

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
FEBRUARY 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 February 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.

SWEARING IN OF CITY COUNCILMEMBER PATRICK MC GANN

Mayor St. Ores administered the Oath of Office to Councilmember McGann.

ROLL CALL

Members Present: Mayor Susan St. Ores, Councilmembers Connie Carlson, Dan Goldston (arrived at 6:05 p.m.), Michele Hanson and Patrick McGann

Members Absent: None

Staff Present: City Administrator Logan Martin, Public Works Supervisor Mel Horak, City Engineer John Parotti, City Attorney Andy Pratt, Fire Chief Mark Swenson, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to approve the February 2, 2015 City Council agenda. Motion carried 4-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The January recycling award recipients are Derek and Michelle Korpela who will receive \$30.00 for their recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Blake Anderson, 795 2nd Avenue North, inquired about funding for the new railroad crossing at Central Avenue and Maine Street, and Administrator Martin stated it was a grant-funded project mandated by the Federal Railroad Association. Mr. Anderson also recommended pursuing a joint project with Xcel Energy to upgrade the city's aging infrastructure. Mayor St. Ores noted the city will be undertaking a study this year to assess the condition of city streets in order to prioritize and schedule repair/replacement projects, so residents and the city can plan and budget for future street repairs.

CONSENT AGENDA

Mayor St. Ores read items 1-14 on the consent agenda.

1. January 5, 2015 City Council workshop minutes
2. January 5, 2015 City Council regular meeting minutes
3. January payables and receipts (check numbers 5289-5386)
4. January building, plumbing and mechanical permits report
5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 4, 2015
6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 10, 2015

7. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 19, 2015
8. Special event application for BCAL Lighting of the Green at Village Green Park on December 2, 2015
9. Donation of two memorial benches for Barker's Alps Park from Mary Williams
10. Reappointment of elected and citizen representatives to the Central St. Croix Valley Cable Commission
11. Pay Equity Report for the State of Minnesota Department of Employee Relations for 2014
12. Optional 2:00 a.m. liquor license for Not Justa Café/Bar located at 193 3rd Street North
13. Donation of \$50.00 to the Fire Department and \$50.00 to the Police Department from Susan and Alex Mollrem
14. Minnesota Lawful Gambling Premises Permit Application submitted by Bayport American Legion for Not Justa Café/Bar located at 193 3rd Street North

Councilmember Hanson inquired about approval of the Pay Equity Report. Administrator Martin said it was a standard report to ensure the city is in line with pay equity across the organization.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-02

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-14 FROM THE
FEBRUARY 2, 2015 CITY COUNCIL AGENDA**

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
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

PUBLIC HEARINGS - None

COUNCIL LIAISON REPORTS

Councilmember McGann said the City Council held a joint workshop with the Planning Commission on January 20, 2015 to learn about a proposal for the final single-family phase of the Inspiration development. City Planner Taylor will provide more detail later in the meeting.

Councilmember Carlson reviewed the February Library Board meeting, noting candidates for the open board position are being considered. There will be a family craft day open house on Saturday, February 14, and patrons are encouraged to stop in between 10:00 a.m.-3:00 p.m. The board will have a planning session on February 5 for the 25th anniversary celebration, and the next regular board meeting is scheduled for February 26, 6:00 p.m., at the library.

Councilmember Hanson reviewed the January 22, 2015 Cable Commission meeting. The commission's attorney explained how the Comcast-Time Warner proposed merger would affect the Cable Commission. If the federal government approves the merger, Comcast would need to drop multiple local contracts, including the one with the Central St. Croix Valley Joint Cable Commission. The new local cable manager would most likely be Greatland Communications. She also attended meetings of the Community Education Advisory Council, where the school superintendent discussed potential changes to the grade configuration, including having preschool classes at each elementary school and establishing a community activity center.

Mayor St. Ores reviewed the recent Middle St. Croix Watershed Management Organization (MSCWMO) meeting, noting the group's 10-year plan has been shared with the participating

communities for review, with final MSCWMO approval anticipated for later this year. The next meeting is scheduled for Thursday, February 12, 2015.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson said there is a state and federal push to improve railroad safety and his department is regularly updated on railroad cars passing through the area. Mayor St. Ores added that in addition to the option of calling 911, there is a toll free telephone number posted at every railroad crossing in the city that people can call to report emergency situations or undue train blocking delays. Chief Swenson recognized the efforts of the team that worked to gain approval for the fire services agreements with the three partner communities. The department has begun utilizing Washington County Sentence to Serve crews to assist with cleaning the Fire Hall and vehicles, and Chief Swenson said it has been a very positive experience. For the Fire Department safety message of the month, he stressed the importance of slowing down and pulling over when emergency vehicles have their lights activated and remembering to “move right for sirens and lights.” Chief Swenson reviewed the department’s 2014 year-end report, noting they responded to 1,214 total calls, which is the highest in the department’s history, and makes them one of the busiest all-volunteer departments in the state. Calls by community, time of day and call type were reviewed, including 59 calls during school time, which reinforces the safety factor of moving the Fire Hall away from Andersen Elementary.

