

**CITY OF PRINCETON
ORGANIZATIONAL MEETING
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, APRIL 18, 2017
7:00 p.m.**

1. CALL TO ORDER AND ROLL CALL.
2. PLEDGE OF ALLEGIANCE.
3. REPORT OF THE BOARD OF CANVASSERS – April 4, 2017 Election
4. OATH OF OFFICE TO ELECTED OFFICIALS
5. ELECTION OF COUNCIL PRESIDENT
6. MAYORAL COMMITTEE, COMMISSION AND BOARD APPOINTMENTS
(Committee list attached. Changes from last year are highlighted)
RECOMMENDATION: Approval of Appointments as presented
7. DESIGNATION OF FINANCIAL INSTITUTIONS – US Bank, LGIP, Horicon State Bank, National Exchange Bank – Resolution #2017-07
RECOMMENDATION: Adoption of Resolution #2017-07 designing Financial Institutions noting name change of American Bank to National Exchange Bank
8. DESIGNATION OF OFFICIAL NEWSPAPER – Princeton Times-Republic (current)
9. DESIGNATION OF WEED COMMISSIONER - Mitchel Simonson (current)
10. DESIGNATION OF CITY FORESTER – Lee Williams (current)
11. MAYOR'S COMMENTS
12. WEST WATER STREET CDBG APPLICATION DOCUMENTS – Resolution #2017-04 - A Policy Prohibiting the Use of Excessive Force and the barring of Entrances/Exits for non-violent Civil Rights Demonstrations; Resolution #2017-05 - Wisconsin Residential Anti-displacement and Relocation Assistance Plan for CDBG Programs; and Resolution #2017-06 - Adoption of the revised Citizens Participation Plan for the City of Princeton.
RECOMMENDATION: Approval of Resolutions #2017-04, #2017-05 and #2017-06 as stated relating to the Community Development Block Grant Program required policies.
13. ADJOURN

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

Election Results 4/4/2017

State Superintendent of Public Instruction

Evers	57
Holz	31
Melcher	0
Scattering	0

Justice of Supreme Court

Ziegler	71
Scattering	0

Court of Appeals Judge District #2

Hagedorn	66
Scattering	0

Green Lake County Circuit Court Judge

Slate	70
Scattering	0

Aldersperson District #1 & 2 – Kallenbach 28

Scattering	0
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Aldersperson District #3 - Garro 20

Scattering	1
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Aldersperson District #4 Bednarek 21

Scattering	0
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School Board

Richter	60
Moss	53
Kuglin	55
Scattering/Write In	17

CANVASS BOARD
Spring Primary Election
April 10, 2017

Elizabeth Otto called the Canvass Board to order at 10:00 AM, Monday April 10, 2017, in the County Clerk's Office Conference Room, Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Jerry Sonnleitner
David Abendroth
Elizabeth Otto, County Clerk
Samantha Stobbe, Secretary

The tally sheets and poll lists were inspected for each municipality in Green Lake County.

Town of Berlin had 124 total voters.

Town of Brooklyn had 220 total voters.

Town of Green Lake had 110 total voters.

Town of Kingston had 91 total voters.

Town of Mackford had 49 total voters.

Town of Manchester had 95 total voters.

Town of Marquette 54 total voters.

Town of Princeton 138 total voters.

Town of St. Marie had 65 total voters.

Town of Seneca had 57 total voters.

Village of Kingston had 74 total voters.

Village of Marquette had 43 total voters.

City of Berlin had 488 total voters.

City of Green Lake had 123 total voters.

City of Markesan had 137 total voters.

City of Princeton had 90 total voters.

Each municipality will be informed of the above information.

No other discrepancies were found.

Meeting adjourned at 10:45AM.
Respectfully Submitted,
Samantha Stobbe, Secretary

**RESOLUTION #2017-07
DESIGNATION OF PUBLIC DEPOSITORIES
FOR THE CITY OF PRINCETON**

WHEREAS, Section 34.05 of the Wisconsin Statutes provides for the designation of public depositories by the governing board as defined by Section 34.01 (6) Wisconsin Statutes; and

NOW THEREFORE BE IT RESOLVED, that the following banking institutions, all of which are qualified as public depositories, as defined by Section 34 of Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all public moneys coming into the City of Princeton:

- (1) US Bank
- (2) National Exchange Bank
- (3) Local Government Investment Pool
- (4) Horicon Bank

BE IT FURTHER RESOLVED, that the City Treasurer shall deposit all moneys received into one of the above named depositories in demand deposits or savings deposits; and

BE IT FURTHER RESOLVED, that withdrawal or disbursement of demand deposits from and of the above depositories shall be made pursuant to Section 66.0607 of the Wisconsin Statutes and in accordance therewith all order checks shall be duly signed by either the City Administrator/Clerk-Treasurer, Deputy Clerk-Treasurer, or Mayor and in lieu of their personal signatures, facsimile signatures may be affixed on such check. Withdrawal of savings deposits are to be withdrawn on the above signatures only and no facsimile signature may be used; and

BE IT FURTHER RESOLVED, that deposits shall be maintained in time deposits subject to limitations of 66.0603 (1m) Wisconsin Statutes including demand or saving deposits and all deposits without limit must be secured by federal or state law or collateralized with securities guaranteed by the full faith of the United States of America.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be delivered to each of the above-named depositories and a certified copy filed with the State of Wisconsin Commissioner of Banking and all may rely on this Resolution until changed by lawful resolution and a new certified copy of such resolution has been given to the cashier of the respective above named depositories and the Commission of Banking.

