



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING MINUTES  
NEWPORT CITY HALL  
May 19, 2022**

**1. CALL TO ORDER**

Mayor Pro Tempore Chapdelaine called the City Council Meeting to order at 5:30 p.m. on May 19, 2022.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present (4): Mayor Pro Tem Kevin Chapdelaine, Council Member Tom Ingemann, Council Member Marvin Taylor, and Council Member Rozlyn Johnson.

Not Present (1): Mayor Laurie Elliott

**4. ADOPT AGENDA**

Member Ingemann motioned to adopt the agenda. Seconded by Member Johnson. Approved 4-0.

**5. PUBLIC COMMENTS**

No Public Comments

**6. ADOPT CONSENT AGENDA**

- A. **Minutes-** April 7, 2022 Regular Council
- B. **Minutes-** April 21, 2022- Regular Council
- C. **Minutes-** May 5, 2022 Regular Council
- D. **Planning Commission Minutes-** April 12, 2022
- E. **List of Bills-** \$217,458.45
- F. **Financial Statement-** April 2022

Member Johnson motioned to adopt the Consent Agenda. Seconded by Member Ingemann. Approved 4-0.

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

Washington County Sheriff's Deputy Sergeant Bill Harrell informed the Council about an incident on Saturday morning around 7:00 a.m. They received a call to the 1700 block of 8<sup>th</sup> Avenue with a report of a female shot. It became evident early in the investigation that there was no imminent threat to the public and was isolated to this household. Within six hours the police had one male suspect in custody and as of last night they got the second male in custody. The investigation is ongoing.

**8. FIRE CHIEF'S REPORT**

None.

## 9. ENGINEER'S REPORT

City Engineer Jon Herdegen stated Cottage Grove will be replacing a culvert. This is part of the development on the east side of Century Avenue and north of County Road 74. They are working to get a detour plan from the developer's contractor. The contractors are planning to do the work next Monday, so it may impact residents that use Century Avenue or travel to Oltman Middle School.

## 10. SUPERINTENDENT OF PUBLIC WORKS REPORT

### A. Water Service Line Materials

Superintendent of Public Works Matt Yokiell stated at the last Council meeting, he and Engineer Herdegen were asked to look into alternative water service materials. Superintendent Yokiell and Engineer Herdegen reviewed and decided they will continue to require copper between the main and the curb stop. If the length between the curb stop and the meter is over ninety feet, they will make exceptions to allow HDPE on a case-by-case basis. HDPE is a plastic line that comes in longer lengths and therefore would not have as many unions underground. There is also a big cost difference between the two and both have advantages and disadvantages. Engineer Herdegen stated they are still requiring copper, but if someone wants an alternative material, they need to get permission from the city. This allows the city to document concerns and the pipe material in their GIS database. Member Ingemann inquired if they can run a copper wire alongside the plastic so they can locate the line. Superintendent Yokiell stated that is the standard procedure, but there is potential for that wire to break.

### B. H&U Pay Request- \$485,670.82

Superintendent Yokiell stated they received Pay Request No. 16 for the new City Hall / Public Safety Building in the amount of \$485,670.82 and recommend approval for this payment.

Superintendent Yokiell updated Council on the progress of the new building and stated the main power is connected to the building instead of running off a temporary line. The contractors are installing the ceiling in the lower level. This coming week they expect to put the epoxy on the floor. The glass for the main entry is scheduled to arrive next week.

Member Taylor motioned to approve Pay Request No. 16 in the amount of \$485,670.82 to H+U. Seconded by Member Ingemann. Approved 4-0.

Superintendent Yokiell stated the river level is up to about thirteen feet. They expect it to crest on Sunday at about 13.7 feet. This is not a huge issue but there is water over the 10<sup>th</sup> Street overlook concrete. For reference, the 2019 flood crested at 20.19 feet.

Superintendent Yokiell stated this week he received two quotes for pulling Well No. 1, which is on the rescue monies plan. Superintendent Yokiell stated he would like to pull well number one and do the maintenance before the summer pumping rush. The quote for Well No. 1 was \$34,000 and the quote for Well No. 2 was \$24,340.

Mayor Pro Tem Chapdelaine motioned to approve \$34,000 for maintenance of Well No. 1. Seconded by Member Ingemann. Approved 4-0.

