

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
JANUARY 6, 2014
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of January 6, 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, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, City Engineer Barry Peters, City Attorney Andy Pratt, Fire Chief Mark Swenson, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

It was moved by Councilmember Goldston and seconded by Councilmember Carlson to approve the January 6, 2014 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The December recycling award recipients are Mike and Gidget Bell who will receive \$30.00 for their recycling efforts, with funding made possible by a grant from Washington County.
2. The tentative Board of Appeal and Equalization Open Book meeting dates are posted at City Hall.

OPEN FORUM

Todd Streeter, Executive Director of the Greater Stillwater Chamber of Commerce, reviewed the Chamber's "Success 2014" program that will proactively assist businesses impacted by the St. Croix Crossing Project construction this year. The program will kick off with a business fair on Saturday, January 25, 11:00 a.m.-2:00 p.m., at the Valley Ridge Mall. He noted businesses do not have to be Chamber members to participate. He stated he is eager to work with the city again this summer for the 2nd Rockin' Ribs on the River on June 21 at Lakeside Park.

CONSENT AGENDA

Mayor St. Ores read items 1-12 on the consent agenda.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 14-01

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-12 FROM THE
JANUARY 6, 2014 CITY COUNCIL AGENDA**

1. December 2, 2013 City Council workshop meeting minutes
2. December 2, 2013 City Council regular meeting minutes
3. December payables and receipts (check numbers 1136592-1136709)
4. December building, plumbing and mechanical permits report

5. Donation of a city park bench from Philip and Susan St. Ores
6. In-kind donation of \$500.00 for Police Department from Miller Excavating
7. Renewal of CHESS safety consulting and training service agreement
8. Central St. Croix Valley Joint Cable Communications Commission operating and capital expenditure budget for 2014
9. Joint powers agreement with Washington County Sheriff's Office to purchase fuel for the Police and Fire Departments
10. Greater Stillwater Chamber "Rockin' Ribs on the River," June 20 and 21, 2014 at Lakeside Park
11. Letter of Credit reduction for a portion of improvements within Phase III-A of Inspiration
12. Fire protection and rescue service contracts for 2014

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	

PUBLIC HEARINGS - None

COUNCIL LIAISON REPORTS

Councilmember Carlson reviewed the December 19, 2013 Library Board meeting. The City Council will be considering a new appointment to the Library Board, as well as two reappointments, later in the meeting. She indicated a strategic planning process for the library will begin in January. The next Library Board meeting is scheduled for Thursday, January 16, 2014, 6:00 p.m., at the Library.

Mayor St. Ores reviewed the December meeting of the Middle St. Croix Watershed Management Organization (MSCWMO), noting the group is evaluating data to ensure effective measurement of key projects. Discussions continue with MnDOT about the runoff into the Perro Creek storm water ponds, due to the new bridge construction.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson reported the department responded to a record 1202 calls for service in 2013, including over 120 in December, the highest monthly total in the department's history. The department retained four of its five new hires this year and they are now trained first responders. Medical calls made up the majority of the 2013 call volume, and Chief Swenson noted a trend to increased in-home medical calls as more residents remain in their homes versus going to a care facility. Councilmember McGann recently carried a pager to provide a sense of when and how often the department gets called out. The new fire truck should be operational by February 1, and the City Council will be considering the purchase of a new command vehicle later in the meeting. Four lifesaving awards will be presented at the February City Council meeting. Chief Swenson noted the department is working with local law enforcement agencies on response to fire and carbon monoxide alarms during the current extreme cold weather conditions, to prevent further damage to department firefighting equipment.

Police Chief Eastman stated police officers are often the first on the scene and are also qualified first responders and they work closely with the responding emergency response teams. She reviewed last month's activity, including the Lighting of the Green event where youth were able to explore the inside of a police vehicle. She thanked local residents and area businesses for participating in the annual Toys for Tots drive that collected over 300 toys. She recognized Pete and Marilyn Miller, Miller Excavating, for use of their sand pit for department training, which saves the department \$500 a year.

Mel Horak, Public Works Supervisor, reviewed his written report. He said changes were made to the utilities that service the warming house in connection with installation of the new hockey rink, adding that the outdoor music system is operational. Councilmembers were complimentary of the new hockey rink and lighting and encouraged residents to enjoy the new rink amenities.

Assistant City Administrator/Planner Taylor reported the city continues to solicit applicants for two vacant seats on the Planning Commission. Staff is working with the Master Gardeners of Washington County for the first annual "Bayport in Bloom" garden contest in July. She reminded residents that annual pet licenses are due by February 1, and the city is accepting priority park reservations for residents through January 15, at which time reservations will be open to the general public.

It was noted the library will be showing the film "The Smurfs 2" at 1:30 p.m. on Friday, January 17 when students are out of school. The library will have a booth at the DaVinci Fest at the Stillwater Area High School on January 11, and the general public is welcome to view the students' art and science exhibits from 1:00-5:00 p.m.

Administrator Martin stated today's ribbon cutting ceremony for the new hockey rink was cancelled due to the extreme cold and will be rescheduled soon. He said the due diligence process to secure land for a potential new fire station continues and soil borings were delayed to later this week, due to the weather. Councilmember Hanson inquired about a University of Minnesota research project involving Bayport's business district. Administrator Martin said the project is complete and he will share the written results with council-members when available.

UNFINISHED BUSINESS - None

NEW BUSINESS

Consider reappointments and a new appointment to the Library Board: Administrator Martin stated the Library Board is recommending that Linda Walters and Erin Crowder be reappointed to three-year terms and Sara Wagner be appointed to a three-year term to fill the vacancy left by Karen Lampi. Karen was thanked for her years of service on the Library Board and dedication to the library.

It was moved by Councilmember McGann and seconded by Councilmember Carlson to reappoint Linda Walters and Erin Crowder, and appoint Sara Wagner, to the Library Board for three-year terms, effective January 1, 2014-December 31, 2016. Motion carried 5-0.

Consider a reappointment to the Planning Commission: Assistant City Administrator/Planner Taylor stated Planning Commission member Joe Ritzer is seeking reappointment for another three-year term, and staff recommended approval of the reappointment. Commissioner Ritzer's experience and service to the Planning Commission were noted.

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to reappoint Joe Ritzer to the Planning Commission for a three-year term effective January 1, 2014-December 31, 2016. Motion carried 5-0.

Consider purchase of a new Chevrolet Tahoe for the Fire Department: Fire Chief Swenson stated the department would like to purchase a new command vehicle to replace the current 2004 Chevrolet Tahoe that needs major repairs and has reached the end of its useful life. The state bid amount for a 2014 Chevrolet Tahoe 4 wheel drive vehicle is \$31,487.00. He explained the additional equipment needed to outfit the vehicle, which brings the total purchase price to \$46,434.51. He said the design and its use by

other local and state agencies were factors in choosing the Chevrolet Tahoe, in addition to the state contract pricing.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to authorize the purchase of a 2014 Chevrolet Tahoe command vehicle for an amount not to exceed \$46,434.51, with funds available in the Fire Equipment Fund, in accordance with the 2014 Capital Improvement Plan. Motion carried 5-0.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Hanson thanked Phil and Susan St. Ores for the donation of the city bench located by Andersen Elementary School.
2. Mayor St. Ores thanked Miller Excavating for donating use of their land for police training.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 6:46 p.m. Motion carried 5-0.

City Administrator/Clerk