# 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. Regular Meeting Minutes of April 9, 2020.......................................................2
4. Consent Agenda.................................................................................................6
   4.1. Permits and Licenses......................................................................................6
   4.2. Personnel......................................................................................................6
      4.2.1. accept resignation of Liquor Clerk Tanee Kelley effective 4-17-20..............6
      4.2.2. Accept Daniel Voce's resignation from Park Board effective June 1, 2020......6
      4.2.3. Opening of Yard waste Site and hiring of PT Fred Rittenour effective Saturday April 25..........................................................6
   4.3. Donations and Designations.......................................................................7
      4.3.1. Resolution 20-33 - accept donation of disposable Nitrile Gloves from Global Glove Safety Manufacturing..................................................7
5. Open Forum.......................................................................................................9
6. *** Board of Appeal and Equalization - Mille Lacs County ***..........................9
7. Presentations.....................................................................................................9
   7.1. Princeton Graduating Seniors - Mayor Schumacher......................................9
8. Public Hearings.................................................................................................9
   8.1. Taxable General Obligation Tax Abatement for the Land Acquisition project...9
      8.1.1. Resolution 20-34 approving the General Obligation Tax Abatement for the Land Acquisition project..................................................9
   8.2. General Obligation Tax Abatement for the Trail Project..............................12
      8.2.1. Resolution 20-35 approving the General Obligation tax abatement for the Trail Project.................................................................12
9. FYI - Reports, Announcements, Correspondence, Boards / Committee Minutes...15
   9.1. PUC Agenda Packet for April 22, 2020..........................................................15
   9.2. Planning Commission Minutes of March 16, 2020........................................31
   9.3. Airport Board Minutes from February 3, 2020 Meeting.................................51
   9.4. Airport Board Minutes from March 2, 2020 Meeting.....................................52
   9.5. Fire Board Minutes from March 3, 2020.........................................................54
10. Petitions, Requests and Communications.......................................................55
11. Ordinances and Resolutions.........................................................................55
   11.1. Resolution 20-32 calling for a public hearing to vacate a portion of Golf Club Road..................................................................................55
12. Unfinished Business......................................................................................56
   12.1. Not acquiring land for cul-de-sac on 33rd and 82nd ave project.....................56
   12.2. Award 2020 Sealcoating project bids..........................................................58
   12.3. Airport Taxiway Independent Fee Estimate.................................................59
13. New Business...............................................................................................60
14. Bill List........................................................................................................60
15. Miscellaneous..............................................................................................62
16. ***** CLOSED SESSION ***** - Land Purchase...........................................62
17. Adjournment...............................................................................................62
MINUTES OF A REGULAR MEETING OF THE PRINCETON CITY COUNCIL HELD VIA ZOOM
ON APRIL 9, 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, Jules Zimmer and Jeff Reynolds. Others present: City Administrator Robert Barbian, Finance Director Steve Jackson, Police Chief Todd Frederick, 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 would like to add 2020 Census to under New business 12.4

J GEROLD MOVED TO APPROVE THE AGENDA WITH THE ADDITION OF THE 2020 CENSUS. RENOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSIDERATION OF MINUTES

A. Regular Meeting minutes of March 26, 2020
B. Study Session Meeting Minutes of April 2, 2020

EDMONDS MOVED TO APPROVE THE REGULAR MINUTES OF MARCH 26, 2020 AND STUDY SESSION MEETING MINUTES OF APRIL 2, 2020. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

A. Permits and Licenses
   1. Sale of Fireworks permit for Coborn’s May 4 – July 8
B. Personnel
C. Donations
   1. Resolution 20-30 – accept donation from Princeton Rotary for Fishing pier

Zimmer asked what the original pledged amount was going to be, as he believes this is a higher amount. Hillesheim stated the original amount was going to be $8000. Barbian added that the Rotary was thinking of doing some type of name plaque to be placed in the park.

Zimmer asked when the pier will be completed. B Gerold responded that the structure itself is complete, but the trail to it is not yet completed. The north side of the railing is removable for protection from debris that could damage it during flooding.

Schumacher said if the rotary would like to put the plaque on a large boulder, he has one he would donate.

Edmonds thought we had accepted the donation already. Hillesheim said it was discussed, but Jenkins does not create a Resolution officially accepting the donation until a check is received.

J GEROLD MOVED TO ACCEPT THE DONATION FROM THE ROTARY FOR THE FISHING PIER. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

  2. Resolution 20-31 – accept donations of hand sanitizer from Phillips Distilling
On 4/07/2020 the City of Princeton Emergency Management Team received a donation in the amount of 2 cases of disinfectant from Phillips Distributing, Princeton Mn. This disinfectant will be delivered to city departments. The management team is truly grateful for this donation.

J GEROLD MOVED TO APPROVE THE CONSENT AGENDA. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

OPEN FORUM

PRESENTATIONS / SPEAKERS – None

PUBLIC HEARINGS - None

FYI – REPORTS, ANNOUNCEMENTS, CORRESPONDENCE AND BOARDS / COMMITTEES

PETITIONS, REQUESTS, AND COMMUNICATIONS - none

ORDINANCES AND RESOLUTIONS

A. Ordinance 791 – emergency declaration continuation

Lawrence stated that as the governor has extended the Stay at Home order until May 4th, so he suggested the city does as well.

Toven advised that Ordinance 790 that declared the emergency was approved on March 19th. The Emergency declaration is only good for one month, so ordinance 791 needs to be passed to extend that Emergency.

Toven said Chief Frederick had suggested a date to be added to Section 9, so there is a small change to the ordinance that was included in the packet.

ZIMMER MOVED TO APPROVE ORDINANCE 791 CONTINUING THE EMERGENCY DECLARATION WITH THE ADDITION OF THE DATE OF MAY 7TH TO SECTION 9, WAIVING THE FIRST READING. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Planters and Baskets for Downtown

Hillesheim reported that the City of Princeton has been hanging baskets throughout town as well as planting flowers in the flower boxes around town. The flower project has been a group effort with the City purchasing flowers from Nelson’s Nursery and the Chamber staff helping organize the flower pick-up and planting.

The City has approved the purchase of the flowers and new liners for the baskets. We are grateful Lee Steinbrecher has agreed to lead the project and organize volunteers to help plant the flats in the flower boxes.
Nelson Nursery will have the flowers available for pick up on May 8, 2020. Mr. Steinbrecher and Bob Gerold will discuss the logistics of picking up the flowers, since there are many of them and the baskets are large.

The cost for all of the flowers with new basket liners is $3,042.20.

City staff recommends the council approve the purchase of the flowers and liners, as well as recognize Mr. Steinbrecher for his willingness to volunteer.

ZIMMER MOVED TO APPROVE THE PURCHASE OF THE FLOWERS AND NEW BASKET LINERS FOR $3,042.20. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

A. Highway 169 Zimmerman intersection – City Letter of Support

Schumacher stated he had asked this to be put on the agenda. Zimmerman Mayor Nick Stay had asked if the City would write a letter of support for the project.

J Gerold said when she used to drive through there to work, and had sat in on some of the meetings when this large project was discussed. She thinks is will be a great project and a big benefit to those traveling to the cities for work. She is in 100 percent in favor.

Edmonds agreed that we should show our support.

J Gerold stated that in addition to saving drive time, she feels it will also likely cut down on the amount of accidents.

J GEROLD MOVED TO APPROVE THE LETTER OF SUPPORT FOR THE PROJECT TO BE SIGNED AND SENT. EDMONDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

B. City Yardwaste Site – Verbal

B Gerold advised that the yardwaste site has not been opened due to the Stay at Home order. He does not feel it would fall under “essential businesses” and would not want to risk exposure to Fred Rittenour who works the site.

Schumacher asked that it be put on the agenda again in 2 weeks so we can revisit the situation

C. Police and Fire Birthday Salutes

Lawrence advised that during this time of “stay home” ordered by Governor Walz, many kids are not able to celebrate their birthday’s with friends and family within the City of Princeton and the fire district. Chief Frederick and I would like to get approval from the council to drive by the kid’s house when they have their birthday with our lights and sirens on for the kids. We are calling this “The Birthday Salute”. We will be working through logistics of the events this week.
As of now, staff was going to get the contact information out, and they were hoping the paper would get the word out as well.

The council thought this was a great idea.

D. 2020 Census

Schumacher announced that he has heard that there were some people going to door to door saying they were part of the census in other communities. He wanted to let everyone know that there are not any census workers going door to door as of now. Response to the census is via online or telephone as of now.

Schumacher commented that for the Council, he would like to continue using the Zoom meeting process through this Covid-19 emergency. During that time, if a resident would like to bring something to the Council in the Open Forum, or speak to an item on the agenda, they can contact City Hall via phone or email to submit their concerns, or questions. They can also be invited to participate in the Zoom Meeting, or if they provide a phone number, they could be called during that portion of the meeting. It is important that city hall is transparent to the community, and we can still address concerns and answer questions that the residents may have.

Hillesheim added that there is also a form on the city’s website to click on for the open forum.

Hennagir thanked the Council for being so transparent and clean explaining the ways that the city can be contacted for the open forum, or to ask any questions they may have on agenda items.

BILL LIST

Zimmer moved to approve the Bill List which includes the manual checks as listed on the manual bill list for a total of $128,184.67 and the items listed on the liquor bill list and general city bill list which will be checks 80947 to 81032 for a total of $313,465.43. Reynolds seconded the motion. The motion carried unanimously.

MISCELLANEOUS

ADJOURNMENT

There being no further business:

J Gerold moved to adjourn the meeting at 7:47 PM Edmonds seconded the motion. The motion carried unanimously.

Respectfully Submitted, ATTEST:

______________________  ____________________
Shawna Jenkins Tadych  Brad Schumacher, Mayor
City Clerk
PRINCETON EMERGENCY MANAGMENT

To: Princeton City Council

Date: 04-23-20

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

Regarding: City of Princeton compost site

The Emergency Management Team would like to make the recommendation to re-open the City of Princeton compost site to the City of Princeton residents. The guidelines that we recommending in order to open the site, are listed below.

1. One vehicle at a time inside the site.

2. No more then 2 adults per vehicle. No one under the age of 17 allowed.

3. While waiting to access the site, please remain inside your vehicle.
To:  Princeton City Council

Date:  04/16/20

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

Regarding:  Donation from Global Glove Safety Manufacturing, Curt Selinsky

On 4/16/2020 the City of Princeton Emergency Management Team received a donation from Curt Selinsky of Global Glove in Ramsey Minnesota in the amount of approximately $300.00 of nitrile disposable gloves. These gloves were donated to the police and fire department. The management team is truly grateful for this donation.
RESOLUTION #20-33

A RESOLUTION ACCEPTING DONATION OF $300 WORTH OF NITRILE DISPOSAL GLOVES FROM GLOBAL GLOVE SAFETY MANUFACTURING

WHEREAS, Global Glove Safety Manufacturing has donated $300 worth of nitrile disposable gloves to the City of Princeton

WHEREAS, Global Glove Safety Manufacturing donated the gloves to the Police and Fire Department

WHEREAS, the City Council of the City of Princeton agrees that said contributions would be of benefit to the citizens and staff of the City of Princeton,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Princeton, Minnesota hereby acknowledges and agrees to accept said donation by Global Glove Safety Manufacturing, who have donated on behalf of the citizens of Princeton.

BE IT FURTHER RESOLVED that the City Council of the City of Princeton designates said donation to be used by the Princeton Police and Fire and Rescue Department

ADOPTED this 23rd day of April, 2020.

ATTEST:

Brad Schumacher, Mayor

Shawna Jenkins Tadych
City Clerk
EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF PRINCETON,
MINNESOTA

HELD: APRIL 23, 2020

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Princeton, Minnesota, was duly called and held at the City Hall in Princeton, Minnesota, on Thursday, April 23, 2020, at 7:00 p.m.

The following members were present:

and the following were absent:

Member ______________________ introduced the following resolution and moved its adoption:

RESOLUTION NO. 20-34
RESOLUTION APPROVING PROPERTY TAX ABATEMENTS

BE IT RESOLVED by the City Council of the City of Princeton, Minnesota (the "City"),
as follows:

WHEREAS, the City proposes to finance the development of an industrial park,
including the acquisition of land thereof located in the City of Princeton (the "Project"). The City proposes to use the abatement for the purposes provided for in the Abatement Law (as hereinafter defined), including the Project. The proposed term of the abatement will be for up to fifteen (15) years in an amount not to exceed $575,000. The abatement will apply to the City's share of the property taxes (the "Abatement") derived from the property described by the following property identification numbers:

24-033-0390  24-033-0480  90-401-0440
90-004-2106 (the "Property"); and

WHEREAS, on the date hereof, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof; and

WHEREAS, the City Council proposes to issue its Taxable General Obligation Tax Abatement Bonds, Series 2020B (the "Bonds") in an amount not to exceed $575,000; and

WHEREAS, the Abatement will be pledged to the payments of the Bond. The proceeds of the Bond shall be used to finance the Project.

WHEREAS, the Abatement is authorized under Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the "Abatement Law").
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Princeton, Minnesota, as follows:

1. **Findings for the Abatement.** The City Council hereby makes the following findings:

   (a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.

   (b) Granting the Abatement is in the public interest because it will:

   (i) increase or preserve tax base; and

   (ii) provide employment opportunities in the political subdivision.

