



**CITY OF NEWPORT
REGULAR COUNCIL MEETING MINUTES
NEWPORT CITY HALL
August 5, 2021**

1. CALL TO ORDER

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on August 5, 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 Ingemann motioned to adopt the Agenda. Seconded by Member Chapdelaine. Approved 5-0.

5. PUBLIC COMMENTS

Bill Sumner, residing at 737 21st Street, addressed the Council. Mr. Sumner acknowledged and thanked the Public Works Department for their efforts protecting the trees in Newport.

Nathan Knox, residing at 1671 4th Avenue, addressed the Council. Mr. Knox stated he is leaving Newport to head off to college. Mr. Knox stated it has been his honor to serve on the Library Board in 2019 and part of 2020.

6. ADOPT CONSENT AGENDA

- A. Minutes- July 15, 2021 Regular Council**
- B. Minutes- July 15, 2021 Council Workshop**
- C. Park Reservation Application with Liquor**
- D. Special Animal Permit**
- E. Parks Survey Contract**
- F. List of Bills- \$1,516,625.52**

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

7. PRESENTATIONS

A. Beyond the Yellow Ribbon- Ray Kane

Ray Kane, President, and Kate Hoelscher, former President of Beyond the Yellow Ribbon (BTYR) Cottage Grove presented to Council. Mr. Kane explained they recently changed their name to Mississippi River Valley BTYR as they are encompassing the surrounding cities which include the City of Newport. The BTYR network is set up to support service members, veterans, and their families. BTYR is looking for support from Newport by requesting a representative, such as a Council Member or Public Works individual, to join the board. The ideal representative would be a key partner who understands the resources available in the city. Mayor Elliott stated she will talk to staff after this meeting and determine how to proceed.

8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

None.

9. FIRE CHIEF'S REPORT

Fire Chief Steve Wiley stated it was nice to see the community out during the Night to Unite event on Tuesday, August 3rd.

10. ENGINEER'S REPORT

A. Catherine Drive Utility Extension

1. Partial Payment Request No. 8 (Final)

City Engineer Jon Herdegen stated RL Larson has completed all punch list items and delivered the project close out documentation for the Catherine Drive Utility Extension project. This project provided utilities for the Bailey Meadows development. The final Partial Payment request No. 8 is for \$139,603.44.

Member Chapdelaine motioned to approved Partial Payment Request No. 8 in the amount of \$139,603.44 for the Catherine Drive Utility Extension. Seconded by Member Johnson. Approved 5-0.

B. 3M PFC Settlement

Engineer Herdegen stated they are still waiting for an update from the 3M PFC Settlement.

11. SUPERINTENDENT OF PUBLIC WORKS REPORT

A. Resolution No. 2021-37- Accepting Donations

Superintendent of Public Works Bruce Hanson stated Resolution 2021-37 accepts a donation from the St. Paul Park/Newport Lions Club in the amount of \$2,000 for the flagpole system at the new City Hall/Public Safety Building. This is an installment payment as the Lions Club have committed to donating \$9,000. Mayor Elliott expressed her gratitude to the Lions Club for fundraising and donating this money.

Member Ingemann motioned to adopt Resolution No. 2021-037 – Accepting the Donation for \$2,000. Seconded by Member Johnson. Approved 5-0.

Superintendent Hanson gave a brief update on the progress of the new City Hall/Public Safety Building. The foundation and footings for the flagpole system will be going in next Wednesday and the main walls should be completed by August 13th.

12. ADMINISTRATOR'S REPORT

A. Major Subdivision- 1851 Century Ave

1. Resolution No. 2021-38- Major Subdivision 1851 Century Ave

City Planner Sherri Buss stated that Cody Olson has requested approval for a major subdivision of his property at 1851 Century Avenue. This parcel is 5.37 acres and Mr. Olson is proposing to divide his property into five lots, with each lot having a driveway onto Century Avenue. This property is in the shoreland district of Ria Lake. The city recently extended sewer and water services along Century Avenue to this parcel with the Bailey Meadows development. Due to the proximity to utilities, this subdivision would be treated as an R-1 zoning district. Engineer Herdegen gave additional items that need to be changed from the preliminary plat to the final plat. Washington County looked at this development and stated they require a 75-foot right-of-way on Military Road. The Council should consider the park dedication requirement for this development. The Planning Commission held a public hearing and listened to concerns from neighbors. Mr. Vang, who resides at 4405 Century Avenue, expressed concerns that this subdivision would exacerbate his current flooding issues. Engineer Herdegen has been looking at stormwater management and stated this development cannot increase the water flow from the culvert to the Vang property. The Planning Commission recommends approval of the preliminary plat with conditions as listed in the packet. Council discussed the conditions, park dedication requirements, and stormwater management plans.

Member Chapdelaine motioned to adopt Resolution No. 2021-38 to approve the preliminary plat for the Major Subdivision at 1851 Century Avenue. Seconded by Member Ingemann. Approved 5-0.

B. Ordinance No. 2021-11- Tree Replacement

Planner Buss stated the Planning Commission has been working on updates to the Tree Ordinance. The Commission previously updated sections related to tree diseases and now they are working on a new ordinance section for tree replacement. The Planning Commission looked at neighboring ordinances and modeled this after the City of Woodbury's ordinance. This ordinance includes a definition section, descriptions on what the tree preservation plans would be, and when a tree replacement plan is required. There are also options for replacement of trees if they can't be replaced on the site they were removed from. The Planning Commission held a public hearing and heard from one resident, Bill Sumner, who supports efforts to protect and replace trees. The Planning Commission recommends that the Council adopts this ordinance as the second part of the tree ordinance to require protection and replacement of trees during development.

Member Chapdelaine motioned to adopt Ordinance No. 2021-11 for Tree Protection and Replacement Standards. Seconded by Member Johnson. Approved 5-0.

C. Resolution No. 2021-36- Sherri Buss Appreciation

Mayor Elliott read the Resolution of Appreciation for Sherri Buss to thank her for her years of service and dedication as City Planner for the City of Newport since 2007.

Member Johnson motioned to adopt Resolution No. 2021-39 – Sherri Buss Appreciation. Seconded by Member Ingemann. Approved 5-0.

13. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated during the Consent Agenda, Council approved The Morris Letherman Company to conduct a park survey with residents. This will be a telephone questionnaire where they will ask Newport residents which park amenities they would use and support in the community. The feedback from our residents is very important as it will help guide our decisions on park development moving forward. This is a random survey that will be conducted with about 250 residents.

Member Ingemann stated the Cable Commission met last Thursday and presented they will be spending some additional money for upgraded equipment in the new City Hall building.

14. ADJOURNMENT

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

The City Council Meeting was adjourned at 6:55 p.m. on August 5, 2021.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor