

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
SEPTEMBER 8, 2015
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of September 8, 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, Finance Officer Wanda Madsen, City Attorney Andy Pratt, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

Administrator Martin requested the consent agenda resolution be amended to add *Temporary on-sale liquor license for the Afton Bayport Lakeland Lions Club at Lakeside Park on September 19, 2015.* It was moved by Councilmember Hanson and seconded by Councilmember Goldston to approve the amended September 8, 2015 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The August recycling award recipients are Nathan and Kirsten Hiles who will receive a recycling award for their efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Sue Elmer, Program Manager of the Bayport Senior Center, invited residents to attend the center's open house on Friday, September 11, 9:30-11:30 a.m., to celebrate their new location at 342 5th Avenue North.
2. Olivier Vrambout, owner of L'Etoile du Nord Café, said he has been working with city staff on a cyclocross bike race at Barker's Alps Park on Sunday, November 1. Registration/additional information is available on the Minnesota Cycling Federation website.

CONSENT AGENDA

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

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 15-23

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-13 FROM THE
SEPTEMBER 8, 2015 CITY COUNCIL AGENDA**

1. August 3, 2015 City Council workshop meeting minutes
2. August 3, 2015 City Council regular meeting minutes
3. August 3, 2015 City Council closed session summary
4. August payables and receipts (check numbers 006089-006219)

5. August building, plumbing and mechanical permits report
6. Donations to the Police Department for Night to Unite and Youth Safety Camp
7. Appointment of Assistant Chiefs to the Bayport Fire Department
8. Authorization to solicit quotes to perform the 2015 Sanitary Sewer Cleaning Project
9. Contract with the City of Lake St. Croix Beach to provide Building Official services
10. Pay application #3 from Kraus Anderson and subcontractors for Fire Hall construction
11. Pay application #3 from Miller Excavating for Fire Hall utility extension and turn lanes
12. Special event application from L'Etoile du Nord for a bike race at Barker's Alps Park on Sunday, November 1, 2015
13. Temporary on-sale liquor license for the Afton Bayport Lakeland Lions Club at Lakeside Park on September 19, 2015

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	

PUBLIC HEARINGS

UNFINISHED BUSINESS

NEW BUSINESS

Consider a monetary donation to the Bayport Community Action League for the Derby Days fireworks display: Administrator Martin reviewed a request from the Bayport Community Action League (BCAL) for a donation toward the cost of the Derby Days fireworks display on September 19. The cost of the display is estimated at \$8,000-10,000, and staff is recommending a monetary donation up to \$750, with funds available in the City Council directed special expenses/community projects budget. Councilmembers recognized the value of the events sponsored by the BCAL and agreed to financially support the fireworks. Discussion followed on increasing the donation to \$1,000, which was well received by the City Council.

It was moved by Councilmember Carlson and seconded by Councilmember McGann to provide a \$1,000 monetary donation to the Bayport Community Action League, to contribute toward the cost of the fireworks display at Derby Days for 2015. Motion carried 5-0.

Mayor St. Ores encouraged everyone to participate in the city-wide Derby Days events on Saturday, September 19, culminating with the fireworks display at 8:30 p.m. at Lakeside Park. Event details are available on the BCAL and City of Bayport websites. The Bayport American Legion will also be dedicating Legion Field at Perro Park during Derby Days.

Consider approval of a new Library Director with terms as negotiated in the hiring process: Administrator Martin reported that Jill Smith has accepted the city's offer to serve as the library's new director, replacing Mark Blando who resigned in July. Jill has over 20 years of experience, most recently with the Anoka County Library System. The Library Board has approved the appointment.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to hire Jill Smith as the Bayport Library Director, with terms negotiated during the hiring process. Motion carried 5-0.

Consider appointments to the Planning Commission: Assistant City Administrator/Planner Taylor reported that city staff recently reviewed the existing applicant pool for the two open seats on the

Planning Commission and interviewed two new applicants. Staff is recommending that John Dahl and Coleen Siegfried be appointed to the Planning Commission.

It was moved by Councilmember McGann and seconded by Councilmember Goldston to appoint John Dahl to the Planning Commission for a term to expire December 31, 2015, and Coleen Siegfried for a term to expire December 31, 2016. Motion carried 5-0.

2016 BUDGET PRESENTATION

Administrator Martin presented the preliminary 2016 city budget. He stated the city's financial standing remains consistently strong. The tax base continues to grow, with an 8% growth in the taxable market value, and \$4,738,400 in new commercial/residential construction value added for the 2016 tax year. Local Government Aid (LGA) will be \$509,268 in 2016, which is a significant increase from \$335,228 in 2013. He explained that LGA helps offset the costs of providing services to the tax-exempt Department of Corrections property. The city's interest on investments average \$255,000 per year, which also helps reduce reliance on the property tax levy. The 2016 proposed budget of \$2,889,261 is an increase of \$66,766 from 2015 (2.37%). The budget accomplishments achieved for each department were detailed, including succession planning for the Police and Public Works departments. An overview of the 2016 Capital Improvement Plan was provided, along with a summary of preliminary tax impacts based on homes of various values. The proposed levy of \$1,236,621 results in a 44.7% city tax rate (.37% increase from 2015). Mayor St. Ores noted the preliminary budget was discussed in detail at prior City Council workshops, and Councilmember McGann encouraged public feedback prior to adoption of the final budget in December.

