

**MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON  
NOVEMBER 21, 2023, 7:00 P.M. AT THE PUBLIC SAFETY BUILDING**

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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. Councilors present were Vicki Hallin, Jenny Gerold, Jack Edmonds and Jeff Reynolds. Others present: City Administrator Michele McPherson, Clerk Shawna Jenkins, Police Chief Todd Frederick, Public Works Director Bob Gerold, Wastewater Plant Manager Chris Klinghagen, Fire Chief Ron Lawrence, Attorney Damien Toven and Liquor Store Manager Dylan Donner. Absent was Community Developer Planner Stacy Marquardt, Technology Services Manager Ed Yost and Public Utility Manager Keith Butcher.

**2. Pledge of Allegiance**

**3. Agenda Additions / Deletions**

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

**4. Consent Agenda**

- 4.1. City Council Regular Meeting Minutes of November 9th, 2023
- 4.2. Resolution 23-89 - Calling for Public Hearing for TIF 9-4
- 4.3. Accept Resignation from Paid on Call Firefighter Zach DeValk effective November 15, 2023
- 4.4. Approve Pay Voucher 3 - Business Park Infrastructure
- 4.5. Approve Pay Estimate 4 (Final) - Airport Beacon Project
- 4.6. Resolution 23-88 - Certifying Past Due Invoices to 2024 Property Taxes
- 4.7. Resolution 23-90 - Support for Local Road Improvement Program Grant Application

HALLIN MOVED TO APPROVE THE CONSENT AGENDA. J GEROLD 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**

- 6.1. Ordinance 841 - Vacation of Alley - FINAL READING

McPherson reported that CW Developers is going to be developing this property. There have been no changes since the first reading.

HALLIN MOVED TO APPROVE ORDINANCE 841. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**7. New Business**

- 7.1. Ordinance 843 - Amending Chapter 720 - Parking Restrictions - FIRST READING

Frederick and B Gerold advised that staff met and discussed the necessary ordinance changes now that that the city no longer owns 3 of the parking lots. A small wording change was also suggested regarding snow emergencies.

HALLIN MOVED TO INTRODUCE ORDINANCE 843. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

## 7.2. Bill List

J Gerold questioned the gift cards that were listed as being purchased for the Police Department. Frederick responded that if there are any left over funds after Nite to Unite and Public Safety Day, they purchase gift cards to use for the events the next year.

J Gerold asked about the invoice from Rum River Auto and Princeton Auto Center for the Police Department. Frederick responded that the unmarked squad had some body damage after a pursuit in June, and the Rum River invoice was for a new motor for it.

Walker added that with the damage to the Fire Truck from earlier this year, he is assuming the City's deductible was met long ago. He asked for an update on the Fire Truck and was informed that the work on that should be starting soon.

HALLIN MOVED TO APPROVE THE NOVEMBER 13 AND 21, 2023 CHECK REGISTERS CONTAINING CHECKS 87439 TO 87491 IN THE AMOUNT OF \$551,068.90, AND THE PAYROLL ELECTRONIC PAYMENTS AS NOTED ON THE PAY PERIOD 23 TRANSMITTAL REGISTER IN THE AMOUNT OF \$80,482.12 AND PAY PERIOD 23 CHECK REGISTER IN THE AMOUNT OF \$175,537.97. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

## 7.3. Review Enterprise Budgets - Airport, Liquor, Wastewater

Staff and the Council reviewed the Airport, Liquor and Wastewater budgets for 2024.

## 7.4. City Administrator Bi-Weekly Report

McPherson had the following short list of observations and information to share from the last update:

### **Airport**

We are still seeking applicants to fill the vacancy on the Airport Advisory Board.

### **Budgeting**

Negotiations with the union groups have begun. The first session with LELS (Police), while long, was cordial and productive. There are about five unresolved issues and they needed to take the health insurance information back to their members. A second session has been scheduled for November 27. The first AFSCME session is scheduled for November 22. Once negotiations regarding wages and benefit contributions are complete, the personnel portion of all of the budgets can be revised.

### **Building Inspections**

We have meetings scheduled (independently) with Metro West and MNSpect to plan the transition and work through procedures.

### **Development**

Staff is working with our consultants from Northland Securities on the next TIF request from Pat Briggs for Rum River Residential Estates Phases 3 & 4.

McPherson stated that she received an inquiry from Todd Olin of Land and Resource Consulting regarding the 40-acre Pontius property and whether the City would be interested in a purchase for future industrial development:

**Legislative Happenings**

Congressman Emmer's office has started monthly phone calls to provide updates to constituents. Hopefully the council members all received the initial invite email. McPherson stated that she unfortunately missed the inaugural call, but the next call is scheduled for December 21.

**Upcoming Meetings and Reminders:**

- November 21 – City Council meeting will be held at the Public Safety Building.
- November 23, 24 – Thanksgiving Holiday observance.
- December 7 – Study Session; budget discussion; there will be one additional Council meeting for budget discussion prior to adoption on December 28.
- December 14 – Truth in Taxation hearing.

**8. Committee Reports**

Edmonds reported that the PUC approved the new Safety Training Provider agreement.

**9. Adjournment**

J GEROLD MOVED TO ADJOURN THE MEETING AT 8:04PM. HALLIN 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