



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING MINUTES  
NEWPORT CITY HALL  
June 3, 2021**

**1. CALL TO ORDER**

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on June 3, 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**

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

**5. PUBLIC COMMENTS**

None.

**6. ADOPT CONSENT AGENDA**

- A. **Minutes-** May 20, 2021 Regular Council
- B. **Minutes-** May 20, 2021 Council Workshop
- C. **Gabling Application-** Rocky Mountain Elk Foundation
- D. **Council Appointments**
- E. **Resolution No. 2021-29-** Coronavirus Local Fiscal Recovery Fund
- F. **List of Bills-** \$247,051.33

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

**7. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT**

Washington County Sheriff Deputy Sergeant Bill Harrell stated with the warmer weather they tend to get firework complaints. If residents see or hear fireworks, please call the police in a timely manner with a good description of where they are, and the police will do what they can to hold those accountable.

**8. FIRE CHIEF'S REPORT**

None.

## 9. ENGINEER'S REPORT

### A. 3M PFC Settlement

#### 1. Resolution No. 2021-30- 3M PFC Settlement

City Engineer Jon Herdegen stated there is a resolution for City of Newport's formal position on the conceptual drinking water supply plan. A draft resolution was discussed at the March 4<sup>th</sup> Workshop and has been updated based on that discussion. If Council approves this resolution, it will be provided to the state's trustees.

Member Ingemann motioned to adopt Resolution No. 2021-30 - Newport's official statement for the 3M PFC Settlement. Seconded by Member Chapdelaine. Approved 5-0.

Member Chapdelaine requested staff email a copy of our resolution to Woodbury and Cottage Grove to inform our neighboring communities of Newport's position.

Engineer Herdegen provided a brief update on the 12<sup>th</sup> Avenue and 12<sup>th</sup> Street improvement project. The contractor was in to repair a cracked sanitary sewer lateral. Coincidentally that lateral was close to a water service that had a leak over the winter, so the repair was consolidated into one location. They are expecting curb to be placed tomorrow and then patching the base course in a couple weeks. The restoration is coming in nicely. The contractor is aware of the hot weather coming up and will make sure they are watering the boulevard areas they are responsible for. We also removed the overflow on the west side of the two properties along 12<sup>th</sup> Avenue that was installed a few winters ago.

Engineer Herdegen stated the contractor was in to replace some fencing for the 10<sup>th</sup> Avenue storm water improvement project. The initial plan was to re-install the fencing, but the contractor chose to bring in new fencing, at their expense, as it was a little easier to install new. They need to de-water in some areas adjacent to the apartment building to remove the old fence. The restoration work is coming along nicely. The final completion for this project is the end of June.

## 10. SUPERINTENDENT OF PUBLIC WORKS REPORT

Superintendent of Public Works Bruce Hanson provided a progress update for the new City Hall and stated we are right on schedule. Most of the footings are in except for the monument sign and flagpoles. There is an Osha inspection coming on 6-24. The week of the 28<sup>th</sup> they will start erecting the panels. Superintendent Hanson shared a time lapsed video for Council and stated we can schedule the groundbreaking for July when the panels are going up.

Member Chapdelaine inquired about the repair work from the gas piping project. Superintendent Hanson stated we are almost done.

## 11. ADMINISTRATOR'S REPORT

### A. Pay Equity

#### 1. Resolution No. 2021-31- Pay Equity

City Administrator Deb Hill stated every three years we are required do a pay equity report to the state. We were informed we failed this report mainly due to the number of steps in the pay grid for the non-union employees. We utilized Mayor Elliott expertise in Human Resources to fix our pay grid so we can pass the state test and avoid penalties that would begin July 1<sup>st</sup>. We reduced the number of steps from 9 to 5 and are looking for Council to pass this resolution and updated pay grid.

Mayor Elliott motioned to adopt Resolution No. 2021-31 – A resolution approving the 2020 pay equity report. Seconded by Member Johnson. Approved 5-0.

Mayor Elliott motioned to approve the new pay grid with the fewer steps. Seconded by Member Taylor. Approved 5-0.

## **B. City Planner Contract**

Administrator Hill stated she has been working with Bolton and Menk and our City Attorney to finalize a contract for our new City Planning Services and is requesting Council's approval. The new planner will start next Tuesday.

Member Ingemann motioned to approve the consultant service contract with Bolton and Menk to provide City Planning Services. Seconded by Member Johnson. Approved 5-0.

The new City Planner, Harry Davis with Bolton and Menk, introduced himself to Council. Planner Davis stated he spent the first part of his career working for different cities in Indiana and Arkansas and moved to Minnesota about a year ago to work for Bolton and Menk. He has been working with a variety of different cities across the state doing everything from subdivisions and variances to comprehensive plans and ordinance rewrites. Planner Davis stated he is honored to support Newport and provide planning services.

Mayor Elliott inquired what cities Planner Davis currently works with. Planner Davis stated his primary cities include Wabasha, Plain View, Hamburg, and Brooklyn Center.

## **C. Resolution No. 2021-32- Annual Liquor Licenses**

Assistant to the City Administrator Travis Brierley stated this resolution is for renewing the annual liquor licenses which run from July 1, 2021, through June 30, 2022. Assistant Brierley stated we have received most of the forms we need to send to Alcohol and Gambling so our liquor establishments can continue to operate throughout the next year. Mayor Elliott noted a clerical date correction for this resolution.

Member Chapdelaine motioned to adopt Resolution No. 2021-32 for the Annual Liquor Licenses with the one change as described by Mayor Elliott. Seconded by Member Ingemann. Approved 5-0.

## **D. Remote Meeting Participation**

Administrator Hill requested confirmation that we will start in person meetings at the next Council meeting on June 17<sup>th</sup>. Mayor Elliott confirmed the plan is to have staff, Council, and any consultants who have items on the agenda in person for the meetings moving forward. Administrator Hill stated we may have a few people joining via Zoom until the end of June. Mayor Elliott stated Zoom has been unreliable and will not delay a meeting if Zoom is a problem.

## **12. MAYOR AND COUNCIL REPORTS**

Mayor Elliott stated there are still a few parks and trails available for adoption if you can help pick up litter and trash. Also, some flower beds can be adopted for periodic weeding.

Mayor Elliott stated Xcel will be in Newport trimming branches around the power lines.

Mayor Elliott stated she along with Member Chapdelaine attended the 3M one-on-one meeting with the state. We are working very hard to get a second interconnect between Newport and Cottage Grove so we can assure clean drinking water for this community.

Mayor Elliott toured the Friends in Need Food Shelf and was very impressed. The food shelf has seen a lot of community donations and Mayor Elliott is proud of our community for supporting them. Please use the food shelf if you are in need food as they are happy and willing to support individuals and families.

Member Taylor stated he was trying to get the Newport Athletic Association and programming for Newport. Member Taylor stated he is coaching t-ball through the month of July on Wednesday nights at 6:00 p.m. by Newport Elementary.

Member Ingemann stated he attended the RDF meeting where they approved positions for the food scrap process manager and assistant and are currently taking applications.

### 13. ADJOURNMENT

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

The City Council Meeting was adjourned at 6:11 p.m. on June 3, 2021.

Respectfully Submitted:  
Jill Thiesfeld  
Administrative Assistant II

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