   (c) The Property is not and will not be located in a tax increment financing district during the Abatement period.

   (d) In any year, the total amount of property taxes abated by the City by this and other existing abatement resolutions, shall not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or $200,000, whichever is greater (the "Abatement Limit"). The City may grant other abatements permitted under the Abatement Law after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Limit the allocation of the Abatement limit to such other abatements is subordinate to the Abatement granted by this resolution.

2. **Terms of Abatement.** The Abatement is hereby approved. The terms of the Abatement are as follows:

   (a) The Abatement shall be for up to a fifteen (15) year anticipated to commence for the taxes payable in the year 2021. The City reserves the right to modify the commencement date, but the abatement period shall not exceed fifteen (15) years.

   (b) The City will abate the City's share of property tax amount which the City receives from the Property, cumulatively not to exceed $575,000.

   (c) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

The motion for the adoption of the foregoing resolution was made by member __________ and duly seconded by member ________________ and, upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.
STATE OF MINNESOTA
MILLE LACS AND SHERBURNEO COUNTIES
CITY OF PRINCETON

I, the undersigned, being the duly qualified and acting City Clerk of the City of Princeton, Mille Lacs and Sherburne Counties, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the approval of property tax abatements.

WITNESS my hand this 23rd day of April, 2020.

______________________________
City Clerk
EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF PRINCETON,
MINNESOTA

HELD: APRIL 23, 2020

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Princeton, Minnesota, was duly called and held at the City Hall in Princeton, Minnesota, on Thursday, April 23, 2020, at 7:00 p.m.

The following members were present:

and the following were absent:

Member ______________________ introduced the following resolution and moved its adoption:

RESOLUTION NO. 20-35
RESOLUTION APPROVING PROPERTY TAX ABATEMENTS

BE IT RESOLVED by the City Council of the City of Princeton, Minnesota (the "City"), as follows:

WHEREAS, the City proposes to finance the betterments to the City trail system in the City of Princeton (the "Project"). The City proposes to use the abatement for the purposes provided for in the Abatement Law (as hereinafter defined), including the Project. The proposed term of the abatement will be for up to fifteen (15) years in an amount not to exceed $710,000. The abatement will apply to the City’s share of the property taxes (the "Abatement") derived from the property described by the following property identification numbers: 90-403-0210 90-406-0115 90-413-0110 90-004-2301 (the "Property"); and

WHEREAS, on the date hereof, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof; and

WHEREAS, the City Council proposes to issue its General Obligation Bonds of which not to exceed $710,000 will be designated the Tax Abatement Portion (the "Bonds"); and

WHEREAS, the Abatement will be pledged to the payments of the Bonds. The proceeds of the Bonds shall be used to finance the Project.

WHEREAS, the Abatement is authorized under Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the "Abatement Law").

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Princeton, Minnesota, as follows:
1. **Findings for the Abatement.** The City Council hereby makes the following findings:

   (a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.

   (b) Granting the Abatement is in the public interest because it will finance or provide public infrastructure.

   (c) The Property is not and will not be located in a tax increment financing district during the Abatement period.

   (d) In any year, the total amount of property taxes abated by the City by this and other existing abatement resolutions, shall not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or $200,000, whichever is greater (the "Abatement Limit"). The City may grant other abatements permitted under the Abatement Law after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement Limit the allocation of the Abatement limit to such other abatements is subordinate to the Abatement granted by this resolution.

2. **Terms of Abatement.** The Abatement is hereby approved. The terms of the Abatement are as follows:

   (a) The Abatement shall be for up to a fifteen (15) year anticipated to commence for the taxes payable in the year 2021. The City reserves the right to modify the commencement date, but the abatement period shall not exceed fifteen (15) years.

   (b) The City will abate the City's share of property tax amount which the City receives from the Property, cumulatively not to exceed $710,000.

   (c) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

The motion for the adoption of the foregoing resolution was made by member __________ and duly seconded by member ________________ and, upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.
I, the undersigned, being the duly qualified and acting City Clerk of the City of Princeton, Mille Lacs and Sherburne Counties, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the approval of property tax abatements.

WITNESS my hand this 23rd day of April, 2020.

________________________
City Clerk
PRINCETON PUBLIC UTILITIES COMMISSION
REGULAR MEETING
April 22nd, 2020 1:00 P.M.

1. Call to Order – Roll Call
2. Swearing in Commissioner Jenny Gerold
3. Approval of Minutes
4. Public Comment
   (This agenda section is for the purpose of allowing customers to address the Utility Board. Comments are limited to 3 minutes)
5. Approval of Agenda – Additions or Deletions
6. Approval of Accounts Payable
7. Reports & Correspondence
   a. Mayor Brad Schumacher
   b. SMMPA Board Meeting (April 9th)
      i. SMMPA Key Metrics worksheet
   c. Electric Department updates
      i. Generation Plant
      ii. Distribution System
   d. Water Department Updates
   e. City of Princeton update
   f. General Manager’s report
8. Unfinished Business
   a. AMI Conversion Update
   b. EV Host Agreement
9. New Business
   a. COVID-19 Update
   b. Financial Signatures
   c. Staffing
10. Adjournment
Oath of Office for Commissioners

"I, Jenny Gerold do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of Princeton Public Utilities Commissioner of the city of Princeton, Minnesota, to the best of my judgment and ability."

Signed

Date
PUBLIC UTILITIES COMMISSION

REGULAR MEETING

March 25, 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 via Zoom due to the COVID-19 pandemic, on March 25, 2020, at 1:00 P.M.

Present: Chairman Greg Hanson and Commissioners Dan Erickson and Mindi Siercks.

Also Present: Manager Keith Butcher, Bookkeeper Kathy Ohman, City Councilor Jenny Gerold, Electric Superintendent Ryan Grant, Water Superintendent Scott Daniels, City Administrator Bob Barbian, Princeton Mayor Brad Schumacher, and Union Times Reporter Tim Hennagir.

Meeting was called to order and led by the Pledge of Allegiance by Chairman Hanson at 1:05 P.M.

Chairman Hanson called for additions or deletions to the agenda. Princeton Mayor Brad Schumacher had one addition. Addition: New Business: H. Mayor Schumacher.

Ms. Siercks made a motion to approve the agenda of the February 26, 2020 Regular PUC Commission Meeting. Mr. Hanson seconded. Motion carried unanimously.

Ms. Siercks moved to approve the Minutes for the February 26, 2020 Regular PUC Commission Meeting. Although Mr. Erickson was not in attendance to this meeting, Mr. Erickson seconded. Motion carried unanimously.

There was no Public Comments.

Mr. Erickson made a motion to approve the accounts payable listing for the period of February 1, 2020 through February 29, 2020. Ms. Siercks seconded. Motion carried unanimously.

General Manager Butcher reported the following:

A. The SMMPA Board Meeting was held March 11th in Owatonna, Minnesota. General Manager Keith Butcher was not in attendance of this meeting and has not received the minutes for this meeting. Key metrics was provided to the PUC Commissioners. SMMPA continues with rebranding.

B. In the Generation Plant, they have been removing rock around the transformers and spill containment area.

In the Electric Department, the line crew has been doing some tree trimming and LED light upgrades.

C. In the Water Department, they are making sure to keep up with their paperwork and inventories.

D. City Administrator Bob Barbian reported there was a development regarding the golf course club house, a plat on West Branch Road, and a development on Highway 95. The City of Princeton is taking steps with work spaces and times for all departments due to the COVID-19 pandemic. All staff is working full time.
E. General Manager Keith Butcher reported the transformers at the South Substation have been relocated inside the fenced area. A copy of the Conditional Use Permit has not been received from the City of Princeton as requested. City Administrator Bob Barbian stated he has not been able to take the time to locate the Conditional Use Permit however he stated the permit does not allow for storage at this facility. The PUC would need to apply for an additional storage permit. The Princeton Business Expo to be held on April 4th which the PUC was participating in has been canceled.

General Manager Keith Butcher reported 475 electric meters and 125 water meters have been currently installed. Installation of AMI meters has been suspended at this time due to the COVID-19 pandemic. The AMI meters that were on hand have all been installed. Shipments of AMI meters are coming in quarterly from Eaton/Cannon.

There was a discussion on the EV Level 2 Chargers which are moving forward. The DC fast chargers are on hold for now.

There was a discussion on the 5th Street water main realignment project. Originally the project included additional fire protection for this area. The bid with the additional fire protection was over $100,000.00. Having the bid modified to remove the extra fire protection would bring the bid to $89,542.50 which saves rate payers approximately $23,000.00. The discussion included the water project at the golf course for the new club house, brewery and also the 7th Avenue North project which would be done in conjunction with Milie Lacs County in 2022. If the project is not approved at this time, the contractor may withdraw their bid as spring projects are coming up for contractors. Additional fire protection on the north side of Princeton will be completed at a later date. Ms. Siercks made a motion to accept the bid of $142,466.00 less $51,000.00 for the additional fire protection for the 5th Street water main realignment project. Mr. Erickson seconded. Motion carried unanimously.

With the COVID-19 pandemic, the PUC staff has been split into two groups working in the office separately. Employees working from home have been provided a list of tasks they are able to complete at home. Employees working in the office are doing a cleaning regimen during the day. All employees remain on call and are in contact with other utilities in regards to mutual aid if required. City Administrator Bob Barbian stated the City of Princeton has their employees working in split shifts as well with all employees working 40 hours.

General Manager Keith Butcher announced PUC’s IT specialist Greg Bergmann will be retiring in April. Mr. Butcher has solicited bids from four IT companies to handle the PUC’s IT needs. He has selected CW Technologies for this task at a cost of $1,450.00 per month. The contract does include a 60-day cancellation notice. The handling of the GIS system and AMI meters will be shifted to other personnel. Mr. Hanson suggested having Mr. Bergmann remain on staff for some additional time during this transition. Ms. Siercks made a motion to accept the hiring of CW Technologies for the PUC’s IT managed services. Mr. Erickson seconded. Motion carried unanimously.

General Manager Keith Butcher presented the rebranded PUC logo and updated website to the PUC Commission for approval. The theme of the logo was kept similar to the old PUC logo. Union Times Reporter Tim Hennagir will coordinate a posting with the launching of the new website. The consensus of the PUC Commission was they all liked the rebranded PUC logo and the new updated website which was very easy to use.

There was a discussion regarding the recording and archiving of PUC Commission Meetings on the internet. Manager Butcher feels the recordings and archiving should be done by the PUC. He would like to use the technology available to us to make sure everything is recorded and available to the public. He would also like to create a recording and video policy. Ms. Siercks made a motion to direct General Manager Keith Butcher pursue creating a recording and video archiving policy. Mr. Erickson seconded. Motion carried unanimously.
Resolution 20-03 RESOLUTION OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF PRINCETON DISCONTINUATION OF PRINCETON PUBLIC UTILITIES PAYMENT IN-LIEU-OF TAXES (PILOT) was presented to the PUC Commission for approval. There was a discussion regarding the City of Princeton’s franchise fee and the PUC’s cash reserve policy. City Councilor Jenny Gerold stated the City of Princeton franchise fee is for parks only and the PUC’s PILOT goes into the City of Princeton’s general fund. After much discussion, Mr. Erickson made a motion to accept Resolution 20-03. Ms. Siercks seconded. Motion carried unanimously.

General Manager Keith Butcher requested a letter from the City of Princeton announcing the appointment of City Councilor Jenny Gerold to the PUC Commission. He would like the letter to have a start date for Ms. Gerold.

Resolution 20-02 RESOLUTION OF THE PUBLIC UTILITIES COMMISSION OF THE CITY OF PRINCETON REGARDING AUTHORIZING THE SERVICES OF MINUTEMAN PRESS, PRINCETON, MN for the use of their services for printing and web design/upgrades in the amount of $1,364.84 from December 18, 2019 through February 26, 2020 was presented. Mr. Hanson made a motion to accept Resolution 19-12. Mr. Erickson seconded. Ms. Siercks abstained from voting.

City of Princeton Mayor Brad Schumacher stated he was extremely disappointed in the PUC Commission for discontinuing their PILOT payment. He will be discussing this move at the next City of Princeton Council Meeting.