Mel Horak, Public Works Supervisor, reviewed his written report and noted winter is a good time for tree trimming when trees are dormant.

Assistant City Administrator/Planner Taylor reported Mattamy Homes recently presented a concept plan to the City Council and Planning Commission for the remaining single-family homes in Phase III-B of the Inspiration development. They are in the process of submitting a preliminary plat application expected to be heard by the Planning Commission on March 16. The Washington County Master Gardeners will be working with the city to hold the second “Bayport in Bloom” front entry garden contest and is planning a gardening tips and techniques workshop in mid April to generate interest in the contest. She reminded residents that pet licenses are due for 2015, with forms on the city’s website and at City Hall.

Administrator Martin said staff continues to work with the Minnesota Pollution Control Agency and Minnesota Department of Health on plans to upgrade the city’s water treatment system in relation to the trichlorethylene (TCE) issue. Staff also continues to work with business owners in the downtown corridor for possible redevelopment of the former vacuum repair store and adjacent parking lot. If approved, a summer project is planned to enhance the area. He reported the Fire Hall project architects are preparing documents for an early March bid release date, with bids opened in early April. The final plan will be presented to the City Council in March.

UNFINISHED BUSINESS

Consider Fire Protection Services Agreement for communities served by the Bayport Fire Department: Administrator Martin reported that as of January 13 all three partner communities have approved a 15-year Fire Protection Services Agreement with the Bayport Fire Department for construction of a new Fire Hall. The components of the contract were reviewed and remain unchanged since the January meeting, with the exception of how annexation would affect the 62% cap on a single community’s portion of the Variable Fair Share Formula. Language was added to state that growth in the fair share percentage caused by annexation would not be bound by the Maximum Variable Fair Share Cap. Councilmember Hanson requested rewording of the example provided in the Maximum Variable Fair Share Cap section, to clearly define each party’s responsibility.

It was moved by Councilmember Carlson and seconded by Councilmember McGann to approve the Fire Protection Services with the City of Oak Park Heights and Townships of Baytown and West Lakeland, Minnesota, as presented, and authorize the Mayor and City Administrator to execute the document. Motion carried 5-0.

Mayor St. Ores thanked everyone involved with the contract negotiations for their hard work over the last few months to bring the agreement to fruition.

NEW BUSINESS

Consider a resolution to hold a public hearing at the March 2, 2015 City Council meeting for a bond sale to finance the proposed new Bayport Fire Hall: Administrator Martin explained that since the \$2.3 million in cost-share contributions to finance a portion of the new Fire Hall will be received annually over the 15-year term of the Fire Protection Services Agreement, the city will be selling General Obligation Capital Improvement Bonds to cover construction costs in the short term. The bonds, which serve as a loan to the city, would have a 15-year payback term, consistent with the 15-year service agreement. There are several mandated steps to complete for the bond process, the first of which is calling for a public hearing on the sale of the bonds and the establishment of a separate five-year Capital Improvement Plan for this project. The public hearing would be held at the March 2 City Council meeting, followed by a 30-day public comment period. A full discussion of the bond process would occur at the May 4 City Council meeting, at which time the bond sale date would be set. Construction bids are anticipated on April 7, so no official bond sale activity would occur until after the bids are received. This gives the city the option of delaying the project and the subsequent bond sale if the bid results are unfavorable. Final approval for sale of the bonds would occur at the June 1 City Council meeting. Councilmember Hanson inquired about other finance options. Administrator Martin said the other option would be using the city's cash reserves, but the bond financing option is most directly applicable to a capital building project and is seen as the most prudent plan. The interest rate would be determined by Moody's, a bond rating agency, after they review the city's financial standing. It is anticipated the city would receive a favorable rating, which determines the interest rate. Attorney Pratt added that the bonds are backed by the full faith of the city and the annual payment would be funded by the contract payments from our partner communities.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-03

A RESOLUTION CALLING FOR A PUBLIC HEARING ON THE PROPOSED ADOPTION OF A FIVE YEAR CAPITAL IMPROVEMENT PLAN AND THE PRELIMINARY ISSUANCE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT BONDS THEREUNDER

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

Susan St. Ores – aye
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Hanson thanked Mary Williams for the donation of two park benches at Barker's Alps Park and Susan and Alex Molldrem for their donations to the Fire and Police Departments.
2. Mayor St. Ores reminded residents of the BCAL Valentine Party at the American Legion on February 14, beginning at 6:00 p.m., and the children's craft project at the library on Valentine's Day from 10:00 a.m.-3:00 p.m.

3. Mayor St. Ores recognized the efforts of the Andersen Elementary Parent's Group for hosting the recent pancake breakfast at the American Legion.
4. Mayor St. Ores encouraged everyone to enjoy Bayport's local restaurants, noting there are two new establishments, L'Etoile du Nord and Not Justa Bar.
5. Councilmember Hanson noted that Chief Eastman will be hosting a Community Watch meeting at Croixdale on Wednesday, February 25, 2015 at 6:00 p.m. A review of the prison's 100 year anniversary will be highlighted.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to adjourn the meeting at 7:08 p.m. Motion carried 5-0.

City Administrator/Clerk