August 27, 2020 City Council Meeting  
Aug 27, 2020 7:00 PM CDT

Table of Contents

1. Call to Order - Pledge of Allegiance ................................................................. 2
2. Roll Call - Agenda Additions / Deletions .............................................................. 2
3. Consideration of City Council Meeting Minutes of: ........................................... 2
   3.1. August 6th, 2020 Study Session ................................................................. 2
   3.2. August 13th, 2020 Regular Meeting ............................................................... 5
   3.3. August 21st, 2020 Special Meeting ............................................................... 11
4. Consent Agenda .................................................................................................... 15
   4.1. Permits and Licenses .................................................................................... 15
   4.2. Personnel ..................................................................................................... 15
   4.3. Donations and Designations ....................................................................... 15
5. Open Forum ......................................................................................................... 15
6. Public Hearings .................................................................................................... 15
7. Presentations ........................................................................................................ 15
8. FYI - Reports, Announcements, Correspondence, Boards / Committee Minutes .... 15
   8.1. Princeton Public Utilities Agenda packet for August 26, 2020 ....................... 15
   8.2. Planning Commission Minutes of August 17, 2020 ........................................ 26
9. Petitions, Requests and Communications ............................................................. 32
   9.1. Mille Lacs Co Relay for Life Special Event Permit for August 30 ..................... 32
   9.2. FEMA Approval for Sherburne County Mitigation Plan .................................. 38
   9.3. Allow the Emergency declaration to expire on midnight 8-27-20 ..................... 40
10. Ordinances and Resolutions ................................................................................ 40
11. Unfinished Business ........................................................................................... 40
   11.1. Public Safety Storage building Site Plan ...................................................... 40
   11.2. Letter of Support for Simulcast System Grant .............................................. 46
12. New Business ...................................................................................................... 47
   12.1. Princeton Fire Relief Association Retirement Benefit Increase request .......... 47
   12.2. Adoption of MN State Fire Code ................................................................. 49
   12.3. Request for Disposition of Squad car ......................................................... 50
13. Bill List ................................................................................................................ 51
14. Miscellaneous ..................................................................................................... 52
15. Adjournment ....................................................................................................... 52
MINUTES OF A STUDY SESSION OF THE PRINCETON CITY COUNCIL
HELD ON AUGUST 6 2020 4:30 P.M.

Mayor Brad Schumacher called the meeting to order. Council members present were Jack Edmonds, Jenny Gerold, Jules Zimmer and Jeff Reynolds. Staff present, Administrator Robert Barbian, Finance Director Steve Jackson, Public Works Director Bob Gerold, Community Development Specialist Stephanie Hillesheim, Police Chief Todd Frederick, Clerk Shawna Jenkins, Wastewater Plant Manager Chris Klinghagen, Liquor Store Manager Nancy Campbell and Fire Chief Ron Lawrence.

Accept donation of land from Roger, Richard and Cheryl Anderson

Barbian reported that Roger, Richard and Cheryl Anderson own a parcel on West Branch that they are interested in donating to the City.

J Gerold stated that in a letter / memo from WSB, it was stated that they were providing fill in exchange for the easement. Richard Anderson stated that WSB did not request the easement they were supposed so, and the fill was provided in exchange for the easement.

J Gerold asked why they did not accept the fill, as it would have helped make it a buildable lot. Richard Anderson responded that they are not in the development field. They had spoken with both Howard Homes and RW builders and they were not interested in the property at that time.

Schumacher said his concern is that if the city were to accept that land, it would likely end up as low-income housing. The market is geared towards market rate housing right now. Richard Anderson said it is going into Tax Forfeiture on Sept 30th, as they have not been paying the assessments on the property. The property is currently for sale, and they were contacted by a prospective buyer.

Schumacher asked Jackson how much time the City needs to make a decision. Jackson responded that if the Council were to accept the donation, they would make the payment on the assessment. The last meeting in September is the 24th, which is prior to the Tax Forfeiture date.

Edmonds asked if the assessment could be extended, in whatever process that may require. J Gerold said the total owed is about $29,000 in past due and future assessments. She thinks everyone should drive by the lot and take a look at it.

Schumacher asked Reynolds if the Planning commission has looked at this parcel at all. J Gerold said the lot has a considerable drop, which would need a lot of fill added to make it buildable. During the West Branch project, Anderson’s were offered 2900 cupid yards of fill, and they did not accept that.

Schumacher thanked Anderson’s for the offer, and with the Tax forfeiture being at the end of September, it will allow the Council some time to review the property.

Hazard Mitigation Plan

Lawrence advised that the City has been contacted by Sherburne County Emergency Management and is asking that the city consider adopting the Sherburne County Hazard Mitigation Plan. The City Emergency Management team has been working with Sherburne County Emergency Management on completing an All Hazards Mitigation Plan.

The Hazard Mitigation Grant Program structures the implementation of long-term mitigation measures following a major disaster declaration for events like floods, tornados, etc. Mitigation is any sustained action taken to reduce or eliminate the long-term risk to human life and property and focuses on breaking the cycle of disaster damage, reconstruction, and repeat-
Hazard mitigation planning is an important aspect of a successful mitigation program which aids in the process of setting short and long-range mitigation goals and objectives.

All mitigation projects must be cost-effective, meet both engineering and technical feasibility criteria, and clear Environmental Planning and Historic Preservation requirements in accordance with the Hazard Mitigation Assistance Unified Guidance. Other eligibility requirements include: National Flood Insurance Program (NFIP) participation and participation in a Hazard Mitigation Plan.

The HMGP program is funded by the Federal Emergency Management Agency (FEMA) and is administered by the State. Federal funding for eligible mitigation projects is available for certain mitigation projects.

The Sherburne County plan is 4 pages long and staff is not sure when it was last updated. The council was provided the plan to review. In any event, adoption is recommended.

Jenkins added that she was asked to remove the Resolution, and put it on the agenda for the next meeting, so the Council can approve it then.

City – County Cooperation on Simulcast System Discussion

Zimmer reported on the recent meeting regarding the Simulcast System. The County is going to draft a resolution.

Frederick said he wanted to be sure that Omann has the grant. In addition to the County drafting the Resolution, he is also waiting on the Letter of Support. As of this morning, the Sheriff was waiting for a date of the next meeting. The Council is in support of moving this forward.

Zimmer added that they talked about getting figures and the grant numbers together and go from there.

Police Department Squad Computer CIP Purchase

The Princeton Police Department’s IT Specialist has been working on developing quotes for replacing squad computers (Panasonic Toughbook FZ-55). I have currently budgeted in the 2020 CIP to purchase computers for the department squad cars along with one extra as a backup computer. The budgeted amount for the computers, software, equipment and install is 35,000.00.

The breakdown of the above cost is below:
1. $2,372.00 per computer for a total of $18,976.00 through Baycom.
2. $249.00 per software license for a total of $1,743.00
3. $9,289.00 for equipment and install
4. $550.00 for software install, IT department
5. $400.00 misc. hardware (example: cables and power hubs)
Total approximate cost for project $30,958.00

• Second quote (Compar) is the State Bid with the computer cost of $2,424.00 for a total of $19,392.00 which is a total of $416.00 dollar difference from recommended quote.
If the council is still ok with this CIP purchase of 35,000.00, I would like to proceed with this as soon as possible as we are starting to having a number of different issues with our current computers. With the above recommended bid (Baycom) which is an in-state company we will be under the budgeted amount for the 2020 CIP request.

ZIMMER MOVED TO APPROVE THE CIP PURCHASE OF THE POLICE DEPARTMENT SQUAD COMPUTERS FROM BAYCOM FOR THE ESTIMATED COST OF $30,958.00, BUT NOT TO EXCEED THE CIP AMOUNT OF $35,000. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

City Trails

Zimmer reported that the Park Board would like for the trails to be plowed of snow in the winter. It would be at the discretion of Public Works in terms of priority, etc. Schumacher would like to see a map created to show which are trails would be plowed. The Park Board had also requested that the County trails would be cleared as well, so that should be discussed with the County during one of the meetings.

Schumacher likes that we are discussing these items now, so things can be decided on prior to the winter season

City Logo Discussion

Zimmer advised that the Park Board did not like any of the new logos presented. They felt that the current logo was better than any of the new ones. One member said they do not pop out at you and the current logo is more identifiable. He said he explained that the logo update was done in conjunction with the new website.

Hillesheim reported that the new website rolled out Monday and she provided a brief tour of the new website.

Zimmer, Schumacher and J Gerold all said the new website looks great.

Adjournment

ZIMMER MOVED TO ADJOURN THE STUDY SESSION AT 6:32PM. J GEROLD SECONDED THE MOTION. MEETING ADJOURNED

Respectfully Submitted,

_______________________
Shawna Jenkins Tadych
City Clerk

______________
Brad Schumacher, Mayor
MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD ON AUGUST 13, 2020 7:00 P.M.

Mayor Brad Schumacher called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were Jack Edmonds, Jenny Gerold, Jules Zimmer and Jeff Reynolds. Others present: City Administrator Robert Barbian, Finance Director Steve Jackson, Police Chief Todd Frederick, Public Works Director Bob Gerold, Community Development Specialist Stephanie Hillesheim, Clerk Shawna Jenkins, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, Wastewater Plant Manager Chris Klinghagen and Attorney Damien Toven.

AGENDA ADDITIONS/DELETIONS

Schumacher stated that there is an addition to the original agenda that was sent out Tuesday. Under the bill list, Real estate taxes for land purchase.

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

PROMOTION OF PFRD PROBATIONARY FIREFIGHTERS

Lawrence announced the promotion of our newest Firefighters from Probationary Status to Regular Firefighter Status.

The five new regular Firefighters are:
Shawn Aaseby
Brandon Bedbury
Joe Kiel
Dan Stoltenberg
Justin Suckut

They were sworn in by Administrator Barbian.

CONSIDERATION OF MINUTES

A. Regular meeting Minutes of July 23, 2020

J GEROLD MOVED TO APPROVE THE JULY 23, 2020, MINUTES. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

CONSENT AGENDA

A. Permits and Licenses
B. Personnel
C. Donations and Designations
   1. Resolution 20-46 – accept donation from Fairview Health Services for Rockn on the Rum

ZIMMER MOTIONED TO APPROVE THE CONSENT AGENDA. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Zimmer thanked Hillesheim for the hard work she has done on this program.
OPEN FORUM

Kevin Gerrard asked if there was any progress on his previous concern regarding the dealership near his home. Toven responded that he is aware of his concerns, staff has reviewed the conditional use permits and the site, and have not found any violations. He will be sending a letter out to Gerrard regarding his concerns.

Tim Hennagir asked for clarification on the affidavits of candidacy. He could not read them very well, so asked for their addresses to make sure he has them correct.

PUBLIC HEARINGS - None

PRESENTATIONS / SPEAKERS - None

FYI – REPORTS, ANNOUNCEMENTS, CORRESPONENCE AND BOARDS / COMMITTEES

A. Planning Commission Minutes of July 20, 2020
B. Airport Board Minutes of July 6, 2020
C. Park Board Minutes of June 22, 2020

Hennagir asked for some clarification on the Park Board minutes when the Park Project and Grant was discussed.

Zimmer said there was a lengthy discussion regarding the ideas on funding. The Park board was concerned that the original estimates were low, and questioned why the City did not know where their share was going to come from before applying for the grant. They asked if there should be some type of Policy in place for these types of situations. He stated he has been satisfied with how staff and the Council has handled the projects and grants. The Council does not approve things blindly, there is always a means of getting where we want to go. He gave a hats off to Finance Director Jackson, as he always gets a straight answer and great ideas.