There being no further business, Ms. Siercks made a motion to adjourn the meeting at 2:46 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>Ameripride Linen &amp; Apparel Services</td>
<td>Cleaning Supplies &amp; Services</td>
<td>$375.81</td>
</tr>
<tr>
<td>Card Services (Coborns)</td>
<td>Supplies</td>
<td>$33.73</td>
</tr>
<tr>
<td>Finken Water Solutions</td>
<td>Bottled Water</td>
<td>$15.65</td>
</tr>
<tr>
<td>Gopher State One Call</td>
<td>Monthly Locates</td>
<td>$36.45</td>
</tr>
<tr>
<td>Grainger</td>
<td>Tags, Ring Terminals, Spray</td>
<td>$185.39</td>
</tr>
<tr>
<td>Hofman Oil Co.</td>
<td>Monthly Vehicle Fuel</td>
<td>$742.93</td>
</tr>
<tr>
<td>Innovative Office Solutions</td>
<td>Supplies</td>
<td>$264.99</td>
</tr>
<tr>
<td>Instrumental Research, Inc.</td>
<td>Monthly Water Testing</td>
<td>$67.00</td>
</tr>
<tr>
<td>Man's True Value</td>
<td>Zip Ties, Floor Kit, Flat Stock, Grout, Shipping</td>
<td>$871.14</td>
</tr>
<tr>
<td>McDowell Company</td>
<td>2020 Roof Mgmt. Agreement</td>
<td>$1,450.00</td>
</tr>
<tr>
<td>Menards</td>
<td>Self-Leveling Concrete</td>
<td>$79.98</td>
</tr>
<tr>
<td>Metering &amp; Technology Solutions</td>
<td>Inventory</td>
<td>$2,053.92</td>
</tr>
<tr>
<td>Midcontinent Communications</td>
<td>Monthly Internet &amp; Telephone</td>
<td>$249.39</td>
</tr>
<tr>
<td>MN Dept. of Commerce</td>
<td>Indirect &amp; CIP Assessments</td>
<td>$1,335.09</td>
</tr>
<tr>
<td>MN Dept. of Health</td>
<td>Qrtly, $9.72 State Water Fee</td>
<td>$4,128.00</td>
</tr>
<tr>
<td>MN Municipal Utilities</td>
<td>Education</td>
<td>$1,395.00</td>
</tr>
<tr>
<td>NAPA Central, MN</td>
<td>Wire, Connectors, Shrink Wrap, Torch, Wiper Blades</td>
<td>$141.22</td>
</tr>
<tr>
<td>Grace Nowak</td>
<td>2019 Local Scholarship Award</td>
<td>$500.00</td>
</tr>
<tr>
<td>Princeton Area Chamber of Commerce</td>
<td>2020 Business &amp; Community Expo</td>
<td>$220.00</td>
</tr>
<tr>
<td>Princeton Floral &amp; Wedding</td>
<td>Funeral Plant</td>
<td>$62.00</td>
</tr>
<tr>
<td>Verizon Wireless</td>
<td>Monthly Cell Phone</td>
<td>$518.22</td>
</tr>
<tr>
<td>Voyant Communications, LLC</td>
<td>Monthly Telephone</td>
<td>$421.98</td>
</tr>
<tr>
<td>Connie Wangen</td>
<td>Consulting Services</td>
<td>$187.50</td>
</tr>
<tr>
<td>Waste Management</td>
<td>Monthly Trash Service</td>
<td>$80.95</td>
</tr>
<tr>
<td>WSB</td>
<td>Engineer Fees</td>
<td>$1,092.25</td>
</tr>
<tr>
<td>U.S. Bank Equipment Finance</td>
<td>Monthly Copier Lease Payment</td>
<td>$182.00</td>
</tr>
<tr>
<td>Northland Trust Services</td>
<td>2010 Refunding Bond Principal &amp; Interest Pymt.</td>
<td>$184,183.75</td>
</tr>
<tr>
<td>Northland Trust Services</td>
<td>2012 Refunding Bond Principal &amp; Interest Pymt.</td>
<td>$229,628.75</td>
</tr>
<tr>
<td>U.S. Bank Operations Center</td>
<td>2006 Bond Interest Pymt. &amp; Admin. Fees</td>
<td>$5,303.23</td>
</tr>
<tr>
<td>SMMAP</td>
<td>February Purchased Power</td>
<td>$325,939.24</td>
</tr>
<tr>
<td>Postmaster</td>
<td>Postage for Monthly Billing</td>
<td>$762.80</td>
</tr>
<tr>
<td>1000bulbs.com</td>
<td>LED Light</td>
<td>$73.64</td>
</tr>
<tr>
<td>American Solutions for Business</td>
<td>Window Envelopes</td>
<td>$236.28</td>
</tr>
<tr>
<td>American Water Works Assoc.</td>
<td>2020 AWWA Membership</td>
<td>$214.00</td>
</tr>
<tr>
<td>Cannon Technologies Inc.</td>
<td>New AMI Metering</td>
<td>$34,851.30</td>
</tr>
<tr>
<td>Cardmember Service (Mastercard)</td>
<td>Supplies, Zip Ties, Floor Liner, Mud Flaps</td>
<td>$1,045.73</td>
</tr>
<tr>
<td>Centerpoint Energy</td>
<td>Monthly Natural Gas</td>
<td>$208.27</td>
</tr>
<tr>
<td>City of Princeton</td>
<td>February Sewer Billing &amp; Late Charges</td>
<td>$114,839.88</td>
</tr>
<tr>
<td>Connexus Energy</td>
<td>Monthly Utilities</td>
<td>$1,929.45</td>
</tr>
<tr>
<td>Fairview Health Services</td>
<td>Random Drug &amp; Alcohol Testing</td>
<td>$82.00</td>
</tr>
<tr>
<td>Fastenal Company</td>
<td>Bolts</td>
<td>$179.68</td>
</tr>
<tr>
<td>HealthPartners</td>
<td>April Health Insurance</td>
<td>$25,719.43</td>
</tr>
<tr>
<td>Jim’s Mille Lacs Disposal, Inc.</td>
<td>Garbage Bags</td>
<td>$390.00</td>
</tr>
<tr>
<td>Locators &amp; Supplies, Inc.</td>
<td>LED Light Mounting Plate</td>
<td>$216.47</td>
</tr>
<tr>
<td>McGrann Shea Carnival Straughn</td>
<td>Legal Fees</td>
<td>$912.50</td>
</tr>
<tr>
<td>Mille Lacs County Sheriffs Office</td>
<td>2020 ARMER System Subscriber Agreement</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>MN Municipal Utilities</td>
<td>Drug &amp; Alcohol Consortium</td>
<td>$37.50</td>
</tr>
<tr>
<td>NCPERS Group Life Insurance</td>
<td>March Life Insurance</td>
<td>$112.00</td>
</tr>
<tr>
<td>Princeton Public Utilities</td>
<td>Meetings, Supplies</td>
<td>$242.70</td>
</tr>
<tr>
<td>Public Utilities Commission</td>
<td>Monthly Utilities</td>
<td>$1,609.75</td>
</tr>
<tr>
<td>Quadient Leasing USA, Inc.</td>
<td>Postage Meter Rental</td>
<td>$455.07</td>
</tr>
<tr>
<td>Resop</td>
<td>Foam Kit, Photo Cells</td>
<td>$1,291.58</td>
</tr>
<tr>
<td>Salvation Army Heat Share</td>
<td>February Heat Share &amp; PUC Matching</td>
<td>$24.00</td>
</tr>
<tr>
<td>Shimmer-N-Shine Maid Service</td>
<td>Office &amp; Shop Cleaning</td>
<td>$375.81</td>
</tr>
<tr>
<td>Shred-It USA</td>
<td>Shredding Service</td>
<td>$81.93</td>
</tr>
<tr>
<td>Sun Life Financial</td>
<td>April Short &amp; Long Term Disability</td>
<td>$881.89</td>
</tr>
<tr>
<td>TASC</td>
<td>COBRA Admin. Fees</td>
<td>$15.00</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>58</td>
<td>Union Times</td>
<td>45.00</td>
</tr>
<tr>
<td>59</td>
<td>Unum Life Insurance Company</td>
<td>226.44</td>
</tr>
<tr>
<td>60</td>
<td>Delta Dental</td>
<td>1,418.05</td>
</tr>
<tr>
<td>61</td>
<td>PERA</td>
<td>13,359.03</td>
</tr>
<tr>
<td>62</td>
<td>Optum</td>
<td>11,534.73</td>
</tr>
<tr>
<td>63</td>
<td>MN Dept. of Revenue</td>
<td>28,589.00</td>
</tr>
<tr>
<td>64</td>
<td>Credit Card Company</td>
<td>1,928.25</td>
</tr>
<tr>
<td>65</td>
<td>Refunds</td>
<td>4,288.50</td>
</tr>
<tr>
<td>66</td>
<td>Refunds</td>
<td>668.18</td>
</tr>
<tr>
<td>67</td>
<td>Rebates</td>
<td>675.35</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>1,014,326.75</td>
</tr>
</tbody>
</table>
Certificate of Completion

Princeton Public Utilities Comm

Has Completed the 2019 Water Conservation Report

Carmelita Nelson, Program Coordinator
Princeton 2019 Drinking Water Report

Making Safe Drinking Water

Your drinking water comes from a groundwater source: three wells ranging from 139 to 169 feet deep, that draw water from the Quaternary Buried Artesian and Quaternary Water Table aquifers.

Princeton works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Keith R. Butcher, General Manager, at 763-389-2252 or kbutcher@princetonutilities.com if you have questions about Princeton’s drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency’s Safe Drinking Water Hotline at 1-800-426-4791.

Princeton Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2019.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health’s webpage Basics of Monitoring and testing of Drinking Water in Minnesota (https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency’s limits. Substances that we tested for but did not find are not included in the tables.
We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **pCi/l (picocuries per liter):** A measure of radioactivity.
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (μg/l).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.
## Monitoring Results – Regulated Substances

### LEAD AND COPPER – Tested at customer taps.

<table>
<thead>
<tr>
<th>Contaminant (Date, if sampled in previous year)</th>
<th>EPA’s Ideal Goal (MCLG)</th>
<th>EPA’s Action Level</th>
<th>90% of Results Were Less Than</th>
<th>Number of Homes with High Levels</th>
<th>Violation</th>
<th>Typical Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead</td>
<td>0 ppb</td>
<td>90% of homes less than 15 ppb</td>
<td>1.8 ppb</td>
<td>0 out of 20</td>
<td>NO</td>
<td>Corrosion of household plumbing.</td>
</tr>
<tr>
<td>Copper</td>
<td>0 ppm</td>
<td>90% of homes less than 1.3 ppm</td>
<td>0.32 ppm</td>
<td>0 out of 20</td>
<td>NO</td>
<td>Corrosion of household plumbing.</td>
</tr>
</tbody>
</table>

### INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

<table>
<thead>
<tr>
<th>Contaminant (Date, if sampled in previous year)</th>
<th>EPA’s Ideal Goal (MCLG)</th>
<th>EPA’s Limit (MCL)</th>
<th>Highest Average or Highest Single Test Result</th>
<th>Range of Detected Test Results</th>
<th>Violation</th>
<th>Typical Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barium (09/09/15)</td>
<td>2 ppm</td>
<td>2 ppm</td>
<td>0.11 ppm</td>
<td>N/A</td>
<td>NO</td>
<td>Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.</td>
</tr>
<tr>
<td>Combined Radium (2018)</td>
<td>0 pCi/l</td>
<td>5.4 pCi/l</td>
<td>1.8 pCi/l</td>
<td>N/A</td>
<td>NO</td>
<td>Erosion of natural deposits.</td>
</tr>
</tbody>
</table>
## CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

<table>
<thead>
<tr>
<th>Substance (Date, if sampled in previous year)</th>
<th>EPA’s Ideal Goal (MCLG or MRDLG)</th>
<th>EPA’s Limit (MCL or MRDL)</th>
<th>Highest Average or Highest Single Test Result</th>
<th>Range of Detected Test Results</th>
<th>Violation</th>
<th>Typical Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Trihalomethanes (TTHMs)</td>
<td>N/A</td>
<td>80 ppb</td>
<td>20.4 ppb</td>
<td>N/A</td>
<td>NO</td>
<td>By-product of drinking water disinfection.</td>
</tr>
<tr>
<td>Total Haloacetic Acids (HAA)</td>
<td>N/A</td>
<td>60 ppb</td>
<td>15.6 ppb</td>
<td>N/A</td>
<td>NO</td>
<td>By-product of drinking water disinfection.</td>
</tr>
<tr>
<td>Total Chlorine</td>
<td>4.0 ppm</td>
<td>4.0 ppm</td>
<td>0.89 ppm</td>
<td>0.43 - 0.85 ppm</td>
<td>NO</td>
<td>Water additive used to control microbes.</td>
</tr>
</tbody>
</table>

Total HAA refers to HAA5

## OTHER SUBSTANCES – Tested in drinking water.

<table>
<thead>
<tr>
<th>Substance (Date, if sampled in previous year)</th>
<th>EPA’s Ideal Goal (MCLG)</th>
<th>EPA’s Limit (MCL)</th>
<th>Highest Average or Highest Single Test Result</th>
<th>Range of Detected Test Results</th>
<th>Violation</th>
<th>Typical Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fluoride</td>
<td>4.0 ppm</td>
<td>4.0 ppm</td>
<td>0.6 ppm</td>
<td>0.56 - 0.59 ppm</td>
<td>NO</td>
<td>Erosion of natural deposits; Water additive to promote strong teeth.</td>
</tr>
</tbody>
</table>

### Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: If your drinking water fluoride levels are below the optimal concentration range of 0.7 to 1.2 ppm, please talk with your dentist about how you can protect your teeth and your family’s teeth from tooth decay and cavities. For more information, visit: MDH Drinking Water Fluoridation (https://www.health.state.mn.us/communities/environment/water/com/fluoride.html).
Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Minnesota’s primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota’s drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota’s drinking water.

Contaminants can get in drinking water sources from the natural environment and from people’s daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Princeton is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](https://www.health.state.mn.us/communities/environment/water/swp/swa) or call 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.
Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Princeton is responsible for providing high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
   - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: [https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home](https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home)
   - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.

2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.

3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
   - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample: [Environmental Laboratory Accreditation Program](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)
   - The Minnesota Department of Health can help you understand your test results.

