



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING MINUTES  
NEWPORT CITY HALL  
May 6, 2021**

**1. CALL TO ORDER**

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on May 6, 2021.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present (5): Mayor Laurie Elliott, Council Member Kevin Chapdelaine, Council Member Tom Ingemann, Council Member Marvin Taylor, and Council Member Rozlyn Johnson.

Not Present (0): None.

**4. ADOPT AGENDA**

City Administrator Deb Hill stated there was an addition for a bill payment to H+U under the Superintendent of Public Works report.

Member Chapdelaine motioned to adopt the Agenda as presented. Seconded by Member Ingemann. Approved 5-0.

**5. PUBLIC COMMENTS**

A Newport Resident addressed the Council and stated that we need a code enforcement check on the bad properties in Newport.

Mayor Elliott stated the Council and staff is in the process of updating our code enforcement ordinance. We are clarifying the process for managing nuisances with administrative citations. Newport contracts with the City of Cottage Grove for code enforcement. Assistant to the City Administrator Travis Brierley stated there is a link on the City Website where you can submit a complaint anonymously.

**6. ADOPT CONSENT AGENDA**

- A. Minutes-** April 1, 2021 Council Workshop
- B. Minutes-** April 15, 2021 Regular Council
- C. Minutes-** April 15, 2021 Council Workshop
- D. Special Animal Permit-** Thao
- E. Resolution No. 2021-22-** State of Emergency Extension
- F. List of Bills-** \$128,585.88

Member Chapdelaine motioned to adopt the Consent Agenda. Seconded by Member Johnson. Approved 5-0.

## **7. PRESENTATIONS**

### **A. MMKR- City Audit 2020**

Jim Eichten, CPA with MMKR, gave a PowerPoint presentation on Newport's yearly audit. Mr. Eichten stated the City did not have any findings to report this year and they did not run into any difficulties completing the audit. If the audit is accepted by the Council, it will allow for a timely submission to the office of the state auditor which needs to be completed by June 30th. Mr. Eichten went over the property taxes, tax rates, expenditures, revenues, funds, etc. and stated there are no concerns. Mr. Eichten stated that the City is experiencing positive financial results for 2020.

Member Taylor motioned to approve the City Audit Report for 2020 as presented. Seconded by Member Johnson. Approved 5-0.

## **8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT**

Washington County Sheriff Deputy Sergeant Bill Harrell reminded folks to lock things up and watch for specious activity as several vehicles were tampered with and an apartment garage was broken into. Sergeant Harrell stated they have been receiving firework complaints near the north end of 10<sup>th</sup> Avenue. Deputies will be patrolling that area in hopes of catching the violator(s).

## **9. FIRE CHIEF'S REPORT**

Fire Chief Steve Wiley stated they received a donated vehicle from the Minneapolis-St. Paul International Airport. Chief Wiley stated the vehicle is a 2005 F-350 with 24,000 miles, which will replace our 1988 F-350. The airport purchased the truck with a homeland security grant and as a result were required to donate it to a fire department.

Chief Wiley stated there is a new fire grenade product, which can be thrown into a room containing a fire, which releases a potassium mist that interrupts the free radicals of combustion. The product is environmentally friendly and intended for use in limited situations where we might not have an engine on scene yet. The department will be carrying the fire grenades in our squads just in case we need to use them.

Chief Wiley stated the fire department will have a modified drive-through Booya this year on July 11th. The Fire Department will sell Booya to the public, raffle tickets, and collector beer glasses, but will not have kid games. More details to come later.

## **10. ENGINEER'S REPORT**

### **A. 12<sup>th</sup> Ave and 12<sup>th</sup> St Pay Request**

City Engineer Jon Herdegen stated A-1 Excavating has completed most of the punch list items including the restoration work for the 12<sup>th</sup> Avenue and 12<sup>th</sup> Street improvement project. There were some curb and concrete driveway panels that cracked over the winter which will be replaced. Engineer Herdegen stated that during the televising work for the sanitary sewer, they identified a crack in a service line which is under the pavement, so that line will need to be dug up and repaired. The contractor is requesting partial payment #8 in the amount of \$64,162.85.

