# 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. Amended minutes from Regular Council Meeting of May 14, 2020..............2
4. Consent Agenda..................................................................................................11
   4.1. Permits and Licenses..................................................................................11
   4.2. Personnel..................................................................................................11
   4.3. Donations and Designations......................................................................11
5. Brew Pub - Site Plan and Final Plat Approval - Resolution 20-41.......................11
6. Park Board Appointment - filling Daniel Voce's open seat which ends 12-31-2021...17
7. Public Utilities Commission Interviews............................................................20
   7.1. Richard Schwartz....................................................................................22
   7.2. Trevor Karsky.........................................................................................25
8. Open Forum........................................................................................................26
9. Public Hearings....................................................................................................26
10. Presentations........................................................................................................26
11. FYI - Reports, Announcements, Correspondence, Boards / Committee Minutes...26
   11.1. Planning Commission Minutes of May 18, 2020......................................26
12. Petitions, Requests and Communications..........................................................37
13. Ordinances and Resolutions..............................................................................37
   13.1. Resolution 20-36 - EDA Grant Application............................................37
14. Unfinished Business............................................................................................39
   14.1. Recording of Council Meetings - discussion............................................39
   14.2. Public Safety Storage Building...............................................................39
   14.3. PILOT update.........................................................................................43
15. New Business.....................................................................................................43
   15.1. Airport Manager position..........................................................................43
16. Bill List...............................................................................................................43
17. Miscellaneous.....................................................................................................45
18. *** CLOSED SESSION *** land purchase.......................................................45
19. Adjournment.....................................................................................................45
Mayor Brad Schumacher called the meeting to order and led the Pledge of Allegiance to the Flag. Council members present were, Jenny Gerold, Jack Edmonds, Jules Zimmer and Jeff Reynolds. Others present: City Administrator Robert Barbian, Finance Director Steve Jackson, Police Chief Todd Frederick, Public Works Director Bob Gerold, Community Development Specialist Stephanie Hillesheim, Clerk Shawna Jenkins, Liquor Store Manager Nancy Campbell, Fire Chief Ron Lawrence, Wastewater Plant Manager Chris Klinghagen and Attorney Damien Toven.

**AGENDA ADDITIONS/DELETIONS**

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

**CONSIDERATION OF MINUTES**

A. Regular Meeting minutes of April 23, 2020


**CONSENT AGENDA**

A. Permits and Licenses
   1. Mobile Food vendor for Brain Freeze Ice Cream – pending background check

   J GEROLD MOVED TO APPROVE THE MOBILE FOOD VENDOR PERMIT FOR BRAIN FREEZE ICE CREAM, PENDING BACKGROUND CHECK. EDMONDS SECONDED THE MOTION.

   FRIENDLY AMENDMENT SUGGESTED TO INCLUDE DISTANCE VERBAGE IN ORDINANCE. J GEROLD AND EDMONDS ACCEPTED THE FRIENDLY AMENDMENT

   THE MOTION CARRIED UNANIMOUSLY

B. Personnel
   1. Approval to hire Seasonal Public Works Ty Kitzman
   2. Approval to hire Seasonal Public Works Jared Stimmler

C. Donations

   ZIMMER MOVED TO APPROVE THE HIRING OF SEASONAL PUBLIC WORKS TY KITZMAN AND JARED STIMMLER. SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

**OPEN FORUM**

Jennifer Englund stated that she has requested to participate in the meeting tonight in regard to the cemetery rules and regulations amendment.
PRESENTATIONS / SPEAKERS

PUBLIC HEARINGS

A. Public hearing to vacate a portion of Golf Club Road – Resolution 20-37

Mary Lou DeWitt’s memo stated that Amanda and James Berglund have requested a portion of Golf Club Road (Judicial Road) to be vacated. **Legal Description:** 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.

**ANALYSIS**
The Berglund’s have been in the Preliminary and Final Plat process to develop a Restaurant & Brewery on the north lot adjoining their Golf Course Club House. With the platting process, it was found that in May, 1995 by Resolution 95-28, the Judicial Road was vacated to the east to an area in the river and this vacation will clean up that vacation by clearing up 45 feet from the west. This vacation of right-of-way will include a statement for the City to reserve an easement for drainage and utility purposes, under, across and above the vacated right-of-way. There is an existing storm drain that is from 4th Avenue to Golf Club Road and the drainage ditch easement will stay in place.

The Planning Commission held a public hearing on April 20, 2020 and moved to recommend approval of the partial vacation of Golf Club Road (Judicial Road) to the City Council with the condition of the final plat approval. State Statue 412.851 has the City Council hold the public hearing with final approval or denial. Public hearing notices have been sent out to neighboring properties 350 feet from the site for both meetings.

**CONCLUSION/RECOMMENDATION**
Staff recommends approval of Resolution #20-37, approving the vacation of a portion of Golf Club Road (Judicial Road) based on the findings that there is no present or prospective use for this portion of the road, and will cause no problems to the surrounding neighborhood.

Condition of approval:

1. The Final Plat approval by the City Council with all required easements noted prior to recording of Resolution #20-37.

**J GEROLD MOVED TO OPEN THE PUBLIC HEARING AT 7:17PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.**

Pete Moreau provided an overview of the proposed project.

Barbian stated he heard today that Princeton Public Utilities is still waiting for some information
from Moreau and an easement still needs to be finalized. Schumacher said he doesn’t understand why we are holding out on this for the easement. Barbian said they are all interconnected with the plat.

Edmonds agreed, we are acting on a resolution vacating a road, we are acting on a resolution to vacate a road.

EDMONDS MOVED TO CLOSE THE PUBLIC HEARING AT 7:26PM. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

EDMONDS MOVED TO APPROVE RESOLUTION 20-37. SCHUMACHER SECONDED THE MOTION.

Reynolds would like to table this until we have additional information and to allow some more time for negotiations, so he will be voting no.

Barbian stated there will be separate documents for storm water and the recreational trail. There is no stormwater maintenance access. The memo was anticipating that the easements would be accepted.

Zimmer is with Reynolds on this, he understands we want to keep the recreational easement and we want the stormwater easement.

J Gerold said if there are easement issues it would be best to wait on this approval. Maybe it will push the applicant to resolve the issues.

Barbian said it is on the applicant to resolve the issue.

VOTE: 1:4 SCHUMACHER IN FAVOR, EDMONDS, J GEROLD, ZIMMER AND REYNOLDS OPPOSED. THE MOTION FAILED.

Schumacher asked if this will be on the next meeting. Barbian said that depends on the applicant. Toven said if they want to table the Resolution to the next meeting, they will want to make a motion to that affect.

ZIMMER MOVED TO TABLE RESOLUTION 20-37 TO THE NEXT MEETING. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

FYI – REPORTS, ANNOUNCEMENTS, CORRESPONDENCE AND BOARDS / COMMITTEES

A. Planning Commission Minutes of April 20, 2020

PETITIONS, REQUESTS, AND COMMUNICATIONS

ORDINANCES AND RESOLUTIONS

A. Resolution 20-38 – issuance of Bonds, Series 2020A

Eilertson reported that we have received financing bids. Series 2020A is for the Fire Truck, with
an agreement with Blue Hill township and Spencer Brook Township.

Series 2020B is for the acquisition of land for an addition to the industrial park.

There was only one bid received, which was from Bremer Bank. However, the interest rate was very good and both were lower than they had estimated.

REYNOLDS MOVED TO APPROVE RESOLUTION 20-38. J GEROLD SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. Resolution 20-39 – issuance of Bonds, Series 2020B

J GEROLD MOVED TO APPROVE RESOLUTION 20-39. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

A. Oak Knoll Cemetery rule and regulations amendment recommendations

City Staff understands that it is difficult to lose a loved one, and people grieve in many different ways. One of which is putting items on and decorating their loved one’s gravesite. While there are many graves that include a lot of items, “Babyland” area of Oak Knoll gets very busy with toys, decorations and other items. These items sometimes blow to other parts of the cemetery and become unsightly from being outside. The city has received a few complaints about the excessive items.

This can sometimes create a hardship in the maintenance of the cemetery, and many times are against the current regulations set it the Oak Knoll’s Rules and Regulations that was approved by the City Council in 1993, and most recently revised in November 2018.

Jenkins sent an email out to the Clerk / Administrators Listserv to see how others handle their cemeteries and various items that are left at gravesites. Unfortunately, only two cities responded. Greenwood Cemetery in Warren MN had some wording that staff liked, so we incorporated those into our current rules to make things clearer and easier to understand. Please review these recommendations and approve if you agree with these recommended changes.

Jennifer Englund stated that she visits the grave of her daughter every day, and having the toys and items there on her grave are an important part of her grieving process.

J Gerold asked if Ms. Englund could make a plant stand and pot work to keep some of her toys and special items there, but still meet the cemetery rules. She added that these rules have been in place for many years, but in an attempt be extra sensitive to this area, they have not been removing and cleaning up the area like they should.

Englund brought up winter, and if the rules could be relaxed a little at that time since they are not mowing and trimming the cemetery at that time. She actually keeps a path shoveled from the road to the gravesites. She feels it is important for her and other parents to leave their items there. One family put up a small Christmas tree over the holidays. She volunteered to do the mowing and trimming in that area as she knows where each toy or decoration goes, and is out
Edmonds asked about the cemetery board, and if it would be an option for Ms. Englund to be part of that.

Schumacher said tonight is to just talk about the rules and regulation amendment.

