

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
OCTOBER 1, 2018
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of October 1, 2018, 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 St. Ores, Councilmembers John Buckley, Connie Carlson, Michele Hanson, and Patrick McGann

Members Absent: None

Staff Present: City Administrator Adam Bell, Police Chief Laura Eastman, Fire Chief Allen Eisinger, Public Works Director Matt Kline, City Engineer John Parotti, City Attorney Andy Pratt, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

Administrator Bell requested the agenda be revised to remove item #8 from the consent agenda (Adoption of Resolution approving Limited Use Permit for Argus Square with Minnesota Department of Transportation). The state notified the city today that the resolution is not required at this time.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to approve the revised October 1, 2018 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The September recycling award recipient is Marianne Beyer who will be awarded for her recycling efforts, with funding made possible by a grant from Washington County.
2. Police Chief Eastman recognized the service of K-9 officer Keylo over the past 10 ½ years as a narcotics detection dog. She presented a commendation plaque to Keylo's handler, Sergeant Jackson, in recognition of their service to the community. Keylo will continue to participate in community engagement events.
3. Police Chief Eastman recognized the life and passing of Oak Parks Heights Prison Corrections Officer Joe Parise and asked for a moment of silence in his honor and memory.

OPEN FORUM

1. Don Arneson, 472 Minnesota Street South, shared his vision to add unique lighting along Highway 95. He explained how the program might work and asked for the city's support to place the lighted spheres on city property. Administrator Bell will work with Mr. Arneson on this proposal.

CONSENT AGENDA

Mayor St. Ores read items 1-7 on the consent agenda.

Resolution 18-26

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-7 FROM THE
OCTOBER 1, 2018 CITY COUNCIL AGENDA**

1. September 10, 2018 City Council regular meeting minutes
2. September payables and receipts (check numbers 010152-010253)

3. September building, plumbing and mechanical permits report
4. Hiring of Aaron Slinger as a part-time officer with the Police Department and PERA declaration (*Resolution 18-26A*)
5. Hiring of Adam Stafne as a volunteer paid on-call member of the Fire Department
6. Special event application from Boy Scout Troop 113 for pumpkin and wreath sales at Village Green Park on October 13 and November 17, 2018
7. Special event application from Andersen Parent Group for Diggy's Dash Walkathon at Barker's Alps Park on October 12, 2018

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

Susan St. Ores – aye	Michele Hanson – aye	Connie Carlson - aye
John Buckley – aye	Patrick McGann – aye	

SWEARING IN OF PART-TIME POLICE OFFICER AARON SLINGER

Mayor St. Ores administered the Oath of Office to the Police Department's new officer Aaron Slinger. Officer Slinger was welcomed to the department.

PUBLIC HEARINGS

There were no public hearings.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Consider quotes for repairs to pump house #2: Public Works Director Kline explained the city received proposals for work on the pump house in 2016 but it was not completed at that time. With continued deterioration of the building since that time, a bid specification document was recently created for the repairs by the city's engineer to ensure consistency for the work. Staff anticipates the proposed repairs will maintain the building for the next 20-30 years. The project does not include replacement of the front stoop at this time; however, some maintenance will be done on the cement. Two bids were received on September 25 and staff is recommending approval of the bid from Braden Construction in the amount of \$64,160. Councilmember Hanson inquired how the city determines if the detailed specifications are realized. Director Kline said the recommended contractor has a good reputation and he will provide oversight on the repairs. Councilmember Buckley said the repairs are needed and believes the price is in line with the work to be completed.

It was moved by Councilmember Buckley and seconded by Councilmember McGann to approve the bid from Braden Construction in the amount of \$64,160. Motion carried 5-0.

