-032-1100, #24-032-3202, and #24-032-0800.

The property site of #24-032-1100 is owned by the City of Princeton. This property site is currently zoned R-3, Multiple Family Residential and 0-1 Airport. The full property will be designated R-3 Residential Zoning with the Rezoning Amendment. The Future Land Use Map has the site designated as Park & Open Space and will be amended to High Density Residential.

The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common review standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

The Planning Commission held a public hearing on May 15th, 2023 for the rezoning of the property site, PIO #24-032-1100 and approved the removal D-1, Airport Zoning designation area and have the full property zoned R-3, Multiple Family Residential and amend the Future Land Use Map from Park & Open Space to High Density Residential and forward the recommendation of Ordinance #834 and Resolution #23-35 to the City Council to hold a first reading May 25th, 2023.

EDMONDS MOVED TO APPROVE RESOLUTION 23-35 AND INTRODUCE ORDINANCE 834 WITH THE FOLLOWING CONDITIONS:

1. THE PROPOSED ACTION HAS BEEN CONSIDERED IN RELATION TO THE SPECIFIC POLICIES AND PROVISIONS OF AND HAS BEEN FOUND TO BE CONSISTENT WITH THE OFFICIAL CITY COMPREHENSIVE PLAN.
2. THE PROPOSED USE IS OR WILL BE COMPATIBLE WITH PRESENT AND FUTURE LAND USES OF THE AREA.
3. THE PROPOSED USE CONFORMS WITH ALL PERFORMANCE STANDARDS CONTAINED IN THIS CODE.
4. THE PROPOSED USE CAN BE ACCOMMODATED WITH EXISTING PUBLIC SERVICES AND WILL NOT OVERBURDEN THE CITY'S SERVICE CAPACITY.
5. TRAFFIC GENERATION BY THE PROPOSED USE IS WITHIN CAPABILITIES OF STREETS SERVING THE PROPERTY.

EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.8. Rezoning of PID 24-032-0800 - Resolution 23-36, and Ordinance 835 - FIRST READING

The property site of #24-032-0800 is owned by Phoenix Capital, LLC and they have completed the Rezoning application. This property site is currently zoned R-3, Multiple Family Residential, C-1, Conservation, and D-1 Airport. The full property will be designated R-3 Residential Zoning with the Rezoning Amendment. The Future Land Use Map has the site designated as Park & Open Space and will be amended to High Density Residential.

The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common re- view standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

The Planning Commission held a public hearing on May 15th, 2023 and approved the rezoning of the property site, PIO #24-032-0800 to remove C-1, Conservation, and D-1, Airport Zoning designation areas and have the full property zoned R-3, Multiple Family Residential and amend the Future Land Use Map from Park & Open Space to High Density Residential and forward the recommendation to the City Council to hold a first reading May 25th, 2023, of Ordinance #835 and Resolution #23-36.

HALLIN MOVED TO APPROVE RESOLUTION 23-36 AND INTRODUCE ORDINANCE 835 WITH THE FOLLOWING CONDITIONS:

1. THE PROPOSED ACTION HAS BEEN CONSIDERED IN RELATION TO THE SPECIFIC POLICIES AND PROVISIONS OF AND HAS BEEN FOUND TO BE CONSISTENT WITH THE OFFICIAL CITY COMPREHENSIVE PLAN.
2. THE PROPOSED USE IS OR WILL BE COMPATIBLE WITH PRESENT AND FUTURE LAND USES OF THE AREA.
3. THE PROPOSED USE CONFORMS WITH ALL PERFORMANCE STANDARDS CONTAINED IN THIS CODE.
4. THE PROPOSED USE CAN BE ACCOMMODATED WITH EXISTING PUBLIC SERVICES AND WILL NOT OVERBURDEN THE CITY'S SERVICE CAPACITY.
5. TRAFFIC GENERATION BY THE PROPOSED USE IS WITHIN CAPABILITIES OF STREETS SERVING THE PROPERTY.

REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.9 Rezoning of PID 24-032-3202 - Resolution 23-37, and Ordinance 837 - FIRST READING

The property site of #24-032-3202 is forfeited property. At this time, the property cannot be built on because it is in the wetlands. This property site is currently zoned C-1, Conservation with a portion designated D-1, Airport. The property will be rezoned to R-3, Multiple Family Residential with the D-1, Airport area and C-1, Conservation Zoning removed. The Future Land Use Map has the designation as Park & Open Space and this will be amended to High Density Residential. If in the future there is a possibility an area of the land is buildable, the proposed rezoning would coincide with the adjoining property.

The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common re- view standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

The Planning Commission held a public hearing on May 15th, 2023 and approved the rezoning of the property site, PIO #24-032-3202 to remove D-1, Airport Zoning designation and the C-1, Conservation area and have the full property zoned R-3, Multiple Family Residential and amend the Future Land Use Map from Park & Open Space to High Density Residential and forward the recommendation to the City Council to hold a first reading May 25th, 2023, of Ordinance #837 and Resolution #23-37.

HALLIN MOVED TO APPROVE RESOLUTION 23-37 AND INTRODUCE ORDINANCE 837 WITH THE FOLLOWING CONDITIONS:

1. THE PROPOSED ACTION HAS BEEN CONSIDERED IN RELATION TO THE SPECIFIC POLICIES AND PROVISIONS OF AND HAS BEEN FOUND TO BE CONSISTENT WITH THE OFFICIAL CITY COMPREHENSIVE PLAN.
2. THE PROPOSED USE IS OR WILL BE COMPATIBLE WITH PRESENT AND FUTURE LAND USES OF THE AREA.
3. THE PROPOSED USE CONFORMS WITH ALL PERFORMANCE STANDARDS CONTAINED IN THIS CODE.
4. THE PROPOSED USE CAN BE ACCOMMODATED WITH EXISTING PUBLIC SERVICES AND WILL NOT OVERBURDEN THE CITY'S SERVICE CAPACITY.
5. TRAFFIC GENERATION BY THE PROPOSED USE IS WITHIN CAPABILITIES OF STREETS SERVING THE PROPERTY.

REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.10 Rezoning of PID 24-032-2200 - Ordinance 836 - FIRST READING

The property site of #24-032-2200 is owned by John Stenslie. Mr. Stenslie supports the removal of the D-1, Airport designation and has signed the Rezoning application. This property site is currently zone R-3, Multiple Family Residential with a southeast corner having the designation of D-1 Airport. The full property will be designated R-3 Residential Zoning. The Future Land Use Map has the site designated as High Density Residential and that will remain.

The Zoning Ordinance does not outline specific factors upon which a proposed amendment should be considered; therefore, staff is providing the following factors, which are common re- view standards from other ordinances;

1. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the official City Comprehensive Plan.
2. The proposed use is or will be compatible with present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this code.
4. The proposed use can be accommodated with existing public services and will not overburden the city's service capacity.
5. Traffic generation by the proposed use is within capabilities of streets serving the property.

The Planning Commission held a public hearing on May 15th, 2023 for the rezoning of the property site, 1701 First Street, PID #24-032-2200 to remove D-1, Airport Zoning designation area and have the full property zoned R-3, Multiple Family Residential and approved the rezoning amendment and forward the recommendation to the City Council to hold a first reading of Ordinance #836 on May 25th, 2023.

HALLIN MOVED TO INTRODUCE ORDINANCE 836 WITH THE FOLLOWING CONDITIONS:

1. THE PROPOSED ACTION HAS BEEN CONSIDERED IN RELATION TO THE SPECIFIC POLICIES AND PROVISIONS OF AND HAS BEEN FOUND TO BE CONSISTENT WITH THE OFFICIAL CITY COMPREHENSIVE PLAN.
2. THE PROPOSED USE IS OR WILL BE COMPATIBLE WITH PRESENT AND FUTURE LAND USES OF THE AREA.
3. THE PROPOSED USE CONFORMS WITH ALL PERFORMANCE STANDARDS CONTAINED IN THIS CODE.
4. THE PROPOSED USE CAN BE ACCOMMODATED WITH EXISTING PUBLIC SERVICES AND WILL NOT OVERBURDEN THE CITY'S SERVICE CAPACITY.
5. TRAFFIC GENERATION BY THE PROPOSED USE IS WITHIN CAPABILITIES OF STREETS SERVING THE PROPERTY.

REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.11 Bill List

HALLIN MOVED TO APPROVE THE MAY 11TH, 16TH, AND 25TH, 2023 CHECK REGISTERS CONTAINING CHECKS 86599 TO 86658 IN THE AMOUNT OF \$431,322.45, AND THE PAYROLL ELECTRONIC PAYMENTS AS NOTED ON THE PAY PERIOD 10 TRANSMITTAL REGISTER IN THE AMOUNT OF \$76,402.38 AND PAY PERIOD 10 CHECK REGISTER IN THE AMOUNT OF \$181,394.19 (EQUALS THE AMOUNT OF CHECK 86602). J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

7.12 City Administrator Bi-Weekly Report

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

Airport

There is no update regarding the AWOS relocation. A preconstruction meeting was held regarding the beacon replacement project, work should commence soon.

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

Development

A Groundbreaking for the Glenn Metalcraft/Elemet Group project has been scheduled for June 1 at noon.

Finance

Staff continues to work with Abdo and Smith Schafer on compiling information for completion of the audit.

Infrastructure

A preconstruction meeting for the Princeton Business Park infrastructure project has been scheduled for June 1 at 1:00 pm.

On Wednesday, May 17, representatives from the Greater Minnesota Park and Trail Commission were in town inspecting the Great Northern Trail as part of the application for regional designation. Public Works Director Gerold was present at the meeting at the Great Northern Depot.

Personnel

Work continues on the Personnel Manual.

The Fire Department is developing a process to appoint the Assistant Chief and Captains versus electing them. McPherson reviewed the draft document and provided input; the document will be presented to the members at their Annual Business meeting in June.

Public Works Director Gerold and McPherson attended a webinar on May 16 regarding the Federal Drug/Alcohol Testing Clearinghouse. It was quite informative.

Legislative Monitoring

The legislative session adjourns May 22. There are a number of webinars scheduled by both LMC and CGMC that will provide a review of the various bills and their impacts on cities. Of interest is the pas-sage of the LGA revised formula and additional funding that cities will receive. For the City of Princeton, it appears that we will receive an additional \$220,705 in 2024 over 2023.

Upcoming Meeting/Event Reminders

- May 22-24 – McPherson is out of the office visiting family and will return Thursday, May 25 and will be present for the City Council meeting. She can be reached by phone or email if needed.
- May 30 – Special meeting of the Mille Lacs County Board of Commissioners. Start time 4:00pm at the Historic Courthouse in Milaca.
- June 1 – Groundbreaking, Glenn Metalcraft/Elemet Group at Princeton Business Park
- June 1 – Study Session, Joint Meeting with Princeton Public Utilities Commission.

6. Committee Reports

J Gerold reported that the Chamber meeting was just the final planning for Rum River Festival.

Edmonds advised that the PUC meeting included discussions on the Water Study, a Rebate Program, the planned cleaning of the south water tower, and the Wellhead Protection plan.

7. Adjournment

HALLIN MOVED TO ADJOURN THE MEETING AT 8:08 PM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Thom Walker,
Mayor