

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
OCTOBER 5, 2020
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. **

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of October 5, 2020, to order and asked Councilmembers, staff, and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

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

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Buckley 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

John Buckley - aye

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

Mayor St. Ores noted the September recycling award recipient is Elizabeth Kelly at 298 4th Street North who will be awarded for recycling efforts with funding made possible by a grant from Washington County.

OPEN FORUM

There were no public comments.

CONSENT AGENDA

Mayor St. Ores read items 1-8 on the Consent Agenda. Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 20-23

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE
OCTOBER 5, 2020 CITY COUNCIL AGENDA**

1. August 24, 2020, City Council special meeting minutes
2. September 8, 2020, City Council workshop minutes
3. September 8, 2020, City Council regular meeting minutes
4. September payables and receipts
5. September building, plumbing, mechanical, and zoning permits report
6. Appointment of Election Judges for the General Election on November 3, 2020
7. Revision to bylaws of the Bayport Fire Department Relief Association related to pensions and benefits
8. Special event application from Cub/Boy Scout Troop 113 for pumpkin and wreath sales on October 10 and November 21 at Village Green Park

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

John Buckley - aye

PUBLIC HEARINGS

There were no public hearings.

UNFINISHED BUSINESS

1. Consider a proposal from Tennis Sanitation for the city’s waste hauling contract: Administrator Bell reviewed a draft of the proposed contract with Tennis Sanitation for residential waste hauling, noting a final draft could not be prepared in time for the meeting. He requested direction on two specific items in the contract regarding the processing of delinquent accounts (tax assessment versus suspension of service) and preferred size of standard recycling cart (65 versus 95 gallons). He noted that certain aspects of the contract would require updates to the city’s solid waste ordinance, to be consistent with practices/policies defined in the contract, which would be brought to the City Council for consideration at an upcoming meeting. Discussion followed on specific sections of the contract related to yard waste and service requirements for 2-4 unit dwellings, as well as a preference for assessing delinquent accounts and 65-gallon recycling carts. Attorney Nelson summarized the proposed revisions to the contract, including Sections 4.3, 15.3, and 19.1-.3, as discussed.

It was moved by Councilmember Dahl and seconded by Councilmember Carlson to authorize staff to revise and execute the contract with Tennis Sanitation, as presented and discussed, 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

John Buckley - aye

NEW BUSINESS

1. Consider an amendment to Chapter 30 – Fire Prevention and Protection of the Bayport City Code of Ordinances related to regulations for recreation fires: Administrator Bell stated that recent comments made by citizens and councilmembers suggest that some of the current recreation fire guidelines may be too restrictive, specifically in regards to hours permitted. Upon review of the current ordinance, staff also discovered certain sections to be outdated or non-compliant with state regulations. The draft ordinance was reviewed in detail and the consensus was to increase hours permitted from 5:00 p.m. – 12:00 a.m. to 10:00 a.m. – 12:00 a.m., increase the diameter from 30 to 36 inches, clarify burnable material, eliminate the limitation of one fire per day, increase the duration to 6 hours, and incorporate other revisions suggested by staff for safety reasons and/or to comply with state regulations.

Councilmember Hanson introduced the following amendment and moved its adoption:

Ordinance 879

**AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA
AMENDING CHAPTER 30 – FIRE PREVENTION AND PROTECTION, ARTICLE III. OPEN
BURNING, OF THE BAYPORT CITY CODE OF ORDINANCES**

The motion for adopting the foregoing ordinance was duly seconded by Councilmember Buckley 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

John Buckley - aye

2. Discuss speed limits on city streets: Administrator Bell stated that the topic of lowering speed limits on city residential streets has been an ongoing item of discussion. He noted the city has an opportunity to lower the

speed limit from 30 to 25 mph, provided analysis is completed by the city engineer to meet state guidelines. Administrator Bell reiterated this would only include city streets, not county or state-regulated roadways, such as Highway 95 or 5th Avenue North. Discussion followed on whether speed reduction to 25 mph is the best solution for traffic/speed control as opposed to the installation of additional yield and/or stop signs at various intersections or pursuing efforts to further reduce speeds to 20 mph. It was acknowledged that some traffic analysis of current conditions would need to be completed in order to further discuss potential options and/or recommendations by the city engineer. The consensus of the City Council was to proceed with a basic traffic analysis that would identify potential options by the city engineer, to aid further discussion at an upcoming workshop or meeting.

