

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
JUNE 6, 2022
6:00 P.M.**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting to order and asked Councilmembers, staff, and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Staff present: City Administrator Adam Bell, Assistant City Administrator/Planner Sara Taylor, Public Works Director Matt Kline, Police Chief Laura Eastman, Fire Chief Allen Eisinger, and City Attorney Tom Loonan

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Dahl to approve the agenda. Motion carried 5-0.

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

Mayor St. Ores noted the May recycling award recipient is William Schleeter at 185 State St. N. who will be awarded for recycling efforts with a grant made possible by Washington County.

OPEN FORUM

Mayor St. Ores stated that on an upcoming meeting agenda, she would like the City Council to discuss a policy that defines the terms and timelines for posting public notices for workshops, meetings, and agendas to increase transparency and provide adequate time for the City Council to review topics of discussion. She expressed disappointment that the notice for the June 6 workshop had not been posted two weeks in advance and suggested future notices be posted in that manner. City Attorney Loonan noted that a decision was made to postpone the June 6 workshop due to disconcertment, but clarified that the notice for the June 6 workshop had been posted consistent with the city's past practice and within the legal requirements. He suggested that if the City Council wanted to implement procedures more restrictive than the legal requirement, a formal policy should be adopted by the City Council. Discussion followed on the practicality and challenges associated with posting notices in accordance with the terms suggested by Mayor St. Ores and the consensus of the City Council was to resume the discussion at a future meeting.

CONSENT AGENDA

Councilmember Dahl introduced the following resolution and moved its adoption:

Resolution 22-07

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-11 FROM THE
JUNE 6, 2022 CITY COUNCIL AGENDA**

1. May 2, 2022, City Council workshop meeting minutes
2. May 2, 2022, City Council regular meeting minutes
3. May payables and receipts
4. May building, plumbing, mechanical, and zoning permits report
5. Special event application from Angela Donelius at Nature Center on June 10, 2022
6. Revesting the city with title to apparent abandoned plots in Hazelwood Cemetery (*Resolutions 22-07A, 22-07B*)
7. Award quote for sidewalk cutting project
8. Financial security reduction for Landucci Homes
9. Biannual body-worn camera audit report for the Police Department
10. Fireworks display permit from Bayport Community Action League for Derby Days on September 17, 2022
11. Greater Stillwater Chamber of Commerce donation

The motion for adoption of 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
Michele Hanson -aye

Connie Carlson- aye
John Dahl - aye

Ethan Gilmore - aye

PUBLIC HEARINGS

1. Overview of the city's Municipal Separate Storm Sewer System (MS4) program materials and annual report: Public Works Director Kline reviewed the National Pollutant Discharge Elimination System (NPDES) General Permit for the MS4. He noted a major component of the permit was the Stormwater Pollution Prevention Plan (SWPPP), which consists of best management practices (BMPs) and standard operating procedures (SOPs) that work toward the management, operation, and maintenance of the storm sewer system to minimize the discharge of pollutants. The six minimum control measure (MCM) components included within the SWPP are Public Education and Outreach (MCM 1), Public Participation and Involvement (MCM 2), Illicit Discharge Detection and Elimination Program (MCM 3), Construction Site Stormwater Management (MCM 4), Post Construction Stormwater Management (MCM 5), Municipal Operations BMP and SOP Manual (MCM 6). Director Kline proceeded to highlight 2021-2022 accomplishments by city staff and contractors in regards to the SWPPP and noted an annual public hearing was a requirement of MCM 2. An annual report is also required by the Minnesota Pollution Control Agency to be compliant with the NPDES permit. A full copy of the MS4 materials and annual report are available for public view and no comments were received prior to the meeting.

Mayor St. Ores opened the public hearing. No public comments were received.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to close the public hearing. Motion carried 5-0.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

CITY COUNCIL LIAISON REPORTS

Councilmember Hanson reported on upcoming events hosted by the Bayport Community Action League (BCAL), including the Ice Cream Social on June 8 at Lakeside Park, the kick-off of the seasonal Farmers Market on Mondays at Village Green Park, the Citywide Garage Sale, and the Bayport Bar Crawl. She thanked the Girl Scouts for their help distributing the new magnets promoting BCAL 2022 events.

Mayor St. Ores reported on recent events hosted by the Greater Stillwater Chamber of Commerce, including a recent "Coffee Talk" event at Mabel's Ice Cream, Vitality Chiropractic ribbon cutting, and the annual "State of the Cities" panel. She also reported on the Library remodel open house, Fire Department Relief Association meetings, Bayport businesses open house, Girl Scout Troop meet and greet focused on community leadership, St. Michael's Cemetery new columbaria opening ceremony, People's Congregational Church May Festival, Memorial Day parade, and Lake Elmo Airport Advisory Committee meeting. She thanked organizations, businesses, and city staff for their contributions to the various events/meetings.

STAFF/CITY ADMINISTRATOR REPORTS

Chief Eisinger reported on call volume, staff training, the department's participation in past/upcoming events, and acknowledged member Dave Purnick for five years of service.

Chief Eastman reported on call volume, staff training, past/upcoming events and tours, and the recent body-worn camera audit. She encouraged residents to use caution during the Run Stillwater Lift Bridge race and to attend the catalytic converter theft prevention event on June 25. Fundraising for the K-9 program continues, and the Youth Safety Camp will be held on August 1-2 and Night to Unite on August 2.

Public Works Director Kline reviewed recent projects, including preparation for the Memorial Day parade, an inventory of water service lines to comply with new EPA requirements, Perro Creek bank stabilization, and participation in the Washington County Regional Trail Planning Committee. He thanked the Girl Scouts for their native planting project at Barker's Alps Park.

Assistant City Administrator/Planner Taylor reported on the 2040 Comprehensive Plan update, Washington County recycling grant award, Girl Scout leadership/community badge visit/tour at City Hall, and hiring process for the Office Support Specialist position.

Administrator Bell reviewed a calendar of dates for the annual budget process, an update on the 2021 audit review, and two potential street vacation applications to be considered at an upcoming meeting. He reviewed tentative topics and dates for upcoming City Council workshops and the consensus was to schedule a special meeting/workshop for June 27 at 5:00 p.m. Topics of discussion will include a potential extension of municipal sewer service to a portion of Baytown Township, the city's existing fire service contract with partner communities, a recap of the recent open house with local business, and City Council meeting/workshop agenda process. If the hiring process for the Office Support Specialist position proceeds as planned, staff may also have a recommendation for the new hire at this meeting. July 11 was earmarked for a 4:30 p.m. workshop prior to the regular 6:00 p.m. meeting.

COUNCIL ITEMS AND ANNOUNCEMENTS

There were no comments.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to adjourn the meeting at 7:29 p.m. Motion carried 5-0.

City Administrator/Clerk