

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
June 1, 2015
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Deputy Mayor Carlson called the regular City Council meeting of June 1, 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: Councilmembers Connie Carlson, Michele Hanson and Patrick McGann

Members Absent: Mayor Susan St. Ores and Councilmember Dan Goldston

Staff Present: City Administrator Logan Martin, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, City Engineer John Parotti, City Attorney Andy Pratt, Fire Chief Mark Swenson, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

It was moved by Councilmember McGann and seconded by Councilmember Hanson to approve the June 1, 2015 City Council agenda. Motion carried 3-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The May recycling award recipient is Richard O'Brien who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Diane McGann and Lynn Vernon, Washington County Master Gardeners, highlighted the second annual *Bayport in Bloom* Front Entry Garden Contest. The judging categories will include planters and pots this year and last year's winners are not eligible for the current contest. Nomination forms are due July 14, with judging on July 18. Forms are available at City Hall, Bayport Public Library and on the website, www.washingtoncountyinbloom.org.

CONSENT AGENDA

Deputy Mayor Carlson read items 1-8 on the consent agenda.

1. May 4, 2015 City Council regular meeting minutes
2. May payables and receipts (check numbers 005752-005852)
3. May building, plumbing and mechanical permits report
4. Renewal of 2:00 a.m. closing liquor license for Mallards LLC at 101 5th Avenue South
5. Central St. Croix Valley Joint Cable Communications Commission operating and capital expenditure budget for 2015
6. Special event application from Bayport American Legion for flag disposal event at Perro Park on June 14, 2015
7. Donation of \$100.00 from Mary and Paul Goulette for hanging flower basket program
8. Reschedule a public hearing for the proposed adoption of a modification to the Tax Increment Finance Plan for Tax Increment Finance District No. 1 to the July 6, 2015 City Council meeting

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-16

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

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

Connie Carlson – aye Michele Hanson – aye Patrick McGann – aye

PUBLIC HEARINGS

UNFINISHED BUSINESS

Consider proposals and adopting a resolution on the sale of General Obligation Capital Improvement Plan Bonds, Series 2015A: Administrator Martin said the city has been working with Springsted Inc. on the sale of bonds to fund approximately one third of the cost of the new Fire Hall project. The bond sale occurred this morning and Paul Steinman, Springsted Inc., reported on the results of the bond sale. Mr. Steinman distributed and reviewed the bid tabulation on the offering of \$1,955,000 in General Obligation Capital Improvement Bonds. A total of 25 underwriters participated in the bidding which resulted in four bids. The best bid was submitted by Northland Securities, Inc., with a true interest rate of 2.5338%, and staff recommended awarding the sale to the low bidder Northland Securities. As part of the bond process, Moody’s Investors Service reaffirmed the city’s rating as Aa3, which is an excellent rating for a smaller city. Administrator Martin added that based on the results of this bond sale, a decision will be made on proposed additions to the project at a special meeting in June or at the July City Council meeting.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-17

**A RESOLUTION AWARDING THE SALE OF \$2,025,000
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2015A;
FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND
DELIVERY; AND PROVIDING FOR THEIR PAYMENT**

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

Connie Carlson – aye Michele Hanson – aye Patrick McGann – aye

NEW BUSINESS

Consider a conditional use permit for government use and construction of a new Bayport Fire Hall on the property located at 1012 5th Avenue North: Assistant City Administrator/Planner Taylor said the subject parcel was deeded to the city in 2014 at no cost from the Minnesota Department of Corrections as a potential site for a new Fire Hall. The property is zoned R-3 Multiple Family Residential and is surrounded by a mixture of zoning districts and residential, public and institutional uses. A conditional use permit (CUP) is required to allow a governmental use and building in the zoning district. She noted the parcel meets the minimum lot requirements and design standards for the R-3 zoning district, and the building footprint, drive aisles and parking stalls all meet setback requirements. The building height and impervious coverage also comply with city code requirements. Washington County has approved access to the site from both 5th Avenue North and Stagecoach Trail. Due to the proximity to the correctional facility, certain restrictive deed covenants were placed on the parcel which conflict with city code

requirements, and therefore some flexibility in design standards is warranted. As such, the fence on the east property line will be six feet high, which is two feet greater in height than allowed by city code. The landscaping will also be minimized, especially along the property lines, for security reasons. Staff believes the Fire Hall building and related site improvements are compatible with city code and the city's comprehensive land use plan and recommends approval of the CUP, subject to the findings and conditions included in the May 19, 2015 staff report. The Planning Commission held a public hearing on the CUP application on May 11, 2015 and recommended approval of the CUP, subject to staff's recommendations.