Member Chapdelaine motioned to approve partial payment #8 in the amount of \$64,162.85 for A-1 Excavating. Seconded by Member Ingemann. Approved 5-0.

Engineer Herdegen stated for the 10<sup>th</sup> Avenue Stormwater Improvement project the drain tile is still taking on water. They have some continued restoration work that needs to be completed. They are waiting for the seeding to germinate and a few fences need to be replaced. The final completion date for that project is June 1<sup>st</sup>.

Engineer Herdegen stated there are a lot of homes being built in the Bailey Meadows Development and are keeping an eye on erosion control and working with the developer.

## **11. SUPERINTENDENT OF PUBLIC WORKS REPORT**

### **A. City Hall and Public Safety Building Monument Sign**

Assistant Superintendent of Public Works Matt Yokiell stated the Council was emailed the City Hall monument sign rendition which needs approval. If Council would like to change the rotation of the sign there will not be additional charges, however if Council wants to move the location of the sign, there would be charges for that.

Mayor Elliott motioned to approve the new City Hall Monument Sign design as presented. Seconded by Member Johnson. Approved 5-0.

### **B. Pay Application- H&U**

Assistant Brierley stated H+U submitted payment requests that require Council's approval. There are supporting documents in the packet which list out what these payments are for.

Member Ingemann motioned to approved Pay Request #2 in the amount of \$73,882.63. Seconded by Member Chapdelaine. Approved 5-0.

Member Taylor motioned to approve Pay Request #3 in the amount of \$104,620.47. Seconded by Member Ingemann. Approved 5-0.

### **C. Resolution No. 2021-23- Public Auction**

Assistant Yokiell stated there is a resolution which would allow Public Works to auction off excess equipment and supplies.

Member Johnson motioned to adopt Resolution No. 2021-23 for a Public Auction. Seconded by Member Chapdelaine. Approved 5-0.

Assistant Yokiell stated the Newport Compost Site is open Wednesdays, Fridays, and Saturdays. The fee is \$5.00 a yard and is open to Newport residents only.

## **12. ADMINISTRATOR'S REPORT**

### **A. Deed Transfer- Perkins Addition**

#### **1. Resolution No. 2021-24- Outlot C, Perkins Addition**

Administrator Hill stated there is a deed transfer to clean up a recording issue at the county.

Member Chapdelaine motioned to adopt Resolution No. 2021-24 for the Deed Transfer. Seconded by Member Johnson. Approved 5-0.

Mayor Elliott stated this title issue caused additional cost to the homeowner and a request was made for the City to assist with these extra costs.

Member Chapdelaine motioned to authorize the contribution of 50% of the probate costs, including attorney's fees, incurred by Mrs. Anita Nye in the probate of the estate of Mr. Donald Nye, up to a total of \$2,500, and directing the City Administrator to issue payment for such costs to Mrs. Nye following Mrs. Nye's execution of a settlement and release agreement in a form acceptable to the City Attorney, and directing the City Attorney to draft a settlement and release agreement, present this offer for the contribution of probate costs to Mrs. Nye's legal counsel, and if applicable, return a copy of the settlement and release agreement to the City Council for execution. Seconded by Member Johnson. Approved 5-0.

### 13. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated she got to sit in for Member Ingemann during the groundbreaking of the expansion at the Recycling and Energy Center. This is what is going to bring the compostable organic waste option to our residents. Mayor Elliott stated they did a great job over Zoom for this groundbreaking.

Member Taylor stated he participated in his first Red Rock Corridor Commission meeting.

Member Ingemann stated the Cable Commission had a meeting on April 22<sup>nd</sup> where they discussed insurance waivers and the franchise extension with Comcast.

### 14. ADJOURNMENT

Member Chapdelaine motioned to adjourn the City Council Meeting. Seconded by Member Johnson. Approved 5-0.

The City Council Meeting was adjourned at 6:52 p.m. on May 6, 2021.

Respectfully Submitted:  
Jill Thiesfeld  
Administrative Assistant II

Signed: \_\_\_\_\_  
Laurie Elliott, Mayor