

**CITY OF BAYPORT**  
**CITY COUNCIL MEETING MINUTES**  
**Council Chambers, 294 North 3<sup>rd</sup> Street**  
**May 5, 2025**

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor Hanson 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 Michele Hanson and Councilmembers John Dahl, Carl Bliss, and Katie Hill

Members absent: Councilmember Ethan Gilmore

Staff present: City Administrator Matt Kline, Assistant City Administrator/Planner Sara Taylor, Public Works Director Simon Wirth, Fire Chief Allen Eisinger, Police Chief Jay Jackson, and City Attorney Amanda Johnson

**APPROVAL OF AGENDA**

It was moved by Councilmember Hill and seconded by Councilmember Dahl to approve the agenda, as noted. Motion carried 4-0.

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS**

There were no announcements.

**OPEN FORUM**

The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of comments expressed. A total of 15 minutes is allotted for public comment during the open forum.

Melissa Taphorn, Washington County Community Development Agency (CDA), provided an overview of the programs offered by the CDA.

Cody Rossmann, Wolf River Electric, provided a status update on the installation of solar panels at the Fire Department.

**CONSENT AGENDA**

Councilmember Dahl introduced the following resolution and moved its adoption:

**Resolution 25-10**

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-10 FROM THE  
MAY 5, 2025 CITY COUNCIL AGENDA**

Consider a resolution adopting items 1 through 10

1. April 7, 2025 City Council workshop minutes
2. April 7, 2025 City Council regular meeting minutes
3. April 7, 2025 City Council closed meeting minutes
4. April payables and receipts
5. April building, plumbing, mechanical, and zoning permits report
6. Fire Relief Association fundraising efforts to purchase a utility task vehicle (UTV) for the Fire Department
7. Award quote for street spray patching services
8. Award quote for micro surfacing street preservation services
9. Donation request from the Bayport American Legion for financial assistance to support the Memorial Day Parade
10. Special event application from St. Charles Church for a fall festival on September 13-14, 2025 at Perro Park

The motion for adoption of the foregoing resolution was duly seconded by Councilmember Bliss and upon roll call being taken thereon, the following vote via voice:

Michele Hanson - aye

Carl Bliss - aye

Katie Hill - aye

John Dahl - aye

## **PUBLIC HEARINGS**

There were no public hearings.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **NEW BUSINESS**

1. Consider amendments to Appendix A – Subdivisions of the Bayport City Code of Ordinances regarding guidelines for tree replacement species and summary for publication: Administrator Kline provided an overview of the amendments, which aim to generalize tree replacement species, making more species inclusive as opposed to exclusive, based on a variety of factors. He explained that requiring a variety of replacement trees will decrease the potential for loss due to invasives and/or disease, such as emerald ash borer and Dutch elm.

Councilmember Dahl introduced the following ordinance amendment and moved its adoption:

### **Ordinance 908**

#### **AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA AMENDING APPENDIX A - SUBDIVISIONS OF THE BAYPORT CITY CODE OF ORDINANCES RELATED TO TREE REPLACEMENT SPECIES**

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

Michele Hanson - aye

Carl Bliss - aye

Katie Hill - aye

John Dahl - aye

2. Consider amendments to Chapter 54 – Traffic and Vehicles of the Bayport City Code of Ordinances regarding regulations for recreational vehicles (ATV/UTV, snowmobiles, golf carts, trail bikes) and summary for publication: Mayor Hanson summarized the discussion held at the workshop prior to the regular meeting. The draft ordinance amendments are intended to address current deficiencies in the existing ordinance, while establishing reasonable regulations under which these vehicles may be operated on both public and private property. It was the consensus of the City Council to table further consideration until the June meeting to allow additional time for public input and further discussion. Specifically, the City Council is seeking public input on proposed hours of operation for various vehicles on private and public property.

It was moved by Councilmember Hill and seconded by Councilmember Dahl to table discussion on this item until the June 2 regular City Council meeting. Motion carried 4-0.

## **CITY COUNCIL LIAISON REPORTS**

Councilmember Hill reported on the recent Bayport Community Action League (BCAL) meeting. She reviewed upcoming events, including the Bar Crawl, Ice Cream Social, Garage Sale, Farmers Market, and planning efforts for Derby Days.

Councilmember Dahl reported on the recent Middle St. Croix Watershed Management Organization meeting, which focused on the purchase of new water monitoring equipment and improvements to the rain garden at St. Croix United Church.

Mayor Hanson reported on attendance at various meetings and events, including Washington County Emergency Preparedness class, Regional Council of Mayors, Fire Relief Association, Library Board, Community Thread, and Greater Stillwater Area Chamber events. She reviewed progress on the walkability study and new city website development, as well as a Special City Council meeting held on April 15 to accept the resignation of Public Works Director Simon Wirth and to authorize hiring for a replacement.

## **STAFF/CITY ADMINISTRATOR REPORTS**

Fire Chief Eisinger reported on call volume, monthly drills, recent/upcoming trainings and meetings, and member anniversaries. He noted a safe station has been installed at the Stillwater Area High School.

Police Chief Jackson reported on recent speed complaints, increased 2-hour parking patrols, and past and upcoming events. Safety Camp registration is open and will be held on July 14-15.

Public Works Director Wirth reported on the solar project, 3M PFAS Phase II outdoor recreation grant, walkability study, ash tree inventory, and expressed gratitude for serving in the Public Works Director role. The City Council recognized Simon for his dedication, hard work, and appreciation for his service.

Assistant City Administrator/Planner Taylor reported on ongoing and upcoming planning and zoning projects and that a Planning Commission meeting has been scheduled for June 23. She provided an update on progress on City Council directed tasks/goals and noted a school groundbreaking event has been scheduled for May 6 at 4 p.m.

Administrator Kline reported on the new school project, hiring process for the Fire Chief and Public Works Director, judgement for 2/18 Point Rd. code enforcement matter, LMC salary survey, and Safe Routes to School grant award for sidewalk connections near the new school.

## **COUNCIL ITEMS AND ANNOUNCEMENTS**

There were no items or announcements.

## **ADJOURNMENT**

It was moved by Councilmember Hill and seconded by Councilmember Bliss to adjourn the meeting at 7:14 p.m. Motion carried 4-0.

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City Administrator/Clerk