Edmonds said Englund made a good point that in the winter, they do not mow and wondered if they

B Gerold advised that in terms of the Christmas tree that is still there, they had hoped the family was going to come back and remove it. If a family puts out a tree in December, they are not going to remove it. During Spring Clean-up, they have to look at the items and they are set aside for a while so family members still have a chance to collect any important items and bring them home.

B Gerold stated that what J Gerold said earlier, they have tended to turn a little bit of a blind eye to that area in the past due to the extra sensitivity in that area.

Edmonds suggested that maybe there be some leeway in the winter to allow some decorations to stay until a spring date, for example April 1st.

Zimmer said agrees that it is a very sensitive issue and he agrees that the area there has been let to slide a bit. However, these rules have been in place for some time, so people need to understand that things will need to be cleaned up. They are trying to keep everyone in the cemetery happy by keeping things neat.

Reynolds wondered if there could be a point person to contact for the city, so items could be picked up for maintenance.

Zimmer thanked Ms. Englund for wanting to volunteer and help with this matter and knows she has good intentions. However, in the past he has seen many projects or groups start something and then something happens and they don’t keep up with it.

Englund added that she lives in Princeton and will never move because her daughter is buried there, she visits the cemetery daily and would like to volunteer to maintain the area.

Edmonds said he understands that her and other parents would like to keep their many toys and decorations on the sites, but he also supports the rules and regulations. He did suggest some variations to rules in the winter so they could maybe have some additional items when the cemetery is not being mowed.

EDMONDS MOVED TO APPROVE THE AMENDMENT TO THE CEMETERY RULES AND REGULATIONS. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

B. PUC Payment in Lieu of Taxes

Princeton Public Utilities has stopped paying the Payment in Lie of Taxes (PILOT) to the City. The last payment was received in February. The PILOT payments for the balance of the year would have been 43,750.00 generating a budget short fall to revenues. To elevate matters, next year’s budget discussion anticipated an increase not a decrease from the 52,500.00.
The City received a Payment "in Lieu of" Tax from the Princeton Utilities to offset the taxes that a private electric company, such as Excel would pay if they provided electric service to a City. A private company like Excel Energy, Center Point Energy and Coops like Connexus, East Central Energy and Great River Energy pay taxes based upon the value of the electric infrastructure necessary to operate the businesses as well. In the case of the Princeton Utilities an amount agreed to in 1997 was 4,375/month or 52,500/year. Previously the Princeton Utilities paid 10% of revenues to the City as a PILOT. As a point of reference Center Point Energy is a City of Princeton top 10 tax payer.

To clarify a related argument sited by the General Manager. The City Franchise fee is a completely separate fee, not paid by the Princeton Utilities or connected to a tax associated with the value of equipment owned and operated by the Princeton utility. It is not a "TAX" to the rate payers, as has been stated, and is not really different than the multiple "FEES" that they charge their customers (i.e.; Customer Charge, Electric Service Line Repair Fee and street light fee.) The Franchise fee is a small fee set in place by the City for City Park & Trail improvements. The Great Northern Trail is one of the projects that is funded by the City Franchise Fee. Other Park projects in the works are improvements at the Riverside Park, Civic Center and Riebe Park. These projects are funded by the City Franchise Fee and do not substitute Princeton Utility payment for the value of the equipment Princeton Utilities would pay should they be a privately owned investor company or publicly owned Coop.

Given Princeton Utilities has stopped paying the PILOT and these are uncertain budget times with COVID-19 the supervisors have assembled a few areas where steps to decrease spending are identified. The cuts fall into operational areas and capital areas. It should be noted the capital items are needed but delays could occur if necessary. Staff is delaying Capital items to later in the year if possible, should steps be necessary.

Operational areas where partial saving may be obtained:
- Splash Pad closing or limiting operations, saving approximately 10 to 15K
- Canoe & Kayak Recreational Program closing or limiting program, 6,500.
- Emergency Management Training delay, 5K
- Raise Camping rates at Riverside.
- Trim stipend for Legion field maintenance, 1,600.
- Reduce water offset for Solheim Field, 1K
- Capital areas that could be considered to be delayed:
  - Emergency Management sirens
  - Corridor Study connecting 21st Avenue to 19th
  - Emergency Command Center (ECO) improvements 10K
  - Park Playground Equipment planned for 2020
  - Building Security & Office Police Dept. approximately 13K 8,500. & 4,500.
  - City Hall & Office Security approximately 25K

Analysis:
These are potential areas where steps to cut spending could occur although at this time most of the expenses will likely only be postponed. Further it is not believed that these steps need be implemented but only considered should situations elevate or the PILOT not be reinitiated at some time in the near future.

Recommendation:
The most important element is for the City Council to reach out to the Princeton Public Utilities Board and discuss possible changes to the PILOT in an effort to come up with a plan that would work for both parties. The City would still like to work with the Princeton Utilities to establish what is fair and fair and best for the Citizens of the City of Princeton to keep taxes and fees as
J Gerold asked if there were any recommendations from the liquor store or Waste Water plant. Klinghagen responded that they can continue using the old UV Bulbs, use one bay of lights and won’t upgrade the doors. J Gerold said in terms of the liquor store, the costs could be increased slightly, but they would cause people to shop elsewhere. She is not in favor of reducing training or gear for public safety, and emergency management is very important, especially with everything going on recently. For her, the only area she could see being cut, is places that are not involving safety. She sees parks being a place to cut, as they are not a necessity. It is unfortunate that they have to talk about this.

Zimmer added he would also not be in favor of cutting Public Safety and agrees that cutting some from Parks make the most sense. One thing he would be in favor of postponing the playground improvement to the Civic Center park. Another comment is the Liquor Store needs to cut anything, but they are providing a huge revenue source to the City. Profits are up about $70,000 which is not expected. But, there are going to be some additional expenses due to Covid-19. He questioned B Gerold if he felt the Splash Park would be opening this year. B Gerold responded that he just watched a webinar regarding pools. They can be open with some specific requirements. He does not know how property social distancing could be done at the Splash Park, so he anticipates that the Splash Park will not open this year.

Zimmer said we need to open the doors and have a discussion with the PUC. He has reached out and has had a few conversations with Mr. Butcher and the commissioners. He would like to be on a committee that will work on communication with the PUC and to resolve this issue. He has had an agenda with the PUC, and would like to be part of bridging the gap between the City and PUC. He would like to sit down with them and talk about how the cancellation of the Payment in Lieu of taxes is affecting the City’s residents.

Reynolds agreed and said without everyone going on right now, we cannot cut the public safety budget.

Edmonds agrees with Zimmer. The PUC is also on board with working this out with the City. He is confident that this will not be an issue next year. We have already touched on a few expenditures that will likely not happen this year. He asked Jackson for confirmation that the budget is roughly about 4 million. Jackson confirmed. We are talking about a $42,000 loss, which is a low percentage of the budget. We get money out of the liquor fund every year to lower our levy, he doesn’t see why we cannot use those funds to fill this gap.

EDMONDS MOVED TO CREATE A COMMITTEE THAT WILL WORK WITH THE PUC ON A RESOLUTION. ZIMMER SECONDED THE MOTION.

Schumacher asked how this would start. Zimmer responded that it would start with a phone call tomorrow to set up a meeting to discuss the Payments in Lieu of taxes.

SCHUMACHER SUGGESTED A FRIENDLY AMENDMENT TO THE MOTION THAT ONLY THE PAYMENTS IN LIEU OF TAXES BE DISCUSSED. EDMONDS AND ZIMMER ACCEPTED THE FRIENDLY AMENDMENT.

Schumacher stated that the door to City Hall is always open for them. Zimmer said things have not been working and he would like to give this a try.

Schumacher suggested Jackson be on the committee as well, as he knows the financial aspect and knows the history as he has been with the city for a long time.
J Gerold said since she is the liaison, it would have been nice to have been included on the committee. However, if Zimmer feels he can help solve the issue, she is all in favor of that.

VOTE 3:2, ZIMMER, EDMONDS, AND J GEROLD IN FAVOR, SCHUMACHER AND REYNOLDS OPPOSED. THE MOTION CARRIED.

NEW BUSINESS
A. New City Logo and Branding proposal – Mary Patnode

Hillesheim advised that she, Jenkins and Mary Patnode met via Zoom a couple weeks ago to discuss the possibility of a new logo.

J Gerold said she was not aware that we were going to be rebranding. Hillesheim replied that with working towards a new website, it is a great time to change the logo and look at rebranding. Barbian added that with a lot of economic development going on, it will be good to refresh the marketing and literature. There are some funds available in the new website budget to cover these costs as well.

Council consensus was to add J Gerold to the committee with Hillesheim and Jenkins to work on this with Patnode, and then some final options will be brought back for Council approval.

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 $108,170.52 AND THE ITEMS LISTED ON THE LIQUOR BILL LIST AND GENERAL CITY BILL LIST WHICH WILL BE CHECKS 81107 TO 81196 FOR A TOTAL OF $409,955.45. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

MISCELLANEOUS

Barbian reported that the WWTP has received an award from the MPCA.

J GEROLD MOVED TO CLOSE THE SESSION AT 9:19PM. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

EDMONDS MOVED TO REOPEN THE SESSION AT 9:47PM. ZIMMER SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

Toven provided a summary of the closed session. The City has been in discussions with the FAA regarding some land issues and concerns that the City is working on resolving.

ADJOURNMENT

There being no further business:

J GEROLD MOVED TO ADJOURN THE MEETING AT 9:49PM. EDMONDS SECONDED THE MOTION. VOTE 4:1, SCHUMACHER OPPOSED, THE MOTION CARRIED.