4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
   - Read about water treatment units: [Point-of-Use Water Treatment Units for Lead Reduction](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Learn more:
- Visit [Lead in Drinking Water](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
- Visit [Basic Information about Lead in Drinking Water](http://www.epa.gov/safewater/lead)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Lead Poisoning Prevention: Common Sources](https://www.health.state.mn.us/communities/environment/lead/sources.html).
The meeting was called to order at 7:00 P.M., by Victoria Hallin. Members present were Eldon Johnson, Jeff Reynolds, and Scott Moller. Staff present were Robert Barbian (City Administrator), and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent was Dan Erickson.

**APPROVAL OF MINUTES OF THE REGULAR MEETING ON FEBRUARY 24, 2020**

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE MINUTES OF FEBRUARY 24, 2020. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

**AGENDA ADDITIONS / DELETIONS:**

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

**PUBLIC HEARING:**

A. Rezoning for a parcel at the Fairgrounds A-2 Agricultural 2 District to B-3 District

Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

REQUEST

Michele McPherson, Fair Board President has submitted an application to rezone one of the Fairground properties from A-2 Agricultural to B-3 General Commercial District. The property site is located at 1400 3rd Street North.

BACKGROUND

This parcel is one of the five parcels the Mille Lacs County Agricultural Society owns that is known to residents as Mille Lacs County Fairgrounds. The request for rezoning is parcel PID #24-029-0901 and located on the northwest corner of their site and ease of Hwy. #169.

Mille Lacs County currently has a billboard sign on the site and has an opportunity to replace that billboard signage with an updated LED sign that will be used for advertising the Fair activities and off-premise advertising that will have a changing copy where they will be selling ads. MnDOT’s permitting requirements fall under MN Statute 273 – Outdoor Advertising Statue. The sign is outside the highway right-of-way, but they have permitting authority by statute. MnDOT should be reviewing the changing board frequency and brightness of the signage. That being said, MnDOT requires the zoning of the site to be commercial or they will not issue a permit. The north lot adjoining this parcel is zoned B-3 General Commercial District and would not create spot zoning.

The sign vendor will be contacting the Princeton Public Utilities on what power will be needed to the site.
EXISTING LAND USES
The existing land use is consistent with Mille Lacs County Agricultural Society and will remain with that use. MN Statutes, Chapter 38, County Agricultural Societies, Fairs, Extension Service exempts fairgrounds from the local zoning regulations.

FUTURE LAND USE PLAN (Comprehensive Plan)
The Future Land Use Plan designates this area as Parks & Open Space. The neighboring site north of this parcel is designated as Commercial. If the Planning Commission and City Council approve the zoning change to B-3 District, staff will amend the City’s Future Land Use Plan of the Comprehensive Plan and also amend the Zoning Map.

RECOMMENDATION
Based on the above analysis, staff recommends the Planning Commission recommend to the Council approval of the rezoning of the property at 1400 Third Street North, PID #24-029-0901 From A-2 Agricultural 2 to B-3 General Commercial District, based on the following Findings of Fact:

1. The proposal complies with the B-3 General Commercial District use since the site is adjacent to the B-3 District.
2. There have been no changes in the character of the vicinity. The use will stay the same.
3. The MN Statues, Chapter 38, County Agricultural Societies, Fairs, Extension Service exempts fairgrounds from the local zoning regulations. The rezoning does not constitute spot zoning.

PROPOSED BILLBOARD SIGN:
Staff has provided a photo of the proposed replacement of the Mille Lacs County Agricultural Society billboard. The signage will have LED lighting and the sign area will be 10’ feet in height with 38.5’ feet in width, a total of 385’ square feet. The sign height will be 24’ square feet. The examples provided show the advertisement for the Fair and Speedway. Michele McPherson said there may be offsite advertising also, which the MN State Statue allows under Chapter 38 regarding income from the rental or lease of property may be used for any or all of the following purposes:

(1) Acquisition of additional real property;
(2) Construction of additional buildings; or
(3) Maintenance and care of the society’s property.

There is no action required by the Planning Commission on the signage.

Michele McPherson, Fair Board President introduced herself to the Planning Commission Board and thanked them for accepting the application. Currently on the parcel is the billboard and existing horse arena. The Ag Society has a lease agreement in place with the sign company to
replace the current billboard sign. A permit has to be acquired from MnDOT and they will only allow the permit if they are in the commercial or industrial district. The new sign will be LED changeable sign and will be about the same size as the current one, slightly higher. The sign faces will advertise the fairgrounds and Speedway. The sign company will maintain the sign and will have off-site remote to make ad changes on the sign. The property will stay the same, they might have to do some maintenance on the horse arena.

Barbian asked if this is a typical LED sign you see on the interstate that rotates ads.

McPherson said the sign will rotate every 15 seconds. It is similar to the one in Elk River by Home Depot and Menards, but not as tall.

Barbian asked if it will be one or two ads displayed at a time.

McPherson said on the fairgrounds the ad is one. They will work with the sign company and will flip one message at a time. She has not started to design the sign board yet.

Barbian said the State regulates on commercial signage, do they have regulations on how often the sign flips.

McPherson said the sign company has the right on the rotation and that is by Statue 273. This Statue has been in place for a number of years. They have not updated it.

Barbian asked if other cities regulate theirs.

McPherson said not for billboards. There is a case law in Mpls and St. Paul and the old style message changeable board was regulated years ago when she was in Elk River, but that was years ago. Cities and counties can regulate the size of billboards, but the County regulates how far they are from each other. The County does not regulate the changing of the sign.

Barbian asked what steps the Fair Board will regulate the sign.

McPherson said the Fair Board would not regulate the signage. They could sell to companies and split the signage to two displays. She will talk to the lease holder and have them flip at the same time. It will be less visible clutter.

Hallin asked who gets the fees for the renting of the sign.

McPherson said the sign company. They are taking on the entire cost of installing the sign. The fair will not get lease money, instead they will be able to advertise the fairgrounds events on the sign. If someone inquiries to the Fair Board about putting an ad on the sign, the Fair Board can get a referral fee. The fair gets two flips on fair dates. Relay for Life will be coming to the fair grounds and they will work with the sign company to put an ad on the sign. That would be
part of their free flips. Big events like the Pumpkin Chunk-in they will work with to put on the sign, nonprofit events.

Hallin asked how the current sign got on the property without rezoning.

McPherson said it has been there at least 30 years, but she does not know the exact time. Possible it was put up before the Statue was in place.

Hallin said in the 1970’s probably.

McPherson said most likely. Probably when the Speedway went up. The lease is for ten years and can be extended by either party. There is an out clause. The sign will have a 10-15 year life span. Bulbs might need to be changed before then. It has security cameras on it and has smart technology built in where it tells the sign company that it needs to be fixed. This sign company has a number of signs in the St. Cloud area. The current billboard sign on the site needs new skins. The current sign is 20 feet high and the new one will be four feet taller.

Hallin asked how many years the lease will be for.

McPherson said it will be a ten year lease. The fairgrounds needs ads to get exposure to the activities that will be happening. If the lease is not extended after the ten years then the sign company will remove the sign. She hopes it is a successful partnership with the Fair Board and sign company and it can continue beyond the ten years.

Hallin asked when the ten years is up, does the Fair Board lose the land.

McPherson said no, it is a lease of the ground where the sign is placed, a ground lease.

Moller commented that this will be a nice improvement for the fairgrounds.

McPherson said it will benefit the Fair, Speedway, and nonprofit organizations along with the July 4th community celebration. They hope to advertise on this sign year-round.

Hallin opened the public hearing.

MOLLER MOVED, SECOND BY JOHNSON, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE AND FORWARD TO RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR THE REZONING REQUEST FOR ONE OF THE PARCELS OWNED BY THE FAIR BOARD THAT IS CURRENTLY ZONED A-2 AGRICULTURAL 2 TO B-3 GENERAL COMMERCIAL DISTRICT THAT WOULD HOST THEIR
REPLACEMENT BILLBOARD SIGN, PARCEL #24-029-0901. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:
1. Is the rezoning consistent with the Princeton Land Use Plan? Yes.
2. Have there been changes in the character of development in the vicinity? No.
3. Does the rezoning constitute spot zoning of the property? No.

B. Lot Split for 920 West Branch Street (PID #24-028-3404)
Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

BACKGROUND
Kelly Johnson, (KDJ Custom Homes, LLC) applicant has submitted a Lot Split application for the property located at 920 West Branch Street, PID #24-028-3403.

ZONING
The property site is located in the R-3, Multiple Family Residential District. The proposed use will be for a single family structure on each lot. For a single-family dwelling, the minimum finished ground level main floor area of the various kinds of dwellings shall be as follows:
* one story with basement – 1,000 square feet
* one story without basement 1,100 square feet
* New one or two-family dwellings that for each unit there be an enclosed garage for at least two cars, constructed of a minimum of three hundred ninety-six (396) square feet (18’ x 22’)
* Lot area minimum square feet 12,500
* Lot width minimum square feet 80 feet (shall be taken at the setback line)
* Maximum lot coverage 30%
* Front yard minimum 30 feet
* Side yard minimum 10 feet
* Street side yard minimum 20 feet
* Rear yard minimum 30 feet
* Maximum height 30 feet

With the Lot Split, Parcel A would have 24,042 square feet and parcel B would have 12,532 square feet.

PROPOSAL
This is a vacant lot that fronts West Branch Street and to the rear is Hwy. 95. When the parcel was being surveyed the property pin was located in West Branch Street. This creates the lot without the required street frontage, the owners of A and B would have to cross private property to access the street. City Attorney advised to eliminate any issues it would be best the property owner Deed to the City of Princeton for right of way, drainage, and utility purposes a Quit Claim Deed and the City Council will review that at their March 26th meeting. If approved
the City will pay $1.65 Deed tax due and the document will be recorded along with the Lot Split Resolution at Mille Lacs County.

Since the property abuts MnDOT right of way, a permit is required to perform any work in the State Right of Way. Staff has forward the proposed lot split to Jonathan Mason, MnDOT permit governing authority and he will write a formal response. MnDOT will be looking at no additional increase in storm water runoff to the State Highway 95 right of way. The Developer would need to provide computations of all storm water directed toward the right of way to MnDOT. MnDOT does not have setback requirements, they require that whatever is being built can be maintained without entering into State Right of Way to do those duties. Access to the lots will only be allowed from West Branch Street.

CONCLUSION / RECOMMENDATION
The proposed Lot Split appears to meet the standards for the Zoning Ordinance. Staff would recommend approval of the Lot Split at 920 West Branch Street, subject to the following conditions (as listed in the Ordinance):

Permitted Uses

* In the R-3 Multi-Family District, no building or land shall be used and no building shall be erected, converted, or structurally altered, unless otherwise provided herein, except for one or more of the following, as well as similar uses:
  * Any use permitted in R-2 District;
  * Single family dwelling unit;
  * Two family dwelling unit;
  * Condominiums;
  * Multi-family structures;
  * Townhouses;
  * Group homes or foster homes serving mentally retarded or physically handicapped persons and licensed day care facilities not exceeding 16 persons;
  * Buildings temporary located for purposes of construction on the site for a period of time not in excess of such construction;
  * Decorative landscape features including, but no limited to, pools, arbors, hedges, wall, shrubs, and trees;
  * Private garage and carport or parking space;
  * Private swimming pool, tennis court, or other site necessary to conduct a home sporting event;
  * Accessory buildings not exceeding 1000 square feet related to the above principal use;
  * Parks & open spaces.

Conditions of Approval:
If the Planning Commission approves the Lot Split, they can forward recommendation for approval to the City Council for their review at the March 26, 2020 meeting. Condition of approval:

1. City Council approve the Quit Claim Deed prior to approval of the Lot Split.
2. Written approval from MnDOT obtained and given to the City prior to issuance of building permits.
3. That the grading & stormwater plan be approved by the City.
4. The R-3 Multi-Family Residential Zoning Ordinance requirements be followed.
5. Access to the parcels is only from West Branch Street.
6. Grading plans need to be submitted to the City prior to the building permit approval.
7. Developer will need to contact Princeton Public Utilities and Public Works for water and sewer hookup from West Branch Street and where to access hookup will be for the second site.
8. Developer will need to contact Princeton Public Utilities on power to the two sites.
9. A Digging Permit will be obtained from the City prior to digging in the street.
10. A building permit and SAC/WAC permit must be applied for and approved prior to construction for each site. Staff will provide the addresses for each site.

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

Kelly Johnson, applicant introduced himself. He said he purchased this one acre lot and wants to split it for two homes. There would be a smaller slab house with a two car garage.

Barbian asked on the grading of the driveway.

Johnson can provide that information with the building plans.

Hallin opened the public hearing.