Councilmember McGann introduced the following resolution and moved its adoption:

Resolution 15-18

RESOLUTION APPROVING A CONDITIONAL USE PERMIT (CUP) FOR GOVERNMENT USE AND CONSTRUCTION OF A NEW BAYPORT FIRE HALL ON THE PROPERTY LOCATED AT 1012 5TH AVENUE NORTH, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA, AS LEGALLY DESCRIBED ON THE ATTACHED DESCRIPTION

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

Connie Carlson – aye

Michele Hanson – aye

Patrick McGann – aye

COUNCIL LIAISON REPORTS

Councilmember Hanson reported the May 12 special election resulted in approval of the Stillwater Area School District's bond request that will be used to improve facilities throughout the school district. Today, she and Administrator Martin attended a meeting on a community solar subscriber collective program that may be of interest to the city.

Councilmember McGann noted the Planning Commission's recommendation to approve a conditional use permit for construction of a new city Fire Hall, as approved earlier in tonight's meeting.

Councilmember Carlson reported on the May 28, 2015 Bayport Library Board meeting. Residents can find information on the summer programs on the library's website or Facebook page. Plans are progressing to celebrate the library's 25 years of service at its current location in conjunction with Derby Days in September. The next meeting is scheduled for June 25, 2015, 6:00 p.m., at the library.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson reviewed recent training and reported the department will be co-sponsoring railroad and pipeline safety training on June 6 at Stillwater Area High School. He thanked everyone who attended the groundbreaking ceremony for the new Fire Hall on May 18 and said it was well attended. The department also held its quarterly update meeting with the partner communities. The safety message this month relates to 911 calls. It is important to stay on the line with the dispatcher until all vital information is gathered and the dispatcher says it is okay to disconnect the call.

Police Chief Eastman reviewed May events, including a bike safety event with Andersen Elementary students, a Reserve Academy successfully completed by six new volunteer Reserve Officers, the annual Memorial Day Parade and department tours for Andersen Elementary kindergarten students. She recognized the role of the Reserve Officers for their many volunteer hours that were vital in conducting the Memorial Day Parade. The department will be assisting with the upcoming Bayport Community Action League Ice Cream Social on June 10, the Chamber of Commerce Rockin' Ribs on June 19 and 20, and the Dane's Place fundraiser on June 27. Registrations are being accepted for the 9th annual

Safety Camp for youth entering grades 3-5. The camp is scheduled for August 3 and 4 and registration materials are available at City Hall and on the city's website. She reminded residents to keep their garage doors closed to prevent a crime of opportunity and encouraged pedestrians to use the orange safety flags when crossing Highway 95.

Public Works Supervisor Horak reviewed his written report, noting the department is busy with park, cemetery, and other city property landscaping and maintenance duties. He recognized volunteers from Bethlehem Lutheran Church for their assistance in replanting the landscape beds at Barker's Alps Park. He reminded residents to avoid blowing their yard waste (grass clippings, leaves) into the street as this can clog the storm sewers and may eventually flow into the St. Croix River, affecting water quality. On behalf of Mayor St. Ores, Administrator Martin acknowledged the efforts of the Public Works staff in preparing the city's parks, streets and general property for the Memorial Day Parade.

Assistant City Administrator/Planner Taylor said Mattamy Homes' final plat application for Phase III-B of Inspiration will be heard by the Planning Commission on June 15, and it is expected to be considered by the City Council at the July 6 meeting. She reviewed upcoming city events including the citywide garage sale set for June 5 and 6. She thanked the election judges who helped with the recent special election and Paul and Mary Goulette for their donation to the flower basket program in the city's business district. She said the city is pursuing Washington County grant funding to purchase trash containers at City Hall and other city buildings that would provide separate recycling and waste receptacles.

Administrator Martin provided an update on the Fire Hall project and said the recent groundbreaking ceremony kicked off an approximate 6-month construction project, with the department expecting to move in early next year. The utility extension project to the site will require the closure of 5th Avenue North for several days and will commence after the school year ends, to avoid re-routing of bus routes. He reported staff anticipates holding a City Council workshop this month to discuss the potential redevelopment of the property at 169 3rd Street North using Tax Increment Finance funds.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Deputy Mayor Carlson thanked everyone who made the Memorial Day Parade possible, recognizing the value of this community event.

ADJOURNMENT

It was moved by Councilmember McGann and seconded by Councilmember Hanson to adjourn the meeting at 6:45 p.m. Motion carried 3-0.

City Administrator/Clerk