

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
MAY 3, 2021
6:00 P.M.**

** Due to COVID-19 and social distancing protocols, this meeting was conducted by electronic means as permitted by Minnesota Statute 13D.021 due to a health pandemic or declared emergency. **

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of May 3, 2021, to order and asked Councilmembers, staff, and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

Members present: Mayor Susan St. Ores and Councilmembers Connie Carlson, Michele Hanson, John Dahl, and Ethan Gilmore (present by electronic means).

Staff present: City Administrator Adam Bell, Assistant Administrator/Planner Sara Taylor, Fire Chief Allen Eisinger, Police Chief Laura Eastman, Public Works Director Matt Kline, City Engineer John Parotti, and City Attorney Tom Loonan (present by electronic means).

APPROVAL OF AGENDA

It was moved by Councilmember Dahl and seconded by Councilmember Carlson to approve the City Council agenda and upon roll call being taken thereon, the following vote via voice:

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

Mayor St. Ores noted the April recycling award recipient is Mary Jo Nemec at 408 7th St. N. who will be awarded for recycling efforts, with funding made possible with a grant from Washington County.

OPEN FORUM

There were no public comments.

CONSENT AGENDA

Mayor St. Ores read items 1-10 on the Consent Agenda. Councilmember Dahl requested a summary of item 6, in regards to compliance with revised state COVID guidelines, which was provided by Administrator Bell. Councilmember Hanson requested the city revisit the terms of item 10 with Andersen Corporation for 2022.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 21-15_____

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-9 FROM THE
MAY 3, 2021 CITY COUNCIL AGENDA**

1. April 5, 2021, City Council workshop minutes
2. April 5, 2021, City Council regular meeting minutes
3. April payables and receipts
4. April building, plumbing, mechanical, and zoning permits report
5. Hiring of Kara Hoier as a part-time Office Support Specialist

6. Revised special event application from Bayport American Legion for Memorial Day Ceremony on May 31, 2021
7. Authorization to post “No Parking” signs along 4th Street North
8. Award quote to perform sidewalk saw cutting repairs as part of the city’s sidewalk maintenance program
9. Renewal of boat trailer parking agreement with Andersen Corporation

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

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

PUBLIC HEARINGS

1. Public assessment hearing for proposed 2021 city infrastructure improvements: Public Works Director Kline summarized his written memo, noting the public hearing is part of the process outlined in Minnesota Statutes 429 regarding assessment procedures and the purpose is to hear from affected property owners on the assessments. Notification of the hearing was published in the city’s official newspaper and mailed directly to all affected property owners in accordance with state statute. He noted the city did not receive any comments on the proposed assessments prior to the meeting. Following the public hearing, the City Council will be asked to consider a resolution adopting the proposed assessments. Subsequent to adoption, the final assessment roll will be certified to the County Auditor for inclusion on the 2022 tax statements.

Mayor St. Ores opened the public hearing and asked for any public comment. There were no comments.

It was moved by Councilmember Dahl and seconded by Councilmember Carlson to close the public hearing and upon roll call being taken thereon, the following vote via voice:

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

UNFINISHED BUSINESS

1. Consider a resolution adopting the assessments for 2021 city infrastructure improvements: Public Works Director Kline reiterated that the City Council is being asked to consider a resolution adopting the proposed assessments for the project. Subsequent to adoption, the final assessment roll will be certified to the County Auditor by November 30, 2021, for inclusion on the 2022 tax statements. He noted that St. Charles Church/St. Michael’s Cemetery will be exempt from the assessments, following a replatting of the cemetery to comply with state statute (replat is in process). A summary of the resolution was provided, noting the interest rate is 3.58%.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 21-16_____

