
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Bi-Weekly Administrator's Report**
DATE: June 27, 2024

I have the following observations and information to share from the last update on Jun 11, 2024:

Airport

Work continues on the AWOS project as well as the ALP update.

Baldwin Township

We are in a holding pattern with the Administrative Law Judge regarding Baldwin's request to incorporate.

We continue to work with the Township's Attorney on the ancillary Orderly Annexation Agreements.

Development

Staff continues to work with the developer of the Pontius site. A schedule for the TIF process has been developed and the remaining approvals required will be run concurrently with that process.

The CSAH 4/7th Avenue improvement project is progressing well. So far any complaints, if any, are being handled by WSB staff on site. They are doing their best to door knock and communicate with residents regarding utility shut-offs, mail delivery, trash pick-up, and general access to properties.

If Councilors wish to receive weekly updates regarding the CSAH 4/7th Avenue project, please email: Princeton2024@wsbeng.com and request to be placed on the update list.

Emergency Management

The City's speed trailer was hit by a passing motorist on June 15; the motorist did not stop. The impact was such that the trailer was destroyed. Emergency Manager Lawrence and Police Chief Frederick are working through the insurance claim and arranging for a replacement. Total loss including graphics and miscellaneous items is approximately \$20,000.

Finance

Staff is waiting for the preliminary audit results now that the field work is done.

Work on the 2024 budget will begin soon.

Fire

Staff is completing the remaining tasks for the hiring of the Chief. The psych evaluation is completed and we have outsourced the backgrounding; Mr. Zumberge is filling out the information packet

as we speak. Mr. Zumberge attended breakfast with the Department June 22 and indicated that he enjoyed the meal and the opportunity to meet and talk with the members.

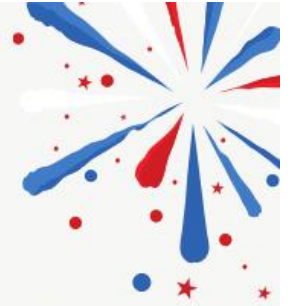
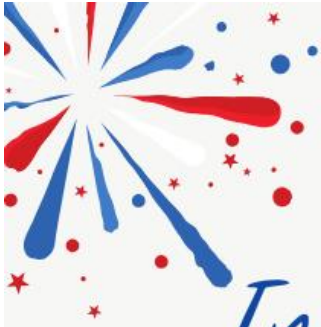
The transition team is now meeting bi-weekly.

Ladder 1 passed its inspection.

Engine 2 is finally back from being repaired. The City received a final bill, but it will not be approved for payment until the Truck Committee is confident that all of the repairs are satisfactory.

Upcoming Meetings and Reminders:

- July 1 – Rescheduled Study Session/Joint meeting with the Airport Advisory Board
- July 4 – City Office Closed; Annual Community Celebration/American Legion Fireworks at the Mille Lacs County Fairgrounds
- July 10 – Fire Advisory Board 7 pm, City Hall
- July 11 – Regular City Council Meeting
- July 15 – Fire Executive Board 7 pm, Public Safety Building
- July 19 to August 2 – I will be working remotely (tentatively) assisting my dad with recovery after spine surgery
- August 7 to 11 – Mille Lacs County Fair



Independence Day Celebration

JULY 4, 2024

MILLE LACS COUNTY FAIRGROUNDS

SSG Mary Horgan Women Warriors Art Display

Food Truck(s)

Bingo: 4-6 pm

Garden Tractor Pull: 6 pm

American Legion Fireworks Display: Dusk



1400 N 3rd Street, Princeton