Councilmember McGann introduced the following resolution and moved its adoption:

Resolution 15-24

**RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
ESTABLISHING THE PRELIMINARY LEVY CERTIFICATION FOR THE CITY'S
GENERAL FUND AND LIBRARY FUND AT \$1,236,621**

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 15-25

**RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
ADOPTING THE PRELIMINARY CITY BUDGET FOR 2016**

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	

Councilmember McGann introduced the following resolution and moved its adoption:

Resolution 15-26

**RESOLUTION OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
ADOPTING THE PRELIMINARY CAPITAL IMPROVEMENT PLAN FOR 2016**

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
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

Mayor St. Ores stated that public input on the 2016 budget and levy will be heard at the December 7, 2015 City Council meeting.

COUNCIL LIAISON REPORTS

Councilmember McGann said the Planning Commission did not meet in August. He provided an update on the railroad crossing on Point Road, reporting the increased train activity around the King Plant was due to the bridge construction, and will decrease in the next few months as crews move to a different staging area. According to Union Pacific (UP) and Xcel Energy staff, this should reduce the blockage time motorists are experiencing on Point Road. City staff continues to work with the Minnesota Department of Transportation (MnDOT) on adjusting the sensors on the crossing arms to minimize the time they remain down once a train has cleared. He explained the 10-minute blocking rule is more of a benchmark and difficult for MnDOT to regulate/enforce. Staff will continue to work with the UP and Xcel Energy to stress the importance of keeping Point Road as clear as possible and to cooperate with the city on these efforts. Residents are encouraged to continue to monitor/document the crossing blockages and report them to the Bayport Police Department.

Mayor St. Ores reported she recently attended an event at Andersen Corporation with Councilmember McGann and Administrator Martin that recognized the launch of the St. Croix Valley “Pollinator Partnership.” The initiative aims to expand the natural habitat for monarch butterflies, honeybees and other pollinators. Xcel Energy has also pledged their support for this program. She took part in a St. Croix River educational cruise sponsored by the Department of Natural Resources and St. Croix River Association. She provided an update on the August Middle St. Croix Watershed Management Organization meeting.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Eisinger introduced the department’s Assistant Chiefs, Mike Galowitz, who has served in this capacity for the past three years, and Jason Severson, who was recently appointed. He reviewed August activity, noting the department responded to 119 calls, with 836 calls year-to-date.

Police Chief Eastman thanked the Fire Department and Public Works staff, as well as residents/volunteers Shonette Doggett, and Sue and Madison Davis for their assistance with the youth safety camp in early August. She also thanked area businesses for their support and recognized Brad Smith and Mary Tickner, Woody’s Bar and Grill, and Cliff Lewis, Bayport Marina, for their assistance with food preparation/service at National Night Out. The August written report was reviewed, and she thanked the volunteer Reserve Officers who put in many hours to assist with department events. She reminded residents to check out the department’s Facebook page for news and information on upcoming events.

Public Works Supervisor Horak reviewed his written report and asked residents to help water newly planted boulevard shrubs and trees. Mayor St. Ores thanked the Public Works staff for installing a step at the Lakeside Park beach to help transition from the sand to grassy walking area. She also recognized the recent street seal coating project was completed smoothly and efficiently.

Assistant City Administrator/Planner Taylor said she is coordinating a training session for the two new members of the Planning Commission. She thanked outgoing members Joe Ritzer and Jeff Richtman for their service on the Planning Commission. The city recently received an \$8,640 municipal recycling grant from Washington County, and staff plans on increasing recycling efforts for multi-family units as well as purchasing multi-compartment containers for city buildings and grounds. Staff has been working with a local church group who will be performing maintenance and landscaping projects at Perro Park, to include painting the warming house and planting trees. Andersen Corporation has also been approached about donating windows for the warming house. Residents were encouraged to submit entries for the annual Focus on Bayport photo contest by October 15.

Administrator Martin encouraged residents to check out the progress at the new Fire Hall construction site at 1012 5th Avenue North. The department hopes to move into the new building in February 2016. He reported the city has entered into a purchase agreement with the owner of the vacant building at 169 3rd Street North (former vacuum shop) and testing is being done to ensure the building can be safely removed. The plan is to demolish the blighted building and potentially create a public parking area at the site. Bids for the state-funded project to connect well #3 to the water treatment system in Inspiration will be opened on October 1. Plans call for the work to be completed this fall; however the project could be delayed until spring, depending on the weather conditions. The fall deer harvesting program in the Point Road area is being finalized.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Hanson reminded residents to participate in the Derby Days events throughout the city on Saturday, September 19. She also thanked the businesses who donated goods and/or services to the youth safety camp and Night to Unite.

ADJOURNMENT

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to adjourn the meeting at 7:25 p.m. Motion carried 5-0.

City Administrator/Clerk