A RESOLUTION ADOPTING ASSESSMENTS FOR A 2021 INFRASTRUCTURE IMPROVEMENT PROJECT WITHIN THE CITY OF BAYPORT, MINNESOTA

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

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

2. Consider an appointment to the Inspiration Stewardship Foundation: Administrator Bell noted that the Inspiration Stewardship Foundation (ISF) is the entity responsible for the maintenance of the conservation easement public open space prairie areas within and surrounding the Inspiration neighborhood. The articles of incorporation specify that the foundation consist of three individuals appointed by the Bayport City Council (two citizens and one elected or appointed

official), two citizens appointed by the Inspiration HOA, and one non-voting individual representing the Minnesota Land Trust. At the March meeting, the consensus of the City Council was to appoint Administrator Bell to serve as a city representative, with Assistant Administrator/Planner Taylor as the alternate. It was also agreed to appoint Councilmember Dahl to serve as one of the two at-large residents and solicit applications for the remaining position. Since the March meeting, the city received letters of interest from three residents seeking consideration of appointment. All applicants bring varied experience, which staff believes will be an asset to serving in this capacity. Robert McManus was the first resident to express interest in the position, followed by Timothy Nolan, and John Harford. Discussion followed on fair representation of the city as a whole, noting one of the applicants resided in downtown Bayport and the other two in Inspiration. Since the HOA will be appointing two Inspiration residents, it was the consensus of the City Council to appoint Rob McManus, which would result in equal representation of residents residing throughout the city.

It was moved by Councilmember Dahl and seconded by Councilmember Hanson to appoint Robert McManus to serve as one of two city citizen representatives on the Inspiration Stewardship Foundation for a three-year term and upon roll call being taken thereon, the following vote via voice:

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

3. Discuss public comments/results of the Bayport speed limit survey: Administrator Bell summarized the results of a community survey to gather input on the reduction of the state standard 30 mph speed limit in the city. A total of 383 responses were received, of which 355 eligible respondents completed the entire survey. There also were 15 suspected duplicate responses and 18 responses that were from neither residents nor non-profits/business owners/managers. The results indicated (percentages are approximate):

- 53% feel the current 30 mph speed limit is too fast; 9% too slow; 38% neither too fast nor too slow.
- 39% did not support spending money to lower the speed limit; 49% did support spending money to lower.
- 38% favor a 30 mph speed limit; 26% 25 mph; 34% 20 mph; 2% did not have a preference.
- 30% was the largest demographic represented, which was age 35-44.
- 94% of respondents were city residents; 3% business/non-profit owners/managers; 3% both.
- 49% live west of Highway 95; 30% east of Highway 95; 21% in Inspiration.

The desire for more controlled intersections and speed enforcement was a commonly listed comment in the survey responses. Staff does support looking at specific intersections to determine if additional signage would be appropriate. However, increased police enforcement for speeding is difficult, given the number of officers on duty at one time, geographic coverage area, and demand of responding to higher priority incidents. Administrator Bell outlined four options for the City Council to consider, including continuing discussion and research on speed limits, maintaining 30 mph speed limit while looking at alternative safety enhancements, lowering the speed limit to 25 mph and installing required signage (\$5,000), or conducting a study to lower speed limit to 20 mph (\$4,800) and installing required signage (\$1,000-\$5,000).

Individual council members provided comments on the survey results and their overall opinion regarding a reduction in the speed limit. Opinion was split on whether the survey results reflected a clear majority of support for a speed limit reduction. Discussion followed on the correlation between demographics and speed limit preferences noted in the survey, pursuing further intersection control, and safety statistics/data related to specific speed limits. Mayor St. Ores and Councilmember Carlson expressed a desire for a compromise amongst the City Council for a speed limit reduction to 25 mph, while Councilmembers Dahl, Gilmore, and Hanson felt a reduction to 20 mph to be more appropriate. Mayor St. Ores entertained a comment from resident Elizabeth Kelly, 298 4th St. N., noting the intersection adjacent to Andersen Elementary at 4th St. N. and 2nd Ave. N. was dangerous and was in support of additional traffic/speed control measures.

