

**MINUTES OF THE STUDY SESSION OF THE PRINCETON CITY COUNCIL
HELD ON SEPTEMBER 5, 2024, 4:30 P.M.**

1. Call To Order / Roll Call

Mayor Walker called the meeting to order and led the Pledge of Allegiance to the Flag. Councilors present were Vicki Hallin, Jenny Gerold, Jeff Reynolds and Jack Edmonds. Others present: City Administrator Michele McPherson, Community Developer Planner Stacy Marquardt, Clerk Shawna Jenkins, Public Works Director Bob Gerold, Police Chief Todd Frederick, Wastewater Manager Chris Klinghagen, Fire Chief Steve Zumberge and Liquor Store Manager Dylan Donner.

2. Pledge of Allegiance

3. 2025 Budget

3.1. Engineering Department, Set Office Hours

McPherson stated that she feels Engineering should have their own department code of accounts as it will be easier to track expenses.

Marquardt advised that she spoke with Engineer Edison about having some set hours at the City Hall, which will make scheduling meetings with developers much easier. Edison is also in favor of this. Staff would like the Council's thoughts on this.

The Council was in agreement to set up a code of accounts for Engineering, and for Edison to have some set hours at City Hall.

3.2. Health Insurance Update, Committee Process

McPherson reported that the committee reviewing Health Insurance plans is J Gerold, Karen Hodge, Todd Frederick, Dylan Donner, Chris Klinghagen and Michele McPherson. The group is looking at quotes from the current providers and requesting quotes from a consortium / pool that utilizes Blue Cross Blue Shield.

3.3. Preliminary Capital Improvement Budget Review

McPherson went over the Capital Improvement Plan for each Department. She updated the council with some items that would likely be moved out, a few new additions and some that could be moved or removed entirely.

3.4. Review of General Government Departments

McPherson provided a brief review of the preliminary budget for general government. Under the Mayor and Council fund, she mentioned four memberships and the yearly cost. The two most expensive are the Coalition of Greater MN Cities and the League of MN Cities. Dropping the membership with the Greater Coalition of MN Cities was discussed as the City does not get much in return for the cost of \$9,800 per year.

4. Code of Ordinance Amendments

Title 2 Administration, Chapter 265 Planning Commission & Planning Commission Bylaws Amendment

Marquardt reported that with the Baldwin Incorporation, there are a few ordinances that need to be amended. One change is that the Planning Commission currently allows two Township Residents to be on the Planning Commission as long as they own a business in the City. With Baldwin

now becoming a City, Baldwin Township residents will not qualify and the ordinance and Bylaws will need to be amended.

5. Discussion on EDA Code of Ordinance Language and Bylaws.

Reference to Township member which would now exclude the City of Baldwin.

Marquardt reported that the EDA Bylaws also allow a Township resident to be on the EDA. There is currently a Baldwin resident on the EDA Board, so that member will be removed from the EDA and that seat will become open.

6. Road Closure - 21st Avenue for Public Safety Day

McPherson stated that 21st Ave South will be closed for Public Safety Day on September 7th. She noted that we will put it on the calendar next year so the Council can approve it at an August City Council meeting.

7. Adjournment

J GEROLD MOVED TO ADJOURN THE MEETING AT 6:44 PM. HALLIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

ATTEST:

Shawna Jenkins Tadych
City Clerk

Thom Walker,
Mayor