

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
JUNE 6, 2023, 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, Jack Edmonds, and Jeff Reynolds. Others present: City Administrator Michele McPherson, Community Developer Planner Stacy Marquardt, Clerk Shawna Jenkins, Public Works Director Bob Gerold, Wastewater Plant Manager Chris Klinghagen, Police Chief Todd Frederick, Fire Chief Ron Lawrence, Technology Services Manager Ed Yost, Liquor Store Manager Dylan Donner, and Attorney Damien Toven. Absent was Councilor Jenny Gerold and Public Utility Manager Keith Butcher.

**2. Pledge of Allegiance**

**3. Agenda Additions / Deletions**

HALLIN MOVED TO APPROVE THE AGENDA AS PRESENTED. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**4. Consent Agenda**

- 4.1. Authorize Execution of Contract with Sunrise Wellness, Officer Wellness Checks
- 4.2. May 25, 2023 EDA Minutes
- 4.3. May 15, 2023 Planning Commission Minutes
  - 4.3.1. Informational Only - Conditional Use Permit Request for 210 19th Ave N
- 4.4. Accept Central Minnesota Emergency Services Grant in the Amount of \$725
- 4.5. Approval to Hire Anya Byman as Splash Park Attendant
- 4.6. Authorization to Modify the Schedule of Paid Holidays to Include Juneteenth

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. REYNOLDS 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.***

Pastor Bob Hasinfelt from First Baptist Church, and the Princeton Pantry stated that the parking lot was purchased by the city many years ago as parking was needed. The Pantry alone needs spaces for the Food Shelf volunteers and the many families that visit monthly.

Alvin Kleingartner from First Congregational Church said they do not have enough parking and depend on this parking lot. It is used by a few churches, the School District, apartments and businesses. He feels the city is obligated to provide parking for the public and adjacent landowners.

Eldon Johnson is disappointed and feels there will be an issue if there is no parking lot available here.

Tammy Donner does not know where people are going to park if this lot is sold.

Walker stated that this will be on the June 22<sup>nd</sup> agenda, they are welcome to come to that meeting as well.

**6. Old Business**

**6.1. Ordinance 834 - Rezoning of PID 24-032-1100 - FINAL READING**

Marquardt stated that there have been no changes to any of the ordinances since the first reading.

HALLIN MOVED TO APPROVE ORDINANCE 834 REZONING OF PID 24-032-1100. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **6.2. Ordinance 835 - Rezoning of PID 24-032-0800 - FINAL READING**

EDMONDS MOVED TO APPROVE ORDINANCE 835 REZONING OF PID 24-032-0800. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **6.3. Ordinance 836 - Rezoning of PID 24-032-2200 - FINAL READING**

HALLIN MOVED TO APPROVE ORDINANCE 836 REZONING OF PID 24-032-2200. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **6.4. Ordinance 837 - Rezoning of PID 24-032-3202 - FINAL READING**

HALLIN MOVED TO APPROVE ORDINANCE 837 REZONING OF 24-032-3202. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

### **7. New Business**

#### **7.1. Resolution 23-44 - Approve Donation from Fairview Health for Age-Friendly**

Marquardt advised that M. Health Fairview has made a donation to Age-Friendly in the amount of \$1,000 to be used as needed for the age-friendly projects and activities.

HALLIN MOVED TO APPROVE RESOLUTION 23-44 APPROVING THE DONATION FROM FAIRVIEW HEALTH FOR AGE FRIENDLY. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **7.2. Resolution 23-45 Authorizing the Sale of City Owned Property to Dale Shelley**

Marquardt reported that Dale Shelly is interested in purchasing the city owned parcel at 210 4<sup>th</sup> Ave South.

HALLIN MOVED TO APPROVE RESOLUTION 23-45 AUTHORIZING THE SALE OF THE CITY OWNED LOT AT 210 4<sup>TH</sup> AVE SOUTH. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

#### **7.3. Bill List**

HALLIN MOVED TO APPROVE THE MAY 30 AND JUNE 6, 2023 CHECK REGISTERS CONTAINING CHECKS 86659 TO 86719 IN THE AMOUNT OF \$385,037.75, AND THE PAYROLL ELECTRONIC PAYMENTS AS NOTED ON THE PAY PERIOD 11 TRANSMITTAL REGISTER IN THE AMOUNT OF \$75,613.65 AND PAY PERIOD 11 CHECK REGISTER IN THE AMOUNT OF \$118,188.46 (EQUALS THE AMOUNT OF CHECK 86659). EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

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

McPherson reported on her observations and shared the following information from the last update:

##### **Airport**

There is no update regarding the AWOS relocation. Per KLJ, there has been limited movement from MnDOT regarding the City's position. MnDOT is evidently considering our position that the west side is only an option if the City's costs are no greater than if the east side option were selected. This places more funding responsibility on MnDOT and the FAA.

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

### **Development**

A preconstruction meeting for Fountain Place (14th Avenue South and Meadowview Drive) was held on May 31. Silt fence has been installed, so it appears that work is imminent.

The school is seeking a new developer for the property north of the Intermediate School. One developer called to see if “rural” lots without sewer and water would be allowed; they will not.

### **Finance**

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

### **Infrastructure**

The Business Park infrastructure preconstruction meeting was held on June 1. Work is scheduled to start June 26 and will last to the end of September. There may be some long workdays while they are installing the sewer which is very deep.

### **Personnel**

Work continues on the Personnel Manual. It should be given to the Department Managers soon for their review; McPherson has prepared a discussion checklist to assist with the review.

### **Legislative Monitoring**

The Legislature adjourned May 22. LMC conducted a webinar on June 1 to review all of the significant bills impacting cities; the webinar slides were provided in the agenda packet. This was a high-level review; there will be additional webinars on specific topics. LMC has already issued a FAQ on the Paid Family and Medical Leave law.

### **Upcoming Meeting/Event Reminders**

- June 8 – 10 Rum River Festival; schedule attached.
- June 9 – McPherson will be out of the office on a vacation day.

## **8. Committee Reports**

Edmonds reported that the PUC has not met since the last council meeting, but updated the Council that he believes they are starting their capital improvement projects soon.

## **9. Adjournment**

HALLIN MOVED TO ADJOURN THE MEETING AT 7:24PM. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

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Shawna Jenkins Tadych  
City Clerk

ATTEST:

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Thom Walker,  
Mayor