## 11. ADMINISTRATOR'S REPORT

### A. Ordinance No 2022-03- Zoning Text Amendment

### B. Resolution No 2022-18- bioLawn

City Planner Nathan Fuerst stated we are reviewing a zoning text amendment and Conditional Use Permit (CUP) request from bioLawn. The current property owner is Croix Holdings and the future land use in this area is commercial and residential with a zoning district of MX-3. The zoning text amendment is specially to add their proposed use as a conditional use in the MX-3 zoning district. The CUP is then to allow for that use after we have added it to our zoning ordinance. For defining the use, staff has suggested a proposed definition of Contracting Offices, which is more general in nature. This use includes administration of a contracting business performing work off-site with no storage of heavy equipment. This use can include showroom areas, areas of interior storage for equipment or materials commonly used in daily operations. Another question is how we should codify this request. The draft ordinance represents our proposal and how to create qualifying criteria for this particular use but also allows flexibility for the city to place conditions on requests that come in. Staff is proposing that this use be limited to parcels of an acre or larger. The next suggestion is to limit this particular use to collector and arterial streets as opposed to being allowed on local streets. The Planning Commission held a public hearing and there was one resident who spoke in favor of this request. Staff is proposing several conditions which were presented in the Council packet.

Member Johnson motioned to adopt Ordinance No. 2022-03 for the Zoning Text Amendment. Seconded by Member Ingemann. Approved 4-0.

Member Chapdelaine stated the CUP is specific about no outside storage and inquired if this works for bioLawn. Aaron Johnsen, with bioLawn requested clarification on the condition that states no outside storage except for daily parking. Mr. Johnsen stated they have 10-foot box vehicles that they move each day but will be parked overnight and wanted to make sure that is acceptable. Planner Fuerst stated the goal was to prevent the long-term storage. Member Johnson inquired if there will be an issue with weekend and/or holiday parking. Planner Fuerst stated we would propose an additional condition which states fleet vehicles are permitted to be stored onsite during weekends and holidays consistent with the site plan reviewed by Council on May 19<sup>th</sup>, 2022.

Member Johnson motioned to adopt Resolution No. 2022-18 for a Conditional Use Permit for bioLawn. Seconded by Member Ingemann. Approved 4-0.

### C. City Hall and Public Safety Building Furniture

City Administrator Deb Hill stated at the last meeting the Council approved a list of furniture for the new building. There are a few additional items to approve this evening which include turnout lockers for the fire hall, and cubicles and credenzas for the administration area.

Member Ingemann motioned to approve the purchase of additional furniture items as described by staff. Seconded by Member Johnson. Approved 4-0.

Administrator Hill stated she has spoken to each of the Council Members and staff and has prepared a letter stating her resignation from the City of Newport with her last day being August 4, 2022. Administrator Hill stated she is grateful for the opportunity to work for Newport and has enjoyed her time and the people with whom she has worked with. Administrator Hill will help make this transition as easy as possible and wishes everyone the best. Mayor Pro Tem Chapdelaine stated he appreciates the eleven years Administrator Hill has been with the city.

Member Ingemann motioned to accept the letter of resignation from City Administrator Deb Hill with her last day being August 4, 2022. Seconded by Member Taylor. Approved 4-0.

## 12. MAYOR AND COUNCIL REPORTS

Mayor Pro Tem Chapdelaine stated he attended a meeting with the Watershed District who is getting involved with the conversation regarding soft water at the new water treatment plants that will be developed in Woodbury and Cottage Grove. Both communities are pushing hard for soft water, but the 3M money will not pay for it. If the cities agree to pay the difference the buildings can be built to accept and be retrofitted for soft water even though it will be expensive.

Mayor Pro Tem stated he and Engineer Herdegen had two different 3M drinking water meetings. They are now transferring into the priority two conversations which is the twenty million dollars that was set aside for recreational uses and restoration type of projects. Mayor Pro Tem Chapdelaine stated he is hoping we can still have Engineer Herdegen's involvement as up until now the city has been back funded for his time but moving forward the city would need to cover the cost of Engineer Herdegen's time. Engineer Herdegen stated he would love to stay involved.

## 13. ADJOURNMENT

Mayor Pro Tem Chapdelaine motioned to adjourn the City Council Meeting. Seconded by Member Ingemann. Approved 4-0.

The City Council Meeting was adjourned at 6:16 p.m. on May 19, 2022.

Respectfully Submitted:  
Jill Thiesfeld,  
Administrative Assistant II

Signed: \_\_\_\_\_  
Kevin Chapdelaine, Mayor Pro Tempore