

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
October 2, 2017
5:00 P.M.**

CALL TO ORDER

The workshop was called to order by Mayor St. Ores.

ROLL CALL

Members Present: Mayor St. Ores, Councilmembers Hanson, Carlson, Buckley, and McGann

Staff Present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, Finance Officer Wanda Madsen, Public Works Director Matt Kline, Police Chief Laura Eastman, and City Attorney Andy Pratt

BUSINESS

DISCUSS STAFFING IN THE PUBLIC WORKS AND POLICE DEPARTMENTS

Police Chief Laura Eastman reviewed the need for a fifth full-time officer in the department, noting specific duties and responsibilities of the position. She stated that the additional full-time officer will reduce the need to hire and train part-time officers to supplement coverage, which has become more difficult in recent years. The consensus of the City Council was that it was not necessary to convene another workshop to discuss this topic, but additional consideration could occur prior to adoption of the 2018 budget and levy at the December 4 City Council meeting.

Administrator Bell reviewed the proposed job description for the Public Works Supervisor position. He noted the salary and responsibilities have been revised to coincide with the reorganization that resulted from hiring a Public Works Director. Administrator Bell stated that staff is recommending a non-union supervisory position to best meet the current needs of the city, which will include a combination of administrative and field maintenance work. Discussion followed on the needs of the department, both short and long term, and the tentative hiring timeline. Administrator Bell noted that discussion on this item would be continued at the regular meeting following the workshop.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Buckley to adjourn the workshop at 6:00 p.m.