PETITIONS, REQUESTS, AND COMMUNICATIONS - NONE

ORDINANCES AND RESOLUTIONS

A. Ord 797 - providing use of slaughterhouse activities in the B3 & N-1 – FIRST READING

Dewitt’s memo advised that Carla Mertz approached the City in regards to wanting to bring a slaughterhouse business in the City. Currently, the City of Princeton does not have a Slaughterhouse Ordinance where it is an allowable use. Mertz explained to the Planning Commission at their May 18th meeting her experience in the slaughterhouse business and with this pandemic has mad awareness of the need for slaughterhouses. She had a site she was interested in that was located in the B-3 district and then a second choice of hers is in the process of being annexed into the City and zoned MN-1 Industrial.

The Planning Commission Board directed staff to draft an Ordinance that was received at their June 15th meeting, and they moved to hold a public hearing on July 20th. The Ordinance reads that...
a Slaughterhouse would be permitted with a Conditional Use Permit in the B-3 General Commercial District and the MN-1 Industrial District. The City council received a copy of the draft at their July 9th meeting.

**AMENDMENT REVIEW STANDARDS**

1. The proposed action has been considered in relation to the specific policies and provisions 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 can be accommodated with existing public services and will not overburden the City’s service capacity.

4. Traffic generation by the proposed use is within capabilities of streets serving the property.

The Planning Commission held a public hearing on July 20th and moved to recommend approval to the City Council.

ZIMMER MOVED TO APPROVE ORDINANCE 797. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Res 20-45 – Approve Hazard Mitigation Plan

ZIMMER MOVED APPROVE RESOLUTION 20-45 APPROVING A HAZARD MITIGATION PLAN. REYNOLDS SECONDED THE MOTION.

J Gerold had some questions regarding some of the language regarding the financing. Lawrence said he would need to get some numbers. Items will need to be added to the CIP, and they can see what grants may be available.

J Gerold asked about the River level gauges. B Gerold said be believes those will be installed soon.

Schumacher asked if the City will also be reviewing the Mille Lacs plan that was last done in 2012. Lawrence said he has spoken with their Emergency Manager and they will be reviewing and updating theirs as well.

THE MOTION CARRIED UNANIMOUSLY.

**UNFINISHED BUSINESS**

A. City – County Cooperation on Simulcast System discussion

Zimmer said he does not have any updates. Frederick said he spoken with Sheriff Lorge and he does not have an update at this time either. He believes the County is going forward with their resolution next week. A similar resolution would come to the City Council for approval.

Reynolds asked Frederick if he has received any grant information from Commissioner Reynolds
Princeton City Council Minutes  
August 13, 2020  
Page 4

as of yet. Frederick responded that he has been in touch with her, and should have that soon.

NEW BUSINESS

A. Amended and restated power purchase agreement

PUC General Manager Keith Butcher’s memo reported that in an effort to reduce administrative burdens, expand to include large customer-owned Distributed Energy Resource (DERs), and update the language in the Power Purchase agreement to align with the standard Municipal Minnesota Distributed Energy Resources Interconnection Process (M-MIP), Princeton Public Utilities requests that the Princeton City Council approve SMMPA’s Amended and Restated Power Purchase Agreement Relating to Qualifying Facilities.

BACKGROUND INFORMATION

Princeton Public Utilities has been a member of Southern Minnesota Municipal Power Agency (SMMPA) for many decades. That relationship is defined under a Power Purchase Agreement and includes an Amendment to include Qualifying Facilities as defined under the federal Public Utility Regulatory Policies Act (PURPA) originally enacted in 1978.

The revisions to the existing SMMPA PURPA amendment, last updated in 2011, covers three main areas.

1. The existing contract lays out the agreement and process for the purchase of the output from customer-owned Distributed Energy Resources (DERs) of less than 40 kW. This required monthly reporting which, for such small facilities, has become administratively burdensome. The revised contract changes this to an annual basis with the purchases continuing at the members’ average retail utility energy rate per state statute.

2. The existing contract does not address purchases from facilities 40 kW and larger. The revised contract lays out the agreement and process for the purchase of the output from customer-owned DERs of 40 kW and above. This is to be done on a monthly basis and the purchases made at SMMPA’s seasonal estimated time-of-use marginal energy costs.

3. The contract language is also updated to align with the standard Municipal Minnesota Distributed Energy Resources Interconnection Process (M-MIP) which SMMPA and its membership worked through with the Minnesota Municipal Utilities Association (MMUA).

RECOMMENDATION

On July 29th, 2020, the Princeton Public Utilities Commission supported the adoption of the Amended and Restated Power Purchase Agreement Relating to Qualifying Facilities and requests approval by the City Council.

EDMONDS MOVED TO APPROVE THE ADOPTION OF THE AMENDED AND RESTATED POWER PURCHASE AGREEMENT. ZIMMER SECONDED THE MOTION. VOTE 3:2. EDMONDS, ZIMMER AND J GEROLD IN FAVOR, SCHUMACHER AND REYNOLDS OPPOSED, THE MOTION CARRIED.

B. Consider November 3rd Ballot Question to eliminate Princeton Public Utilities Commission – MN Statute 412.391

Schumacher stated he understands the employees of Princeton Public Utilities are hard workers,
but he has some concerns with the management. If this was to pass, the Commission would no longer exist and the City Council would oversee the utilities. Clerk Jenkins stated she confirmed with Mille Lacs County Commissioner Eric Bartusch that the question would need to be sent to him by Friday, August 21st at 4:30pm.

Commissioner Greg Hanson said it would be a large undertaking for the Council to take over the utilities. The City Council’s responsibility is to the residents of the City. The Commission’s is to serve the rate payers by providing good clean water and electric utilities, with the commissioners not worrying about getting elected.

Zimmer stated that the PILOT Ad Hock committee has met 3 times. The biggest thing accomplished so far is establishing some trust. They are moving forward to having a real partnership. Their next meeting is August 21st. He felt they were getting somewhere, and then this appeared on the agenda. He feels like they are being undermined. The PILOT program has not been cancelled, but just the payments have stopped due to financial issues.

J Gerold stated she has offered some suggestions, and none were looked at seriously. She suggested that they could transfer some extra from the water account, but they said it was not allowed. She heard elsewhere that it was allowed. Big projects could also be bonded for instead of paid for outright.

J Gerold added that there have been 5 months of no PILOT payments, but that fund has the same balance as it did in December. She asked if they had a plan in place. Hanson responded that at the next work study meeting, they are going to see if they can move some funds from the water fund, as the rules have recently changed that would allow them to do that.

J Gerold said she has mixed feelings on this whole thing, and is very conflicted in what to do. She feels that in the last year and a half the PUC has not been making decisions based on what is best for the community.

J Gerold suggested the Council hold a special meeting on Friday August 21st so the Council can determine the route to take on this.

Schumacher stated George Freichels was recently quoted in the paper as saying “if everything goes right, you don’t hear a thing. If something goes wrong, you hear about it really fast”. He feels that statement is very correct.

Edmonds said maybe it is time for a 5-person committee.

Schumacher stated that the commission could be eliminated, but the current staff would still operate Princeton Public Utilities. This would allow the residents to have a say with different leadership.

Edmonds added that you cannot compare a public utility to other utility companies, as they are tax exempt. Instead of property taxes, they have been paying Payment in Lieu of taxes.

Reynolds commented that the Council oversees several departments that there is not a commission for, and does not see this any differently. He has been asking for the Commission to be increased to 5 people since he has been on the Council.

Greg Hanson added that there is a difference between listening and doing. Yes, the Commission needs to listen, but they also need to do what is best for that business. The PILOT committee will be meeting again on August 21st.
Schumacher said taking the suggestion of J Gerold, he would like to have a special meeting on August 21st at 3pm. The agenda item for the special meeting at 3pm, will say “to consider the November 3rd ballot question to eliminate the PUC, citing statute. 412.391. He asked if he can call for the meeting as the Mayor. Toven replied that the Mayor can call a special meeting, or 2 council members.

Hennagir asked if the Council would be willing to make some type of trade, and agree to a 5-person commission instead. Schumacher responded that it is a legislative bill that needs to be done, and it is a pretty lengthy process.

J Gerold added she isn’t sure what the city could have to trade. Zimmer said he is also not sure what we would trade, but would be okay with a 5-person commission. Reynolds stated he would like to see the City Council in control of Princeton Public Utilities.

**BILL LIST**

A. Real Estate tax payment for land purchase

Barbian advised that staff was looking for approval to pay the $1.514.00 property taxes on the land that will be purchased for the public safety storage building.

REYNOLDS MOVED TO APPROVE THE TAXES OF APPROXIMATELY $1514.00 BE PAID FOR THE LAND THAT WILL BE PURCHASED FOR THE PUBLIC SAFETY STORAGE BUILDING. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ZIMMER MOVED TO APPROVE THE BILL LIST WHICH INCLUDES THE MANUAL CHECKS AS LISTED ON THE MANUAL BILL LIST FOR A TOTAL OF $234,289.61 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 81554 TO 81637 FOR A TOTAL OF $366,593.59. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**MISCELLANEOUS**

ADJOURNMENT
There being no further business:

ZIMMER MOVED TO ADJOURN THE MEETING AT 8:37PM. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Shawna Jenkins Tadych
City Clerk

ATTEST:

Brad Schumacher, Mayor
MINUTES OF A SPECIAL MEETING OF THE PRINCETON CITY COUNCIL
HELD ON AUGUST 21ST 2020 3:00 P.M.

Mayor Brad Schumacher called the meeting to order. Council members present were Jack Edmonds, Jenny Gerold, Jules Zimmer and Jeff Reynolds. Staff present, Administrator Robert Barbian, Finance Director Steve Jackson, Public Works Director Bob Gerold, Community Development Specialist Stephanie Hillesheim, Police Chief Todd Frederick, Clerk Shawna Jenkins, and Wastewater Plant Manager Chris Klinghagen.

Agenda Additions / Deletions

ZIMMER MOVED TO ADD AN OPEN FORM TO THE AGENDA TO ALLOW THOSE IN ATTENDANCE TO SPEAK. EDMONDS SECONDED THE MOTION. VOTE: 2:3, ZIMMER AND EDMONDS IN FAVOR, SCHUMACHER, J GEROLD AND REYNOLDS OPPOSED. THE MOTION FAILED.

EDMONDS MOVED TO READ PUC CHAIRPERSON GREG HANSON’S STATEMENT THAT HE SENT TO STAFF AND THE COUNCIL. ZIMMER SECONDED THE MOTION. VOTE: 2:3, EDMONDS AND ZIMMER IN FAVOR, SCHUMACHER, J GEROLD AND REYNOLDS OPPOSED. THE MOTION FAILED.

REYNOLDS MOVED TO APPROVE THE AGENDA. J GEROLD SECONDED THE MOTION. VOTE 4:1, REYNOLDS, J GEROLD, SCHUMACHER AND ZIMMER IN FAVOR, EDMONDS OPPOSED. THE MOTION CARRIED.

Consider November 3rd, 202 ballot question “shall the public utility commission be abolished” – Mn Statute 412.391, subd 2

Zimmer reported that the PILOT ad hoc committee met this morning. The following was discussed and agreed upon:

Agreement was reached to utilize the following principles in reestablishing a long-term PILOT agreement between the City of Princeton and Princeton Utilities.