Respectfully Submitted,

ATTEST:
MEMORANDUM

TO: Mayor & City Council
FROM: Mary Lou DeWitt, Comm. Dev. Zoning Specialist
SUBJECT: Final Plat and Site Plan Review for the Golf Course Restaurant & Brewery
DATE: June 9th, 2020

FINIAL PLAT
The City Council approved the Preliminary Plat on March 26th, 2020. The Planning Commission approved the Final Plat on April 20th, 2020, and forward to the City Council with the recommendation that the City Engineers conditions are met.

RECOMMENDATION:
Staff has received the changes and recommends that the City Council approve the Final Plat and Resolutions for Preliminary and Final Plat for the Rum River Brew Pub with the following condition: 1. Long term agreement for shared parking and maintenance between the Golf course two site provided to the City.

SITE PLAN REVIEW
The City Council can recommend approval of the Site Plan with the Final Plat approval.
The Planning Commission approved the Site Plan Review at their April 20th, 2020 meeting for the proposed restaurant and brewery building. The building size 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 area 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 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. An easement shall be established allowing the Restaurant & Brewery rights to park 23 vehicles on the Golf Course property.
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 Club Road. The other 33’ ft. half has prescriptive rights and appropriate for the City to formalize as road ROW. This will be done at a later date.

**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 with a new easement when the sewer has to be rebuilt. The owner will be required to sign a release of liability or move the sewer line. 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 an acceptable rate of wastewater discharge flows 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. The owner will not allow golf carts on the bridge and plans to install a post to prevent a motorized vehicle on it.
Lighting: The Developer would need to contact Princeton Public Utilities if they would like to install at their expense an additional street light on the southwest corner of the site along Golf Club Road. PUC has agreed maintain it if the light is installed.

There are four light poles shown on the plans in the parking area. All sources of parking area lighting shall be fixed, directed and designed so as to not create a nuisance to any abutting residential properties.

Fire Protection: Installation of a Knox Box at the front door entrance. Verification of maneuverability within drives/parking area for a 46’ fire truck. MN State Building Code requirements for restaurant/brewery be complied with in regards to Fire Alarm System and Sprinkler.

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.

SITE PLAN RECOMMENDATION
The City Council may approve the Site Plan with the conditions:
1. City Council approve the Final Plat.
2. A separate Building Permit be submitted for the monument signage and building signage and have final approval by staff and reviewed by the Building Inspector prior to installation.
3. All necessary permits shall be applied for and approved prior to construction, including, but not limited to: Building Permit, Water Access Charge (WAC), Sewer Access Charge (SAC).
4. The sodding or seeding must be completed prior to issuing a temporary certificate of occupancy. If because of weather conditions sodding and/or seeding is unadvisable, a temporary certificate of occupancy may be issued subject to an escrow deposit to assure compliance by no later than July 1st of the following year.
5. The parking areas shall be hard-surfaces within one year of the date the permit is issued. If because of weather conditions the hard-surface is unadvisable, a temporary certificate of occupancy may be issued subject to an escrow deposit to assure compliance by no later than July 1st of the following year.
6. All conditions by City staff need to be met prior to the issuance of a building permit.

VACATION OF GOLF CLUB ROAD (JUDICIAL ROAD)
The applicant requested a portion of Golf Club Road between their two lots be vacated. The Planning Commission forward the Vacation to the City Council with recommendation of approval at their May 18th meeting. The City Council approved the Vacation at their May 28, 2020 meeting with removal of the public access language, but leaving the stormwater utility easement.
RESOLUTION #20-41

A RESOLUTION AUTHORIZING APPROVAL OF THE PRELIMINARY AND FINAL PLAT FOR RUM RIVER BREW PUB

WHEREAS, James and Amanda Berglund has submitted a Preliminary and Final Plat application for a Restaurant and Brewery in the R-3 Zoning District; and

WHEREAS, the property is located at: PID#24-320-0440, Lot 1, Block 1, Berglund 1st Addition, Parcel A: Outlot 4 Of The Duly Recorded Plat Of Goulding's Addition To Princeton, Mille Lacs County, Minnesota, Excepting Therefrom The Four Following Described Tracts:
1. The North 20 Feet of The West 300 Feet, As Measured Along The West And North Lines Respectively, Of Said Outlot 4.
2. The South 109 Feet of The North 129 Feet Of The West 170 Feet, As Measured Along The West And North Lines Respectively Of Outlot 4.
Also All That Part Of The North Half Of Golf Club Drive (Judicial Road In Ross-Mere Addition To The Village Of Princeton) Lying Southerly Of And Adjoining Outlot 4, Outlots In Auditors Subdivision, 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 686.67 Feet East Of And Parallel To Said East Line Of 4th Ave South.

WHEREAS, the Planning Commission held a public hearing on March 16th and a Final Plat and Site Plan Review on April 20, 2020 with Conditions that had to be met by City Staff and City Engineer; and

WHEREAS, the City Council has meet on June 11, 2020 and approved the Preliminary and Final Plat of Rum River Brew Pub subject to the following conditions:

1. Long term agreement for shared parking and maintenance between the Golf course two site provided to the City.

NOW, THEREFORE, BE IT RESOLVED that the Princeton City Council does hereby authorize the May, City Administrator, Planning Comm. Chairperson, Planning Commission
Secretary, and the City Attorney to sign said plat documents and cause the recording of this plat at the County Courthouse of Mille Lacs County, Minnesota.

ADOPTED by the Princeton City Council this 11th day of June, 2020.

Brad Schumacher, Mayor

Attest:

Shawna Jenkins Tadych, City Clerk

This instrument was drafted by:

City of Princeton
705 2nd Street No.
Princeton, MN 55371
City of Princeton

Application for Commission or Board

DATA CLASSIFICATION ADVISORY: Please be advised that the information that you are requested to provide is classified as private data pursuant to Minnesota Statute 13.43 except for the following data which is classified as public data: (1) name; (2) city of residence except when the appointment has a residency requirement that requires the entire address to be public; (3) education and training; (4) employment history; (5) volunteer work; (6) awards and honors; (7) prior government service.

If you are appointed to a position on a board or commission, the following additional data will be classified as public data: (1) residential address; (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

APPLICANT’S NAME:

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Initial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gerrard</td>
<td>Andrea</td>
<td>M</td>
</tr>
</tbody>
</table>

FOR WHICH BOARD(S) ARE YOU APPLYING?:

<table>
<thead>
<tr>
<th>BOARD(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRPORT ADVISORY BOARD</td>
</tr>
<tr>
<td>CABLE TV BOARD</td>
</tr>
<tr>
<td>ECONOMIC DEV. AUTH.</td>
</tr>
<tr>
<td>HRA BOARD</td>
</tr>
<tr>
<td>PUBLIC UTILITIES COMMISSION</td>
</tr>
<tr>
<td>PARK &amp; REC BOARD</td>
</tr>
<tr>
<td>PLANNING COMMISSION</td>
</tr>
<tr>
<td>TREE BOARD</td>
</tr>
</tbody>
</table>

HOME ADDRESS: 702 10th St. North Princeton Minnesota 55371

WORK PHONE: HOME PHONE: CELL PHONE: (763) 482-9357

EMAIL: andrea.gerrard@hotmail.com HOW LONG HAVE YOU LIVED IN PRINCETON?: 24 years

WHAT INTERESTS YOU ABOUT BECOMING A MEMBER OF THIS COMMISSION OR BOARD?

I would like to become a member of the Park Board, because outdoor and family activities are an important part of the heart of community. Princeton is a growing community, and new families are always looking for a place to call home. I believe our parks are an invaluable resource for new and current residents, and it is my goal to highlight and build upon the great work that has already been done.

PLEASE PROVIDE ADDITIONAL INFORMATION THAT YOU BELIEVE IS IMPORTANT IN CONSIDERING YOUR APPLICATION:

(Additional information may be written on the back or on a separate sheet)

Princeton has been my hometown most of my life, and my passion is giving back to this community. My skills and education in communication and leadership will allow me to support the mission of the city, and to increase engagement in what we have to offer. I am able to commit time to the projects and needs of this board, and look forward to the opportunity to get involved.

I HEREBY ATTEST THAT:

- I have read and understand the Data Classification Advisory above.
- I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

Signature: Andrea M. Gerrard

Date: April 21, 2020

OFFICE USE ONLY

Date Received: Appointment Date: 
Appointed: Yes No: Term End Date: 

17
City of Princeton

Application for Commission or Board

DATA CLASSIFICATION ADVISORY: Please be advised that the information that you are requested to provide is classified as private data pursuant to Minnesota Statute 13.43 except for the following data which is classified as public data: (1) name; (2) city of residence except when the appointment has a residency requirement that requires the entire address to be public; (3) education and training; (4) employment history; (5) volunteer work; (6) awards and honors; (7) prior government service.

If you are appointed to a position on a board or commission, the following additional data will be classified as public data: (1) residential address; (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

APPLICANT'S NAME: GRUBER AARON J.

FOR WHICH BOARD(S) ARE YOU APPLYING?: AIRPORT ADVISORY BOARD ___ CABLE TV BOARD ___
HRA BOARD ___ PARK & REC BOARD ___
ECONOMIC DEV. AUTH. ___ PLANNING COMMISSION ___
PUBLIC UTILITIES COMMISSION ___ TREE BOARD ___

HOME ADDRESS: 10364 State Hwy 95 Princeton MN 55371


EMAIL: pakidmin@gmail.com HOW LONG HAVE YOU LIVED IN PRINCETON?: 13 mos.