It was moved by Councilmember Gilmore and seconded by Councilmember Dahl to conduct a study to lower the speed limit on applicable residential city streets to 20 mph, install the required signage, and pursue additional control at specific intersections previously discussed and presented by staff and upon roll call being taken thereon, the following vote via voice:

Susan St. Ores - nay
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

NEW BUSINESS

1. Consider allowing the installation of an outfield fence for the baseball field at Barker's Alps Park: Public Works Director Kline summarized the city's partnership with St. Croix Preparatory Academy (SCPA) school regarding the use, maintenance, and upgrades of the baseball and softball fields at Barker's Alps. SCPA pays an annual fee of approximately \$450.00 to reserve and use the fields for its games and also provides voluntary maintenance and upkeep. SCPA has also invested in upgrades, including the most recent installation of dugout roofs at the baseball field. Director Kline summarized a recent "Twins" grant received by SCPA to facilitate the proposed installation of batting cages at both the softball and baseball fields, dugout roofs at the softball fields, and an outfield fence at the baseball field. While an "unofficial" park facility, the sledding hill area would be minimally impacted by the encroachment of the outfield fence and the city received some comments in response to this on social media and by email. Director Kline noted that these upgrades are proposed at no cost to the city and would benefit the long-term use plans for SCPA, as well as St. Croix Valley Athletic Association and other local youth and adults in the community.

Representatives of SCPA, Rich Dippel and Tom Obr, fielded questions from the City Council and statements made by residents regarding the use, maintenance, and proposed field improvements, as well as terms of the \$15,000 "Twins" grant. They noted the importance of the continued partnership with the city to provide local youth recreation opportunities and expressed appreciation for the collaboration. Discussion followed on impacts the outfield fence may have on the flexibility to accommodate other park uses, such as track and field, soccer, large open events, etc. Mayor St. Ores entertained a comment from resident Elizabeth Kelly, 298 4th St. N., who recognized the value of the partnership with SCPA but also urged the City Council to consider the impact a permanent fence could have on Andersen Elementary School events and general public park users. SCPA explained the benefits that a permanent fence offers vs. temporary or semi-permanent fencing, such as delineation of the field, improved safety for ballplayers (less tangling of players/equipment), and overall cost and maintenance.

Mayor St. Ores suggested, and Councilmembers agreed, to table further discussion on the matter until a future meeting. SCPA was directed to work with city staff to identify potential options for a semi-permanent fence that would allow more flexibility for overall park usage and/or identify other improvements that could be allowed within the bounds of the "Twins" grant.

CITY COUNCIL LIAISON REPORTS

Councilmember Carlson reported on a recent meeting of the Library Board that focused on community outreach efforts related to a proposed remodel of the Library building, reporting that \$900,000 has been raised thus far in funding. Councilmember Dahl expressed support for a contribution of city funds for the project. Construction is proposed to begin this fall.

Mayor St. Ores reported on a recent meeting of the Bayport Fire Relief Association and the Greater Stillwater Area Chamber of Commerce with surrounding communities.

STAFF/CITY ADMINISTRATOR REPORTS

Assistant Administrator/Planner Taylor reported on the upcoming edition of the e-newsletter *Bayport Brief*, hiring of Kara Hoier as a part-time Office Support Specialist, mailed notice to Inspiration residents regarding private encroachments into the conservation prairie, and an upcoming meeting with Andersen Corporation on a design for the permanent access to the Clean Water, Land and Legacy site.

Fire Chief Eisinger reported that the 2021 call volume is 79, compared to 73 in 2020. The year-to-date call volume is 243, compared to 241 in 2020. He recognized service credits for the membership and a safety reminder to keep an eye out for motorcycles.

Police Chief Eastman reported on part-time officer interviews, with presentation of a candidate for hire expected in the next month. There will be an upcoming training shoot for officers, and the 2021 year-to-date call volume is 2,401.

Public Works Director Kline reported on an eagle scout project to enclose satellite toilets in the parks and select treatment of legacy/valued ash trees for Emerald Ash Borer is in process.

Administrator Bell reported on the second round of COVID relief funding to cities, noting further guidance has not yet been released to assist with identifying potential use of the funds. A cleanup event for residents has been tentatively scheduled for June at Lakeside Park, with a per vehicle entry fee to help recover the city's disposal costs (estimated at \$5,000-\$10,000). A special City Council meeting will be held on May 17, 4:30 – 6:30 p.m. primarily to discuss city goals for 2021.

COUNCIL ITEMS AND ANNOUNCEMENTS

There were no comments.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Dahl to adjourn the meeting at 9:10 p.m. and upon roll call being taken thereon, the following vote via voice:

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

City Administrator/Clerk