JOHNSON MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

MOLLER MOVED, SECOND BY REYNOLDS, TO APPROVE THE LOT SPLIT AND FORWARD RECOMMENDATION FOR APPROVAL TO THE CITY COUNCIL OF PARCEL #24-028-3403 WITH THE FOLLOWING CONDITIONS:
1. CITY COUNCIL APPROVE THE QUIT CLAIM DEED PRIOR TO THE LOT SPLIT.
2. WRITTEN APPROVAL FROM MNDOT MUST BE OBTAINED AND GIVEN TO THE CITY PRIOR TO ISSUANCE OF BUILDING PERMITS.
3. THE R-3 MULTI-FAMILY RESIDENTIAL ZONING ORDINANCE REQUIREMENTS BE FOLLOWED.
4. ACCESS TO THE PARCELS IS ONLY FROM WEST BRANCH STREET.
5. GRADING PLANS NEED TO BE SUBMITTED TO THE CITY PRIOR TO THE BUILDING PERMIT APPROVAL.
6. DEVELOPER WILL NEED TO CONTACT PRINCEOTN PUBLIC UTILITIES AND PUBLIC WORKS FOR WATER AND SEWER HOOKUP FROM WEST BRANCH STREET AND WHERE TO ACCESS HOOKUP WILL BE FOR THE SECOND SITE.
7. DEVELOPER WILL NEED TO CONTACT PRINCETON PUBLIC UTILITIES ON POWER TO THE TWO SITES.
8. A DIGGING PERMIT WILL BE OBTAINED FROM THE CITY PRIOR TO DIGGING IN THE STREET.
9. A BUILDING PERMIT AND SAC/WAC PERMIT MUST BE APPLIED FOR AND APPROVED PRIOR TO CONSTRUCTION FOR EACH SITE. STAFF WILL PROVIDE THE ADDRESSES FOR EACH SITE.

UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

C. Variance to allow Solar Garden in Zone A of Princeton Airport

Community Development Memo:

**Background:**
Connexus Energy and EDF Renewables have finalized the location of the Solar Garden. Please see attached maps depicting the location and layout. A portion of the Solar Garden is in Zone A and therefore requires a Variance be considered in order for construction to proceed. The proposed Solar Garden is ~23 acres and sits on a 90-acre parcel.

This project is also subject to Sherburne County Zoning. Currently the property is zoned Urban Expansion which does not allow solar gardens. A request for a change in zoning and interim use permit is in the process with Sherburne County.

**Analysis:**
Discussions between the City, Connexus Energy, EDF Renewables and the Manager of Aviation Safety and Enforcement for MnDOT Aeronautics have concluded that “Minnesota Rules (8800.2400) prohibits land use structures in Zone A, but permits auto parking and recognized the similarity between auto parking and solar panels. The purposes stated for the restrictions on the property use in airport zoning is to limit population and building density in the runway approach areas, thereby creating sufficient open space so as to protect life and property in case of an accident.” Mr. Braunig also noted that due to the structure limiting population density and being low to the ground, MnDOT would not be taking action against the project should a variance be approved for the use. Although appropriate safeguards are appropriate to put in place protection in order that obstructions do not exceed protected airspace heights of both natural and manmade improvements, especially within the approach zone.

In discussions of the variance two items have been agreed to by the owner of the property, to provide an extension of the Non-Build Easement be added and recorded on the remaining south-west corner of existing Zone A and that heights limitation of all new natural planting shall utilize materials that shall not exceed air space limitations and an easement shall be granted allowing access for all maintenance of any and all obstructions.

Another item to consider is the life of a solar garden and what will happen to the property when the proposed solar garden is decommissioned. The City has been advised, in the interest of residents and the airport, to ensure the identified parcel reapply for a variance if a new solar garden is constructed in place of the original solar garden proposed for this project.
Variance Standards:
A variance shall not be granted by the Planning Commission unless it conforms to the following standards:
1. Is the variance in harmony with the general purposes and intent of the Zoning Ordinance?
2. Is the variance consistent with the Comprehensive Plan?
3. Does the property owner propose to use the property in a reasonable manner not permitted by the Zoning Ordinance?
4. Are there circumstances unique to this property not created by the landowners?
5. Will the issuance of the variance maintain the essential character of the locality?
6. Does the alleged practical difficulty involve more than economic considerations?

Recommendations:
City staff has concluded that, provided certain conditions are met the competing interests can be a positive direction for the community.

Therefore it is recommended that the Planning Commission consider the variance application and set the following standards allowing the solar garden use.

A. That a no build easement be added to the balance of Zone A.
B. An access easement be established on the parcel for access to enable maintenance of the air space from all-natural obstructions.
C. All new plantings have mature heights that do not exceed air space limits, which are to be included in the 7460 application to the FAA.
D. The solar glare analysis is completed and accepted by MnDOT and FAA.
E. All solar panels and fencing not exceed a height of 12’.
F. The solar garden use require renewal at which time the panels require repowering, approximately 25 years.
G. That the Developers agree to not object to future installation of utilities or road extensions adjacent or around the solar development to achieve cost efficiencies.
H. That the garden be located a minimum of 10 feet from the RPZ.

Further, separate from the variance rezoning change has been requested for the parcel. The solar development is approximately 23 acres a part of a 90-acre parcel. It is recommended that the City request Sherburn County rezone only the 23 acres, leaving the balance of the parcel as Urban Expansion so that competing land uses do not occur.

End of Staff Memo

Ian Schonwald, EDF Renewables representative was present and also Ron Bowen, property owner. Schonwald said this is a solar project for Connexus and will go on the Connexus grid and not being sold to other parties. This will help the Connexus membership have lower energy cost. Tonight Baldwin Township is holding a rezoning meeting for this site. They have had several conversations with City staff over this project. The FAA was concerned with the Glare Study. MnDOT had given the local jurisdiction on approving what would be able to go there. In this zoning there is a restriction of a lot of people and high structures. MnDOT reviewed the
letter of request and did not approve of the project, but was within the spirit of what is intended and was okay to forward to the City for final approval. Sherburne County has the restrictions for an interim use permit and that is moving forward. The panels will be 5-6 feet off the ground and rotates to follow the sun. The panels will reach the absolute height of 10-11 feet. The existing trees will remain around the property and has to be okayed by Sherburne County and they will see what trees need to stay for screening. Prairie Restoration wants to plant shade plants in the area of the solar garden.

Ron Bowen said this is a unique opportunity that the shade will give opportunity to plant under the panels. This will help him and Connexus. It is an interesting project.

Schonwald said the height restrictions is one of the few for ag use.

Ron Bowen said the recommendation of the approval of the variance has conditions that is with Zone A and the approach to the landing strip and Barbian is suggesting that an access easement be established to maintain the approach of Zone A and B of all natural obstructions. This needs clarity. Is that the trees, and what height. There needs to be a height listed on this. Who would be obligated to maintain the airspace. A good portion is in field production, but there is a number of trees out there and who would take care of them.

Barbian said the area planted by the solar garden is maintained by the Developer. The approach to Zone A and B of the airport zoning has the ability to maintain the current trees. This gives them right to access the trees that are there now. The obstruction of trees will need to be trimmed in the near future. Staff asked that one to five trees be trimmed with this project.

Schonwald said the trees on the west of the property site is a row of trees going north and south in an L shape. They are not sure if they are talking about one tree or five.

Bowen said Zone B is a lot bigger.

Barbian said they would like an easement to cut the trees.

Bowen said a reasonable part of Zone A and B would damage the wetland area if equipment went in there. When you get out of the wetland, those tree lines were planted and there is big 60-70 foot trees and so for the solar production, you cannot have shade. Is that going to change historically in 40 years or so where the trees are cut trees down closer to the runway. Control burns in the wetland have also been done with an understanding with the City and they would like to still do this. Zone B is a bigger footprint.

Barbian said the height regulations could be the distance of RPZ area and Zone A and B. That type of reference can be for the height. MnDOT inspected the area and pointed out some trees that are getting tall.
Schonwald said in Zone A is about 1,600 feet away from end of runway. 40-1 run to rise, and that means a 40 feet maximum point. Further away, the higher the trees can be.

Bowen wants to work with the City and does not have an issue with tall trees in the flight zone. We do not want the requirement to remove them and that should stay with the City where they have the equipment.

Barbian said he does not know if it is one or five trees.

Bowen said they will be taken down some trees in Zone B for the solar use.

Hallin opened the public hearing.

Barbian said it took time to make the changes where this would work. They have worked through the areas of questions.

Robert Peters, resident asked what the variance is for.

Barbian said that building In Zone A is an obstruction and has to have a variance to allow it. This site will host a solar panels.

Bowen said they will have farm access to the proposed solar garden site and it is still unclear of where it will be coming from, but he will provide the access to the site.

Barbian said the county is working on the access.

Schonwald said access is from the driveway from Bowen’s property.

Barbian said there has been discussion of where the wire will be laid out.

Bowen said the feed will be hooked up from County Road 45.

MOLLER MOVED, SECOND BY JOHNSON, TO CLOSES THE PUBLIC HEARING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE VARIANCE TO ALLOW A SOLAR GARDEN WHERE A PORTION WILL FALL INTO ZONE A OF THE PRINCETON MUNICIPAL AIRPORT, PROPERTY IS LOCATED AT 31922 128TH STREET NORTHWEST, PID #01-005-4000. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:
1. Is the variance in harmony with the purpose and intent of the Ordinance? Yes.
2. Is the variance consistent with the Comprehensive Plan? Yes.
3. Does the proposal put the property to use in a reasonable manner? Yes.
4. Are there unique circumstances to the property not created by the landowner? No.
5. Will the variance maintain the essential character of the locality? Yes.
6. Does the alleged practical difficulty involve more than economic considerations? No.

D. Conditional Use Permit and Preliminary Plat Review for Restaurant & Brewery at Golf Course
Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

REQUEST
Todd Olin, Sambatek on behalf of James & Amanda Berglund, owner of the property and the Golf Club have applied for a Conditional Use Permit and a Preliminary Plat application to construct a restaurant and brewery as an ancillary/supporting use to the existing Golf Course in the R-3 Multiple Family Residential District.

BACKGROUND
The subject property is located east of 4th Avenue South and north of the Golf Club Road. The site is Outlot 4, PID #24-320-0440, north of the current Club House. The proposal is for a restaurant and brewery to be built on this site and once they open the doors, the current Club House will be demolished. The new facility will also host the golf course rentals of the golf carts and playing a round of golf.

CONDITIONAL USE PERMIT STANDARDS
The Planning Commission shall order the issuance of such permit only if it finds that such use at the proposed location complies with the following standards:
1. The proposed use does not violate the health, safety or general welfare of Princeton residents.
2. The proposed use has been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation.
3. Adequate parking and loading is provided in compliance with the Ordinance.
4. Possible traffic generation and access problems have been addressed.
5. The proposed use can be accommodated with existing public services and will not overburden the City’s service compacity.
6. The proposed use conforms to the City’s Comprehensive Plan and is compatible with present and future land uses of the area.

CONDITIONAL USE PERMIT
Golf courses are permitted use in the R-3 District with the issuance of a Conditional Use Permit. With this being a different parcel, a CUP will be necessary for the project to move forward.

Conditions of approval of the CUP may include, but are not limited to, the following:
1. Ingress and egress to property and proposed structures thereon with particular reference to vehicles and pedestrian safety and convenience, traffic flow and control, and access in case of fire or other catastrophe;
2. Off-street parking and loading areas where required, with particular attention to the items in Subd. 1 and the economic, noise, glare, or odor effects of the conditional use on nearby property;
3. Refuse and service areas, with particular reference to the items in Subd. 1 and Subd. 2 above;
4. Utilities, with reference to location, availability, and compatibility;
5. Diking, fencing, screening, landscaping, or other facilities to protect adjacent or nearby property;
6. Sign, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district;
7. Required yards and other open space;
8. General compatibility with present and future land uses of the area; and
9. Hours of operation.

CONCLUSION

Based on the findings that the proposed Conditional Use Permit met the standards for the restaurant and brewery as an ancillary/supporting use to the existing Golf Course, as listed in the Zoning Ordinance, the Planning Commission may approve the Conditional Use Permit located on Outlot 4, PID #24-320-0440, subject to the following conditions:

1. The site plan be approved by the City including the storm water by City Engineer.
2. The Final Plat of the site be approved by the City Council.

PRELIMINARY PLAT REVIEW

The proposed restaurant and brewery building will be 9,160 square feet; hosting a brewery, kitchen, stage, private dining, bar office/store, and bar. An outdoor patio will be located on the east side of the building.

Zoning: The site is located in R-3 Multiple Family Residential District. The site area is 3.14 acres. The building area is .21 acre and the green space is 1.76 acre.

Setbacks: Front yard 30 feet
    Side yard 10 feet
    Street side yard 20 feet
    Rear yard 30 feet

Parking: Parking required 112 stalls
    Parking provided on-site 89 stalls
    Parking provided off-site 23 stalls
    ADA parking required / provided 5 stalls (The plans show the ADA stalls are 8’ feet and the minimum parking stall is 9’ feet by 18’ feet, total of 180 square feet.)
The Planning Commission may allow sharing of required off-street parking by two separate uses provided the normal peak parking times of the two uses do not coincide. Only the off-street parking spaces not normally used by the off-peak use shall be counted as off-street parking for the peak use. Each use shall have the total required off-street parking available during their respective periods of peak parking use. A long-term agreement in the form of a non-reversable easement shall be negotiated whereby both uses are bound to the establishment and maintenance of the shared off-street parking.

All parking facilities designed for a capacity of five (5) or more parking stalls shall have a setback from all adjoining property lines of three (3) feet.

The entire parking area, including parking spaces and maneuvering lanes, required under this section shall be provided with a durable, dustless surface in accordance with specifications approved by the City Engineer. The parking area shall be hard-surfaced within one year of the date the permit is issued.

The owner of any parking or loading area shall maintain the area in good condition without holes and free of all dust, trash, and other debris. The loading area is on the northwest side of the building and shall be marked by appropriate signs.