WHAT INTERESTS YOU ABOUT BECOMING A MEMBER OF THIS COMMISSION OR BOARD?

I am the Children's Pastor at New Life Church. I am interested in all things involving Children and Families in and around Princeton. I feel that involvement in the Parks/Rec Board will give me insight into activities for families, as well as being a place to bring feedback from the many families I interact with weekly.

PLEASE PROVIDE ADDITIONAL INFORMATION THAT YOU BELIEVE IS IMPORTANT IN CONSIDERING YOUR APPLICATION:

[Additional information may be written on the back or on a separate sheet]

I HEREBY DECLARE THAT:

- I have read and understand the Data Classification Advisory above.
- I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

SIGNATURE ___________________________ DATE Dec. 10, 2018

OFFICE USE ONLY

Date Received ____________

Appointed: ☐ Yes ☐ No Appointment Date ____________

Term End Date: ____________
APPLICATION FOR COMMISSION OR BOARD

DATA CLASSIFICATION ADVISORY: Please be advised that the information that you are requested to provide is classified as private data pursuant to Minnesota Statute 13.43 except for the following data which is classified as public data: (1) name; (2) city of residence except when the appointment has a residency requirement that requires the entire address to be public; (3) education and training; (4) employment history; (5) volunteer work; (6) awards and honors; (7) prior government service.

If you are appointed to a position on a board or commission, the following additional data will be classified as public data: (1) residential address; (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

APPLICANT’S NAME:

Last Name: Ulm
First Name: Deb
Middle Initial: M.

FOR WHICH BOARD(S):
- AIRPORT ADVISORY BOARD
- CABLE TV BOARD
- ECONOMIC DEV. AUTH.
- HRA BOARD
- PARK & REC BOARD
- PLANNING COMMISSION
- PUBLIC UTILITIES COMMISSION
- TREE BOARD

HOME ADDRESS:
13745 279th Ave. NW
Zimmerman, MN 55398

WORK PHONE: 763-389-3887
HOME PHONE: 763-234-7645
CELL PHONE: 763-234-7645
EMAIL: deb.nej@ymail.com

HOW LONG HAVE YOU LIVED IN PRINCETON?:

WHAT INTERESTS YOU ABOUT BECOMING A MEMBER OF THIS COMMISSION OR BOARD?

I am interested in the Parks & Rec board because I think it is important to be involved in the community you live in. I also think it is important to have outdoor spaces for the community to use to keep active.

PLEASE PROVIDE ADDITIONAL INFORMATION THAT YOU BELIEVE IS IMPORTANT IN CONSIDERING YOUR APPLICATION:

(Additional information may be written on the back or on a separate sheet)

I am a longtime member of the Princeton School Board and have served on many other boards and committees over the last 38 years. I have lived here.

I HEREBY ATTEST THAT:

- I have read and understand the Data Classification Advisory above.
- I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

SIGNATURE: Deb Ulm
DATE: 4-28-20

OFFICE USE ONLY

Date Received
Appointment Date

Appointed: □ Yes □ No

Term End Date
Good Evening

Once again you are faced with an appointment decision for the Public Utilities Commission. I am not able to attend the Thursday meeting to give my input regarding the appointment so I would like to provide some community input for this issue. I have read the applications for the candidates and it appears to me that the decision should be obvious. Mr Schwartz is highly qualified with many years of management and business finance experience. Mr Schwartz was interviewed by the community committee when Greg Hanson was appointed. Mr Schwartz was rated very highly by all of the committee including the Mayor. I appreciate that Trevor has applied, however Richard's past experience makes him a much better candidature for the PUC position. Mr. Schwartz has many years of public service and has served on many boards and has experience in working as a team. The other candidate, per his application has no experience in public service and gives very little to substantiate his qualifications. In the public eye the decision should be obvious.

Thanks for allowing me to give input on this issue. I trust that you will take into account the facts on this issue and appoint Mr. Schwartz to the Public Utilities Commission.

Respectfully submitted,
Lee Steinbrecher

On Tuesday, February 11, 2020, 6:08:52 PM CST, lee s <lcsteinbrecher@yahoo.com> wrote:

I apologize, the meeting I believe was Monday evening. Everyday's the same when you're on vacation.

Sent from Yahoo Mail on Android

On Tue, Feb 11, 2020 at 12:30 PM, lee s <lcsteinbrecher@yahoo.com> wrote:

Good Day!

I was made aware of a very controversial recommendation which took place at Tuesday evenings City Council work session. In my opinion, the recommendation to appoint one of your own council members to the PUC board is inappropriate and boarders on the edge of conflict of interest.

It is well known by many people who care about the City of Princeton, that some of the council members are in direct opposition to the existence of the PUC as a separate entity. Some may have a vendetta against the PUC operation and others are just playing follow the leader. What ever the reason, the opposition is not in the best interest of the residents of the City of Princeton or the rate payers of the PUC. The PUC has a long history of serving in the best interest of the community.

In previous times of application for the PUC Commission, prominent community members have come forward and offered to serve on the PUC board. Those members have been highly qualified and would bring a broad perspective to the Commission. I realize that some of these prospects may not fit the pattern that the followers and those with a vendetta are looking for. But, you are elected to serve in the best interest of ALL citizens and not your narrow view point.

The League of Minnesota Cities document regrading conflict of interest speaks of ethical responsibility, protecting residents interests, providing public access to decision making, prohibiting
conflict of interest and prohibiting the holding of conflicting and incompatible offices. Your recommendation boarders on violating all of these principles. I realize that some of you like to play dirty politics when it comes to your own interests and vendettas, however that is not what you’re elected to do.

I ask that you reverse your decision and refer back to the appointment process which was used last fall in filling an appointment to an open PUC Commission.

Respectfully submitted,
Lee Steinbrecher
620 4th Ave So.
Princeton, MN  55371
APPICANT'S NAME: 

Schwartz 

Richard 

FOR WHICH BOARD(S) ARE YOU APPLYING?: 

AIRPORT ADVISORY BOARD 

CABLE TV BOARD 

ECONOMIC DEV. AUTH. 

HRA BOARD 

PARK & REC BOARD 

PLANNING COMMISSION 

PUBLIC UTILITIES COMMISSION X 

TREE BOARD 

HOME ADDRESS: 

12235 323rd Ave. N.W.

WORK PHONE: 

HOME PHONE: 

CELL PHONE: 763-482-7182 

EMAIL: xSchwartz323con.com 

HOW LONG HAVE YOU LIVED IN PRINCETON?: 61 

WHAT INTERESTS YOU ABOUT BECOMING A MEMBER OF THIS COMMISSION OR BOARD? 

* See Attached 2 Pages

PLEASE PROVIDE ADDITIONAL INFORMATION THAT YOU BELIEVE IS IMPORTANT IN CONSIDERING YOUR APPLICATION: 

* 

I HEREBY ATTEST THAT: 

* I have read and understand the Data Classification Advisory above. 

* I have sufficient time to devote to this responsibility and will attend the required meetings if appointed. 

SIGNATURE: 

DATE: 4-22-20
Public Utilities Commission

Richard B. Schwartz
rschwartz323@gmail.com
Cell. 763.482.7182
Self-employed all my Life... Retired
Born and raised in Princeton of 61 years.

Statement of interest:
I would like to serve on the Public Utilities Commission because I know the people of this City, I know the City, I have served on many Boards and Committee’s over the years. I have the experience from owning my business in Princeton for over 35+ years, Sales and Service. I can make solid decisions with good information. I am not afraid to be challenged or to challenge with new Ideas or new concepts but mostly to make that difference that an experienced background brings to the table.

Educational and Professional Experience:
I am a Princeton graduate; I furthered my education at HTC. I am active in the City of Princeton in one form or another. I have worked with several of the Economic Development Authority’s; discussing with business owners in Princeton and surrounding cities the price of their empty buildings and the rent they were trying to achieve. Ultimately what positive changes could be made to help them, and the city to move forward. This action indeed accomplished filling and/or sell the buildings in Princeton and elsewhere.

Civic and Community Activities:
I over the years I have served on,
The Chamber of Commerce, The Retail Committee, The Downtown Development Committee, I was a spokesperson when West Branch St. underwent it’s updating of utilities and road. I have had many discussions with the city engineer over the many city of Princeton projects. I have and continue to serve on many of our church Programs/Committee’s. I am the Program Director and Advocate for the
#8571 3rd Degree Knights of Columbus Council, Princeton & Zimmerman. I am the Captain on the #2390 4th Degree Knights of Columbus Assembly. I was recently named a National Delegate for the Supreme Assembly Convention August 2019. This May 15th-17th of 2020 I will be attending the State Convention again as a Delegate.

**Attendance:** Yes, without a doubt. You may ask anyone that has ever served with me on any Board-Committee or action group function. I am ready and committed for what I have been elected to or signed up for. I take my commitments seriously and am readily available.

**Conflict of Interest:** I am not aware of any; I own several Property’s in Princeton but do not see that as a conflict. If one were to occur, that would be identified immediately and brought forward to all.

**Signature:**

Date: 4-22-20
City of Princeton

Application for Commission or Board

DATA CLASSIFICATION ADVISORY: Please be advised that the information that you are requested to provide is classified as private data pursuant to Minnesota Statute 13.43 except for the following data which is classified as public data: (1) name; (2) city of residence except when the appointment has a residency requirement that requires the entire address to be public; (3) education and training; (4) employment history; (5) volunteer work; (6) awards and honors; (7) prior government service.

