CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
NOVEMBER 2, 2015
6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of November 2, 2015 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson, Dan Goldston, Michele Hanson and Patrick McGann

Members Absent: None

Staff Present: City Administrator Logan Martin, Police Chief Laura Eastman, Fire Chief Allen Eisinger, Public Works Supervisor Mel Horak, City Engineer John Parotti, City Attorney Andy Pratt, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

Administrator Martin stated that new business item #1, *Consider issuance of a new off-sale liquor license for the retail establishment located at 102 3rd Street North,* is being removed from the agenda, as requested by the applicant. It was moved by Councilmember Hanson and seconded by Councilmember Goldston to approve the revised November 2, 2015 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. Mayor St. Ores recognized Don Hoye, Lisa Eldred and Darryl Germain for their winning entries in the *Focus on Bayport* photo contest. The winners received a certificate and Best Buy gift card.
2. Mayor St. Ores reminded residents that the Lighting of the Village Green is set for Wednesday, December 2, 2015, from 6:00-8:00 p.m.

OPEN FORUM

1. Washington County Commissioner Gary Kriesel updated the City Council on efforts to improve the safety of the intersection at Osgood Avenue and County Road 14, after railroad work at the crossing resulted in uneven and unsafe pavement. Temporary stop signs were placed and Washington County is working with the railroad to correct the situation, but there is no easy or quick permanent solution. He also said major improvements to Stagecoach Trail are scheduled for 2017, after the new bridge project is completed.
2. State Senator Karin Housley provided an update on the Legislature's next session that is expected to be shorter than normal to accommodate the move to the new Senate office building. She noted that students from a Stillwater Area High School government studies class were in attendance at tonight's meeting.
3. Commissioner Kriesel and Senator Housley both recognized outgoing Fire Chief Mark Swenson for his 26 years of public service on the Bayport Fire Department. Mark was honored at a party prior to the City Council meeting.

CONSENT AGENDA

Mayor St. Ores read items 1-9 on the consent agenda.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 15-29

RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-9 FROM THE NOVEMBER 2, 2015 CITY COUNCIL AGENDA

1. October 5, 2015 City Council regular meeting minutes

2. October payables and receipts (check numbers 006323-006437)
3. October building, plumbing and mechanical permits report
4. Special event application from Cub Scout Pack 113 for wreath sale at Village Green Park on Saturday, November 21, 2015
5. Special event application from Andersen Corporation for 2016 Quarter Century Club picnic at Lakeside Park on Friday and Saturday, August 12 and 13, 2016
6. Snow removal agreement with MnDOT for Trunk Highway 95
7. Pay application #5 from Kraus Anderson and subcontractors for Fire Hall construction
8. Pay application #6 from Siegfried Construction for Perro Park improvements
9. Special event application from American Cancer Society for Bark for Life fundraising event at Barker's Alps Park on Saturday, May 14, 2016

The motion for adopting the foregoing resolution was duly seconded by Councilmember McGann and upon roll call being taken, the following voted via voice:

Susan St. Ores – aye Dan Goldston – aye Patrick McGann – aye
Connie Carlson – aye Michele Hanson – aye

PUBLIC HEARINGS

UNFINISHED BUSINESS

NEW BUSINESS

Consider amending Chapter 18 – Buildings and Buildings Regulations, Article II. Building Code of the Bayport City Code of Ordinances, to reflect perpetual adoption of the Minnesota State Building Code: Assistant Administrator Taylor explained the state recently adopted new regulations for the application, administration and enforcement of codes for buildings and/or structures and the city is required to amend our local ordinance to adopt these codes. At this time, the state is recommending that cities include language in local ordinances to allow for the perpetual adoption of state building codes by reference, which would eliminate the need to amend our city code of ordinances each time the state building code is revised. Staff recommended adoption of the draft ordinance amending Chapter 18 of the Bayport City Code of Ordinances to include perpetual adoption of the Minnesota State Building Code.

Councilmember Carlson introduced the following ordinance and moved its adoption:

Ordinance #846

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA AMENDING CHAPTER 18 – BUILDINGS AND BUILDING REGULATIONS, ARTICLE II. BUILDING CODE, OF THE BAYPORT CITY CODE, PERPETUALLY ADOPTING THE MOST CURRENT EDITION OF THE MINNESOTA STATE BUILDING CODE, WITH THE EXCEPTION OF THE OPTIONAL APPENDIX CHAPTERS UNLESS SPECIFICALLY ADOPTED HEREIN, WHICH PROVIDES FOR THE APPLICATION, ADMINISTRATION, AND ENFORCEMENT OF THE MINNESOTA STATE BUILDING CODE BY REGULATING THE ERECTION, CONSTRUCTION, ENLARGEMENT, ALTERATION, REPAIR, MOVING, REMOVAL, DEMOLITION, CONVERSION, OCCUPANCY, EQUIPMENT, USE, HEIGHT, AREA, AND MAINTENANCE OF ALL BUILDINGS AND/OR STRUCTURES; PROVIDES FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREOF; PROVIDES PENALTIES FOR VIOLATION THEREOF; AND REPEALS ALL ORDINANCES AND PARTS OF ORDINANCES THAT CONFLICT THEREWITH.

