CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
MARCH 3, 2014
6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of March 3, 2014 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, Acting City Attorney Tom Lehmann, City Engineer Barry Peters, Fire Chief Mark Swenson, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

Councilmember Hanson questioned approval of the BCAL special event application request for the Farmer's Market this summer in light of discussions to continue Perro Park improvements. Mayor St. Ores indicated staff is considering alternate locations for the market, should park improvements preclude holding the market in its current location. Administrator Martin added staff has a good working relationship with the BCAL and believes the item can be approved at this time.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to approve the March 3, 2014 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The February recycling award recipient is Ann Merritt who will receive $30.00 for her recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Lynn Vernon, representing the Washington County Master Gardeners, explained "Bayport in Bloom," a front entry garden contest for residential, commercial, public and multi-family properties. A free workshop highlighting garden design principles and displays will be held at the Bayport Library on Saturday, April 5, from 10:30 a.m. to 12:30 p.m. Residents may visit the city's website for more information.

CONSENT AGENDA

Mayor St. Ores read items 1-13 on the consent agenda.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 14-03

RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-13 FROM THE MARCH 3, 2014 CITY COUNCIL AGENDA

1. February 3, 2014 City Council regular meeting minutes
2. February 3, 2014 City Council special closed meeting minutes

3. February payables and receipts (check numbers 1136829-1136937)
4. February building, plumbing and mechanical permits report
5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 19, 2014
6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 11, 2014
7. Special event application for BCAL Farmer's Market at Perro Park, June 16-October 22, 2014
8. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 20, 2014
9. Fireworks display permit for Derby Days on Saturday, September 20, 2014
10. Special event application for BCAL Lighting of the Green at Village Green Park on December 3, 2014
11. Renewal of boat trailer parking agreement with Andersen Corporation
12. Special event application for Kinnicroix Girl Scout Troop retreat at Lakeside Park on July 17 – July 20, 2014
13. Preparation of plans and specifications and authorization to solicit bids for 2014 Sealcoating Project

The motion for adopting the foregoing resolution was duly seconded by Councilmember Hanson 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	

The BCAL was recognized for the many events they sponsor throughout the year, and Andersen Corporation was thanked for their continued collaboration to provide resident boat trailer parking.

PUBLIC HEARINGS

COUNCIL LIAISON REPORTS

Councilmember McGann reported staff plans to interview one more candidate for the two open positions on the Planning Commission.

Councilmember Carlson reported the February Library Board meeting was cancelled due to the weather and has been rescheduled to March 6 at 6:00 p.m. The board continues its strategic planning process and a daylong retreat is scheduled for April 12. The movie *Frozen* will be shown during spring break on March 20 at 1:30 p.m.

Mayor St. Ores reviewed the February 13 meeting of the Middle St. Croix Watershed Management Organization (MSCWMO) where the group discussed defining a fair review fee structure for projects. She also met with Senator Karin Housley and city staff to discuss funding options for a potential new fire station, and she thanked the fire department members and sponsors for supporting the recent fundraising dance. Administrator Martin and Mayor St. Ores attended a MnDOT update on plans for Highways 36 and 95 as work continues on the new bridge.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson reviewed his written report and thanked the community for their support of the annual dance that has raised $14,500.00 to date. The money will support the purchase of fire prevention materials and the annual open house. He will be attending the National Fire Academy in Maryland during the week of March 31, with expenses paid by FEMA. He is also in the process of applying for an Emergency Management Director's license. Chief Swenson complimented the Public Works staff on their efforts to repair the recent water main break.

Public Works Supervisor Horak and Police Chief Eastman were not in attendance. Administrator Martin stated the city recently received a shipment of salt and should have a sufficient supply for the rest of the winter. Engineer Peters said the water main that broke near Highway 95/7th Avenue North was patched, as it would be difficult to complete a permanent fix for a water main break without lowering the pipe further into the ground.

Assistant City Administrator/Planner Taylor reported the city's contracted waste hauler, Allied Waste, has officially updated their name to Republic Services. Residents will notice this change on their invoices and customer service correspondence. The next city newsletter will be mailed in the next few weeks. Resident boat trailer parking permits will be available for purchase at City Hall beginning April 15. The $25.00 annual permit allows residents to park their trailer in the lot adjacent to the 4th Avenue North boat launch and Lakeside Park. The BCAL is hosting the annual Easter Egg Hunt on Saturday, April 19, at 10:00 a.m. She thanked the BCAL for hosting the many citywide events and Andersen Corporation for their partnership to provide boat trailer parking near the launch site.

Administrator Martin announced that MnDOT would be hosting a public open house on Wednesday, March 12 from 11:00 a.m-1:00 p.m. and 4:30-7:00 p.m. at Oak Park Heights City Hall to provide an update on the bridge project, which includes work on Highway 95. Public Works staff has been busy thawing water service lines from the main to the curb stop for a number of properties and appreciates residents who have been proactively running a continuous stream of water to prevent additional frozen lines. Residents who have been running water should contact City Hall for an adjustment to their first quarter utility bill. Administrator Martin stressed that staff is available for utility and public safety issues around the clock, via the Police Department. Residents should call 911, and dispatch staff will route calls to the appropriate department. Residents can also contact Public Works staff directly on Friday, when City Hall is closed. He explained that frozen water lines have been a problem throughout town, except for the newer developments, e.g., Inspiration, where the utility lines are buried deeper and not affected by the deep frost line.

