

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
FEBRUARY 6, 2012
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of February 6, 2012 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 Mark Ostertag

Members Absent: None

Others Present: Administrator Mitch Berg, Public Works Supervisor Mel Horak, Engineer Barry Peters, Assistant Administrator/Planner Sara Taylor, and Attorney Andy Pratt

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to approve the February 6, 2012 agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. The January recycling award recipient is Brad Stanton who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Update on Beyond the Yellow Ribbon Campaign: Judy Seeberger, Chairperson of the Middle St. Croix Valley Yellow Ribbon Alliance, updated the City Council on efforts of alliance members from Bayport, Baytown Township, Oak Park Heights and West Lakeland Township. Of note is the placement of Yellow Ribbon signs, attached to the population signs in member communities. She also encouraged residents to check out the group's new website, www.stcroixvalleyyellowribbon.org, which includes a calendar of events and information on how to get involved with the alliance or for service members/families to request assistance.
2. Eugene Bell, 510 6th Street North, a long-time Bayport resident, spoke in favor of adding stop signs at the intersection of 4th Avenue North/6th Street North.

CONSENT AGENDA

Mayor St. Ores read items 1-5 on the consent agenda.

1. January 3, 2012 City Council regular meeting minutes
2. January payables and receipts (*check numbers 1134070-1134188*)
3. January building, plumbing and mechanical permits report
4. Final text amendment to the city's Comprehensive Plan to comply with the Metropolitan Council's 2030 Policy Plan
5. City liability insurance waiver

Administrator Berg stated a new expense report had been distributed, due to an inadvertent reporting error that omitted the labor distributions, and also clarifies expenses in the 107 and 206 funds. He reported the figures reconcile with the budget control summary and expense summary report included in the original report.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 12-03

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-5 FROM THE
FEBRUARY 6, 2012 CITY COUNCIL AGENDA**

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	Michele Hanson – aye
Connie Carlson – aye	Mark Ostertag – aye
Dan Goldston – aye	

PUBLIC HEARINGS - None

COUNCIL LIAISON REPORTS

Councilmember Hanson reported the Planning Commission did not meet in January.

Mayor St. Ores reported the next meeting of the Middle St. Croix Watershed Management Organization (MSCWMO) is scheduled for Thursday, February 9, 2012, 7:00 p.m., at the Valley Ridge Mall.

Councilmember Carlson reported the next meeting of the Bayport Library Board is scheduled for Thursday, January 23, 2012, 6:00 p.m., at the library, and is open to the public.

Councilmember Ostertag reviewed the January 11, 2012 meeting of the Cable Commission. A workshop has been scheduled for February 9, 2012, and the next regular meeting is set for Wednesday, February 15, 2012, 7:00 p.m., at the Valley Ridge Mall.

UNFINISHED BUSINESS

Consider options for a security door/gate for the salt/sand storage building: Administrator Berg reviewed two quotes for a security gate for the new salt/sand storage building that was previously approved at a cost not to exceed \$25,000.00. Staff recommended approval of the written quote from Winkel Enterprises, Afton, Minnesota, for \$3,200.00. The quote includes the installation of two, 8-foot high, swinging chain-link galvanized gates, with privacy slats, that will enclose the front of the structure. Upon the recommendation of Councilmember Goldston, Public Works Supervisor Horak stated staff would pursue use of a vinyl green coating on the gates, in lieu of what was presented within the quote since the cost of the gate and the structure will be within the \$25,000.00 approved for the project. Any remaining funds could be used to landscape around the structure. There was consensus from the City Council that no further action was required.

NEW BUSINESS

Consider adopting a resolution extending the PERA leave certification program for non-union, full-time city employees for 2011: Administrator Berg reviewed the city's 2011 voluntary furlough program utilized by two non-union employees, which resulted in a cost savings to the city of approximately \$9,200.00. He recommended continued participation in PERA's leave certification program to ensure the furlough does not impact the employee's long-term retirement benefits. The combined cost to the city for the employer's contribution, with interest, would not exceed \$700.00, and would be contingent upon the employees making their individual contributions.