1. Method to track level of PILOT for water and electric based upon:
   a. A revenue-based percentage of total income, often referred to as Gross Revenues.
   * Adjustments occurs automatically based upon year end audit calculations available 7/1, this providing advance information for budgeting purposes.
   * Use a three-year rolling average based upon year end audit statements.

2. Exchanges of intergovernmental support (Utilities to City & City to Utilities) i.e. labor
   a. Annual schedule of rate costs/values. ie. Man hourly rate, truck & man hourly rate, sewer billing cost, etc.
   b. In-kind services to be approved administratively & as appropriate by governing body.
   c. Services approved in advance and quarterly reported or billed.

In addition to the guiding principles above, the workgroup proposes the following:
Princeton Public Utilities will resume PILOT payments to the City, effective September 1, 2020, in the amount of $4,000.00 per month thru July 1, 2021. This will allow time to the workgroup to continue its work in establishing a long-term PILOT level and methodology that

The ad hoc committee sees this as a good step toward establishing a cooperative arrangement that moves the City of Princeton and Princeton Utilities to a long term mutually beneficial agreement.

Therefore, Councilor Zimmer & Commissioner Hanson recommend that the Princeton City Council not place on the ballot the question of whether or not the Princeton Public Utilities Commission should be abolished.

J Gerold asked if City Staff and PUC staff currently just share support at no charge. Zimmerman responded yes, and this is to just look at the costs so it will be known what those amounts would be for both entities.

Reynolds asked if the agreement is contingent on the Council’s vote whether to place the question on the ballot or not. Zimmerman replied yes, he believe it is.

J Gerold asked what it considered “long term”. Barbian said he recalls the comment, but not what exactly it was.

Schumacher asked who produced the memo. Barbian stated that he put it together, then sent it out to confirm the details and language. Schumacher said it is not on letterhead and not signed. Zimmerman responded that we have an agreement and he believes they are going to follow through with it. He spoke with commissioner Dan Erickson and he agreed that they would follow through the agreed upon the terms, and payment of $4000 per month to begin September 1st.

Schumacher asked where the payments are for April through August. Zimmerman stated that by law they do not have to pay PILOT fees.

J Gerold clarified that future amounts would be agreed upon and voted on by the council. Zimmer confirmed that was correct.

J Gerold said she also spoke with Dan Erickson and he confirmed with her that he will agree with the ad hoc committee’s recommendation.

While she trusts Zimmerman, her concern is if she can trust the General Manager and the Commission. As it appears, they do not always do what is best for the residents. She would like to see the commission increased to 5. Edmonds agreed and stated he spoke with Sondra Erickson and she would be in favor of going through that process.

Reynolds stated that he did read Commissioner Hanson’s letter. The City Council would not be abolishing the commission, the residents will vote on that in November.

Zimmer said he is not opposed to a 5-person Commission, He would suggest appointing J Gerold to a committee to look into that process.
J Gerold stated she is really torn on this. It is a step forward that they agreed to a PILOT fee being reinstated, but she feels they are not doing what is best for the community. Jackson added that he does not recall the agreement being contingent, but the majority of the discussion was if the question was not put on the ballot.

Edmonds commented that the state statute’s intent was not to mix politics with a utility.

Schumacher added that the Litchfield City Council oversees their utility. Putting this on a ballot allows the community to decide. North Branch had the question put on the ballot, then went to a 5-person Commission. Why not let the community decide.

Edmonds stated that this should have been looked at months ago, not a week before the election deadline.

Zimmer said he spoke to the Commissioners and 2 of them stated they were not afraid of it going on a ballot, but would prefer it did not as it can tear a community apart.

J Gerold questioned why the Council would not be able to run a utility, we oversee multi-millions of dollars every year. Edmonds responded that many of the sewer lines are bad, and we are not able to manage that. J Gerold replied that a long-range sewer plan has been discussed and is in the works.

Zimmer state that this all started with the PUC’s knee jerk reaction to stop the PILOT payments. Zimmer said this is also a real knee jerk reaction. J Gerold responded that the deadline to get it on the ballot is today.

Zimmer said this should have been discussed months ago. Schumacher replied that General Manager Butcher has been stalling. Zimmer added that PILOT has been discussed for several months, why wasn’t this ballot question brought up.

Edmonds stated that Princeton Public Utilities have been under an assault for 2 years. There are 3 new commissioners, all of which were endorsed by the Mayor.

Zimmer said he believes this is fixable and they should not put the community in the middle on this.

Reynolds stated that we had an agreement for many years, and they broke that agreement. Now that the Council discusses putting it on the ballot for a vote, they finally came up with a new agreement and say they will work on it moving forward.

J Gerold commented that this way the residents are the ones to decide whether the Public Utility Commission of the City Council should oversee the Utilities. If it remains to be the commission, she feels it should be changed to a 5 person board, with one of them being a Council member. However, she worries as that process would probably take about a year and a half. She agrees with Zimmer that this came up so quickly, but they did the same thing when they abolished the PILOT.

Zimmer stated that he is sure the knee jerk reaction was due to one person. Schumacher stated the them stopping the PILOT is due to their disdain of him. Zimmer added by him doing what he
did last week by adding this to the agenda, is not helping the ad hoc committee to rectify the problem.

Edmonds added that Public Utilities has not done anything different since the PILOT was cancelled. They have still served the residents the same as they always have. The Commissioners just oversee the management. Schumacher responded that he does not have anything bad to say about the working men and women of Public Utilities, the problem is with the management.

Thom Walker asked if the County was going to allow comments from those present for the meeting, asked if there were going to be comments to be allowed.

Zimmer moved to add an open forum and to allow comments from those who wish to speak. Edmonds seconded the motion. Vote: 2:3, Zimmer and Edmonds n favor, Schumacher, J Gerold and Reynolds opposed, the motion failed.

Schumacher moved to place the following question on the November 3, 2020 ballot question:

“SHALL THE PRINCETON PUBLIC UTILITY COMMISSION BE ABOLISHED”

Reynolds seconded the motion. Vote: 3:2, Schumacher, Reynolds and J Gerold in favor, Zimmer and Edmonds opposed, the motion carried.

Reynolds moved to approve resolution 20-47. Schumacher seconded the motion. Vote: 3:2, Schumacher, Reynolds, J Gerold in favor, Zimmer and Edmonds opposed. The motion carried.

Adjournment

Reynolds moved to adjourn the study session at 4:06PM. J Gerold seconded the motion. Vote: 4:1, Schumacher, Reynolds, J Gerold, Zimmer in favor, Edmonds opposed. The meeting adjourned.

Respectfully Submitted,

______________________________
Shawna Jenkins Tadych  
City Clerk

______________________________
ATTEST:

______________________________
Brad Schumacher, Mayor
PRINCETON PUBLIC UTILITIES COMMISSION
REGULAR MEETING
Princeton City Council Chambers
705 2nd Street North
Princeton, MN 55371
August 26th, 2020 1:00 P.M.

1. Call to Order – Roll Call

2. Approval of Minutes
   b. Public Utilities Commission – Work Session – August 19th, 2020

3. Public Comment
   (This agenda section is for the purpose of allowing customers to address the Commission.
   Comments are limited to 3 minutes)

4. Approval of Agenda – Additions or Deletions

5. Approval of Accounts Payable

6. Reports & Correspondence
   a. SMMPA Board Meeting (August 12th)
   b. Electric Department updates
   c. Water Department Updates
   d. City of Princeton update
   e. General Manager’s report

7. Unfinished Business

8. New Business
   a. Ballot Question Discussion

9. Adjournment
PUBLIC UTILITIES COMMISSION

REGULAR MEETING

July 29, 2020, 1:00 P.M.

Pursuant to due call and notice thereof, the Regular Meeting of the Public Utilities Commission, City of Princeton, was held in Princeton City Hall, 705 North 2nd Street, on July 29, 2020, at 1:00 P.M.

Present: Chairman Greg Hanson and Commissioners Dan Erickson and Rick Schwartz.

Also Present: Manager Keith Butcher, Secretary Kathy Ohman, City Councilor Jenny Gerold, City Administrator Bob Barbian, PUR Auditor Keith Porter from Mayer, Porter & Nelson, and Union Times Reporter Tim Hennagir.

Meeting was called to order by Chairman Hanson at 1:00 P.M.

Mr. Erickson moved to approve the Minutes for the June 24, 2020 Regular PUC Commission Meeting. Mr. Schwartz seconded. Motion carried unanimously. Mr. Erickson moved to approve the Minutes for the July 1, 2020 PUC Work Session Meeting. Mr. Schwartz seconded. Motion carried unanimously.

Chairman Hanson called for additions or deletions to the agenda. Manager Keith Butcher requested to table the following item on the agenda at the request of Mayor Brad Schumacher:

Reports and Correspondence:
B. Property Taxes at ECE Headquarters in Braham, MN – Mayor Brad Schumacher

Manager Keith Butcher requested to remove the following item from the agenda:

Unfinished Business:
E. Watermain Loop Extension by 7 Barrel

Commissioner Rick Schwartz added to the agenda:

New Business:
E. Work Study Sessions.

Mr. Erickson made a motion to approve the agenda with changes of the July 29, 2020 Regular PUC Commission Meeting. Mr. Schwartz seconded. Motion carried unanimously.

There was no Public Comments.

After a discussion, Mr. Schwartz made a motion to approve the accounts payable listing for the period of June 1, 2020 through June 30, 2020. Mr. Erickson seconded. Motion carried unanimously.

6. REPORTS AND CORRESPONDENCE:

A. General Manager Keith Butcher reported more information is being posted on social media and utilizing the PUC website more. Posts included two commercial rebate checks given to businesses in Princeton. Future planned posts include:
   o Removal of the Minnesota Department of Health connection surcharge fee
   o Did you know? Fire Hydrants
   o Encouraging mask use when visiting our business office
   o Call before you dig with Gopher State One Call
   o Ways to save water in the
Commissioner Rick Schwartz asked a question regarding the PUC yearly advertising budget and advertising in the paper.

B. The discussion on Property Taxes at ECE Headquarters in Braham, MN was tabled by the request of Mayor Brad Schunnacher.

C. The SMMPA Board Meeting was held July 8, 2020 via video conference. Commissioner Rick Schwartz was also in attendance of this meeting via Zoom. The Key Metrics were provided to the PUC Commission. Topics of the meeting included:
   o SMMPA’s Financial Reserve Policy
   o Covid-19 Impacts
   o Large Customer Renewable Purchase Options
   o Electric Vehicle Charging Network Update
   o Sherco 3 Economic Dispatch Strategy
   o Post-2030 Resource Plan Update
   o Future Capacity Needs
   o Financial Report through May
   o Legislative Regulatory Report; and
   o Resource Reports / Marketing Reports

D. In the Generation Plant, they have been working on the radiator. The 2021 Operations and Maintenance budget has been submitted to SMMPA. We are in the process of finalizing our spill containment plan.

In the Electric Department, they continue to do underground conversions. They also commissioned a customer on the solar system.

E. In the Water Department, they have been having issue with the SCADA system. Water Superintendent Scott Daniels is working on a schedule with Total Construction to replace the SCADA system. They are also working with a developer on the water services for the townhomes on 13th Avenue.