This resolution supersedes and takes the place of any resolution filed prior to this date.

PASSED, ADOPTED and APPROVED by the Common Council of the City of Princeton, this 18th day of April 2017.

_____ **AYES**

_____ **NAYS**

_____ **ABSENT**

LEONARD WIELGOSH, Mayor
City of Princeton

ATTEST: MARY LOU NEUBAUER
City Administrator/Clerk-Treasurer

Approved as to Form:

DANIEL D. SONDALLE, City Attorney

Division of Energy, Housing and Community Resources

Community Development Block Grant – Resolution to Adopt Civil Rights Demonstration Policy

RESOLUTION NO. 2017-04

A Resolution to Adopt the Policy to Prohibit the Use of Excessive Force and the Barring of Entrances/Exits for Non-Violent Civil Rights Demonstrations

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PRINCETON,

POLICY TO PROHIBIT THE USE OF EXCESSIVE FORCE AND THE BARRING OF ENTRANCES/EXITS FOR NON-VIOLENT CIVIL RIGHTS DEMONSTRATIONS

WHEREAS Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 U.S.C. 69 §5304) prohibits the State from expending or obligating any Community Development Block Grant funds to any unit of general local government that does not have or adopt a policy prohibiting the use of excessive force by local law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and a policy of enforcing State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction;

AND WHEREAS it is in the interest of the City of Princeton to pursue Community Development Block Grant Funds and to adopt policy that complies with Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended (42 USC 69 §5304);

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF PRINCETON:

It is POLICY of the City to prohibit the use of excessive force by law enforcement agencies within the City's jurisdiction against any individuals engaged in nonviolent civil rights demonstrations.

It is POLICY of the City to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within the City's jurisdiction.

The officials and employees of the City shall assist in the orderly prevention of all excessive force within the City of Princeton by implementing the authority and enforcement procedures set forth in Title I of the Housing and Community Development Act of 1974.

The City Council directs the Chief of Police of the City of Princeton to implement this Resolution by amending applicable City of Princeton procedures.

Passed, Approved and Adopted this 18th day April, 2017.

____ Ayes
____ Nays
____ Absent

LEONARD WIELGOSH, Mayor
City of Princeton

ATTEST:

MARY LOU NEUBAUER,
City Administrator/Clerk/Treasurer

APPROVED AS TO FORM:

DANIEL D. SONDALLE, City Attorney

Division of Energy, Housing and Community Resources

Community Development Block Grant – Anti-Displacement and Relocation Assistance Plan

RESOLUTION NO. 2017-05 WISCONSIN RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR CDBG PROGRAMS

This Residential Anti-Displacement and Relocation Assistance Plan (RARAP) is prepared by the City of Princeton in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹ projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, the City of Princeton will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.

(continued on the next page)

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

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Community Development Block Grant – Anti-Displacement and Relocation Assistance Plan

- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are “lower-income dwelling units” as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.

Relocation Assistance to Displaced Persons

The City of Princeton will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

The City of Princeton will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing the City of Princeton to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the City of Princeton will make public by publication in the Princeton Times-Republic and posting at City Hall and submit to HUD [the State, under the State CDBG Program] the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. *NOTE: See also 24 CFR 42.375(d).*
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom unit), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a

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Community Development Block Grant – Anti-Displacement and Relocation Assistance Plan

different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the City of Princeton will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the City of Princeton may submit a request to HUD (or to the State, if funded by the State) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The City Clerk's Office, (920) 295-6612, is responsible for tracking the replacement of lower-income dwelling units and ensuring that they are provided within the required period.

The City Clerk's Office, (920) 295-6612, is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Passed, Approved and Adopted this 18th day April April, 2017.