If you are appointed to a position on a board or commission, the following additional data will be classified as public data: (1) residential address; (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee. Any electronic mail address or telephone number provided by the city for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

APPLICANT'S NAME: Karsky Trevor

FOR WHICH BOARD(S) ARE YOU APPLYING?:
- AIRPORT ADVISORY BOARD
- CABLE TV BOARD
- ECONOMIC DEV. AUTH.
- HRA BOARD
- PARK & REC BOARD
- PLANNING COMMISSION
- PUBLIC UTILITIES COMMISSION
- TREE BOARD

HOME ADDRESS: 504 4th Ave S Princeton MN 55371

WORK PHONE: 763-234-6669 HOME PHONE: CELL PHONE: EMAIL: Trevor@NorthCountrySystems.com HOW LONG HAVE YOU LIVED IN PRINCETON?: 21 years

WHAT INTERESTS YOU ABOUT BECOMING A MEMBER OF THIS COMMISSION OR BOARD?
- Being able to work as a team to decide what is in the Public's Best Interest.

PLEASE PROVIDE ADDITIONAL INFORMATION THAT YOU BELIEVE IS IMPORTANT IN CONSIDERING YOUR APPLICATION:

I've Been a Contributing Business here for 6 years. I lived here for 21 years

I HEREBY ATTEST THAT:
- I have read and understand the Data Classification Advisory above.
- I have sufficient time to devote to this responsibility and will attend the required meetings if appointed.

SIGNATURE Date: 4-25-20

OFFICE USE ONLY

Date Received: 
Appointed: [ ] Yes [ ] No
Appointment Date: Term Exp Date: 

THE MEETING OF THE PLANNING COMMISSION HELD ON MAY 18, 2020 VIA ZOOM, AT 7:00 P.M., AT THE CITY HALL COUNCIL CHAMBERS

The meeting was called to order at 7:17 P.M., by Victoria Hallin came to City Hall to run the meeting. Members present via zoon were Dan Erickson, Eldon Johnson, Jeff Reynolds, and Scott Moller. Staff present were Robert Barbian (City Administrator), Stephanie Hillesheim (Comm. Dev. Specialist), and Mary Lou DeWitt (Comm. Dev. Zoning Specialist).

Absent: Eldon Johnson joined the meeting at came in at 7:45 P.M.

APPROVAL OF MINUTES OF THE REGULAR MEETING ON APRIL 20, 2020
REYNOLDS MOVED, SECOND BY ERICKSON, TO APPROVE THE MINUTES OF APRIL 20, 2020. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

AGENDA ADDITIONS / DELETIONS:
REYNOLDS MOVED, SECOND BY ERICKSON, TO APPROVE THE AGENDA. UPON THE VOTE, THERE WERE 4 AYES, 0 NAYS. MOTION CARRIED.

PUBLIC HEARING:
A. Variance for Mini-storage Unit at 1800 15th Street North
Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

BACKGROUND
KO Storage has submitted a Variance application to build the final mini-storage unit for the site at 1800 15th Street North. This property is located in the B-3 General Commercial District.

ANALYSIS
The subject parcel is located at the dead end of 15th Street North and adjoins a residential area to the east and Hwy. 169 to the west.

KO Storage has recently purchased this site and would like to build the fourth mini-storage unit that would exceed the 4,000 square feet. The Zoning Ordinance states no building to exceed 4,000 square feet with no more than four buildings per site. The applicant is seeking a variance to construct a mini-storage unit not to exceed 5,740 square feet.

The applicants are working on a Site Plan Review where they are defining what the setback will be from the third building to the proposed storage unit per Building Code. The site has three mini-storage units inside a fenced in area which are 30 feet apart. If Building Code allows the proposed mini-storage unit to be built with reduced setbacks the building will not exceed 5,740 square feet.

Variance Review Standards: According to Section 2 of Chapter IV of the Zoning Ordinance, requests may be made for a variance from the literal provisions of the Zoning Ordinance in instances when the applicant for the variance establishes that there are practical difficulties in complying with the Zoning Ordinance.
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?**
   **Comment:** One of the purposes of the Zoning Ordinance is to establish regulations to promote the public health, safety, morals, and general welfare of the residents of Princeton, which is accomplished through regulating the location of structures. The proposed building would be over the requirement of 4,000 square feet as are the other three units on the site.

2. **Is the variance consistent with the Comprehensive Plan?**
   **Comment:** This is consistent with the Comprehensive Plan for improvements and growth of a commercial site.

3. **Does the property owner propose to use the property in a reasonable manner not permitted by the Zoning Ordinance?**
   **Comment:** The focus of the review is whether the request of building an additional mini-storage unit over 4,000 square feet. Staff believes this is a reasonable request since the site has three mini-storage units built inside a fenced in area that are over 4,000 square feet allowed by a variance in 2015.

4. **Are there circumstances unique to this property not created by the landowner?**
   **Comment:** This site has met all setbacks requirements and will accommodate another mini-storage unit without difficulty.

5. **Will the issuance of the variance maintain the essential character of the locality?**
   **Comment:** The issuance of this variance will maintain the essential character of the locality. This is a commercial mini-storage site that has been in place since 2015.

6. **Does the alleged practical difficulty involve more than economic considerations?**
   **Comment:** The proposed mini-storage unit would complete the final stage of the site and would add to accommodating the residents of Princeton.

**CONCLUSION**
To approve the variance request, the City must find that the proposal uses the property in a reasonable manner, and that the applicant has demonstrated that there are practical difficulties, unique to the property not created by the property owner, that interfere in using the property in such a manner.

**RECOMMENDATION**
Staff would recommend approval of the variance for the fourth mini-storage unit to not exceed 5,740 square feet, based on the findings:
1. The variance is in harmony with the general purposes and intent of the Zoning Ordinance.
2. The variance is consistent with the Comprehensive Plan.
3. The property owner propose to use the property in a reasonable manner permitted by the Zoning Ordinance.
4. There are circumstances unique to the property not created by the landowner with the issuance of a variance approval for the three other units in 2015.
5. The issuance of the variance will maintain the essential character of the locality.
6. The alleged practical difficulty does not involve economic considerations.

**Variance to construct the fourth mini-storage unit over 4,000 square feet, but not exceeding 5,740 feet.**

Based on the findings that the variance meets the listed variance review standards in the Ordinance, staff would suggest approval of the variance, subject to the following conditions:

1. Site Plan approval which will determine the size of the building and setback from the current building.
2. A Building Permit shall be obtained prior to construction.

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

Hallin opened the public hearing.

Elijah Ronning, applicant said this building will be smaller than the other three units, those are over 7,000 square feet. A fence is around the property and there is foliage between the residential site and storage facility.

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

Hallin commented that this will be a nice addition to the site and give additional storage options to the residents in the area.

REYNOLDS MOVED, SECOND BY MOLLER, TO APPROVE THE VARIANCE AT 1800 15TH STREET NORTH FOR THE FINAL MINI-STORAGE UNIT TO BE BUILT NOT LARGER THAN 5,740 SQUARE FEET AND WITH THE FOLLOWING CONDITIONS:

1. SITE PLAN APPROVAL WHICH WILL DETERMINE THE SIZE OF THE BUILDING AND SETBACK FROM THE CURRENT BUILDING.

2. A BUILDING PERMIT SHALL BE OBTAINED PRIOR TO CONSTRUCTION.

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

The Planning Commission 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? Yes.

5. Will the variance maintain the essential character of the locality? Yes.

6. Does the alleged practical difficulty involve more than economic considerations? Yes.

OLD BUSINESS: None

Eldon Johnson joined the meeting at 7:45 P.M.

NEW BUSINESS

A. Monument Sign at 413 Rum River Drive South
   Mary Lou DeWitt, Comm. Dev. Zoning Specialist Memo:

   Cartwright Realty located at 413 Rum River Drive South would like to replace their current freestanding signage with a new sign. The property is located in B-2 Neighborhood Business District and only one monument signage is allowed at the site. The sign will have external LED illumination from the inside of the roof area. The total sign area is approximately 8 square feet which falls under the maximum monument sign size of 60 square feet. The maximum sign height is 8 feet and the proposed sign will be 6 feet. The placement of the sign will be in front of the building off Rum River Drive and 5th Street South. Staff will ensure the setback does not inflict with the drivers view of entering or existing the site area or from the stop sign at 5th Street South.

   Monument Sign – a sign where the extent of the sign surface is attached to the ground or a foundation in the ground; and where there are no poles, braces, or other visible means of support other than attachment to the ground.

   Freestanding Sign – any sign supported by structures or supports that are placed on, or anchored in, the ground and that are independent from any building or other structure.

   Signs Requiring Planning Commission Approval: The Planning Commission may, in its discretion, issue a permit authorizing construction of freestanding signage. The replacement of an existing sign shall require Zoning Administrator approval. The granting of a permit will be subject to the following conditions:

   The signage request falls under the monument signs restrictions. If the Planning Commission is in approval of the signage, the following conditions should be considered:
1. The sign height cannot exceed 8 sq. ft. and the maximum sign area cannot exceed 60 sq. ft.

2. The placement of the sign should not be any closer to the road then what is recommended in the clear view of 20 feet.

3. The sign request is for non-illuminating signage.

4. Gopher One needs to be contacted prior to digging.

5. A Building Permit must be approved prior to installation of the sign.

The Planning Commission liked the new signage.