F. City Administrator Bob Barbian reported there are not any new projects in Princeton at this time.

G. General Manager Keith Butcher reported the following:
   i. Financial Metrics
      1. Days of Cash on Hand (Electric = 109, Water = 518)
      2. Are there other metrics that the Commission would like reported on a monthly, quarterly, semi-annually or annually basis?
   ii. Regulatory Reports
      1. Hazardous Waste Permit filed for the Parts Washer
      2. Answered EIA-861 inquiries
      3. Semi-annual Air Emission reports filed
   iii. Staff Fire Calls / City Assistance
      1. Emergency calls: 7/21 (1 hour)
   iv. Stakeholder Engagement
      1. Provided LED light bulbs, pencils, Energy Savings tips pamphlet, and water shower timers for Chamber Golf Tournament
      2. Presented rebate checks to businesses in Princeton
v. State Water Fee recap
   1. The Minnesota Department of Health charges each water utility $9.72 per water connection annually to fund their drinking water protection programs.
   2. In past years, PUC would add a separate fee annually to cover this additional cost.
   3. Late last year, the PUC Commission approved eliminating this added fee to our customers and covering this expense using our existing revenues without increase rates.
   4. This month’s bill is when this connection fee would have been added to customers’ bills.

7. UNFINISHED BUSINESS:

   a. AUDIT PRESENTATION
      PUC Auditor Keith Porter from Mayer, Porter & Nelson, Ltd. presented the 2019 PUC Audit. Following his presentation, questions were answered and discussions held. The 2019 PUC Audit is available on the PUC website.

   b. AMI UPDATE
      General Manager Keith Butcher reported as of July 29, 34% of the electric meters have been converted to AMI and 11% of the water meters have been converted. Water meters are going slower as the meters are located inside the customer’s home. Training on the AMI metering system with Yukon software is scheduled for all employees on July 30.

   c. EV UPDATE
      The Host Agreement with Coborn’s for the DC Fast Charger was presented to the PUC Commission for approval. In the host agreement, the PUC is responsible for the equipment. For the first three to six months after installation, Manager Keith Butcher would like to offer free charging at the DC Fast Charger to the customer using the charger. A charge would be implemented later for the use of the charger. Host Agreements have not been signed for the two Level 2 Chargers; Princeton Public Utilities will be paying for the installation costs. Mr. Erickson made a motion to approve the Host Agreement for the DC Fast Charger with Coborn’s. Mr. Schwartz seconded. Motion carried unanimously.

   d. WATERMAIN LOOK EXTENSION BY 7 BARREL - Removed

   e. COVID-19 UPDATE
      General Manager Keith Butcher updated the PUC Commission on COVID-19 pandemic. Late fees are being waived through August 12. The PUC continues to waive the minimum demand charge of 25 kW to Small Commercial customers. Customers most affected are restaurants and churches. Normal billing practices will resume as things open up. The total late fees waived in July was approximately $6,644.00. Since February 1, electric consumption is down approximately 4% from the five-year average. Late fees will be re-implemented starting August 12. Office staff continues to work with customers on payment plans. Manager Keith Butcher presented Memo 20-03: COVID Disconnection Measures listing steps to take prior to disconnections during this time. The PUC is working to make sure no customer would fall through the cracks during the Covid-19 pandemic.

   f. PILOT WORKGROUP
      General Manager Keith Butcher reported the PILOT workgroup met on July 24. Dialogue continues to be constructive. The LOT workgroup meeting will be held August 21, 2020.
g. **UTILITY BILLING**

Three samples of modified utility bills were presented to the PUC Commission. After some discussion, the PUC Commission favored Option 1. A bill stuffer will be included for customers to fill out and return to the PUC Office with their feedback. Mr. Erickson made a motion to accept Option #1 with the new utility bill design. Mr. Schwartz seconded. Motion carried unanimously.

h. **CITY POLLINATOR HABITAT GRANT REQUEST**

General Manager Keith Butcher reported the PUC has a history of supporting pollinators with SMMPA. They have also worked with Prairie Restorations. He has been working Princeton Community Development Specialist Stephanie Hillesheim on a $1,500 grant with SMMPA for pollinators by the Rup River. The City of Princeton will be installing signage that will be co-branded with both SMMPA and Princeton Public Utilities. The City of Princeton is looking for additional funds for this project totaling $8,000.00. After a discussion, it was the consensus of the PUC Commission to table a contribution from the PUC until August 2020.

i. **SOUTH SUBSTATION FENCING DISCUSSION**

There was a discussion regarding the fencing around the transformers at the South Substation. Manager Keith Butcher had requested a copy of the Conditional Use Permit and zoning ordinance from the City of Princeton in regards to storage of transformers and materials at the South Substation. As of July 29, he had not received the copy. There was a discussion on placing slats in the fence at a cost of $2,500.00 to $3,000.00 or planting greenery around the fence. Planting greenery there would have an added expense of maintaining the bushes. They also discussed adjusting the conditional use permit to include storage.

j. **DOG WASTE RECEPTACLE DISCUSSION**

PUC Commission Dan Erickson brought up the discussion of the dog waste that is on the walking trails in Princeton. He would like to see dog waste receptacles please in areas by the trails for walkers to use placing one by PUC Water Treatment Plant #1 and Water Treatment Plant #2, Pioneer Park and Mark Park. Mr. Erickson stated he would donate four to the PUC for placement in these areas. PUC staff would empty and maintain the waste bins. Mr. Erickson stated he would also donate four to the City of Princeton. Mr. Hansen made a motion to start with four dog waste receptacles. Mr. Schwartz seconded. Motion carried unanimously.

8. **NEW BUSINESS:**

a. **MMUA DELEGATE APPOINTMENT**

There was a discussion on updating the MMUA Delegate appointment. General Manager Keith Butcher is the primary delegate for Princeton Public Utilities. Mr. Erickson made a motion to add Ryan Grant, Electric Superintendent as the MMUA alternate delegate.

b. **SMMPA COGENERATION AND SMALL POWER PRODUCER PURCHASE POWER AGREEMENT**

An Amended and Restated Power Purchase Agreement relating to Contracts for Cogeneration and Small Power Production Facilities in regards to solar power was presented to the PUC Commission. After a discussion, the recommendation of the PUC Commission is to approve the agreement. The Purchase Power Agreement will be presented to the Princeton City Council for approval by the end of September.
c. **LONG-TERM ELECTRIC INFRASTRUCTURE PLANNING**
   There was a discussion on the long-term electric infrastructure planning which includes replacing two 5 MVA transformers at the North Substation. Both were rebuilt in 1998 and were purchased as re-manufactured units. The Plant Substation has one 7.5 MVA transformer which was installed in the early 1980's. The typical life of a transformer is 30-40 years. The goal when replacing the substation transformers is to replace them all with 15 MVA transformers. He would like to hire an engineer in the next year to evaluate the situation. Significant bonding within 2-5 years would be required to replace these transformers.

d. **WATER RATE DISCUSSION**
   The discussion on water rates was tabled.

e. **WORK STUDY SESSION**
   There was a discussion on having a PUC Work Study Session. The decision was to have a Work Study Session meeting on August 19 at 1:00 p.m. at Princeton City Hall. At this meeting, the discussions will include water rates and reserves, the reserve policy and capital expenditures.

There being no further business, Mr. Schwartz made a motion to adjourn the meeting at 4:44 p.m. Mr. Erickson seconded. Motion carried unanimously.

Gregory Hanson
Chairman

Kathy Ohman
Secretary
PUBLICATION COMMISSION
WORK STUDY SESSION MEETING
August 19, 2020, 1:00 P.M.

Pursuant to due call and notice thereof, the Work Study Session Meeting of the Public Utilities Commission, City of Princeton, was held in Princeton City Hall, 705 North 2nd Street, on August 19, 2020, at 1:00 P.M.

Present: Chairman Greg Hanson and Commissioners Dan Erickson and Rick Schwartz.

Absent: None

Also Present: Manager Keith Butcher, Secretary Kathy Ohman, City Councilor Jenny Gerold, City Administrator Bob Barblian, and Union Times Reporter Tim Hennagir.

Work Study Session Meeting was called to order by Chairman Hanson at 1:00 P.M.

There was no Public Comments.

Mr. Schwartz made a motion to approve the agenda of the August 19, 2020 PUC Commission Work Study Session. Mr. Erickson seconded. Motion carried unanimously.

PUC WATER RATES, WATER RESERVE FUND AND WATER CAPITAL EXPENDITURES:
General Manager Keith Butcher reported in 2009 the residential water rate for 1-8,000 Gallons of Water used as $4.80 per thousand gallons in Step 1. In 2015 there was a slight rate increase. In 2019 there was a rate reduction of approximately 4% reducing the residential water rate to $4.95 per thousand gallons in Step 1. The Water Cash Reserves has been declining each month since the beginning of 2020.

In going over the cash reserve fund, there was a discussion on why Water Cash Reserves are declining and what the possible cause could be. The discussion included going over the major water capital projects paid from the Water Cash Reserves in 2019 and 2020 and not using the Capital Improvements Fund.

There was a discussion on two major water capital expenditures coming up in 2022-2023 which will require the use of the capital improvements fund for a portion of that cost. The discussions continued into a possible rate reduction and a possible loan from the Water Utility to the Electric Utility. Transferring funds from the Water Utility to the Electric Utility is not recommended, however a loan would be more favorable from the PUC auditor’s standpoint. Princeton Public Utilities does have a policy in place regarding the Capital Improvements Fund what the minimum amount in this account can be and what the maximum is. The policy also includes what the funds can be used for.

General Manager Keith Butcher will provide an analysis on how a rate reduction would impact the Water Reserve Fund. The analysis should include how COVID-19 has affected the Water Reserves. He will also provide an amortization for a loan from Water to Electric.
There being no further business, Mr. Schwartz made a motion to adjourn the Work Study Session at 2:05 p.m. Mr. Erickson seconded. Motion carried unanimously.

