

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
APRIL 6, 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 April 6, 2020 to order at 6:08 p.m. and asked Councilmembers, staff, and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Staff: City Administrator Adam Bell and City Attorney Andy Pratt (present at City Hall)
Assistant Administrator/Planner Sara Taylor, Fire Chief Allen Eisinger, Police Chief Laura Eastman, and Public Works Director Matt Kline (present by electronic means)

APPROVAL OF AGENDA

It was moved by Councilmember Dahl and seconded by Councilmember Hanson 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

1. The March recycling award recipient is Warren Lassen, 306 5th Street South, who will be awarded for recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

There was no public comment.

CONSENT AGENDA

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

Resolution 20-12

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE
APRIL 6, 2020 CITY COUNCIL AGENDA**

1. February 12, 2020 City Council workshop minutes
2. March 2, 2020 City Council workshop minutes
3. March 2, 2020 City Council regular meeting minutes
4. March payables and receipts
5. March building, plumbing, mechanical, and zoning permits report
6. Off-sale liquor license for Not Justa Café Inc. located at 193 3rd Street North
7. Pay application #1 from Miller Excavating for demolition of structures related to LWLP project
8. Agreement with Schlenner Wenner & Co. for payroll services

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

PUBLIC HEARINGS

There were no public hearings.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

STAFF/CITY ADMINISTRATOR REPORTS

Administrator Bell noted that individual staff reports have been condensed into a brief summary of items covered by department over the last few weeks, noting preparation and response to COVID-19 and potential flooding account for a large majority of the workload. Administration has been focused on managing accounting functions, processing 1st quarter utility billing, overhauling the city’s personnel policy ordinance, transferring payroll to a third-party contractor, and soliciting quotes for security upgrades at City Hall. The Fire Department has been engaging in e-learning classes and was commended for recent success containing a house fire and performing two CPR resuscitations. Chief Eastman provided an update on Police Department efforts related to COVID-19 and suggested further consideration may be warranted regarding the status of the Memorial Day Parade. Following discussion, the consensus of the City Council was to cancel the parade, due to challenges concerning COVID, as well as construction/detours on Highway 95 related to the MnDOT project. Administrator Bell noted that Public Works has been focused on flood preparation, street sweeping, utility meter reading, and park maintenance. The MnDOT Highway 95 project is slated to begin May 4 with water main replacement on the west side of the corridor.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

Mayor St. Ores noted that the Greater Stillwater Chamber of Commerce is a good resource for local businesses facing challenges related to COVID.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Dahl to adjourn the meeting at 6:40 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