The parking lot layout has three islands. Staff has reviewed the plans and believes this should be adequate maneuvering with the 26’ foot drive lanes.

**Bicycle Parking:** The total parking requirement is one space for each off-street parking spaces required. The bicycle parking spaces shall be equipped with bicycle racks. This should be located near the front of the building.

**Street Access:** Access to the site will be as it currently is off of 4th Avenue South and Golf Club Road. There is an existing 33’ foot R.O.W. of Golf Course Road. The plans show vacating Golf Club Road that could be frontage road to this site. This vacation will be coming to the Planning Commission at their April 20th meeting where more explanation is provided. Their plan is to create an easement for utility, drainage, maintenance, and access in place of this where people canoeing will be able to use the current Golf Course parking lot and walk to the river access area.

**Landscaping:** Sidewalks along the building are 6 feet in width. The plans show 50% sodded and landscaped with approved vegetation around the site and 8% of the internal parking area shall be landscaped. The applicant is proposing to add evergreens on the west side of the site to give the residential area additional blockage.

**Dumpster:** The location of the enclosed dumpster is on the southwest corner of the lot. The materials will match the building.

**Sanitary Sewer:** There is a 20-foot sanitary sewer easement that runs north to south through the middle of their current parcel and the proposed site. On the current site this easement is
located under an existing building. On the proposed site the plans show a patio area being built over the easement. The City Engineer will be reviewing the plans and commenting.

There are two brewery grain silos on the west side of the building. The applicants will need to provide to the City the amount of yeast product that will be going into the sewer system.

**Storm Culvert:** There is an existing storm culvert on the northeast corner of their current Golf Course parking lot. This culvert will stay in place with an 8 foot walking bridge over it to the restaurant and brewery site. Golf carts will not be allowed on the bridge and there will be post installed to prevent a motorized vehicle on it.

**Lighting:** Princeton Public Utilities would like the applicant to install a street light at 4th Avenue South and Golf Club Road and will talk with the applicant about specifications possibilities.

**Signage:** There is an existing monument sign on the northwest corner of the current site off of Golf Club Road. The plans show a new monument sign placed on the Golf Course Road easement. Signage should be placed on the parcel and not the easement. At this time, signage is not being reviewed. A building permit will have to be applied for and reviewed, prior to installing any signage.

**CONCLUSION**
The Final Plat review that will be presented at the April 20th meeting should address staff’s concerns.

1) City Engineer comments on storm water and sewer.
2) Golf Club Road vacation and easement agreement
3) Handicap parking stalls size
4) Calculations of brewery product going into the sewer system
5) Princeton Public Utilities recommendations for watermain relocation
6) Long term agreement for shared parking and maintenance between the two sites
7) Agency Stormwater and Floodplain approvals as noted requirements in platting process
8) City Engineer approval of above documents

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

**Conditional Use Review:** The review of the CUP also includes discussion of the Preliminary Plat.

DeWitt explained that Golf Courses are a permitted use in the R-3 Multiple Family Residential District with the issuance of a Conditional Use Permit. The Golf Course owners would like to build the restaurant & brewery on their adjoining site that is on a different parcel number as an ancillary/supporting use to the existing Golf Course.

Todd Olin, Client Service Manager with Sambatek, said the current structure has been added on too many times and the owners wanted to build a new building.
Kris Thielen, Project Manager for Wilkus Architects, said they have done about twenty breweries in the past so this one is pretty simple.

Amanda Berglund, owner of the Golf Course said the existing building would stay for the summer and be used as a pro shop. The old one would not have the full kitchen. The new place would have a full menu along with regular beer and brewing beer.

Hallin opened the public hearing.

John Claren, 305 Golf Club Road, said he lives at the property on the corner of Golf Club Road. He would like to know what is going to happen to the street. This winter alone there was only a lane and a half to drive on to enter and exit the site. His concern is with traffic and he does not want to lose any of his yard if they extend the width of the road.

Barbian said a curb line is there.

Olin said Golf Club Road is a 33-feet wide road and there is an easement in place also.

Barbian said no parking signs can be installed. The parking is a little short and an easement would need to be established where the overflow is in the current area.

Claren said it is the traffic flow that is his concern. It will be much more busier there once this is up.

Barbian said the Planning Commission could decide if no parking signs should be installed.

Moller asked if they could widen the road.

Olin said the legal access is there, but the physical width is a couple feet of each other for the north and south of the road. There are curbs in the street now.

Barbian asked if John Claren is requesting the street to be widen.

Claren said he is just asking the questions, with the snow it lessons the width of the street.

James Berglund, owner of Golf Course said most of the time he did the plowing because the City grader does not get down on the road.

Claren said he is looking at the size of the parking lot and how many people can come to it.

Moller said it is more of a City maintenance problem and not a road width problem.

Reynolds agreed, snow needs to be moved better. Public Works need to plow it better.
Claren asked what the hours of entertainment. Will there be entertainment.

James Berglund said yes, they will have entertainment and will follow the City Ordinance on noise.

JOHNSON MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING FOR THE CONDITIONAL USE PERMIT. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

JOHNSON MOVED, SECOND BY MOLLER, TO APPROVE THE CONDITIONAL USE PERMIT FOR A RESTAURANT AND BREWERY AS AN ANCILLARY/SUPPORTING USE TO THE EXISTING GOLF COURSE IN THE R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT ON PARCEL #24-320-0440, WITH THE FOLLOWING CONDITIONS:

1. THE SITE PLAN BE APPROVED BY THE CITY INCLUDING THE STORM WATER BY THE CITY ENGINEER.

2. THE FINAL PLAT OF THE SITE BE APPROVED BY THE CITY ENGINEER.

UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

The Planning Commission Board reviewed the Findings of Fact:
1. Does the proposed use violate the health, safety or general welfare of the Princeton residents? No.
2. Has the proposed use been reviewed and approved by the City Engineer in regards to erosion, runoff, water pollution, and sedimentation? Yes.
3. Is adequate parking and loading provided in compliance with the Ordinance? Yes.
4. Have possible traffic generation and access problems been addressed? Yes.
5. Can the proposed use be accommodated with existing public services and not overburden the City’s service capacity? Yes.
6. Does the proposed use conform to the City’s Comprehensive Plan and is compatible with present and future land uses of the area? Yes.

Are there conditions that could be attached to the granting of a permit that would mitigate any potential the adverse impact? Yes, with the two conditions listed in the approval.

DeWitt said the Conditional Use Permit will be reported to the City Council for information only.

**Preliminary Plat Review:**
Hallin opened the public hearing for the Preliminary Plat review. This review will also include the draft Site Plan overview.

Olin addressed the Planning Commission Board that he would also like to have an overview of the draft Site Plan with the Preliminary Plat where feedback is given for any adjustments that need to be made. He began with the landscape plan and the assortment of vegetation they will bring in. There are existing pine trees to the west of the site and they will also be adding more.
The parking lot has the availability for delivery trucks and maintenance vehicles such as fire trucks to get in and be able to turn around. There will be a walking bridge over the ditch that the customers can walk across to the new site.

Reynolds asked if the dumpster will be enclosed.

Olin said yes, and showed him where it is located on the plans. The two large containers on the outside of the building are grain containers. They will not be in the drive aisle. It will be heavy duty pavement where the trucks will be driving. It will handle the weight area of the trucks.

Claren said his property value might change and it overlooks a parking lot to a golf course and now a parking lot to a restaurant brewery also. They get a lot of people in breweries. He knows golf courses where they have food trucks and such come in to bring more people. This is his front yard. There will be more deliveries also.

Brian Schroeder, Golf Club Manager addressed this and they will not have food trucks come to the golf course because they want to sell their own food. The deliveries will stay as they are now on the same schedule.

Claren said they are in it to make money. They would have the same concerns if they owned his house.

Barbian said the type of licensing some brewery make beer for off-site and they are doing it for site only.

James Berglund said they did a smaller system for the brewery for just their place.

Amanda Berglund confirmed they will have their own food and no vendors will be in the parking lot.

James Berglund said he does plan to be the busiest place in Princeton. They are putting money into Princeton and plan to make this a hit.

Schroeder said they are not selling the beers to liquor stores or other venues. It is only for themselves.

James Berglund said if they have events they will watch the over flow area. They have not had complaints in the past and will watch that does not happen.

JOHNSON MOVED, SECOND BY MOLLER, TO CLOSE THE PUBLIC HEARING FOR THE PRELIMINARY PLAT. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.
Barbian said the waste from the brewery making and going into the sewer will have to be reviewed.

Olin said they have designed breweries a number of times and can provide information to help with the pretreatment and monitoring a slow discharge flow. Olin asked DeWitt that he had given her information on the ADA parking and if she was okay with it.

DeWitt said the ADA parking will be fine with what is on the plans.

Olin said they will be submitting an application for a portion of Golf Club Road to be vacated.

JOHNSON MOVED, SECOND BY REYNOldS, TO APPROVE THE PRELIMINARY PLAT TO DEVELOP AN OUTLOT FOR THE PURPOSE OF BUILDING A RESTAURANT AND BREWERY AS AN ANCILLARY/SUPPORT USE TO THE EXISTING GOLF COURSE IN THE R-3 MULTIPLE FAMILY RESIDENTIAL DISTRICT ON THE PROPERTY SITE OF PID #24-320-0440 AND FORWARD TO THE CITY COUNCIL FOR FINAL APPROVAL WITH THE FOLLOWING CONDITIONS:

1) CITY ENGINEER COMMENTS ON STORM WATER AND SEWER.
2) GOLF CLUB ROAD VACATION AND EASEMENT AGREEMENT.
3) THE HANDICAP PARKING STALLS SIZE HAVE BEEN OKAYED, SO NO CHANGE ON THIS.
4) CALCULATIONS OF BREWERY PRODUCT GOING INTO THE SEWER SYSTEM.
5) PRINCETON PUBLIC UTILITIES RECOMMENDATIONS FOR WATERMAIN LOCATION.
6) LONG TERM AGREEMENT FOR SHARED PARKING AND MAINTENANCE BETWEEN THE TWO SITES.
7) AGENCY STORMWATER AND FLOODPLAIN APPROVALS AS NOTED REQUIREMENTS IN PLATTING PROCESS.
8) CITY ENGINEER APPROVAL OF ABOVE DOCUMENTS.

UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

OLD BUSINESS: None

NEW BUSINESS: None

COMMUNICATION AND REPORTS:
A. Verbal Report: None

B. City Council Minutes for February, 2020
The Planning Commission Board had no comments.
MOLLER MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:44 P.M.

ATTEST:

______________________________  ________________________________
Victoria Hallin, Vice Chairperson  Mary Lou DeWitt, Comm. Dev. Zoning Specialist
MINUTES OF A REGULAR MEETING OF THE PRINCETON MUNICIPAL AIRPORT
ADVISORY BOARD HELD ON MONDAY, February 3, 2020, AT 5:30 P.M.,
AT THE AIRPORT A/D BUILDING
*****************************************************************************
CALL TO ORDER/PLEDGE OF ALLEGIANCE:
The Chair, Brenton Titcomb-Gene Stoeckel, called the meeting to order at 5:30 P.M. by leading the Pledge of Allegiance. Other members present included Troy Minske, Brenton Titcomb, Barry Ramage Jr. and John Sautter. Others present: Brad Schumacher, Mayor/Council Liaison, Lisa Fobbe Sherburne Co. Com., Larry Handshoe Baldwin Township, Tim Hennagir-Union Times, City Administrator Robert Barbian, Alex Goerke (PE KLJ Engineering), Jim Flyn Flying Club, Dwayne Kruse Kruse Aviation, John George.

AGENDA ADDITIONS/DELETIONS:
Ramage moved, seconded by Sautter to adopt the agenda. Motion Carried.

APPROVAL OF MINUTES
Motion by Sautter, seconded by Ramage to approve the minutes for the January 6, 2020 meeting. Motion Carried.

Engineering Report:
Goerke reported that the design of the runway rehabilitation project is complete. Minnesota Paving and Materials is the low bidder. The federal grant was received and construction is ready to begin in June 2020.

Design of the taxiway rehabilitation plans are underway. KLJ has submitted the pre-application for the construction of the taxiway rehabilitation project. Various details were covered.

Manager Report:
Barbian indicated that in follow up on the Economic Impact Analysis discussion with Dan Weber with Sherburn County conversations are taking place with University of MN St Cloud State David Wall who coordinated the study for Flying Cloud Airport. They are planning to take a look at what would be involved for a Princeton study. Advisory Board Member John Sautter also covered that he is planning to attend the MNDOT conference which is planned for latter in the month. The MNDOT initiative did a statewide study of the impact of airports.

Barbian also report that operations are going well with interest in land for hangers. An update on the solar garden was provided. Members expressed the added no build in the RPZ is valuable for the airport.

Motion to adjourn by Ramage, seconded by Sautter. MOTION CARRIED.

ADJOURNMENT: The meeting adjourned at 6:22 P.M.

Respectfully Submitted,
Robert Barbian
City Administrator
CALL TO ORDER/PLEDGE OF ALLEGIANCE:
The Chair, Gene Stoeckel, called the meeting to order at 5:30 P.M. by leading the Pledge of Allegiance. Other members present included Troy Minske, Brenton Titcomb, Barry Ramage Jr. and John Sautter. Others present: Brad Schumacher, Mayor/Council Liaison, Lisa Fobbe Sherburne Co. Com., Larry Handshoe Baldwin Township, Tim Hennagir-Union Times, City Administrator Robert Barbian, Alex Goerke (PE KLJ Engineering), Jim Flynn Flying Club, Dwayne Kruse Kruse Aviation, John George.