The motion for adopting the foregoing ordinance was duly seconded by Councilmember Goldston and upon roll call being taken, the following voted via voice:

Susan St. Ores – aye Dan Goldston – aye Patrick McGann – aye
Connie Carlson – aye Michele Hanson – aye

Consider authorization to solicit quotes and proceed with an assessment of the existing Fire Hall building for potential reuse option: Administrator Martin reviewed a proposal to solicit quotes for a feasibility study on the reuse of the current Fire Hall to assist the City Council in considering options for the structure when the Fire Department moves to its new building next year. A study is estimated to cost between $5,000-$7,000, and staff recommended a not-to-exceed amount of $7,000, should the City Council proceed with the study that would be done by an architectural or engineering firm. Staff is also soliciting options from residents, as well as corporate and business partners in the region that may be seeking additional space. Options would be considered at a City Council workshop in December, at which time a "top five" idea list could be generated. Discussion followed on the timing of engaging a feasibility assessment consultant. Administrator Martin said the study would provide an analysis of the overall health of the structure, including heating, ventilation, air conditioning and electrical systems, updated costs of repairs to prepare the building for reuse, and an assessment of how the space could be repurposed. A feasibility study would also be a useful tool when discussing options with potential partners or buyers. The general consensus of the City Council was to take time to solicit and discuss reuse options prior to authorizing a feasibility study. It was suggested to proceed with a property assessment inspection to confirm estimated repair costs required, which would help with the decision-making process. Staff was directed to have the inspection completed in time to review the results at the December workshop.

Update on demolition and redevelopment of the property located at 169 3rd Street North: Administrator Martin reported quotes were received this morning for the demolition of the building at 169 3rd Street North as part of the process to redevelop the property into a municipal parking lot. Quotes ranged from a low of $15,279 to $33,197. Staff finds the low quote acceptable, although it is slightly over the $15,000 approved by the City Council in October for the work. The quotes will be made public after the quoting firms have been notified and confirmed. The project will be completed by December 25, 2015, after which the city's environmental consultant will perform additional soil borings to eliminate the presence of any contamination and assure the soil structure can support future construction plans. The sale will be finalized upon satisfactory conclusion of the soil sampling. It is anticipated the City Council will refine the design for the new municipal parking lot over the winter, with the goal of completing the project next spring or early summer. In response to citizen input on the possibility of retaining the charm and character of the current building, Councilmember McGann reiterated that the city has verified the building has no historical significance and it would be financially imprudent to restore the structure. Administrator Martin added that a 2012 commercial appraisal listed the building value at approximately $4,600, thus the majority of the property's value exists in the land itself. The current owner has been working with interested parties to repurpose some of the building signage.

COUNCIL LIAISON REPORTS

Councilmember Carlson reported on the October 22, 2015 Library Board meeting, where the new Library Director Jill Smith reviewed her plans and ideas for the library going forward. Library staff is planning a meet and greet with the new director in conjunction with the Lighting of the Village Green on December 2. The next meeting of the Library Board is scheduled for November 19, 2015, 6:00 p.m., at the library.

Mayor St. Ores reviewed the recent Middle St. Croix Watershed Management meeting and Lower St. Croix Alliance meeting. The Washington County Sheriff's Department encouraged residents to track delivery of their online purchases whenever possible, to prevent theft of packages from a doorstep.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Eisinger said that October is recognized as Fire Prevention Month and he reviewed the department's activities, including the Public Safety Open House on Halloween. He reported the call volume through the third quarter was 941, which is an increase of 51 calls from 2014. Chief Eisinger praised the Red Cross for their response at a 12-unit structure fire, where three families needed emergency assistance. Monthly training was reviewed, including attendance at the annual Minnesota State Fire Chief's Conference. He reported that Santa Claus will be riding through Bayport and Oak Park Heights on a fire truck on Friday, November 27, beginning at 8:00 a.m. in Bayport. Mayor St. Ores requested Santa's route be available at City Hall. Homeowners were reminded that every house should have at least one working carbon monoxide monitor.

Police Chief Eastman reviewed her written report, including past and upcoming events. The department will be providing more information on the annual Toys for Tots drive in the near future. Residents were reminded to keep their garage doors closed to prevent thefts.

Public Works Supervisor Horak reviewed his written report and requested that residents avoid blowing, raking or depositing leaves onto city streets or property. He said the 4th Avenue North boarding dock remains in place so boaters can enjoy the continuing warm weather. Mayor St. Ores recognized the efforts of the Public Works staff in maintaining the city's park buildings and grounds this season.

Assistant City Administrator/Planner Taylor reported she has been working on grants to secure special rescue fire protection suits for the Fire Department and windows for the warming house. The latest edition of the city newsletter was distributed this week, and residents were reminded they can sign up on the city's website to receive email notifications about city activities and events.

Administrator Martin said River Valley Deer Management is on site in the Point Road area to begin the deer culling effort. He recognized Senator Housley and Representative Kathy Lohmer for their efforts on the Bayport trichloroethylene water treatment upgrade project that will be fully funded by the state. The project will connect well #3, near the Village Green, to the air stripper treatment system near the Inspiration development. Construction will begin this year in the Village Green area and finish in 2016. Engineer Parotti said the majority of the project will involve directional boring under the street, but there will be street sections that will be opened. All turf and pavement areas will be restored.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Carlson expressed her gratitude to the Fire and Police Departments for their presence in the community.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 7:11 p.m. Motion carried 5-0.

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City Administrator/Clerk