CITY COUNCIL LIAISON REPORTS

Councilmember Carlson reported on the September Library Board meeting. Discussion items included current operating hours/services, upcoming virtual programming, and completion of the facilities master plan. Currently, the Library is open by appointment and also offers curbside pickup of materials.

Councilmember Dahl reported that the Middle St. Croix Watershed Management Organization met last month, but no discussion topics pertained to Bayport.

Mayor St. Ores reported on the recent Bayport Fire Department Advisory Committee meeting, which included discussion with partner communities on call volume, service delivery, and overall wellness of the membership. She attended a Fire Department training session to meet and greet participating members and congratulate them on the department's 132nd anniversary. She also reported on a recent meeting of the newly created East Metro Mayor's Association, whereby efforts and opportunities to partner with surrounding communities were discussed.

STAFF/CITY ADMINISTRATOR REPORTS

Police Chief Eastman noted year to date call volume is 6,787 and extra patrols continue on Highway 95. She was encouraged by the discussion regarding speed/traffic control opportunities earlier this evening and is looking forward to the city engineer's recommendations. The city recently received a Twin Cities Metro Suburb safety grade of A-, which is positive, and noted department staff and extra patrols will be stationed throughout the community on Halloween.

Public Works Director Kline reported on winter preparations, completion of sewer cleaning/televising and crack sealing projects, ash tree removal and replanting, and an upcoming road project near 6th St. N. and the cemetery. He thanked a Boy Scout who recently completed a landscape project at City Hall and Andersen Corporation employees for volunteer cleanup efforts at the Clean Water, Land and Legacy property. He also noted the city's Wellhead Protection Plan was approved by the Minnesota Department of Health and implementation is in process.

Assistant Administrator/Planner Taylor provided an update on the Clean Water Land and Legacy project, noting a project overview and expense summary were recently added to the city website. She noted absentee voting and election preparation is ongoing and thanked individuals willing to help staff the polling place on election day. She is currently serving as the city staff liaison on two redevelopment projects in the community, the Highway 36 Technical Analysis Work Group, looking at transit improvement along the Highway 95 corridor and the Allen King Plant Decommissioning and Reuse Advisory Panel, considering alternative land uses for the site and impacts. Periodic updates will be provided to the City Council as work progresses. She also reported on recent plan review/permit activity in Inspiration, as well as work to convey the remaining outlots to the conservation easement.

Administrator Bell reported on recent updates to the city's federal CARES Act funding and a response from the school district regarding the use of their allocation to fund the purchase of 120 Chromebooks for students. He summarized recent city expenditures using the CARES funding, including installation of touchless faucets and lavatories at City Hall and ADA door openers at the Fire Department, upgrades to audio equipment to accommodate hybrid city meetings, and a complete overhaul of the city website. He noted remaining funds are

available and could be used to fund public safety wages. Discussion followed on possible alternative expenditures that could assist the school district and Administrator Bell was directed to pursue that topic in conversations with school representatives scheduled for the coming week. Finally, Administrator Bell mentioned that due to COVID, he is recommending assessment of delinquent utility bills this year, as opposed to the suspension of service, as suggested by city ordinance. The City Council concurred and an amendment to the ordinance would be brought forward for consideration at the November meeting.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

There were no comments.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Buckley to adjourn the meeting at 8:55 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

John Buckley - aye

City Administrator/Clerk