Attorney Tom Lehmann, filling in for City Attorney Pratt, stated the purpose of the February 3, 2014 closed meeting was to conduct an initial performance review of City Administrator Martin, after his first six months of employment. The meeting was closed pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3(a). He summarized the discussions and stated the City Council did not take any action during the closed meeting.

UNFINISHED BUSINESS

NEW BUSINESS

Consider a cooperative agreement with Washington County for construction cost and maintenance of the County State Aid Highway (CSAH) 21 and Pickett Avenue connection: Cory Slagle, Washington County Engineering and Construction Manager, reviewed the reconstruction of 56th Street, Stagecoach Trail and Pickett Avenue, which is part of the new bridge project. Work is scheduled to begin after June 1 and roadways will be closed during certain segments of the project. Bayport's estimated cost share for the $3.4 million project is $2,053.00 for the trail being constructed in Bayport along the north side of 56th Street. He noted that county staff will participate in the MnDOT open house at Oak Park Heights City Hall on March 12. Engineer Peters indicated that City Council approval is required for the Cooperative Agreements for Construction Cost Participation and Maintenance and resolutions related to parking restrictions on Pickett Avenue and approving the county project within Bayport corporate limits. Engineer Peters recommended approval of the two cooperative agreements and two resolutions. He estimated the annual maintenance costs for the additional street and trail components to be approximately $1,000.00.

It was moved by Councilmember Hanson and seconded by Councilmember McGann to approve the Cooperative Agreement between the City of Bayport and Washington County for Construction Cost of County State Aid Highway (CSAH) 21 (56th Street) and Pickett Avenue Connection. Motion carried 5-0.

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to approve the Cooperative Agreement between the City of Bayport and Washington County for Maintenance of County State Aid Highway (CSAH) 21 (56th Street) and Pickett Avenue Connection. Motion carried 5-0.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 14-04

RESOLUTION APPROVING RECONSTRUCTION OF CSAH 21 (56TH STREET), CSAH 23 (STAGECOACH TRAIL) AND PICKETT AVENUE WITHIN THE MUNICIPAL CORPORATE LIMITS OF BAYORT

The motion for adopting the foregoing resolution was duly seconded by Councilmember Carlson 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	

Councilmember McGann introduced the following resolution and moved its adoption:

Resolution 14-05

RESOLUTION RELATED TO PARKING RESTRICTIONS FOR MOTOR VEHICLES ON PICKETT AVENUE IN CONJUNCTION WITH RECONSTRUCTION OF CSAH 21 (56TH STREET), CSAH 23 (STAGECOACH TRAIL) AND PICKETT AVENUE

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	Dan Goldston – aye	Patrick McGann – aye
Connie Carlson – aye	Michele Hanson – aye	

Consider land acquisition options for potential Fire Station project: Administrator Martin reported that city staff has completed all due diligence requirements for possible acquisition of 4.2 acres of surplus State of Minnesota land at the corner 5th Avenue North and Stagecoach Trail for a potential new fire station. No issues were identified that would hinder purchase of the property or construction at the site. The state surplus land process was explained and state statute requires local governments to pay fair market value for surplus land. The appraisal review has not been completed by the state, but staff has learned that the preliminary value is approximately $100,000. To date, the state has not provided a date when the appraisal will be complete or when the surplus land will be offered to the city. The city has been partnering with Representative Kathy Lohmer and Senator Karin Housley for passage of special legislation that would allow the land to be conveyed to the city at a reduced or free cost. Representative Lohmer and Senator Housley have begun the process to co-sponsor special legislation on the city's behalf, to be considered during the current legislative session. To keep the project moving forward, staff requested authorization to acquire the 4.2 acres of land for the purpose of building a new fire station, for an amount not to exceed $150,000, with the understanding that special legislation is being pursued to

acquire the land for a reduced rate. He added the terms of a purchase agreement would include an extended closing date to allow time for consideration of the special legislation, and the state is agreeable to this option. He indicated that building a fire station in the proposed location would position it in a more central location for the areas served, and many homeowners in the contracted service areas would realize a reduction in their homeowner's insurance. Administrator Martin and Chief Swenson have been in discussion with Baytown Township, City of Oak Park Heights and West Lakeland Township officials regarding shared funding for the construction project. Baytown and Oak Park Heights have provided preliminary written support for a 15-year cost-share model, and West Lakeland will consider support at their next board meeting. Bayport would be responsible for maintenance and upkeep of the station, as the service recipients are not interested in an ownership model. Councilmember Goldston suggested that the City Council have a cost estimate for the entire project before entering into a land purchase agreement.

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to authorize the acquisition of 4.2 acres of land at 5th Avenue and Stagecoach Trail for the purposes of a future fire station site, for an amount not to exceed $150,000, with the pursuit of special legislation to acquire the land for a reduced rate. Motion carried 5-0.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 7:06 p.m. Motion carried 5-0.

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City Administrator/Clerk