Consider quotes for repairs to old Fire Hall building: Administrator Bell said the proposed repairs to the old Fire Hall have been on the Capital Improvement Plan for several years and staff is recommending the masonry work on the hose tower and other minor areas be completed this year. Over the past several months, city staff has been working to obtain multiple quotes for the repairs; however, one only quote has been submitted. Siegfried Construction submitted a quote for \$24,500 in May. Staff believes it is in the best interest of the city to move forward with the quote from Siegfried Construction and hopefully get the work completed by the end of the year to prevent further degradation of the building. Staff also recommends authorizing the City Administrator to approve any change orders up to a total of 5% of the quote amount, due to the length of time from

when the quote was submitted and to facilitate completion of any minor unexpected costs on a timely basis. Staff is also soliciting quotes for replacement of the existing roof. Administrator Bell noted the Minnesota Department of Corrections recently began a five-year lease of the building and the lease payments will cover the cost of these improvements.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to award the contract for the old fire hall repair project to Siegfried Construction, Bayport, Minnesota, for the quoted price of \$24,500 and grant the City Administrator authority to negotiate any change orders up to a not-to-exceed amount of \$25,725. Motion carried 5-0.

Consider the 2019-2021 labor agreement with Minnesota Teamsters Local Public Employees' Union #320 for the Public Works Department: Administrator Bell reported the collective bargaining negotiations with the city's Public Works union went smoothly, and he highlighted the proposed changes for the three-year contract. These include a 3% cost of living adjustment (COLA) for each of the three years and a minor increase for specialty licensure compensation. He noted the COLA increases are in line with other public unions in the area. Councilmember McGann inquired how the COLA increase was agreed upon and whether the inflation rate was a factor. Administrator Bell said inflation was not specifically discussed, but the tight labor market in both the public and private sectors was discussed during negotiations, as well as the increased rates in the area. The preliminary 2019 budget reflects a 3% COLA for all employees.

It was moved by Councilmember Carlson and seconded by Councilmember Buckley to approve the 2019-2021 labor agreement with Minnesota Teamsters Local Public Employees' Union #320 for the Public Works Department, as presented. Motion carried 5-0.

COUNCIL LIAISON REPORTS

Councilmember Hanson reviewed the September 17 Central St. Croix Valley Joint Cable Communications Commission meeting, reporting that she will be assuming the Chairperson duties. Bayport's equipment will be upgraded next summer to be high definition compliant, which will provide more options for viewing Bayport meetings. Councilmember Hanson also reviewed the September 12 Andersen Community Advisory Committee meeting. The committee is looking to add representation from the Bayport business community; interested residents can call City Hall for more information. She noted the company is hiring at their Bayport location. Andersen Corporation is in the process of switching from their XL permit that monitors pollution control to a more standard permitting process that requires less paperwork and is in line with other manufacturer's pollution control permits. A public open house regarding the permitting process change will be scheduled prior to May 2019. The plant's emissions continue to be below the amounts allowed.

Mayor St. Ores highlighted the recent Derby Days events coordinated by the Bayport Community Action League and thanked the volunteers and city staff for their assistance. She attended the recent Serving our Troops event at Xcel Energy Center in St. Paul where military personnel and their families enjoyed a meal and recognition for their service in the Middle East. She was in attendance as the Bayport Fire Department members celebrated 130 years of volunteer service and she thanked the members for their service and dedication. She mentioned the Greater Stillwater Area Chamber of Commerce is sponsoring an art fair this coming weekend in downtown Stillwater.

Councilmember Carlson reviewed the September Library Board meeting that was followed by dinner at the Wilder Scratch Kitchen in Bayport. The next meeting is scheduled for October 17, 2018, 6:00 p.m., at the library.