JOHNSON MOVED, SECOND BY REYNOLDS, TO APPROVE MONUMENT/FREESTANDING SIGN FOR 413 RUM RIVER DRIVE SOUTH WITH THE FOLLOWING CONDITIONS:

1. THE SIGN HEIGHT CANNOT EXCEED 8 SQUARE FEET AND THE MAXIMUM SIGN AREA CANNOT EXCEED 60 SQUARE FEET.

2. THE PLACEMENT OF THE SIGN SHOULD NOT BE ANY CLOSER TO THE ROAD THEN WHAT IS RECOMMENDED IN THE CLEAR VIEW OF 20 FEET.

3. THE SIGN REQUEST IS FOR NON-ILLUMINATING SIGNAGE.

4. GOPHER ONE NEEDS TO BE CONTACTED PRIOR TO DIGGING.

5. A BUILDING PERMIT MUST BE APPROVED PRIOR TO INSTALLATION OF THE SIGN.

B. Consideration of Meat Processing Ordinance Amendment
Mary Lou DeWitt, Comm. Dev. Zoning Specialist

BACKGROUND
Iron Shoe Farm is requesting the Planning Commission consider allowing Meat Processing with an on-site slaughter house business inside the City limits. Currently the City Zoning Ordinance allows a Meat Market in B-1, B-2, and B-3 Districts.

ANALYSIS
Meat Processing with an on-site slaughter house is not allowed and staff would like the Planning Commission review on allowing it in certain districts such as; Business Districts or MN-1, MN-2 Districts with an Interim Use Permit. The reasoning for an Interim Use Permit is a Conditional Use Permit would allow the business to stay with the land as long as operation continues even through the sale of the business. An Interim Use Permit would have a condition
if the business sold the new owner would need to reapply for the permit. Both types of permits can have conditions recorded in the resolution.

INTERIM USE DEFINITION
An “interim use” is a temporary use of property until a particular date, until the occurrence of a particular event, or until zoning regulations no longer permit it.

Zoning regulations may permit the governing body to allow interim uses. The regulations may set conditions on interim uses. The governing body may grant permission for an interim use of property if:

(1) The use conforms to the zoning regulations;
(2) The date or event that will terminate the use can be identified with certainty;
(3) Permission of the use will not impose additional costs on the public if it is necessary for the public to take the property in the future; and
(4) The user agrees to any conditions that the governing body deems appropriate for permission of the use.
Any interim use may be terminated by a change in zoning regulations.

CONDITIONAL USE DEFINITION
A conditional use permit shall remain in effect as long as the conditions agreed upon are observed, but nothing in this section shall prevent the municipality from enacting or amending official controls to change the status of conditional uses.

CONSIDERATION
Items that should be considered are:
1. Zoning Districts; B-1, B-2, B-3, and/or MN-1, MN-2 Districts
2. Size of parcel
3. Duration
4. Water and Sewer regulations of waste going into the Sewer Plant
5. Control of animal manure
6. Access to the site for trucks and trailers
7. Noise of livestock and how many allowed at a time
8. Screening
9. Time of livestock deliveries
10. Feedlot regulations

Carla Mertz owner of Iron Shoe Farm’s will be attending the Planning Commission meeting via Zoom to present their vision.

RECOMMENDATION
If the Planning Commission believes this is a direction to amend the Zoning Ordinance, they can direct staff to review other cities that have Meat Processing with a Slaughterhouse Ordinance and bring it back to them.

************************************************************************End of Staff Memo************************************************************************
Carla Mertz, owner of Iron Shoe Farms has written this business plan below: They would not be building new, but adding on:

Applicant is requesting:
* To house a meat processing plant to process beef, pork, poultry (chicken and turkey), goat and lamb. We want to construct this facility to not only support our needs, but those of the 100+ farmers in Central MN who expressed a need for this facility back in 2018, and clearly now upon a pandemic due to COVID-19. In the past, we have used a processor in Brainerd, MN for poultry, but he now only carries a custom exemption license, which only would allow us to sell our product to friends and family. We do, and currently plan on expanding, sales to our online regional customers (over 500 households and growing), restaurants, farmer's markets, groceries, etc.

Slaughter House Regulations:
1) Building Regulations
   a) All plans should be submitted to MN Dept of Ag Dairy and Meat Inspection Program.
   b) Engineered/architect plans.
   c) City / County will do onsite inspections.

2) Plumbing Regulations:
   a) This goes through the MN Dept of Labor and Industry
   b) City / County will do onsite inspections

3) SSTS Regulations:
   a) County will permit.
   b) All waste water will go into a holding tanks.
   c) Possible to do an advanced septic system.
   d) Or connect to the City at a future proposed date.
   e) Who can design the system?

4) Well:
   a) MN Dept of Health

5) Stormwater Regulations:
   a) Runoff from animal storage areas.
   b) Building and parking lots.

6) Zoning Regulations:
   a) Only permitted in Commercial, Industrial and Heavy Industrial.
   b) Requires an Interim Use Permit.
   c) Setback.
   d) Traffic Impact analysis.
   e) Main entrance must be located on a State Highway, County Road, or Township Road and shall not be permitted through a residential area.
f) 40% of the lot can be used for keeping or slaughter animals.
g) Screening required for trailers, animal storage areas.
h) Live animals stored no more than 24 hours.
i) Waste byproducts must be disposed within 48 hours. This would be contracted through central byproducts.
j) Manure shall be removed from the site daily or stored in a manner approved by the City / County.

7) Federal and State Rules:
b) http://www.revisor.mn.gov/rules/1545/

8) Waste Disposal:
a) Solid Waste byproducts go to a rendering plants.
b) Manure management plan.
c) This would be viewed as industrial waste water, disposal options waste water treatment plants or land application only if there are no alternatives and meets treatment plants or land application only if there are no alternatives and meets Solid Waste Ordinance requirements.

9) Feedlots regulations: Are feed lot regulations applied if they are under required animal units numbers.

NPDES Industrial permit requirements: Not for the scale proposed.
* Two phases of development 1st a slaughterhouse/processing 2nd retail sales.
* Need has come from upcoming closure of a slaughterhouse Iron Shoe Farms currently uses to slaughter the poultry.
* Employees 3 full time, 12 part-time.
* 20,000 birds plus a year, and 10 head of beef plus a month. Hogs per month (10 per week).
* Operate six days a week: Slaughter 3-4 days per week, retail 6/7 days per week.
* P & amp; Z concern with water needs and disposal of waste water.
* Much of the commercial and Industrial lands near the City of Princeton are within the well head protection area. Will continue to evaluate this use related to Princeton’s wellhead protection area.
* Would like a better understanding on the water consumption and waste water produces by a business like this.

End of Memo

Barbian said meat processing is prepared in quarters or sections of a dead animal. Carla spoke that they have a farm in Baldwin Township for the past seven years. They lost their poultry processor and have to make a long distant drive for and processor. You see the situation with the hog industry with the covic pandemic and there is a need for more slaughter,
processing, and retail meat stores. They would like to have a business like Grand Champion Meats in Foley and McDonalds in Clear Lake. She can slaughter for herself, but not for the public. To slaughter for the public it would have to be done at a facility by State Code, Section 31.56. They are looking at the old A&W and Moose Lodge site of of Hwy. 95 and Hwy. 169. They believe this would be great revenue to Princeton and good support with the area. She is here tonight to see if there can be an Ordinance amendment to allow onsite slaughter house with a Interim Use Permit. They have looked at different ways of slaughter houses and a farmer can do it at his home or bring the animal to the site. The animal brought in would be processed in 12 hours and it would be a low capacity of animals at the site. It would not a feed lot area. No livestock feeding and the noise level would not be anymore volume than that of the traffic from the highways. They toured the site and it would be a great spot for what they are looking for. There are expansion opportunities for the site and the owner has an adjoining acre lot that would work well.

Reynolds asked what other communities are allowing.

Carla Mertz said they did look in Sherburne County and they have to be in industrial or commercial zoning. Foley is grandfathered in. They have been there over a 100 years.

Reynolds would like to see this happen.

Barbian asked if they would rent or purchase it.

Mertz said they would purchase the site.

Barbian said for retail what would it be.

Mertz said a store front area where they can purchase meat.

Barbian said the ability to see the water needs and sewer needs are being met per code. This area does not have a sewer or water line.

Mertz said she talked to the meat and dairy and holding tanks for water and storage tanks for outflow and septic system. Trucks would remove waste. At site plan and building plan the septic would be looked at.

Barbian said that place was commercial so it could handle some of the waste.

Mertz said there is a company that would come in and take the waste. Tanks would install if the well could not handle the size of what is needed.

Hallin said there are some residents that live down the road. Are they on the same aquafer where it might need to take from the water source for neighbors.
Mertz said most of the water is from wash downs and cleaning the space. They would only do
slaughter four or five days a week. You have to completely sanitize the area for the next day.
Otherwise, water would mostly be restrooms and washing of the hands. No more than a
current restaurant place.

Hallin thinks the location is perfect. Easy access.

Mertz said the turnaround would be good and visibility would be excellent.

Hallin asked if they would be processing deer.

Mertz said right now poultry and hogs. They do not want to rule out deer processing. There is
a lot of custom exempt processors and she would need to have it in the ordinance for deer
processing.

Barbian said would you like to revise the ordinance to allow slaughtering as an Interim Use
Permit. Language would need to come to the Planning Commission and what districts would be
included. Carla Mertz would have to apply for an Interim Use Permit if allowed and may have
restrictions on moving forward. This is a good location. Barbian wonders if it should be
allowed in all districts.