Gregory Hanson
Chairman

Kathy Ohman
Secretary
<table>
<thead>
<tr>
<th>Vendor</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Altac Industries, Inc.</td>
<td>Replace Leveling Cables</td>
<td>6,423.50</td>
</tr>
<tr>
<td>2 Alternative Technologies, Inc.</td>
<td>Transformer Oil Testing</td>
<td>60.00</td>
</tr>
<tr>
<td>3 Amariil Uniform Company</td>
<td>FR Rated Clothing</td>
<td>177.11</td>
</tr>
<tr>
<td>4 Ameripride Linen &amp; Apparel Services</td>
<td>Cleaning Supplies &amp; Services</td>
<td>496.46</td>
</tr>
<tr>
<td>5 Auto Value</td>
<td>Disposable Gloves, Wiper Blades, Headlight Bulb, Fuel Filters</td>
<td>148.27</td>
</tr>
<tr>
<td>6 Border States Elec. Supply</td>
<td>Inventory</td>
<td>232.67</td>
</tr>
<tr>
<td>7 Cannon Technologies, Inc.</td>
<td>New AMI Metering</td>
<td>31,214.64</td>
</tr>
<tr>
<td>8 Card Services (Coborns)</td>
<td>Supplies</td>
<td>68.99</td>
</tr>
<tr>
<td>9 CW Technologies, Inc.</td>
<td>IT Care Services Agreement &amp; Set Up Wireless Access Points</td>
<td>2,015.10</td>
</tr>
<tr>
<td>10 Dakota Supply Group</td>
<td>Inventory, Lugs</td>
<td>392.46</td>
</tr>
<tr>
<td>11 Federated Co-ops, Inc.</td>
<td>Fertilizer</td>
<td>190.14</td>
</tr>
<tr>
<td>12 Finken Water Solutions</td>
<td>Bottled Water</td>
<td>64.35</td>
</tr>
<tr>
<td>13 Goodin Company</td>
<td>Piping Supplies, Backflow Rebuild Kits, Flange, Reducer</td>
<td>800.92</td>
</tr>
<tr>
<td>14 Gopher State One Call</td>
<td>Monthly Locates</td>
<td>133.65</td>
</tr>
<tr>
<td>15 Grainger</td>
<td>Batteries, Plant Supplies</td>
<td>150.63</td>
</tr>
<tr>
<td>16 Hawkins, Inc.</td>
<td>Water Treatment Chemicals</td>
<td>1,724.81</td>
</tr>
<tr>
<td>17 Hofman Oil Co.</td>
<td>Monthly Vehicle Fuel</td>
<td>624.83</td>
</tr>
<tr>
<td>18 Innovative Office Solutions</td>
<td>Supplies</td>
<td>568.25</td>
</tr>
<tr>
<td>19 KLM Engineering, Inc.</td>
<td>Middle Water Tower Verizon Antenna Inspection</td>
<td>5,200.00</td>
</tr>
<tr>
<td>20 League of MN Cities</td>
<td>Balance Owing 2019 Work Comp Insurance</td>
<td>945.00</td>
</tr>
<tr>
<td>21 Locators &amp; Supplies, Inc.</td>
<td>Duct Pulling Eye</td>
<td>96.71</td>
</tr>
<tr>
<td>22 Man's True Value</td>
<td>Shop Supplies, Shipping, Paint, Check Valve, Cable Ties</td>
<td>445.03</td>
</tr>
<tr>
<td>23 Mayer, Porter &amp; Nelson, Ltd.</td>
<td>Accounting Services 2019 Year End</td>
<td>10,500.00</td>
</tr>
<tr>
<td>24 Metering &amp; Technology Solutions</td>
<td>Gaskets &amp; Registers</td>
<td>176.71</td>
</tr>
<tr>
<td>25 Midcontinent Communications</td>
<td>Monthly Internet &amp; Telephone</td>
<td>250.35</td>
</tr>
<tr>
<td>26 Midwest Machinery Co.</td>
<td>Set of Blades</td>
<td>55.89</td>
</tr>
<tr>
<td>27 NAPA Central MN</td>
<td>Putty, Tools, Wiper Blades, Oil Change, Brakes</td>
<td>711.39</td>
</tr>
<tr>
<td>28 Power Manager User's Group</td>
<td>Annual Membership, Education</td>
<td>50.00</td>
</tr>
<tr>
<td>29 Princeton Rental Inc.</td>
<td>Repair Rewind on Weed Whip</td>
<td>20.00</td>
</tr>
<tr>
<td>30 Quality Tire &amp; Rim</td>
<td>Tires &amp; Disposal of Old Tires</td>
<td>961.65</td>
</tr>
<tr>
<td>31 Reliable Fire Protection</td>
<td>Service Fire Extinguishers</td>
<td>1,032.68</td>
</tr>
<tr>
<td>32 Resco</td>
<td>Inventory</td>
<td>1,229.38</td>
</tr>
<tr>
<td>33 Schroer Bolt</td>
<td>Nuts &amp; Bolts</td>
<td>404.14</td>
</tr>
<tr>
<td>34 Verizon Wireless</td>
<td>Monthly Cell Phone</td>
<td>786.85</td>
</tr>
<tr>
<td>35 Voyant Communications, LLC</td>
<td>Monthly Telephone</td>
<td>415.63</td>
</tr>
<tr>
<td>36 Waste Management</td>
<td>Monthly Trash Service</td>
<td>248.41</td>
</tr>
<tr>
<td>37 WSB</td>
<td>Engineer Fees</td>
<td>643.00</td>
</tr>
<tr>
<td>38 U.S. Bank Operations Center</td>
<td>2006 Bond Interest Pymt. &amp; Admin. Fees</td>
<td>4,934.42</td>
</tr>
<tr>
<td>39 SMMPA</td>
<td>May Purchased Power</td>
<td>394,386.39</td>
</tr>
<tr>
<td>40 U.S. Bank Equipment Finance</td>
<td>Monthly Copier Lease Payment</td>
<td>182.00</td>
</tr>
<tr>
<td>41 Postmaster</td>
<td>Postage for Monthly Billing</td>
<td>755.91</td>
</tr>
<tr>
<td>42 Amariil Uniform Company</td>
<td>FR Rated Clothing</td>
<td>1,143.79</td>
</tr>
<tr>
<td>43 Auto Value Princeton</td>
<td>Pliers</td>
<td>99.90</td>
</tr>
<tr>
<td>44 C &amp; L Excavating, Inc.</td>
<td>5th Street North Water Main Realignment</td>
<td>89,585.20</td>
</tr>
<tr>
<td>45 Cardmember Service (Mastercard)</td>
<td>Supplies, Zoom Video Conference, Thermometer, Fuel Filters</td>
<td>1,050.31</td>
</tr>
<tr>
<td>46 Cash Gash, Inc.</td>
<td>#2 Red B10 Diesel Fuel</td>
<td>10,371.42</td>
</tr>
<tr>
<td>47 City of Princeton</td>
<td>June Sewer Billing &amp; Late Charges</td>
<td>106,210.19</td>
</tr>
<tr>
<td>48 City of Princeton</td>
<td>Qrtyl. Franchise Fee</td>
<td>19,644.00</td>
</tr>
<tr>
<td>49 Connexus Energy</td>
<td>Monthly Utilities</td>
<td>2,999.92</td>
</tr>
<tr>
<td>50 CW Technologies, Inc.</td>
<td>E-Mail Migration</td>
<td>4,387.55</td>
</tr>
<tr>
<td>51 Hach Company</td>
<td>Water Testing Supplies</td>
<td>362.00</td>
</tr>
<tr>
<td>52 HealthPartners</td>
<td>August Health Insurance</td>
<td>26,153.67</td>
</tr>
<tr>
<td>53 Instrumental Research, Inc.</td>
<td>Monthly Water Testing</td>
<td>67.00</td>
</tr>
<tr>
<td>54 Kriss Premium Products, Inc.</td>
<td>Jacket Water Treatment &amp; Maintenance</td>
<td>500.00</td>
</tr>
<tr>
<td>55 Locators &amp; Supplies, Inc.</td>
<td>Tools &amp; Cable Pulling Equipment</td>
<td>1,699.55</td>
</tr>
<tr>
<td>56 McGrann Shea Carnival Straughn</td>
<td>Legal Fees</td>
<td>365.00</td>
</tr>
<tr>
<td>57 Mille Lacs County Fairgrounds</td>
<td>Commercial Rebate</td>
<td>3,466.66</td>
</tr>
<tr>
<td>Item Description</td>
<td>Amount</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------</td>
<td></td>
</tr>
<tr>
<td>Minnesota Petroleum Service</td>
<td>Fuel Line &amp; Leak Detection</td>
<td>721.00</td>
</tr>
<tr>
<td>Minuteman Press</td>
<td>As-Built Copies</td>
<td>21.00</td>
</tr>
<tr>
<td>MN Municipal Utilities</td>
<td>Dues, Safety</td>
<td>6,186.50</td>
</tr>
<tr>
<td>NCPERS Group Life Insurance</td>
<td>July Life Insurance</td>
<td>96.00</td>
</tr>
<tr>
<td>Optum</td>
<td>H S A Participant Fee</td>
<td>78.75</td>
</tr>
<tr>
<td>Public Utilities Commission</td>
<td>Monthly Utilities</td>
<td>2,131.30</td>
</tr>
<tr>
<td>Quadient Finance USA Inc.</td>
<td>Postage</td>
<td>900.00</td>
</tr>
<tr>
<td>Ronald F. Huebsch, Optometrist</td>
<td>Safety Glasses</td>
<td>223.00</td>
</tr>
<tr>
<td>Salvation Army Heat Share</td>
<td>June Heat Share &amp; PUC Matching</td>
<td>24.00</td>
</tr>
<tr>
<td>Shred-It USA</td>
<td>Shredding Service</td>
<td>78.85</td>
</tr>
<tr>
<td>Stuart C. Irby Co.</td>
<td>Testing of Gloves &amp; Sleeves</td>
<td>146.91</td>
</tr>
<tr>
<td>Sun Life Financial</td>
<td>August Short &amp; Long Term Disability</td>
<td>827.62</td>
</tr>
<tr>
<td>Swantec, Inc.</td>
<td>Street Light Brackets</td>
<td>213.97</td>
</tr>
<tr>
<td>TASC</td>
<td>COBRA Admin. Fees</td>
<td>15.00</td>
</tr>
<tr>
<td>Unum Life Insurance Company</td>
<td>August Life Insurance</td>
<td>186.69</td>
</tr>
<tr>
<td>USA Blue Book</td>
<td>Water Testing Supplies</td>
<td>27.87</td>
</tr>
<tr>
<td>Delta Dental</td>
<td>July Dental Insurance</td>
<td>1,329.50</td>
</tr>
<tr>
<td>PERA</td>
<td>July PERA Contribution</td>
<td>18,928.81</td>
</tr>
<tr>
<td>Blue 42 LLC</td>
<td>July Monthly Website Hosting, Support, Social Media</td>
<td>1,950.00</td>
</tr>
<tr>
<td>Blue 42 LLC</td>
<td>August Monthly Website Hosting, Support, Social Media</td>
<td>1,950.00</td>
</tr>
<tr>
<td>Credit Card Company</td>
<td>Monthly Credit Card, eCheck Charges</td>
<td>1,844.70</td>
</tr>
<tr>
<td>Refunds</td>
<td>Customer Meter Deposits</td>
<td>6,473.49</td>
</tr>
<tr>
<td>Refunds</td>
<td>Overpayment Refunds on Final Bills</td>
<td>181.37</td>
</tr>
<tr>
<td>Rebates</td>
<td>Residential Energy Star Rebates</td>
<td>410.00</td>
</tr>
</tbody>
</table>

**TOTAL** | **782,970.89**
THE MEETING FOR THE PLANNING COMMISSION HELD ON AUGUST 17, 2020 AT 7:00 P.M.,
AT THE CITY HALL COUNCIL CHAMBERS
******************************************************************************
The meeting was called to order at 7:09 P.M., by Victoria Hallin. Members present were Eldon
Johnson, Scott Moller, Jeff Reynolds, Gene Stoeckel (Princeton Township Representative), and
Dan Erickson-per Zoom. Staff present were Robert Barbian (City Administrator), Stephanie
Hillesheim (Comm. Dev. Specialist), and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

APPROVAL OF MINUTES OF THE REGULAR MEETING ON JULY 20, 2020
REYNOLDS MOVED, SECOND BY MOLLER, TO APPROVE THE MINUTES OF JULY 20, 2020. UPON
THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:
Barbian added under Verbal Reports, Sewer Study and Ghost Platting.

JOHNSON MOVED, SECOND BY MOLLER, TO ADD UNDER VERBAL REPORTS, A. SEWER STUDY
AND GHOST PLATING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING: None

OLD BUSINESS:
A. Site Plan Review for Public Safety Building Pole Shed
Mary Lou DeWitt, Community Development Zoning Specialist Memo:

Background:
The City of Princeton is purchasing a 1.907 acre section of land adjoining the Princeton Public
Safety Building located at 305 21st Avenue South, from the west (backside) of the site. This
added land will accommodate the addition of a storage building for the Police and Fire
Department. The land is in Princeton Township and the City Council is in the process of
annexing this section of land into the City. When the City receives approval of the annexation,
staff will complete an Administrative Lot Line Adjustment to add this section of land to the
Public Safety Building, Lot 8, Block 1, Aero Business Park First Addition.

