

## **PUBLIC UTILITIES COMMISSION**

### **WORK STUDY SESSION MEETING**

**April 27, 2021, 10:00 A.M.**

Pursuant to due call and notice thereof, the Work Study Session Meeting of the Public Utilities Commission, City of Princeton, was held at the Mille Lacs County Historical Society Depot Museum in the Amdall Room, 202 10<sup>th</sup> Avenue South, on April 27, 2021, at 10:00 A.M.

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

Also Present: Manager Keith Butcher, Secretary Kathy Ohman, City Councilor Jules Zimmer, City Administrator Michele McPherson and Todd Olin with Landform Professional Services. Attending via Zoom were Developers Kent and Brent Titcomb and Princeton City Community Manager Stephanie Hillesheim.

Meeting was called to order by Commissioner Dan Erickson at 10:20 A.M.

Commissioner Erickson called for additions or deletions to the agenda. There were none.

Mr. Schwartz made a motion to approve the agenda of the April 27, 2021 PUC Work Study Session Meeting. Mr. Erickson seconded. Motion carried unanimously.

### **3. SHERBURNE VILLAGE / SHERBURNE LAKES:**

Todd Olin from Landform Professional Services presented information to the PUC Commission the Conceptual Site Plan and Conceptual Utility Plan for the Sherburne Lakes 55+ development. In 2018, some conceptual work had been done in for the development Sherburne Lakes. Technical issues arose and the project was delayed. The land Sherburne Lakes would be developed on is currently within city limits. Sherburne Lakes would consist of 113 single family pre-manufactured homes. Roads throughout the park would be private roads. The developers of Sherburne Lakes are proposing to install a 12" public water main including a loop from 4<sup>th</sup> Avenue South to the Sherburne Lakes development extending through the park to County Road 2. Throughout other parts of the development, an 8" private water main would be connected to each home. A combination of public and private sewer mains would also run throughout the park and go through a lift station which would be located near the park. Coordinating with WSB, the water main would be sized for future development. There was a discussion on making sure a clarification in writing is done for who is responsible for the restoration of roads and landscaping when a water or sewer main needs repair.

Sherburne Village, the mobile home park south of Sherburne Lakes, has submitted a request to the City of Princeton to be annexed into city limits. The onsite sewer and water-main collection and distribution system is planned to remain private. Eventually, the onsite private water well and drain fields will be abandon and the systems are planned to be connected to the City utilities. The water and sewer systems on the park will remain private. Meters will be installed prior to connection to the City systems to monitor the water usage.. The 12" water main would be extended from Sherburne Lakes to Sherburne Village. Connections to each home would be connected to a private 8" water main that the park would meter. Currently there are 96 mobile home pads within the park. The developers have plans in the future to expand this to 40 additional units. Sherburne Village would abandon their current water system to connect to city water.

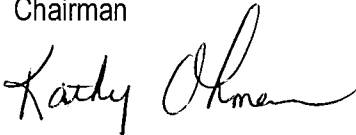
There was a discussion that with the developer paying for the installation of the entire water main, they are asking for the water and sewer connection fees and trunk fees associated with both developments be waived. There were discussions on the steps to take moving forward and recommendations to be made. Community Manager Stephanie Hillesheim will be the contact person on these projects going forward.

Todd Olin stated there is a Public Hearing scheduled for May 13<sup>th</sup> at Princeton City Council Meeting in regards to the annexation of Sherburne Village.

There being no further business, Mr. Erickson made a motion to adjourn the meeting at 12:02 p.m. Mr. Schwartz seconded. Motion carried unanimously.



Gregory Hanson  
Chairman



Kathy Ohman  
Secretary