_____ Ayes
_____ Nays
_____ Absent

LEONARD WIELGOSH, Mayor
City of Princeton

ATTEST:

MARY LOU NEUBAUER,
City Administrator/Clerk/Treasurer

APPROVED AS TO FORM:

DANIEL D. SONDALLE
City Attorney

Division of Energy, Housing and Community Resources

Community Development Block Grant – Citizen Participation Plan

RESOLUTION NO. 2017-06

A RESOLUTION ADOPTING THE CITIZEN PARTICIPATION PLAN FOR THE CITY OF PRINCETON

City of Princeton Citizen Participation Plan for the Community Development Block Grant (CDBG) Program

PURPOSE

In order for the CDBG Program to operate effectively, and to address the needs of the citizens of the City of Princeton, the entire population must be kept informed. The decision-making process must be open and consistent with State and Federal regulations. To accomplish this, the following plan will be followed:

PROGRAM OVERSIGHT

1. The City shall create a Citizen Participation Plan Committee, members of which shall be appointed by the Chief Elected Official and confirmed by the City Council. This Committee shall be responsible for implementation of the Citizen Participation Plan, as well as offering guidance in preparation of the grant application.

The City shall oversee the preparation of the Community Development Block Grant (CDBG) grant application.

2. To insure responsiveness to the needs of its citizens, the City shall provide for and encourage citizen participation. Particular emphasis shall be given to participation by persons of low- to- moderate income (LMI).

CITIZEN PARTICIPATION

1. The City shall establish a committee composed of person's representative of the City demographics. This committee must include at least one LMI person.

The committee members should also include representatives from the local government, real estate, banking and labor communities whenever possible.

This committee shall assume responsibility for coordinating all required elements

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Community Development Block Grant – Citizen Participation Plan

of the Citizen Participation Plan. All committee members must be residents of the City.

NOTICE OF HEARINGS

1. Official notice of hearings will be by public notice in the Princeton Times-Republic at least two full weeks prior to the hearing. In addition, the public notice shall be posted at the City municipal building. These notices will include time, place and date of meetings, as well as a brief agenda.
2. All notifications of meetings and available assistance must be worded in such a way as to encourage LMI participation. In addition, all meeting announcements shall include where, and during what time, information and records relating to the proposed and actual use of funds may be found.

REQUIRED PUBLIC HEARINGS

Public hearings shall be held to obtain citizen views and to enable them to respond to proposals at all stages of the CDBG Program, including the development of needs, the review of proposed activities and the review of program performance. Hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries and with accommodations for the handicapped, and, if needed, for non-English speaking persons.

1. The first hearing will receive citizens' views and provide an explanation of:
 - a. Community development needs, objectives, and strategies.
 - b. The CDBG program including goals, objectives, application process, amount of funds available, timetable, eligible activities, etc.
2. The second hearing will receive citizens' views and provide a review of the performance of the funded activities.
3. The first public hearing shall be held during the development of the application for funds. The second public hearing shall be held during the implementation of the program. The City will attempt to have at least one of the public hearings in the service area (if applicable).

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Community Development Block Grant – Citizen Participation Plan

PROGRAM INFORMATION, FILES, and ASSISTANCE

1. Technical assistance will be provided to any citizen who requests information about program requirements. Assistance with the application process will be provided by City staff in the Community Development Department. A City staff member will meet with citizens on request.
2. The City will maintain, in the City Municipal Building, a record of all citizen participation efforts including minutes of meetings, newspaper clippings, and copies of notices and brochures.
3. Citizens will be invited to make proposals regarding the application. If suitable proposals are submitted in writing, a written response will be provided within 15 days. Every effort will be made to respond to all proposals prior to the final action on the subject.
4. Citizens may petition or request in writing assistance or changes.

The City staff will respond to all such requests within 15 days after the City Council has met to discuss the request.

COMPLAINTS

The City will handle citizen complaints about the program in a timely manner. By federal regulation the City will respond in writing to all written letters of complaint within 15 days after receipt of the complaint. The nature and disposition of verbal complaints will be reported in a complaint log. The first contact for complaints should be made to the City Clerk's Office.

In addition to the above procedure, any citizen wishing to object may complain directly to the following address:

Attention: Executive Staff Assistant
WI Department of Administration
Division of Energy, Housing and Community Resources, 5th Floor
P.O. Box #7970
Madison, WI 53707-7970

Division of Energy, Housing and Community Resources

Community Development Block Grant – Citizen Participation Plan

Written complaints should contain the following information and should be as specific as possible when describing:

- 1) The Program area being referenced: HOME, Community Development Block Grants for Housing (CDBG – Housing), Community Development Block Grants for Community Development (CDBG – Community Development), Emergency Solutions Grants (ESG), etc.;
- 2) The event resulting in the complaint;
- 3) The dates, details, and reason for the complaint; along with
- 4) The complainant's name, address, and telephone number.

NON-ENGLISH SPEAKING PERSONS

The City will regularly survey the municipality to identify non-English speaking persons and will make all special efforts to assure them equal opportunity in the citizen's participation process.

Passed, Approved and Adopted this 18th day April, 2017.

_____ Ayes
_____ Nays
_____ Absent

LEONARD WIELGOSH, Mayor
City of Princeton

ATTEST:

MARY LOU NEUBAUER,
City Administrator/Clerk/Treasurer

APPROVED AS TO FORM:

DANIEL D. SONDALLE
City Attorney