AGENDA ADDITIONS/DELETIONS:
Minske moved, seconded by Sautter to adopt the agenda adding election of officers and Lions Fly In. Motion Carried.

Stoeckel opened nominations for Chairman, Vice Chair and Secretary. Sautter nominated Stoeckel as Chairman and Minske as Vice Chair, seconded by Ramage. There were no other nominations. Stoeckel called for the vote, motion Carried. The secretary position was discussed and to be appointed at a future date if needed.

APPROVAL OF MINUTES not available

Lions Fly In: John George from the Lions gave an overview of the event which includes a car show, a few planes that fly in and about 1,000 people that attend the pancake breakfast. The June event has been going on for many years. The advertising amount to John sending out flyers to other airports, pilots and generally placing an ad in the local paper. He welcomed board member volunteers to take care of aviation issues.

Engineering Report:
Goerke reminded the Board that the Runway reconstruction is set to start after the Lions Fly In. He then distributed the proposed hangers south of the fuel area. The layout looks to maximize buildable ground space. One spot can accommodate a double-sided door pass-through hanger. The Board expressed appreciation of the scale drawing.

The taxiway project planned for 2021 was covered: construction phasing was discussed, April project bidding and the May 18th grant application due date. He indicated that each of these items will require City Council approval.

Sautter inquired about the south taxiway route to serve the Kruse area, if a direct route 180-degree route from the main taxiway to the hanger be more efficient than redoing the existing parallel route. The approximate lengths are 245’ being 14 square feet and 735’ being 34 square feet. Members agreed with the Engineer indicating the modification would need to be integrated into the ALP to be completed.

Economic Impact Analysis: Board Member John Sautter covered his attendance at the MNDOT conference which broke down the methodology of the Economic impact analysis. John Sautter presented the Princeton regional study and highlighted the local impacts. The members expressed that overall, the results were very informative and should
be shared with the City Council. There was consensus that plans be made to present an overview.

**Manager Report:**
Barbian report that a proposal from Kruse regarding the FAA approved Through the Fence Agreement was received today but not reviewed.

An update on the solar garden as the project moves through the variance with the Planning Commission was provided. The Minnesota Airport Conference is planned for April 29th – May 1st. Operations seem fairly smooth. A new hanger lease is in process.

Motion to adjourn by Ramage, seconded by Minske. MOTION CARRIED.

**ADJOURNMENT:** The meeting adjourned at 6:48 P.M.

Respectfully Submitted,
Robert Barbian
City Administrator
THE MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY BOARD HELD AT
7:00 P.M., March 3, 2020, AT THE PRINCETON PUBLIC SAFETY BUILDING
*****************************************************************************************
1. Call to Order, Roll Call.
Gerold called the meeting to order at 7:00 at the Princeton Public Safety Building.


Others Present: Steve Smith Spencer Brook, Tim Hennagir Union Times

Staff Present: Ron Lawrence Fire Chief, Josh Vaccari Asst. Chief, Troy Thompson Captain, Brian Mellgren Captain, Robert Barbian City Admin.


3. Agenda Additions/Deletions: JENKINS MOVED, SHELLEY SECONDED APPROVAL OF AGENDA. MOTION CARRIED.

4. Run Reports: Chief Lawrence indicated that calls are a bit quiet with 55 year to date. The runs were reviewed and questions answered. Ron then went through the annual report summarized through a Power Point. The Chief told the Board that an officer would be at each of the Township Annual meetings.

5. Grants Updates: Lawrence indicated that the Fire Assistance Grant to Firefighters for a drop tank and hoses is pending. It is a 5% matching grant.

6. Old Business:

7. New Business:

9. Next Meeting & Agenda: April 7th.

10. Adjourn: SHELLEY MOVED TO ADJOURN, WHITCOMB SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:32 P.M.

Respectfully Submitted, Robert Barbian City Administrator
RESOLUTION #20-32
A RESOLUTION CALLING FOR A PUBLIC HEARING TO VACATE A PORTION OF GOLF CLUB ROAD (JUDICIAL ROAD)

WHEREAS, Amanda and James Berglund, have requested the following described vacation of a portion of Golf Club Road (Judicial Road):

All that part of Golf Club Road (Judicial Road in Ross-Mere Addition to the Village of Princeton) lying southerly of and adjoining Outlot 4, GOULDING'S ADDITION TO PRINCETON and lying southerly of and adjoining Outlot 8, OUTLOTS IN AUDITORS SUBDIVISION and lying northerly of and adjoining Outlot 11, OUTLOTS IN AUDITORS SUBDIVISION, all in Mille Lacs County, lying and being east of a line that is 245 feet east of and parallel to the east line of 4th Ave South and lying and being west of a line that is 686.61 feet east of and parallel to said east line of 4th Ave South, City of Princeton, Mille Lacs County, Minnesota.

NOW, THEREFORE, BE IT RESOLVED, by the Princeton City Council that the Council will consider the vacation of a portion of Golf Club Road (Judicial Road) and a public hearing shall be held on such proposed vacation on May 14th, 2020 at 7:00 p.m. at the Princeton City Hall located at 705 2nd Street N, Princeton MN; and

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to give published, posted, and mailed notice of such hearing as required by law.

ADOPTED by the Princeton City Council this 23rd day of April, 2020.

ATTEST: Brad Schumacher, Mayor

Robert Barbian
City Administrator

This instrument was drafted by:
City of Princeton
705 Second Street North
Princeton MN 55371
MEMORANDUM

TO: City Council
FROM: Robert Barbian
SUBJECT: Cul-de-sac east end of 33rd Street
DATE: April 21, 2020

Background:

The City of Princeton and Township have executed the Joint Powers Agreement establishing the basis for the reconstruction of 33rd and 82nd. In the Joint Powers Agreement, the estimated costs have been identified through the bid that has been awarded.

Within the project a cul-de-sac was included at the east end of 33rd Street. Associated with the cul-de-sac the City is to acquire the necessary land. Should the land easement not be acquired the cul-de-sac would not be built or billed to the city.

The Princeton School District has indicated that they do not wish to consider providing the land if it will result in any additional cost being assessed to the School for the project.

The total estimated cost of the cul-de-sac is 31,333.50. In the Cost Allocation exhibit the cost is split with a half allocated to the Township and half the City. The Council has discussed assessing at least a portion of the 15,666.75 to the School District. At the Public Hearing held for the project I had suggested the City consider covering the estimated legal and administrative cost about 4K plus about 7K toward the cul-de-sac.

Analysis:

There seems to be a gap combined with a lack of interest for the cul-de-sac. It is difficult to find a rational and beneficiaries of the cul-de-sac.

Direction from the City Council on what to do about acquiring an easement is requested. Should staff proceed to acquire an easement?
## EXHIBIT A
(Cost Allocation)

<table>
<thead>
<tr>
<th>No.</th>
<th>ITEM</th>
<th>UNIT</th>
<th>ESTIMATED QUANTITY</th>
<th>UNIT BID PRICE</th>
<th>TOTAL COST</th>
<th>ASSESSMENT COSTS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Shoulder Reconstruction</td>
<td>LF</td>
<td>1,800</td>
<td>$0.85</td>
<td>$1,530.00</td>
<td>$785.00*</td>
</tr>
<tr>
<td>2</td>
<td>Subgrade Preparation</td>
<td>LF</td>
<td>900</td>
<td>$1.70</td>
<td>$1,530.00</td>
<td>$785.00*</td>
</tr>
<tr>
<td>3</td>
<td>3&quot; Class 5 Aggregate</td>
<td>TN</td>
<td>720</td>
<td>$12.90</td>
<td>$9,288.00</td>
<td>$4,644.00*</td>
</tr>
<tr>
<td>4</td>
<td>2&quot; Bituminous Non-Wear course</td>
<td>TN</td>
<td>295</td>
<td>$64.85</td>
<td>$19,130.75</td>
<td>$9,565.38*</td>
</tr>
<tr>
<td>5</td>
<td>1-1/2&quot; Bituminous Wear course</td>
<td>TN</td>
<td>220</td>
<td>$64.85</td>
<td>$14,267.00</td>
<td>$7,133.50*</td>
</tr>
<tr>
<td>6</td>
<td>Crushed Concrete Shouldering</td>
<td>TN</td>
<td>135</td>
<td>$17.60</td>
<td>$2,376.00</td>
<td>$1,188.00*</td>
</tr>
<tr>
<td>7</td>
<td>Tack - Shoulder Stabilization</td>
<td>Gal</td>
<td>100</td>
<td>$3.35</td>
<td>$335.00</td>
<td>$167.50*</td>
</tr>
<tr>
<td>8</td>
<td>Traffic Control</td>
<td>LS</td>
<td>1</td>
<td>$2,800.00</td>
<td>$2,800.00</td>
<td>$1,400.00*</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>51,256.75</strong></td>
<td><strong>25,628.38</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Turn-Around at East End</strong></td>
<td></td>
<td><strong>LS</strong></td>
<td><strong>1</strong></td>
<td><strong>3,000.00</strong></td>
<td><strong>3,000.00</strong></td>
</tr>
<tr>
<td>9</td>
<td>Clear &amp; Grub</td>
<td>LS</td>
<td>1</td>
<td>$5.00</td>
<td>$600.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>10</td>
<td>Silt Fence</td>
<td>LF</td>
<td>120</td>
<td>$6,500.00</td>
<td>$6,500.00</td>
<td>$3,250.00*</td>
</tr>
<tr>
<td>11</td>
<td>Site Grading</td>
<td>LS</td>
<td>1</td>
<td>$9,900.00</td>
<td>$2,970.00</td>
<td>$1,485.00*</td>
</tr>
<tr>
<td>12</td>
<td>8&quot; Class 5 Aggregate</td>
<td>TN</td>
<td>380</td>
<td>$12.90</td>
<td>$4,902.00</td>
<td>$2,451.00*</td>
</tr>
<tr>
<td>13</td>
<td>2&quot; Bituminous Non-Wear course</td>
<td>TN</td>
<td>110</td>
<td>$64.85</td>
<td>$7,133.50</td>
<td>$3,566.75*</td>
</tr>
<tr>
<td>14</td>
<td>1-1/2&quot; Bituminous Wear course</td>
<td>TN</td>
<td>10</td>
<td>$64.85</td>
<td>$5,188.00</td>
<td>$2,594.00*</td>
</tr>
<tr>
<td>15</td>
<td>Crushed Concrete Shouldering</td>
<td>TN</td>
<td>25</td>
<td>$17.60</td>
<td>$440.00</td>
<td>$220.00*</td>
</tr>
<tr>
<td>16</td>
<td>Seed, Mulch &amp; Fertilizer</td>
<td>AC</td>
<td>0.3</td>
<td>$9,900.00</td>
<td>$2,970.00</td>
<td>$1,485.00*</td>
</tr>
<tr>
<td>17</td>
<td>Traffic Control</td>
<td>LS</td>
<td>1</td>
<td>$600.00</td>
<td>$600.00</td>
<td>$300.00</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>31,333.50</strong></td>
<td><strong>15,666.75</strong></td>
</tr>
<tr>
<td><strong>SCHEDULE B - 33rd STREET - East of 82nd Ave.</strong></td>
<td></td>
<td><strong>$82,590.25</strong></td>
<td><strong>$41,295.13</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|     |      |      |                    |                |            |                 |
|     |      |      |                    |                |            |                 |
| 1   | Shoulder Reconstruction | LF | 2,040              | $0.85 | $1,734.00 | $563.55*        |
| 2   | Subgrade Preparation    | LF | 1,020              | $1.70 | $1,734.00 | $563.55*        |
| 3   | 3" Class 5 Aggregate    | TN | 735                | $12.90 | $9,481.50 | $3,081.49*    |
| 4   | 2" Bituminous Non-Wear course | TN | 330               | $64.85 | $21,400.50 | $6,955.16*     |
| 5   | 2" Bituminous Wear course | TN | 430               | $64.85 | $27,885.50 | $9,062.79*     |
| 6   | Bituminous Tack Coat    | Gal | 30               | $4.30 | $129.00 | $41.93*     |
| 7   | Crushed Concrete Shouldering | TN | 195              | $17.60 | $3,432.00 | $1,115.40*     |
| 8   | Tack - Shoulder Stabilization | Gal | 100              | $3.35 | $335.00 | $108.88*     |
| 9   | Traffic Control         | LS | 1                 | $2,800.00 | $2,800.00 | $910.00* |
|     | **SCHEDULE C - 82nd AVENUE - South of 33rd St.** |   | **$68,931.50** | **$22,402.74** |

### ESTIMATED CONSTRUCTION COST

- **$161,521.75**
- **$63,697.86**
- **$5,000.00**
- **$1,700.00**
- **$14,500.00**
- **$7,250.00**
- **$15,200.00**
- **$4,940.00**
- **City Legal & Admin. Costs (5%)**
- **$3,879.39**
- **TOTAL ASSESSED COST**
- **$81,467.26**
Staff advertised for Sealcoating bids with a deadline of 11am on Monday, April 20, 2020.