Councilmember Goldston introduced the following resolution and moved its adoption:

Resolution 12-04

RESOLUTION APPROVING PARTICIPATION IN A PERA LEAVE CERTIFICATION PROGRAM-BUDGET SAVINGS LEAVE PROGRAM

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

Susan St. Ores – aye	Michele Hanson – aye
Connie Carlson – aye	Mark Ostertag – aye
Dan Goldston – aye	

Consider adopting a work ethics and code of conduct policy for city employees: Administrator Berg stated city staff worked with the consultant who conducted the Administration and Public Works department reviews to create the proposed work ethics and code of conduct policy for city employees. If approved, the policy will be integrated into the city's Personnel Policy ordinance.

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to adopt the City of Bayport Employee Work Ethics and Code of Conduct Policy. Motion carried 5-0.

Consider authorization to replace two existing yield signs at the intersection of 4th Avenue North and 6th Street North with stop signs: Administrator Berg reviewed the proposal to replace existing yield signs at the intersection of 4th Avenue North and 6th Street North with stop signs, at the request of the Chief of Police, to improve safety at the intersection. Discussion followed on consistency of traffic signage in the city and whether it would be better to place the stop signs on 6th Street North instead of 4th Avenue North. Engineer Peters stated there are approximately 20 yield signs in the city and the majority are on the east-west avenues. He recommended placing the stop signs on the avenue because of restricted visibility at the intersection.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to replace the two existing yield signs at the intersection of 4th Avenue North and 6th Street North with stop signs. Motion carried 5-0.

Consider action on city improvement projects discussed at the February 6, 2012 City Council workshop: The four items discussed were downtown improvements, an off-leash dog park, light pollution/street lighting and a boarding dock at the 4th Avenue North boat launch. The City Council recommended further action on the boarding dock, and Administrator Berg projected the installed cost of a 6-foot by 90-foot dock at \$17,000.00, utilizing the services of inmates from the local state prison. There would also be additional ongoing costs for maintenance and insurance costs. A boarding dock was identified as a priority by the Riverfront Advisory Commission, and the general consensus of the City Council was that it would be a good addition to Bayport. Councilmember Ostertag suggested increasing the dollar amount to \$20,000.00 to cover any additional incidental costs.

It was moved by Councilmember Ostertag and seconded by Councilmember Carlson to approve the installation of a boarding dock at the 4th Avenue North boat launch, at a cost not to exceed \$20,000.00. Upon the recommendation of Attorney Pratt, the motion was amended to approve the ongoing maintenance and related costs for the boarding dock. Motion carried 5-0.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

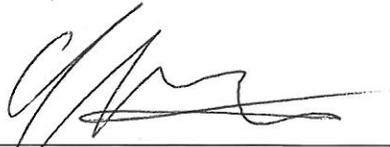
1. Mayor St. Ores complimented the Beyond the Yellow Ribbon group on the spaghetti dinner held recently at the Bayport American Legion and encouraged everyone to support future fund raising efforts.
2. Councilmember Ostertag announced that the Bayport Fire Department will be hosting a fund raising dance on Saturday night, February 18, 2012, at the Eagles Club in Oak Park Heights. The department would like to purchase two additional cold water rescue suits with the money raised at the event.

CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS

1. Administrator Berg reviewed a recent OSHA inspection of City Hall and the Fire Department, noting no concerns were found with the city's meeting, safety and training records, and no serious or life threatening concerns with the physical buildings. The inspector was concerned with the ventilation system at the fire station used to remove carbon monoxide (CO2) when the trucks are running. Regular CO2 monitoring will be implemented, and OSHA will require corrective action if levels exceed accepted limits.
2. There was discussion on the need for a deer management plan and options to control the deer population. It was recommended that an article be included in the next newsletter educating residents on the consequences of feeding wild animals, but not to expend funds for a deer survey at this time.
3. Councilmembers and residents were invited to attend a Community Watch meeting on Tuesday, March 6, 2012, at 6:00 p.m., at Croixdale.
4. Administrator Berg estimates a general fund balance for 2011 of between \$100,000-140,000, and noted the 2011 audit is underway.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 6:59 p.m. Motion carried 5-0.



City Administrator/Clerk