The proposed storage facility will be 60’ x 104’ square feet, totaling 6,240 square feet. No
water or sewer will be extended to the building. There will only be electrical and the Princeton
public Utilities are aware of the expansion.

Zoning:
The proposed annexed section of land will be attached to the Public Safety Building and
automatically zoned as B-3 General Commercial District.

Setback requirements:
Side yard minimum 5 feet, proposed setback on the north side 21’ feet and south 429’ feet
Planning Commission
August 17, 2020
Page 2 of 6

Rear yard minimum 20 feet, proposed setback is 55’ feet
Maximum height 30 feet, proposed building will be 26’ feet in height

Stormwater Pondage:
The City Engineer has designed the Site Plan with the grading and drainage. The maximum lot coverage not to exceed the 60% requirement and the proposed Site Plan is 43%. No additional pondage will be necessary.

Driveway:
There will be asphalt added from the back of the current Public Safety Building to this storage facility.

Sidewalk:
In the B-3 District the requirement is for a 6’ foot sidewalk and this proposed site is installing a 4’ foot sidewalk along the front garage door area and along the south wall. The site will be fenced in and residents will not be able to access it so the sidewalk area should be okay.

Lighting:
There will be lighting installed on the building above the doors on the front and back of the building and one light on the two sides. The lighting will be directed downward with LED lighting. There are no proposed light poles.

Building Materials:
The building will be a pole building with a cement floor. The metal will be exposed fastener in a color to match the Public Safety Building. There will be four garage doors in a maximum height of 14’ feet at the front of the building along with a standard service door and standard garage door.

Site Plan Review Recommendation:
The Planning Commission has been requested to consider approval or denial of the Site Plan application. Staff recommends the Site Plan approval with the following conditions:

1. Contingent on State approval on the annexation of the section of land.

2. Lot Line Adjustment Resolution be recorded at Mille Lacs County.

3. A Building Permit shall be applied for and approved prior to construction.

4. Installation of the fence follow the Zoning Ordinance requirement.

5. The sodding or seeding must be completed. If because of weather conditions sodding and/or seeding is unadvisable, it should be in compliance by no later than July 1st of the following year.
6. The driveway area must be hard-surfaced within one year of the date the permit is issued. If because of weather conditions the hard-surface is unadvisable, it should be in compliance by no later than July 1st of the following year.

***************************************************************************
End of Staff Memo***************************************************************************

Erickson asked why they did not just build the storage facility on Aero Business Park lot that is next to the Public Safety building since the City already owns the land.

Ron Lawrence, Fire Chief said they were considering the Aero Business Park lot that is next to the Public Safety Building and it was suggested that they purchase a small section of the lot behind their building.

Barbian said Aero Business Park has road frontage with sewer and water and this storage building does not need those services. This land is vacant land with no services.

Erickson asked since the City owns Aero Business Park, is the City going into more debt with purchasing this land.

Barbian said the purchase of this 1.9 acres of land will be about $30,000.

Erickson asked if there are any businesses interested in Aero Business Park land.

Hillesheim said she had to calls on that property today, but there are no offers. One of the calls was from an existing company in town that was interested in the lot next to the Public Safety Building.

Barbian said Anytime Fitness was looking at the corner lot, but has backed away because of the virus impact. The new Industrial Park of 52 acres adjoining this site the City is purchasing, they had three businesses looking at the land.

Stoeckel said at the July 20th meeting, the side doors were mentioned in regards to snow falling off the metal roof and blocking the doors. Have they considered this.

Lawrence said there will be snow stops put above the door areas and the City will be plowing the site and they will be out there also and is not concerned with snow build up.

Barbian believes the annexation process is done by the State. The county should have it shortly. The Mayor and himself have signed the purchase papers for the land and the grading will begin.

Lawrence said he would like to begin grading as soon as possible.
Johnson and Moller stepped down from the motion because of conflict of interest.

REYNOLDS MOVED, SECOND BY HALLIN, TO APPROVE THE SITE PLAN FOR THE PUBLIC SAFETY STORAGE BUILDING THAT WILL BE LOCATED AT 305 21ST AVENUE SOUTH WITH THE FOLLOWING CONDITIONS:
1. CONTINGENT ON STATE APPROVAL ON THE ANNEXATION OF THE SECTION OF LAND.
2. LOT LINE ADJUSTMENT RESOLUTION BE RECORDED AT MILLE LACS COUNTY.
3. A BUILDING PERMIT SHALL BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION.
4. INSTALLATION OF THE FENCE FOLLOW THE ZONING ORDINANCE REQUIREMENTS.
5. THE SODDING OR SEEDING MUST BE COMPLETED. IF BECAUSE OF WEATHER CONDITIONS SODDING AND/OR SEEDING IS UNADVISABLE, IT SHOULD BE IN COMPLIANCE BY NO LATER THAN JULY 1ST OF THE FOLLOWING YEAR.
6. THE DRIVEWAY AREA MUST BE HARD-SURFACED WITHIN ONE YEAR OF THE DATE THE PERMIT IS ISSUED. IF BECAUSE OF WEATHER CONDITIONS THE HARD-SURFACE IS UNADVISABLE, IT SHOULD BE IN COMPLIANCE BY NO LATER THAN JULY 1ST OF THE FOLLOWING YEAR.

UPON THE VOTE, THERE WERE 3 AYES (HALLIN, REYNOLDS, AND ERICKSON), 0 NAYS. OBSTAINED ARE JOHNSON AND MOLLER. MOTION CARRIED.

Barbain mentioned that he spoke to East Central Energy since the 52 acres is serviced by them and asked if it would be okay to have the Princeton Public Utilities provide the electrical service for the land being annexed and combined to the Public Safety Building site. East Central Energy said that was fine.

Frederick said that they wanted to be hooked into Princeton Public Utilities for this storage building to make sure the power is up and running along with the generator.

Barbian said the Police will also be doing dog training by the storage building.

Hallin asked how the building is going to be funded.

Lawrence said 40% is from the insurance.

Frederick said insurance piece is from a building they had that collapsed and that portion will cover 40% of the cost and the remaining portion will be from the CIP.
NEW BUSINESS: None

COMMUNICATION AND REPORTS:
A. Verbal Report
1) Sewer Study and Ghost Platting
Hillesheim said the Sewer Study is almost complete and staff will be meeting with WSB on Friday.

Barbain said he would like to have discussion on the city growing. The City put a large investment in the sewage treatment plant. We have to be realistic on developments and for sites where the sewer needs to get to the site would be costly. He had mentioned ghost platting in the past and wondered if the Planning Commission would support that.

Hillesheim said the City received a letter from the County about someone developing by an area the City has looked at. This is on the other side of the river and the City has considered ghost platting there to develop the area.

Hallin asked what the guidelines is on septic and wells.

Hillesheim said one acre lots can have a septic and well.

Barbain said with the county it is an acre and township it is 2.5 acres. The ghost platting can be done until sewer and water are available. Maybe the lot size could be decreased to provide for them.

Hallin said this area is Princeton Township land so the City has no jurisdiction in that area.

Barbain said there are other areas, not just Princeton Township. There are areas in Baldwin Township. He wants to see if ghost platting makes since for the City. Do we want to create rules until the sewer can connect to the area. He believes the sewer treatment plant is at 35% capacity right now.

Johnson asked if USDP is hauling waste away still.

Barbain said yes, they are still hauling waste away. Until we get higher volumes we cannot take the concentrated stuff.

Hallin commented that the land west of Aero Business Park that the City is purchasing and going to annex into the City would have sewer connected to it.

Barbain said the Sewer Study is being done and the City invested a lot of money into the Waste Water Treatment Plant and we need to find ways to benefit the region. If the city grows, the
population grows, and makes it better for everyone. It is too expensive to have larger lots and would like to ghost plat smaller lots.

Johnson said the 240 acres south of the City would have been a nice site. In the last few weeks portions of the site have been sold off and there is just a chunk left. Real Estate is very busy right now. He is seeing so much purchasing in Zimmerman. We are on the verge of growing. If we push housing and not business we could be in trouble. We need a balance of what we do here. Not just housing.

Hallin is concerned on developing on the east side of the river because there is so much conflict with sewer by the river.

Barbian said it is cheaper going under a river than going around an airport. You cannot go under the airport with sewer.

Johnson said he has seen how Cambridge and Elk River have had growth and it is frustrating to see how little Princeton has grown. Princeton has not changed since 1975. The School District’s projection is the same for 50 years.

Barbian said he is raising this ghost platting to the Planning Commission because it is their duty. We spent 22 million on the Waste Water Treatment Plant and we need to prosper in the future. Growth is part of that. He asked the Planning Commission to talk to him about what they feel on this. They can come in, call, or email him.

Hillesheim said the park project is going very fast. Ribbon cutting is September 28th.

**B. City Council Minutes for July, 2020**
The Planning Commission Board had no comments.

MOLLER MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 7:58 P.M.

ATTEST:

Victoria Hallin, Vice Chair

Mary Lou DeWitt, Comm. Dev. Zoning Specialist

31
City of Princeton
Special Event Permit Application

**Contact Information**
- Group/Organization: American Cancer Society, Mille Lacs Co Relay for Life
- Contact Person: Char Kramersmeier
- Phone: 763-639-2220
- Address: 1105 18th St N, Princeton, MN 55371
- Cell: __________________________ Email: charswagxq.com
- Event Day on-site Contact: Florence Dehn or Char Kramersmeier
  - Phone: 763-370-5997

**Event Information**
- Type of Event: Drive Through Event
- Event Name/Title: Mille Lacs Co Relay for Life
- Description of Event: Vehicles drive through fairgrounds entering at south entrance, exiting on east side. Luminaria bags will be lit with LED lights on Mille Lacs Co Fairgrounds display. Stay in vehicles.
- Proposed Location: __________________________
- Estimated attendance: __________________________

**Event Date and Times**
- Set Up Date and Time: 8/28/2020
- Actual Event Time: 8:00 - 9:30 PM
- Clean Up Date and Time: 8/30/2020

**Event Features**
- Will any signs/banners be put up? **No**
- Number and size:
- Will there be any inflatables? **No**
- If yes, provide insurance certificates from rental provider
- Will there be any entertainment? **No**
- If yes, what type and time:
- Will sound amplification be used? **No**
- If yes, hours and type:
- Will a stage or tent be set up? **No**
- If yes, dimensions:
- Will Merchandise be sold? **No**
- If yes, provide a list to City Hall
- Will Food be prepared or sold? **No**
- If yes, provide a list & the MN Health Licenses to City Hall
- Will there be a Fireworks display? **No**
- If yes, obtain permit from City Hall
Services

Will the Event Use, close, or block any of the following:

City Streets or Right-of-ways: Y or N If yes, Streets ____________________________

City Sidewalks or Trails: Y or N If yes, Location ________________________________

Public Parking Lots or Spaces: Y or N If yes, location ____________________________

County Streets (First Street, or Rum River Drive) require County approval, contact City Hall for the County’s form answering yes to any of the above, services may be required for the event, and you must contact the Princeton Police Department to have a Pre-planning meeting.