The Bid was advertised on our Website, in the Finance and Commerce Magazine and the Union Eagle.

Only two bids were received.

**Allied Blacktop**
10503 89th Ave. N.
Maple Grove MN 55369
763-425-0575
Contact: Peter Capistrant
Email: pete@alliedblacktopmn.com

**Pearson Brothers**
$0.83 per square yard
Office Manager - Missy Hallich
11079 Lamont Ave NE
Hanover, MN 55341
Office: 763-391-6622
Fax: 763-391-6627
Cell: 763-568-6403

Staff recommends a motion to approve the 2020 Sealcoating Bid of $.82 per yard from Allied Blacktop Inc.
Memorandum

Date: 4/21/2020
To: Robert Barbian
Copy to: File
From: Alex Goerke, PE
RE: Taxiway Independent Fee Estimate

Remarks
KLJ is finalizing the grant application for the Taxiway Reconstruction project. Part of the grant process requires an independent fee estimate to be performed when engineering fees exceed $100,000. The cost of the independent fee estimate is reimbursable in the grant.

KLJ recommends that the City of Princeton proceed with the IFE.

Please let me know if there are any questions.

Thank You,

Alex Goerke, PE
Alex.goerke@kljeng.com
651-726-5017
<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>CITY</th>
<th>ADMIN-</th>
<th>STRATION</th>
<th>FINANCE</th>
<th>POLICE</th>
<th>FIRE</th>
<th>STREETS</th>
<th>PARKS</th>
<th>LIBRARY</th>
<th>DEVELOPMENT</th>
<th>COMMUNITY</th>
<th>CENTER</th>
<th>CEMETERY</th>
<th>AIRPORT</th>
<th>SIMER</th>
<th>DESCRIPTION</th>
<th>O</th>
<th>T</th>
<th>H</th>
<th>E</th>
<th>R</th>
<th>TOTAL</th>
<th>AMOUNT</th>
<th>VENDOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALEX AIR APPARATUS</td>
<td>BATTERIES</td>
<td>1,160.00</td>
<td>1,160.00</td>
<td>1,160.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANTECH</td>
<td>EREMS &amp; DEBEERAGE</td>
<td>1,541.00</td>
<td>1,541.00</td>
<td>1,541.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADVANCED GRAPHIX</td>
<td>DESCS, PATCHES, REPAIR</td>
<td>220.00</td>
<td>220.00</td>
<td>220.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AIR EQUIPMENT</td>
<td>SEALS &amp; PRESS GAUGE</td>
<td>263.97</td>
<td>263.97</td>
<td>263.97</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BRAND MANUFACTURING</td>
<td>MATERIALS</td>
<td>150.35</td>
<td>150.35</td>
<td>150.35</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BCA</td>
<td>CDE ACCESS FEE</td>
<td>270.00</td>
<td>270.00</td>
<td>270.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUSINESS ESSENTIALS</td>
<td>WIRELESS KEYBOARD</td>
<td>74.20</td>
<td>74.20</td>
<td>74.20</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BOB BASSIAN</td>
<td>MILKMADE AND MEALS</td>
<td>267.78</td>
<td>267.78</td>
<td>267.78</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CONNECTED ENERGY</td>
<td>ELECTRIC</td>
<td>304.66</td>
<td>304.66</td>
<td>304.66</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CENTERPOINT ENERGY</td>
<td>NATURAL GAS</td>
<td>53.68</td>
<td>53.68</td>
<td>53.68</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CARD SERVICES</td>
<td>MEETING FOO/FOODSERVICE</td>
<td>88.99</td>
<td>88.99</td>
<td>88.99</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAPITAL ONE</td>
<td>PARTS, EQUIP, CLOCK, MISC.</td>
<td>1,238.05</td>
<td>1,238.05</td>
<td>1,238.05</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CARNEGIE TUN INDUSTRIES</td>
<td>PLAGE</td>
<td>633.77</td>
<td>633.77</td>
<td>633.77</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MARY LOU DEXWIT</td>
<td>UNIFORM REIMB</td>
<td>21.00</td>
<td>21.00</td>
<td>21.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECH</td>
<td>HEARING NOTICES</td>
<td>183.37</td>
<td>183.37</td>
<td>183.37</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMERGENCY AUTO TECH</td>
<td>SIRES REPLACEMENT</td>
<td>21.00</td>
<td>21.00</td>
<td>21.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CITY OF ELK RIVER</td>
<td>AMMUNITION</td>
<td>1,148.00</td>
<td>1,148.00</td>
<td>1,148.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOLL FREDDY</td>
<td>DISINFECTANT REIMB</td>
<td>17.88</td>
<td>17.88</td>
<td>17.88</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FAST &amp; K</td>
<td>PARTS INVENTORY</td>
<td>1,101.49</td>
<td>1,101.49</td>
<td>1,101.49</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FINNK WATER</td>
<td>COOLER RENTAL</td>
<td>50.00</td>
<td>50.00</td>
<td>50.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GRANITE ELECTRONICS</td>
<td>PAPER BATTERIES</td>
<td>12.60</td>
<td>12.60</td>
<td>12.60</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GAVE GARAGE DOOR</td>
<td>DOOR OPENER REPAIRS</td>
<td>32.00</td>
<td>32.00</td>
<td>32.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUME COIL</td>
<td>FUEL</td>
<td>550.00</td>
<td>550.00</td>
<td>550.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HY TECH AUTO</td>
<td>INPOS TONING</td>
<td>218.30</td>
<td>218.30</td>
<td>218.30</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INTERSTATE POWER</td>
<td>REPAIR</td>
<td>550.00</td>
<td>550.00</td>
<td>550.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NCOLE JOSHEFF</td>
<td>UNIFORM REIMB</td>
<td>99.98</td>
<td>99.98</td>
<td>99.98</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>JKL ENGINEERING</td>
<td>ENGINEERING</td>
<td>16,197.94</td>
<td>16,197.94</td>
<td>16,197.94</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOSCH</td>
<td>LIABILITY BALANCE</td>
<td>371.87</td>
<td>371.87</td>
<td>371.87</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MHS COUNCIL OF AIRPORTS</td>
<td>DUES</td>
<td>150.00</td>
<td>150.00</td>
<td>150.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MHS FLIGHT</td>
<td>AIRPORT AD</td>
<td>54.56</td>
<td>54.56</td>
<td>54.56</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MHS DEP OF HEALTH</td>
<td>CAMPING LICENSE</td>
<td>99.00</td>
<td>99.00</td>
<td>99.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MILLE LACS PUBLIC WORKS</td>
<td>BOUNDARY BALANCE</td>
<td>45,517.31</td>
<td>45,517.31</td>
<td>45,517.31</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MIELES LACC AUDITOR</td>
<td>ASSESSMENTS AND TAXES</td>
<td>16,167.67</td>
<td>16,167.67</td>
<td>16,167.67</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MKEA</td>
<td>MATERIALS &amp; ACRYLIC</td>
<td>1,160.00</td>
<td>1,160.00</td>
<td>1,160.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MPCA</td>
<td>WASTEWATER CERTIFICATES</td>
<td>371.87</td>
<td>371.87</td>
<td>371.87</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MIDCONTINENT COMM.</td>
<td>PHONES &amp; INTERNET</td>
<td>49.09</td>
<td>49.09</td>
<td>49.09</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NATIONAL PUBLIC SAFETY</td>
<td>NATIONAL DIRECTOR</td>
<td>149.00</td>
<td>149.00</td>
<td>149.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PACK ANALYTICAL TESTING</td>
<td>200.00</td>
<td>200.00</td>
<td>200.00</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>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRINCETON PANTRY</td>
<td>FOOD SHELF DONATION</td>
<td>385.97</td>
<td>385.97</td>
<td>385.97</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RON RIVER AUTO</td>
<td>BAREE PADS</td>
<td>30.00</td>
<td>30.00</td>
<td>30.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPRINT</td>
<td>MOBILE CHARGES</td>
<td>26.78</td>
<td>26.78</td>
<td>26.78</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TESCO MAN CO.</td>
<td>SUPPLIES</td>
<td>40.71</td>
<td>40.71</td>
<td>40.71</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRENCHELESS PLUS</td>
<td>SHAPENING</td>
<td>46.20</td>
<td>46.20</td>
<td>46.20</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TAN INVESTMENTS</td>
<td>RETURN OF BISO</td>
<td>24.00</td>
<td>24.00</td>
<td>24.00</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UPLAND</td>
<td>BOTTLES</td>
<td>18.71</td>
<td>18.71</td>
<td>18.71</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VIDEOS</td>
<td>DATA PACKS</td>
<td>85.16</td>
<td>85.16</td>
<td>85.16</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>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WOOD TREE FARMS</td>
<td>TREES</td>
<td>1,542.21</td>
<td>1,542.21</td>
<td>1,542.21</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>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL FOR BILL LIST**

<p>| 2,110.65 | 630.96 | 256.34 | 6,201.21 | 4,352.61 | 3,317.34 | 2,561.54 | 207.89 | 11,032.52 | 185.93 | 0.00 | 16,653.66 | 9,084.42 | 53,820.51 | 110,394.82 | 60 |</p>
<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>LIC/GO</th>
<th>O - T - H - E - R</th>
<th>TOTAL DESCRIPTION</th>
<th>AMOUNT</th>
<th>VENDOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMERICAN BOTTLING</td>
<td>MIX</td>
<td>327.30</td>
<td></td>
<td>327.30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARTISAN BEER</td>
<td>BEER</td>
<td>225.30</td>
<td></td>
<td>225.30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BERRICHS</td>
<td>BEER, MIX AND NA</td>
<td>2,943.80</td>
<td></td>
<td>2,943.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BELLBOY CORP</td>
<td>LIQUOR, WINE AND MIX</td>
<td>1,802.05</td>
<td></td>
<td>1,802.05</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BREAKTHRU BEVERAGE</td>
<td>LIQUOR, WINE AND MIX</td>
<td>5,996.35</td>
<td></td>
<td>5,996.35</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAL DISTRIBUTING</td>
<td>BEER, MIX AND NA</td>
<td>30,699.32</td>
<td></td>
<td>30,699.32</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRYSTAL SPRINGS</td>
<td>RESALES ICE</td>
<td>90.72</td>
<td></td>
<td>90.72</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAPITAL ONE</td>
<td>WEBSITE</td>
<td>298.99</td>
<td></td>
<td>298.99</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DAULDEMMER</td>
<td>BEER, WINE, MIX, AND NA</td>
<td>31,515.76</td>
<td></td>
<td>31,515.76</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DYLAN DORNER</td>
<td>MILEAGE</td>
<td>66.81</td>
<td></td>
<td>66.81</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECM</td>
<td>COMM GUIDE AD</td>
<td>465.00</td>
<td></td>
<td>465.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FAIRWIND WATER</td>
<td>RENTAL</td>
<td>10.20</td>
<td></td>
<td>10.20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JOHNSON BROS.</td>
<td>LIQUOR, WINE AND MIX</td>
<td>27,710.65</td>
<td></td>
<td>27,710.65</td>
<td></td>
<td></td>
</tr>
<tr>
<td>KUHL LACH AUDITOR</td>
<td>ECHONOMIZED TAXES</td>
<td>3,761.00</td>
<td></td>
<td>3,761.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M. AMUNDSEN</td>
<td>TOBACCO AND RESALE ITEM</td>
<td>4,487.53</td>
<td></td>
<td>4,487.53</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHILLIPS WINE</td>
<td>LIQUOR, WINE, MIX, RESAL</td>
<td>25,456.75</td>
<td></td>
<td>25,456.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RITZ</td>
<td>WINE</td>
<td>355.25</td>
<td></td>
<td>355.25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RITE</td>
<td>SOFTWARE SUPPORT</td>
<td>638.88</td>
<td></td>
<td>638.88</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RED BULL</td>
<td>MIX</td>
<td>261.50</td>
<td></td>
<td>261.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOUTHERN GLASSERS</td>
<td>LIQUOR AND MINS</td>
<td>10,461.39</td>
<td></td>
<td>10,461.39</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VIKING CERVE</td>
<td>MIX</td>
<td>715.75</td>
<td></td>
<td>715.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WATSON CO.</td>
<td>TOBACCO</td>
<td>4,633.54</td>
<td></td>
<td>4,633.54</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WINE MERCHANTS</td>
<td>MINE</td>
<td>689.42</td>
<td></td>
<td>689.42</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL FOR BILL LIST</td>
<td></td>
<td>154,316.51</td>
<td></td>
<td>154,316.51</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CHECK NO</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>PAYROLL</th>
<th>LIC/GO</th>
<th>O - T - H - E - R</th>
<th>TOTAL DESCRIPTION</th>
<th>AMOUNT</th>
<th>VENDOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>51033</td>
<td>FIRST BANK &amp; TRUST</td>
<td>PAYROLL TRANSFER</td>
<td>151,207.71</td>
<td></td>
<td></td>
<td>151,207.71</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
BILL LIST

TO: MAYOR AND CITY COUNCIL
FROM: THE FINANCE DEPARTMENT
RE: BILL LIST APPROVAL MOTION

COUNCIL MEETING DATE: April 23, 2020

I move to approve the bill list which includes the manual checks as listed on the manual bill list for a total of $151,207.71 and the items listed on the liquor bill list and general city bill list which will be checks 81034 to 81101 for a total of $264,711.33.