Hallin said no, we would not allow it everywhere. She supports this business and the proposed
location.

Barbian said DeWitt can look into drafting something and put it together for the June 15th
Planning Commission meeting.

Johnson wants us to move forward quickly on this. Is there room to expand at that location.

Erickson agrees with Johnson. Move as fast as possible on this.

Mertz said she is looking at capital investment funds and such. If they purchased this site it will
be enough space for expansion in the future. It would be enough space there. She has been
researching this for the past two years.

Moller asked state inspection or USDA.

Mertz said servicing MN only, she does not believe they need USDA. For employees they would
have four full time and 15-20 part-time seasonal employees. Careful on covid restrictions and
minimum of five people in a space for cutting.

Reynolds said she has done her research and hopefully can make this work.
Hallin asked if a holding house would need to be built.

Mertz said a site plan would need to be built. An addition on the north side would be helpful. The animals would not be visible.

Barbian asked if the holding pen is exposed.

Mertz said a three sided shed and animals would not be visible.

Barbian said what is the standard of animals allowed and such will need to be looked at. Is there a standard plan and the City would need to set guidelines and establish something.

Erickson supports this and there is a big need for this business.

Barbian commented that the City has agreed to purchase an industrial land west of town and working on grant application now for infrastructure. There could be a site there for this.

**COMMUNICATION AND REPORTS:**

A. **Verbal Report** – None

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

JOHNSON MOVED, SECOND BY REYNOLDS, TO ADJOURN THE MEETING. UPON THE VOTE, THERE WERE 5 AYES, 0 NAYS. MOTION CARRIED. THE MEETING ADJOURNED AT 8:14 P.M.

ATTEST:

_________________________  ____________________________
Victoria Hallin, Vice Chair  Mary Lou DeWitt, Comm. Dev. Zoning Specialist
MEMORANDUM

TO: City Council
FROM: Stephanie Hillesheim, Community Development Specialist
SUBJECT: Resolution 20-36 for the EDA Grant
DATE: June 9, 2020

Background:
The City of Princeton has been working through a land purchase to acquire and attach land on 1st Street. This purchase will allow the City to expand opportunities for industrial businesses to expand in Princeton. Currently the potential for expansion in the industrial park is very limited.

In addition to the creation of a new industrial park, the project would complete the 21st Ave connection, a long-term goal of the City Council and a priority for the current administration. This project will facilitate the modernization for the continuance of commerce by providing access between the existing industrial park and increase access to HWY 169 for all industries. The improvement includes the modernization of the entire throughway of the current industrial park, including the redirection of storm water.

With the support of Mille Lacs County, and their contracted engineer, the City of Princeton, with assistance from ECRDC has been putting together a grant application package to submit for the FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding opportunity through the EDA.

Analysis:
Staff are currently working with a few potential anchor businesses to sponsor the application, a requirement for the FY 2020 EDA Public Works and Economic Adjustment Assistance Programs including CARES Act Funding. The estimated cost to construct the project, including two new roadways, sewer, water, storm water improvements, and modernization and completion of the 21st avenue connection and route is: $5,651,000. This grant requires a match of up to equal the amount of the grant, with the city’s portion of the project up to $2,835,500, which includes the land purchase of approximately $540,000 and related fees. Best case scenario, EDA funding could cover up to 80% of the project, requiring a 20% match of $1,130,200.

The grant is applied for and administered through the City of Princeton with the support of Mille Lacs County and the ECRDC.

Recommendation:
City staff requests the Council’s approval to permit staff to move forward with the application for EDA funding as they see appropriate and approve Resolution 20-36.
RESOLUTION 20-36

APPLICATION TO THE ECONOMIC DEVELOPMENT ADMINISTRATION (EDA), UNITED STATES DEPARTMENT OF COMMERCE’S (DOC) PUBLIC WORKS AND ECONOMIC ADJUSTMENT ASSISTANCE PROGRAM FOR INDUSTRIAL PARK EXPANSION AND MODERNIZATION

BE IT RESOLVED

that the City of Princeton act as the legal sponsor for project(s) contained in the Economic Development Administration (EDA) Public Works and Economic Adjustment Assistance Program (PWEAA2020) to be submitted in June 2020 and that Brad Schumacher (Mayor) and Robert Barbian (City Administrator) are hereby authorized to apply to the United States Economic Development Administration for funding of this project on behalf of the City of Princeton.

BE IT FURTHER RESOLVED

that the City of Princeton has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds, adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED

that the City of Princeton has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED

that upon approval of its application by the Economic Development Administration, the City of Princeton, may enter into an agreement with the Economic Development Administration for the above-referenced project(s), and that it will comply with all applicable laws and regulations as stated in all contract agreements.

BE IT FURTHER RESOLVED

that the City of Princeton has committed funding towards the local match requirement.

BE IT FURTHER RESOLVED

that, the City of Princeton confirms that all funding necessary for the project is secured and the City of Princeton will provide funds to complete the project.

BE IT FURTHER RESOLVED

that the non-EDA source(s) of funds identified and outlined in the application in the total amount of $1,360,737 are committed and adequate to fully fund the project identified in the application.

The City of Princeton certifies that it will comply with all applicable laws, regulations, and rules of the application.

BE IT FURTHER RESOLVED

that the sources and uses, private investors, equity, and other financing commitments represented in the attached document are accurate.

NOW, THEREFORE BE IT RESOLVED

that Robert Barbian (City Administrator), or his successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Princeton on June 11, 2020.

SIGNED:

(Authorized Official)

(WITNESSED:

(Signature)

(Title) (Date)

(Title) (Date)

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Princeton on June 11, 2020.
To: Princeton City Council

From: Chief Ron Lawrence and Chief Todd Frederick

Date: 06-09-2020

Regarding: Public Safety Storage Building – UPDATE # 2 (location change)

The Princeton Fire Department’s cold storage building collapsed March of 2019. The building stored the Incident Command Trailer, Fire Safety Trailer, Light tower, Trench rescue equipment and miscellaneous fire equipment. Since the loss of the building the fire department has been storing items outside and at various storage locations within the city. The City of Princeton received insurance money for the total loss of the building. The insurance payout is $122,000.00. Insurance typically allows 2 years for reimbursement for replacement construction costs on a commercial project. This means that the construction and billing need to be completed by March 2021. To complete prior to March of 2021 construction of the replacement building is best to occur the summer of 2020.

In speaking with contractor, we are currently as of 06/08/2020 the 13th building in line to be ordered and built. The contractor stated that we would need to move quick (with in week) to order material to allow for building this season.

We currently have budgeted in CIP for 2020 $ 103,000.00 dollars for the completion of the building. With the insurance payout of $122,000.00 the total amount budget for the project is $225,000.00.

With the change of the building location to the West side of the Princeton Public Safety Building we have obtained additional quotes for the cost of the adjustment. These additions are not included in the budgeted amount of $225,000.00.

Please see below for additional information.
**Additional Cost for building to site located to the west of Public Safety Building:**

1. Cost for connection to existing building (generator) $7,200
2. Directional boring under pavement to connect existing building to new building $3,300
3. Dirt work and culvert $9,500
4. Asphalt and curbing $13,000
5. Fencing $10,000
6. WSB additional engineering $4,500

Approximate Total for secondary site - $47,500

Thank you

Chief Ron Lawrence

Chief Todd Frederick
June 9, 2020

Mr. Robert Barbian  
City of Princeton  
705 2nd Street North  
Princeton, MN  55374

Re: Proposal for Design Services  
Police Department Storage Facility  
City of Princeton, MN

Dear Mr. Barbian:

Thank you for the opportunity to provide professional services for civil/sitework engineering for the above referenced project. It is our understanding that this project consists of preparing civil/sitework construction documents for the above referenced project.

Design services for the project are summarized below.

**PROPOSED SERVICES**

- Project management and coordination/meetings with City staff.
- Topographic survey
- Preparation of Existing Conditions Plan  
  (platted boundary, survey data, lidar contours, supporting record plans)
- Development of Site Plan  
  (proposed building footprint to be provided)
- Stormwater evaluation and design (review existing flow, determine options to maintain ditch flow, proposed stormwater layout)
- Site Grading Plan  
  (minimal storm sewer design - roof drain connection to westerly drainage swale)
- Complete turf restoration plans  
  (landscaping plans beyond turf establishment are assumed part of a separate contract)

*Deliverables:* Civil Design Plan Set, including existing conditions plan, site plan, grading and erosion control plan, and construction details. We are assuming the disturbance will be under an acre therefore a Stormwater Pollution Prevention Plan (SWPPP) will not be needed.

**SCHEDULE**

Following the approval for proposed services, we anticipate approximately 3 weeks to complete the Civil Design Plan set as described above.
ENGINEERING SERVICES FEE

The following provides a breakdown of the fee to develop the Civil Site Design Plan set:

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Survey</td>
<td>$1,200</td>
</tr>
<tr>
<td>Stormwater Design</td>
<td>$2,700</td>
</tr>
<tr>
<td>Site Plan (existing conditions, grading plan,</td>
<td>$4,100</td>
</tr>
<tr>
<td>site plan, erosion control/restoration plan)</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$8,000</strong></td>
</tr>
</tbody>
</table>

We are proposing to complete the work on a cost-reimbursable basis in accordance with our current fee schedule in an amount not to exceed of: **$8,000**

If this proposal is acceptable, please execute the signature block below and return as our authorization to proceed.