Will the event need barricades? Y or N If so, how many are needed ____________________________

Will Alcohol be served? Y or N If so, who is serving it (include copy of their license) ____________________________

Will portable restrooms be used? Y or N If yes, how many ____________________________

Will extra trash receptacles be needed? Y or N If yes, how many are needed ____________________________

Describe trash removal and cleanup after the event Committee will do clean up ____________________________

Will the event need traffic control? Y or N if yes, contact Princeton Police Dept at 763-389-4879

Will the event need a Princeton Police Officer present for the event? If yes, contact Princeton Police 763-389-4879

Describe crowd control procedure to ensure safety of participants and spectators None ____________________________

Will “No Parking Signs” be needed? Y or N If yes, how many ____________________________

Will the event need EMS / Fire Department? If yes, contact the Princeton Fire Dept at 763-389-2410

Describe plans to provide first aid, if needed None ____________________________

Describe the emergency action plan if severe weather should arrive Cancel event ____________________________

How does the event benefit the residents and/or businesses in the City of Princeton? Information and services offered by the American Cancer Society are available for all residents ____________________________

Possible costs of items that may be requested:

Firefighters / EMT ...........................................................$11 per hour per person

Police – Special events – Reserve Officers .............................................$25 per hour per person

Police – Special events – Police Officer ..............................................$52 per hour per person

Barricades .............................................................................$1 each per day

Generator ....................................................................................$275 per day / 8hrs

TOTAL ____________________________
Attachments required

- Site Plan (This is mandatory for all events. Include any tables, stages, tents, fencing, portable restrooms, vendor booths, trash containers, barricades, etc. If the event includes a parade, race or walk, attach a route map with directional arrows, rest stops, crossings, signage, etc.)

- Certificate of Insurance (Include: Policy Number, Amount and Provisions that the City of Princeton is included as additional insured. The insurance requirements depend on the risk level of the event and are determined by the City.)

- Permits / List of Solicitors, and Food Vendors with the necessary Department of Health Certificates

- Signatures of Business Owners / Managers of all properties that the City deems as affected by the event, the City will provide a list of all signatures needed for approval.

- Proof of Non-Profit Status American Cancer ID 13-1788491

Hold Harmless Agreement

The sponsor(s) of this event hereby agrees to save and hold harmless the City of Princeton, its officers, agents, employees, and members from all claims, suits, or actions of whatsoever nature resulting or arising from this activity. As the sponsor or authorized representative, I certify that the information is provided as accurate and true to the best of my knowledge and agree to pay the permit fee for this event based upon the information provided in this application. I realize my submittal of this application request constitutes a contract between myself and the City of Princeton and is a release of Liability.

Charlotte A. Kramerweiser  8/19/2020
Signature  Date

To be completed by City Hall  Fees may be waived by at the discretion of the City Council

<table>
<thead>
<tr>
<th>Department</th>
<th>Approval Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Hall</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Works / Parks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Police Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Department</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Application Fee $25  Total ____________

<table>
<thead>
<tr>
<th>Firefighters/ EMT</th>
<th>Qty Requested _______@ $11 person/hr</th>
<th>Total ______</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police – Reserve Officers</td>
<td>Qty Requested _______@ $25 person/hr</td>
<td>Total ______</td>
</tr>
<tr>
<td>Police Officer</td>
<td>Qty Requested _______@ $52 person/hr</td>
<td>Total ______</td>
</tr>
<tr>
<td>Barricades</td>
<td>Qty Requested _______@ $1 each/day</td>
<td>Total ______</td>
</tr>
<tr>
<td>Generator (per day)</td>
<td>days: _____________@ $275 per day</td>
<td>Total ______</td>
</tr>
</tbody>
</table>

TOTAL FEES ____________

Site Plan ______  Certificate of Insurance ______  Permits / vendor lists ______  Non-profit status ______

Application Fee ______  Damage Deposit ______  Council Date ____________  Approve / Denial ______
Site Plan:
Include any tables, stages, tents, fencing, portable restrooms, vendor booths, trash containers, barricades, etc. If the event includes a parade, race or walk, attach a route map with directional arrows, rest stops, crossings, signage, etc.
I did I apologize I was off yesterday and been involved with several meetings today..

Yes I have blank PROUD Sponsors sign for you.
YES I have banners and Survivors banners for you.

The LED lights with are with someone in St cloud - I need to connect with them to get them - we can them around and save shipping costs!

So it might be Tuesday before I can get to Princeton - Monday the day for me to connect and get the LED lights.
Work for you??
THANKS!

Kim Orn
Senior Community Development Manager
(320) 204.3252 | m: 320.493.9669 | f: (320) 252.1222

American Cancer Society, Inc. | North Region
1139 Franklin Ave Suite #5
Sauk Rapids, MN 56379
https://www.cancer.org | 1.800.227.2345

This message (including any attachments) is intended exclusively for the individual to whom it is addressed and may contain proprietary, protected, or confidential information. If you are not the named addressee, you are not authorized to read, print, copy, or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately.
August 20, 2020

Ms. Jennifer Davis  
Homeland Security and Emergency Management  
Minnesota Department of Public Safety  
444 Cedar Street, Suite 223  
Saint Paul, MN 55101

Dear Ms. Davis:

Thank you for submitting the adoption documentation for the Sherburne County Multi-Hazard Mitigation Plan. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The Sherburne County plan met the required criteria for a multi-jurisdiction hazard mitigation plan and the plan is now approved for the city of Princeton. Please submit the adoption resolutions for any remaining jurisdictions who participated in the planning process.

The approval of this plan ensures continued availability of the full complement of Hazard Mitigation Assistance (HMA) Grants. All requests for funding, however, will be evaluated individually according to the specific eligibility and other requirements of the particular program under which the application is submitted.

We encourage Sherburne County and the participating jurisdictions to follow the plan’s schedule for monitoring and updating the plan, and to continue their efforts to implement the mitigation measures. The expiration date of the Sherburne County plan is July 30, 2025. To continue project grant eligibility, the plan must be reviewed, revised as appropriate, resubmitted, and approved no later than the plan expiration date.

Please pass on our congratulations to the city of Princeton for completing this significant action. If you or the communities have any questions, please contact Cadence Peterson at (312) 408-5260 or at cadence.peterson@fema.dhs.gov.

Sincerely,

[Signature]

Julia McCarthy  
Chief, Risk Analysis Branch  
Mitigation Division
To: Mayor Schumacher and City Council

Date: 08/24/2020

From: Emergency Management Team-Bob Gerold, Todd Frederick, Ron Lawrence

Regarding: FEMA approval letter with Sherburne County

I am sending the council a copy of the FEMA approval letter for the mitigation plan. This is more for information only.

I will be present for any questions. Thank you.

Fire Chief,

Ron Lawrence
MEMORANDUM

TO: Mayor & City Council
FROM: Mary Lou DeWitt, Comm. Dev. Zoning Specialist
SUBJECT: Site Plan Review for Public Safety Storage Bldg.
DATE: August 27th, 2020

This is for informational only

Background:
The City of Princeton is purchasing a 1.907 acre section of land adjoining the Princeton Public Safety Building located at 305 21st Avenue South, from the west (backside) of the site. This added land will accommodate the addition of a storage building for the Police and Fire Department. The land is in Princeton Township and the City Council is in the process of annexing this section of land into the City. When the City receives approval of the annexation, staff will complete an Administrative Lot Line Adjustment to add the section of land to the Public Safety Building, Lot 8, Block 1, Aero Business Park First Addition.

The proposed storage facility will be 60’ x 104’ sq. ft., totaling 6,240 square feet. No water or sewer will be extended to the building. There will only be electrical and the Princeton Public Utilities are aware of the expansion.

Zoning:
The proposed annexed section of land will be attached to the Public Safety Building and automatically zoned as B-3 General Commercial District.

Setback requirements:
Side yard minimum 5 feet, proposed setback on the north side 21’ feet and south 429’ feet
Rear yard minimum 20 feet, proposed setback is 55’ feet
Maximum height 30 feet, proposed building will be 26’ feet in height

Stormwater Pondage:
The City Engineer has designed the Site Plan with the grading and drainage. The maximum lot coverage not to exceed the 60% requirement and the proposed Site Plan is 43%. No additional pondage will be necessary.

Driveway:
There will be asphalt added from the back of the current Public Safety Building to this storage facility.

Sidewalk:
In the B-3 District the requirement is for a 6’ foot sidewalk and this proposed site is installing a 4’ foot sidewalk along the front garage door area and along the south wall. The site will be fenced in and residents will not be able to access it so the sidewalk area should be okay.

Lighting:
There will be lighting installed on the building above the doors on the front and back of the building and one light on the two sides. The lighting will be directed downward with LED lighting. There are no proposed light poles.

**Building Materials:**
The building will be a pole building with a cement floor. The metal will be exposed fastener in a color to match the Public Safety Building. There will be four garage doors in a maximum height of 14’ feet at the front of the building along with a standard service door and standard garage door.

**Site Plan Review Recommendation:**
The Planning Commission has approved the Site Plan application at their August 17th meeting with the following conditions:

1. Contingent on State approval on the annexation of the section of land.

2. Lot Line Adjustment Resolution be recorded at Mille Lacs County.

3. A Building Permit shall be applied for and approved prior to construction.

4. Installation of the fence follow the Zoning Ordinance requirement.

5. The sodding or seeding must be completed. If because of weather conditions sodding and/or seeding is unadvisable, it should be in compliance by no later than July 1st of the following year.

6. The driveway area must be hard-surfaced within one year of the date the permit is issued. If because of weather conditions the hard-surface is unadvisable, it should be in compliance by no later than July 1st of the following year.
August 27, 2020

Mille Lacs County Commissioners &
Mr. Patrick Oman, County Administrator
635 2nd St SE
Milaca, MN 56353

Re: Emergency Management & Public Safety Simulcast System coverage

Dear Patrick & Commissioners,

The City strongly supports the efforts of Mille Lacs County to improve the emergency communications system for Mille Lacs County. This is especially true in the southern part of the County in and around the Princeton area which lacks sufficient coverage. There are gaps in coverage creating situations in which our public safety officials working for the County and City enter conditions where lack of reliable communications becomes a safety concern. This is prevalent in key environments such as in school buildings and other venues where gathering occurs and communications are weak, nonexistent and unreliable when needed.

The City of Princeton encourages the County and state to proceed with the Interoperable Emergency Communications Grant Program DECN (SECB).

Please accept this letter in support to Mille Lacs County applying for the grant and the State funding a reliable simulcast system for the area. This simulcast system will provide enhanced radio service for Public Safety in Mille Lacs County and have an immediate and long-lasting impact for the region and our community.

We appreciate and support the continued efforts of the project and look forward to working towards a common goal of creating and enhanced radio system in Mille Lacs County.

Sincerely,

Mayor Schumacher
To: Mayor Schumacher and City Council

Date: 08/24/2020

From: Fire Chief-Ron Lawrence

Regarding: Princeton Fire Relief Association Increase

The relief committee met and discussed increasing the retirement amount for the firefighters. The committee agreed that we should suggest that we raise the amount from $3600.00 to $4100.00. This amount would still keep the amount 121% funded.

The firefighters agreed that this would be a good increase and also keep the city safe with the 121% funding. I am looking for council approval to raise the retirement to $4100.00.

I will be available for any questions.

Ron Lawrence
Todd Frederick
Bob Gerold
City of Princeton-Emergency Management
We received your request for a cost analysis to estimate the cost of increasing the benefit level in the statewide volunteer firefighter retirement plan administered by PERA. Based on current information, we have developed this spreadsheet and a cost analysis for the benefit levels you requested. The results are shown below.

