

**CITY OF BAYPORT
CITY COUNCIL SPECIAL MEETING MINUTES
COUNCIL CHAMBERS
MAY 17, 2021
4:30 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. **

SPECIAL MEETING

4:30 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the City Council meeting of May 17, 2021, to order.

ROLL CALL

Members present: Mayor Susan St. Ores and Councilmembers Michele Hanson, Ethan Gilmore, and John Dahl. Councilmembers Connie Carlson present by electronic means.

Staff present: City Administrator Adam Bell, Police Chief Laura Eastman, and Public Works Director Matt Kline. Assistant Administrator/Planner Sara Taylor and City Attorney Tom Loonan present by electronic means.

CONSENT AGENDA

Mayor St. Ores read items 1-2 on the Consent Agenda.

Councilmember Dahl introduced the following resolution and moved its adoption:

Resolution 21-17

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-2 FROM THE
MAY 17, 2021 CITY COUNCIL AGENDA**

1. Special event application from Minnesota National Guard for a picnic at Lakeside Park on June 6, 2021
2. Hiring of Ryan Jones as a part-time police officer and PERA declaration (*Resolution 21-17A*)

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

Susan St. Ores - aye
John Dahl - aye

Connie Carlson- aye
Michele Hanson -aye

Ethan Gilmore - aye

SWEARING IN OF POLICE OFFICER RYAN JONES

Police Chief Eastman introduced Ryan Jones and Mayor St. Ores administered the oath.

DISCUSSION ITEMS

1. Discuss the role of the City Council as a body and as individual members in communicating directives to city staff: Attorney Loonan noted that as a best practice, it is important to revisit the role of the City Council on an annual basis. He explained that the City Council is elected as a body to establish priorities and goals for the city and place trust in staff to carry out policy and implement directives. He reiterated that no individual council member has the authority as an individual to make decisions or give directives to city staff. Discussion followed on communication between the City Council and staff, with Administrator Bell noting that weekly staff updates to the City Council would resume in the coming week, to keep members more informed on the day-to-day operations, projects, and current events.

2. Discuss and establish City Council-directed goals for 2021: Administrator Bell noted that the purpose of the discussion was to establish City Council goals for the remainder of 2021. Mayor St. Ores called on each council member

individually to list topics or projects they would like the city to focus on. Infrastructure planning, park improvements, ordinance updates, business engagement/redevelopment, and technology/social media enhancements were shared themes amongst most council members. Following discussion, Mayor St. Ores suggested staff classify the topics and projects into categories to assist in facilitating further consideration and establishing priorities at subsequent workshops. Administrator Bell responded with an update on some of the topics presented and the most recent city work plan from 2019 (the 2020 work plan did not occur due to COVID-19), noting many of the projects included within had been completed.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Dahl to adjourn the meeting at 6:18 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

Ethan Gilmore - aye

City Administrator/Clerk