Please give me a call at 763-287-8529 if you have any questions. Thank you.

Sincerely,

WSB

Jennifer Edison, PE
Project Manager, Associate

ACCEPTED BY:

City of Princeton

Name: ______________________________

Title: ______________________________

Date: ______________________________
<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALLIED BLACKTOP</td>
<td>CRAC SEALING</td>
<td>12,978.00</td>
<td>BRAND MANUFACTURING</td>
<td>MATERIALS</td>
<td>111.80</td>
</tr>
<tr>
<td>BERGEN KDV</td>
<td>PARTIAL AUDIT FEE</td>
<td>5,950.00</td>
<td>COMMERCIAL ASPHALT</td>
<td>HOT MIX</td>
<td>1,176.45</td>
</tr>
<tr>
<td>CRD SERVICES - CONCRETE</td>
<td>SUPPLIES</td>
<td>3.49</td>
<td>CENTRAL MN CUSTODIAL</td>
<td>CUSTODIAL SERVICES</td>
<td>459.00</td>
</tr>
<tr>
<td>TAYLOR FERTLAND</td>
<td>RETAINER &amp; LAND PURCH.</td>
<td></td>
<td>CITY OF ELK RIVER</td>
<td>H-2 MATERIALS TRAINING</td>
<td>3,140.00</td>
</tr>
<tr>
<td>ALEX DEEN</td>
<td>RIFLE SCOPE</td>
<td>235.88</td>
<td>FOREST SUPPLIES</td>
<td>HERBICIDE &amp; SUPPLIES</td>
<td>176.68</td>
</tr>
<tr>
<td>ECM</td>
<td>HEARING NOTICE</td>
<td></td>
<td>FORESTIC POLYGRAPH</td>
<td>POLYGRAPH EXAM</td>
<td>814.34</td>
</tr>
<tr>
<td>EMC NATIONAL LIFE</td>
<td>LIFE INSURANCE</td>
<td>269.82</td>
<td>FROYD'S TRUE VALUE</td>
<td>FUES</td>
<td></td>
</tr>
<tr>
<td>INCOMETERS, INC</td>
<td>MOUTHPIECES</td>
<td>95.00</td>
<td>MEXTRI</td>
<td>INSPECTION FEES</td>
<td></td>
</tr>
<tr>
<td>JOMENWORDS</td>
<td>LIGHTS AND FLOWERS</td>
<td>154.84</td>
<td>McGILL PROFESSION</td>
<td>A/C REPAIR</td>
<td>1,072.13</td>
</tr>
<tr>
<td>KIDD CONTINENTAL            COMM.</td>
<td>PHONE AND INTERNET</td>
<td>97.25</td>
<td>MINNESOTA AIR</td>
<td>AIR CONDITIONING UNIT</td>
<td></td>
</tr>
<tr>
<td>MINNEAPOLIS AIR</td>
<td></td>
<td>48.63</td>
<td>NATIONAL BUSHING</td>
<td>PARTS AND SUPPLIES</td>
<td></td>
</tr>
<tr>
<td>NAPA</td>
<td>G - H - L - PARTS &amp; BRAKE CLEANER</td>
<td>119.14</td>
<td>NAPA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NELSON NURSERY</td>
<td>FLORIANS</td>
<td>14.69</td>
<td>PRINCETON ELECTRIC</td>
<td>REPAIR BASEBALL LIGHTS</td>
<td></td>
</tr>
<tr>
<td>PRINCETON RENTAL</td>
<td>KITCHET</td>
<td>314.04</td>
<td>PRINCETON RENTAL</td>
<td>KITCHET</td>
<td></td>
</tr>
<tr>
<td>PUC</td>
<td>ELECTRIC AND WATER</td>
<td>377.50</td>
<td>PRINCETON RENTAL</td>
<td>REPAIR BASEBALL LIGHTS</td>
<td></td>
</tr>
<tr>
<td>PRINCIPRAL LIFE</td>
<td>LIFE INSURANCE</td>
<td>26.65</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RAD'S AUTO BODY</td>
<td>SQUAD REPAIR</td>
<td>1,419.04</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SHERWIN WILLIAMS</td>
<td>PATCH REPAIR KIT</td>
<td>79.00</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TESSEMAN CO.</td>
<td>GRASS SEED AND ROUNDUP</td>
<td>660.00</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TACTICAL SOLUTIONS</td>
<td>RADIATION CERTIFICATIONS</td>
<td>254.00</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRUNK SURVEYING</td>
<td>CELL TOWER SITE WORK</td>
<td>76.00</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRIO SUPPLY</td>
<td>SANITIZING SUPPLIES</td>
<td>356.17</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WEBER</td>
<td>ENGINEERING</td>
<td>660.00</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WINDHOL TECH</td>
<td>HELICONE KV_test Purification</td>
<td>1,438.78</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ZIEDLER</td>
<td>PARTS</td>
<td>142.98</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ZUMBOUH BROOKS</td>
<td>BUMBS</td>
<td>1,454.00</td>
<td>PRINCIPRAL LIFE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL FOR BILL LIST**: 1,897.78 127.39 6,021.98 5,011.11 5,458.30 19,452.36 2,730.68 821.98 7,247.92 121.67 240.21 1,137.60 30,491.29 14,657.02 95,417.26
## LIQUOR BILL LIST
06-11-2020 COUNCIL MEETING

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>LIQUOR</th>
<th>O</th>
<th>T</th>
<th>H</th>
<th>E</th>
<th>R</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMERIPRIDE</td>
<td>MATS AND TOWELS</td>
<td>238.74</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>238.74</td>
</tr>
<tr>
<td>AMERICAN BOTTLING</td>
<td>MIX</td>
<td>359.90</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>359.90</td>
</tr>
<tr>
<td>BERNICK'S</td>
<td>Beker, Mix and NA</td>
<td>4,597.48</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,597.48</td>
</tr>
<tr>
<td>BELLBOY</td>
<td>LIQUOR, WINE AND MISC.</td>
<td>1,482.36</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,482.36</td>
</tr>
<tr>
<td>CAL DISTRIBUTING</td>
<td>BEER, EA, MIX AND MINE</td>
<td>47,511.81</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>47,511.81</td>
</tr>
<tr>
<td>CRYSTAL SPRINGS</td>
<td>RESELLICE</td>
<td>622.06</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>622.06</td>
</tr>
<tr>
<td>CARD SERVICES</td>
<td>CLEANING SUPPLIES</td>
<td>11.77</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>11.77</td>
</tr>
<tr>
<td>DAAHLEMMER</td>
<td>BEER, MIX AND NA</td>
<td>63,979.84</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>63,979.84</td>
</tr>
<tr>
<td>PINKEN</td>
<td>WATER AND RENTAL</td>
<td>53.70</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>53.70</td>
</tr>
<tr>
<td>JOHNSON BROS.</td>
<td>LIQUOR, WINE AND MIX</td>
<td>16,420.94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>16,420.94</td>
</tr>
<tr>
<td>H. AMUNDSON</td>
<td>TOBACCO, RESELL &amp; MISC.</td>
<td>3,709.41</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3,709.41</td>
</tr>
<tr>
<td>MIVCONTINENT</td>
<td>PHONE AND INTERNET</td>
<td>222.92</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>222.92</td>
</tr>
<tr>
<td>POC</td>
<td>ELECTRIC AND WATER</td>
<td>2,255.87</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2,255.87</td>
</tr>
<tr>
<td>PHILLIPS WINE</td>
<td>LIQUOR AND WINE</td>
<td>14,955.89</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>14,955.89</td>
</tr>
<tr>
<td>PAUSTIS</td>
<td>MIX</td>
<td>850.25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>850.25</td>
</tr>
<tr>
<td>RED BULL</td>
<td>MIX</td>
<td>81.50</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>81.50</td>
</tr>
<tr>
<td>SOUTHERN GLASERS</td>
<td>LIQUOR AND WINE</td>
<td>19,707.86</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>19,707.86</td>
</tr>
<tr>
<td>VIKING COVE</td>
<td>MIX</td>
<td>625.15</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>625.15</td>
</tr>
<tr>
<td>VINOCUPA</td>
<td>MIX</td>
<td>132.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>132.00</td>
</tr>
<tr>
<td>WATSON</td>
<td>TOBACCO</td>
<td>4,095.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4,095.00</td>
</tr>
</tbody>
</table>

**TOTAL FOR BILL LIST**: 181,905.45  0.00  0.00  0.00  0.00

---

## MANUAL BILL LIST
06-11-2020 COUNCIL MEETING

<table>
<thead>
<tr>
<th>CHECK NO</th>
<th>VENDOR</th>
<th>DESCRIPTION</th>
<th>PAYROLL</th>
<th>LIQUOR</th>
<th>O</th>
<th>T</th>
<th>H</th>
<th>E</th>
<th>R</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>81262</td>
<td>FIRST BANK &amp; TRUST</td>
<td>PAYROLL TRANSFER</td>
<td>104,519.94</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>104,519.94</td>
</tr>
</tbody>
</table>
BILL LIST

TO: MAYOR AND CITY COUNCIL

FROM: THE FINANCE DEPARTMENT

RE: BILL LIST APPROVAL MOTION

COUNCIL MEETING DATE: June 11, 2020

I move to approve the bill list which includes the manual checks as listed on the manual bill list for a total of $104,519.94 and the items listed on the liquor bill list and general city bill list which will be checks 81263 to 81324 for a total of $277,322.71.