<table>
<thead>
<tr>
<th>Benefit Level (per year of service):</th>
<th>$4,000</th>
<th>$4,100</th>
<th>$4,200</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Projected Present Assets 12/31/2020 [Attached]</td>
<td>1,916,258</td>
<td>1,916,258</td>
<td>1,916,258</td>
</tr>
<tr>
<td>C. Accrued Liability 12/31/2020 [Attached]</td>
<td>1,553,667</td>
<td>1,590,065</td>
<td>1,626,996</td>
</tr>
<tr>
<td>D. Surplus/ (Deficit) [B-C]</td>
<td>362,591</td>
<td>326,192</td>
<td>289,562</td>
</tr>
<tr>
<td>E. Funding Ratio at 12/31/2020 [B/C]</td>
<td>123%</td>
<td>121%</td>
<td>118%</td>
</tr>
<tr>
<td>F. Accrued Liability 12/31/2021 [Attached]</td>
<td>1,699,232</td>
<td>1,736,495</td>
<td>1,776,712</td>
</tr>
<tr>
<td>H. Financial Requirement: PERA Fees [$30/member]</td>
<td>1,200</td>
<td>1,200</td>
<td>1,200</td>
</tr>
<tr>
<td>K. Reductions to Financial Requirement:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projected Fire State Aid [2020 Amount @1.035]</td>
<td>77,832</td>
<td>77,832</td>
<td>77,832</td>
</tr>
<tr>
<td>Investment Earnings [6% on Projected Present Assets]</td>
<td>114,975</td>
<td>114,975</td>
<td>114,975</td>
</tr>
</tbody>
</table>

L. Estimated Required Contribution [J-K]

| None | None | None |

Please note that these are estimates only. The figures shown above on Line L are estimates of required contributions that would be due on December 31, 2021 and beyond at the given benefit levels.

The estimate calculations were based on member information that was available at the time of preparing the analysis. Please review the membership data and make any corrections to that data. If you return that to me, I will prepare an updated cost estimate for you to review.

If you have any questions, please do not hesitate to contact me by phone (651-201-2666) or by email at sharyn.north@mnpera.org.

Sincerely,

Sharyn North
To: Mayor Schumacher and City Council

Date: 08/24/2020

From: Fire Chief-Ron Lawrence

Regarding: Adoption of the State Fire Code Book

I am asking for the council to adopt the Minnesota State Fire Code book for the City of Princeton and for the Princeton Fire and Rescue Department. This is also a recommendation from the State Fire Marshals office.

I will be present for any questions. Thank you.

Fire Chief,

Ron Lawrence
To: Princeton City Council

Date: 08-24-2020

From: Chief Todd Frederick

Regarding: Disposition of squad car

I am seeking council authorization to dispose of a 2015 Ford Police Interceptor Utility (Squad 525, Vin # 1FM5K8AR5FGC26848) with approximately 98 thousand miles on it. The vehicle that is being disposed of is within the normal replacement plan with the police department.

I have been able to negotiated a sale of the squad car to the Baldwin Fire and rescue Department. I have reached a satisfactory sale price of $5,700.00. In past history we have been averaging approximately $3,500.00 to $5,500 at auctions. The sale of this squad car to the Baldwin Fire Department would fulfill their needs in regards to a much-needed response vehicle to calls. The other advantage is the we are saving money in our tear down as Baldwin Fire will be using the current lights in the vehicle.

With the department still being cognitive of getting the most out of the police department’s used equipment it would allow the department to use the $5,700 from the sale of the vehicle to offset expenses with a new camera that is needed for the new squad that wasn’t budgeted.

Todd Frederick
Chief of Police
Princeton Police Department
<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>CITY</th>
<th>ADMIN</th>
<th>ETH</th>
<th>FINANCE</th>
<th>POLICE</th>
<th>FIRE</th>
<th>STREETS</th>
<th>PARKS</th>
<th>LIBRARY</th>
<th>COMMUNITY</th>
<th>DEVELOPMENT</th>
<th>CIVIC</th>
<th>CENTER</th>
<th>CEMETARY</th>
<th>AIRPORT</th>
<th>SHERIFF</th>
<th>TOTAL</th>
<th>VENDOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABSOLUTE PORTABLE REST.</td>
<td>PORTABLE KITCHENS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ALIANCENCE TECHNOLOGY</td>
<td>PAN &amp; TILT ASSEMBLY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATM MOBILITY</td>
<td>DATA PACK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>275.47</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>180.00</td>
<td></td>
</tr>
<tr>
<td>ARAMARK</td>
<td>FACE MASKS - COVID</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>134.50</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>339.00</td>
<td></td>
</tr>
<tr>
<td>BUSINESS ESSENTIALS</td>
<td>MOP BUCKET &amp; BATTERIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>124.24</td>
<td>65.63</td>
<td>3,574.33</td>
<td></td>
<td></td>
<td></td>
<td>51.00</td>
</tr>
<tr>
<td>BRYAN ROOK PRODUCTS</td>
<td>RED BALLFIELD'S ROCK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>134.81</td>
<td>65.63</td>
<td>3,574.33</td>
<td></td>
<td></td>
<td></td>
<td>267.33</td>
</tr>
<tr>
<td>CONNECTUS ENERGY</td>
<td>ELECTRIC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CITY PETTY CASH</td>
<td>POSTAGE, TITLES, MISCELLANEOUS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CENTURYINK</td>
<td>SECURITY PHONE LINES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FASTENAL</td>
<td>PARTS SUPPLY</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FORESTRY SUPPLIERS</td>
<td>PARTS AND RETURN</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GEMFLY'S</td>
<td>PET WASTE BAGS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUMAN OIL</td>
<td>FUEL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J.P. COOKES</td>
<td>PET LICENSE TAGS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K.J.</td>
<td>PROJECT ENGINEERING</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MN FLYER</td>
<td>QUARTERLY AD</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MOTOROLA</td>
<td>TRUCK &amp; PORTABLE RADIOS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>METRO WEST</td>
<td>INSPECTION FEES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MARC TECH</td>
<td>COPIER AGREEMENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MISTY MARITITA</td>
<td>UNMAINTAINED GASKET</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MISSOURI CONCRETE</td>
<td>VAULT TOILET DOWNPMT.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRINCIPAL CHAMBER</td>
<td>WORKSHOP REGISTRATION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRINCIPAL ELECTRIC</td>
<td>REPAIR K &amp; X CHURCH ST.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRINCIPAL LEGION B.C.</td>
<td>WATERING PARTICIPATION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRINCIPAL SCHOOL</td>
<td>CITY MALL UTILITIIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PASSAGeways</td>
<td>ANNUAL ONROAD SUBSCRIPTION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PAVEK MALL/16</td>
<td>REMAINING WORK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHERIFF'S</td>
<td>ARMOR</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHERIFF'S RECORDING FEE, LISTING</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPRIANT MALL/16</td>
<td>MOBILE CHARGES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VERIZON</td>
<td>DATA PACK</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>200.46</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL FOR BILL LIST</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,350.34</td>
<td>15.89</td>
<td>1,227.79</td>
<td>4,196.85</td>
<td>1,846.61</td>
<td>4,187.66</td>
<td>51.00</td>
</tr>
</tbody>
</table>

51
### LIQUOR BILL LIST
08-27-2020 COUNCIL MEETING

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>LIQUOR</th>
<th>D - T - H - E - R</th>
<th>TOTAL VENDOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>BERNICK'S</td>
<td>BEER AND MIX</td>
<td>4,886.81</td>
<td></td>
<td>4,886.81</td>
</tr>
<tr>
<td>BELLBOY CORP.</td>
<td>LIQUOR, MIX, WINE, MISC.</td>
<td>2,439.74</td>
<td></td>
<td>2,439.74</td>
</tr>
<tr>
<td>BOURBONNAUX</td>
<td>LIQUOR, MIX AND MIX</td>
<td>5,256.81</td>
<td></td>
<td>5,256.81</td>
</tr>
<tr>
<td>CAL DISTRIBUTING</td>
<td>BEER, LIQUOR, NA AND MIX</td>
<td>34,529.43</td>
<td></td>
<td>34,529.43</td>
</tr>
<tr>
<td>CRYSTAL SPRINGS</td>
<td>RESALE ICE</td>
<td>594.54</td>
<td></td>
<td>594.54</td>
</tr>
<tr>
<td>DAHLHEIMER</td>
<td>BEER AND NA</td>
<td>53,722.94</td>
<td></td>
<td>53,722.94</td>
</tr>
<tr>
<td>FINKEN</td>
<td>COOLER RENTAL</td>
<td>10.20</td>
<td></td>
<td>10.20</td>
</tr>
<tr>
<td>FROOGLE</td>
<td>ONLINE ORDERING</td>
<td>999.00</td>
<td></td>
<td>999.00</td>
</tr>
<tr>
<td>JOHNSON BROS.</td>
<td>LIQUOR, WINE AND MIX</td>
<td>18,848.80</td>
<td></td>
<td>18,848.80</td>
</tr>
<tr>
<td>M. ANUNDSON</td>
<td>TOBACCO, MIX AND SUPPLIER</td>
<td>736.58</td>
<td></td>
<td>736.58</td>
</tr>
<tr>
<td>PHILLIPS WINE</td>
<td>LIQUOR, WINE AND MIX</td>
<td>15,264.89</td>
<td></td>
<td>15,264.89</td>
</tr>
<tr>
<td>RED BULL DIST.</td>
<td>MIX</td>
<td>103.75</td>
<td></td>
<td>103.75</td>
</tr>
<tr>
<td>ST CLOUD REFRIGERATION MAINTENANCE</td>
<td></td>
<td>869.34</td>
<td></td>
<td>869.34</td>
</tr>
<tr>
<td>SOUTHERN GLAZERS</td>
<td>LIQUOR AND MIX</td>
<td>10,837.09</td>
<td></td>
<td>10,837.09</td>
</tr>
<tr>
<td>VIXING COVE</td>
<td>MIX</td>
<td>582.65</td>
<td></td>
<td>582.65</td>
</tr>
<tr>
<td>VINO COVIA</td>
<td>LIQUOR, MIX AND WINE</td>
<td>491.25</td>
<td></td>
<td>491.25</td>
</tr>
<tr>
<td>WATSON CO.</td>
<td>TOBACCO</td>
<td>5,451.04</td>
<td></td>
<td>5,451.04</td>
</tr>
</tbody>
</table>

**TOTAL FOR BILL LIST**  
159,962.86 0.00 0.00 0.00 0.00 159,962.86

### MANUAL BILL LIST
08-27-2020 COUNCIL MEETING

<table>
<thead>
<tr>
<th>CHECK NO</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>PAYROLL</th>
<th>COMMUNITY</th>
<th>O - T - H - E - R</th>
<th>TOTAL VENDOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>81638</td>
<td>MILLE LACS RECORDER</td>
<td>ANNEXATION FILING</td>
<td>46.00</td>
<td></td>
<td></td>
<td>46.00</td>
</tr>
<tr>
<td>81639</td>
<td>MILLE LACS AUDITOR</td>
<td>2ND HALF NEW PARCEL TAXES</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>81640</td>
<td>MILLE LACS COUNTY</td>
<td>RECOGN TITLES &amp; RESOLUTION</td>
<td>47.65</td>
<td></td>
<td></td>
<td>47.65</td>
</tr>
<tr>
<td>81641</td>
<td>FIRST BANK &amp; TRUST</td>
<td>PAYROLL TRANSFER</td>
<td>154,398.71</td>
<td></td>
<td></td>
<td>154,398.71</td>
</tr>
</tbody>
</table>

**TOTAL FOR BILL LIST**  
154,398.71 0.00 93.65 0.00 1,516.00 156,008.36

52