Councilmember McGann reviewed the September Middle St. Croix Watershed Management Organization (MSCWMO) meeting. He reported a new invasive plant species, Manchu Tubergourd, has been discovered in Stillwater along a creek. Residents should contact the Washington County Conservation District to coordinate removal of the plant. The project to remove phosphorous in Stillwater's Lily Lake is nearing completion and the lake is on the plan for de-listing as an impaired water.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Eisinger reported the call volume for September was 99, compared to 130 in 2017. The year-to-date call volume is 974, compared to 978 last year. Monthly drills, meetings, training, and community events were reviewed. The department trained on new rescue truck tools donated by the Fire Relief Association for water movement and auto extrication. Over 200 children toured the department's fire engine as part of the Stillwater Area High School Homecoming event. The department will be featured in the next edition of the Minnesota Fire Chief's magazine for their participation in the 9/11 tribute on Interstate 94. The department will be hosting an open house at the fire station on Saturday, October 6 from 9:00 a.m.-12 noon, in recognition of Fire Prevention Week October 7-13. Residents were reminded that leaves cannot be burned or raked into the streets.

Chief Eastman reviewed department events and noted the need for additional police presence to assist with traffic control for the Friday evening street dance that was added to the Derby Days schedule this year. She said two reserve officers are POST eligible and the department anticipates interviewing for the open part-time positions. Residents were invited to the annual Halloween open house on October 31, 5:00-7:00 p.m., by the police garage. Reserve officers will also be canvassing the city and handing out glow necklaces. Residents were reminded to call 9-1-1- any time they need police, fire or emergency medical services; the alternate number is 651-439-9381. Calls will be triaged by dispatch staff, and Chief Eastman said calling dispatch is the most efficient way to contact the Bayport Police Department.

Public Works Director Kline reviewed monthly department activity. He said staff from the Andersen Corporation Legal Department will be volunteering to help plant trees and remove brush at Lakeside Park this month. Staff will not be pursuing a change to the ordinance regarding winter parking this year but will proactively work with residents to achieve optimal snowplowing for city streets. He reported the city used 43 million gallons of water in the third quarter, which is approximately half of the usage for a normal year. Staff has received many calls from residents with high water bills, mainly due to irrigation systems and watering of new sod. He advised residents with irrigation systems to set their systems properly to avoid overwatering. The sidewalk saw cutting work has been completed. Residents affected by next year's sidewalk replacement project will be notified several months in advance of pending assessments for their property. In response to calls for cleaning storm drains and ditches, he said department staff clean major drains after every significant rainfall. He added the city is working to improve its storm water drainage system.

Assistant City Administrator/Planner reported Landucci Homes plat application for Phase II of Inspiration will be heard by the Planning Commission on October 9. City and county staff continue to meet with landowners involved with the Land and Water Legacy Program (LWLP) proposed land conservation project. A special closed session meeting of the City Council is tentatively scheduled for Monday, October 22, 4:30 p.m., to discuss appraisals and next steps with members of the Washington County Board. She is working on drafting updates to the city's personnel policy and zoning ordinances to bring them up-to-date and be consistent with city practice or state law. Staff continues to research and review short-term rental models that may be a better fit for Bayport. Options will be discussed by the Planning Commission at a workshop on October 9, after which the

issue will be brought to the City Council for consideration. Anyone interested in serving as an Election Judge for the General Election on November 6 should contact City Hall. City Hall will be closed on Monday, October 8, for the Columbus Day holiday. The Stillwater Gazette will be sponsoring a Bayport City Council candidate forum on October 17, 7:00-8:00 p.m., at City Hall.

City Administrator Bell said the city was notified today that the Joint Powers Agreement with Baytown Township for water service to a new development will be considered by the Baytown Board of Supervisors at their meeting tonight. He will update the City Council on Baytown's action. He reported collective bargaining is ongoing with the Police Department unions. He will be meeting with the police supervisory union tomorrow and is in the process of scheduling negotiations with the other police union. City staff was informed the Minnesota Department of Transportation 2020 TH95 Improvement Project will include funding for two medians. A third proposed median will be larger than originally discussed and will require a city cost-share that would have to be approved by the City Council. The next regular City Council meeting has been moved to November 13, to accommodate the General Election.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Buckley to adjourn the meeting at 7:28 p.m. Motion carried 5-0.

City Administrator/Clerk