



**CITY OF NEWPORT
REGULAR COUNCIL MEETING MINUTES
NEWPORT CITY HALL
July 21, 2022**

1. CALL TO ORDER

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on July 21, 2022.

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 requested to remove item thirteen for the potential closed meeting.

Member Chapdelaine motioned to adopt the agenda as amended. Seconded by Member Johnson. Approved 5-0.

5. PUBLIC COMMENTS

No public comments were shared.

6. ADOPT CONSENT AGENDA

- A. Minutes- June 2, 2022 Regular Council**
- B. Minutes- June 9, 2022 Special Council**
- C. Minutes- June 16, 2022 Regular Council**
- D. Minutes- June 16, 2022 Council Workshop**
- E. HPC Minutes- April 2022**
- F. Park Board Minutes- May 2022**
- G. Planning Commission Minutes- June 2022**
- H. Interim City Administrator**
- I. Temporary Liquor License- NSPP Lion's**
- J. Chicken Permit- Varghese**
- K. Park Reservation with Alcohol- Wilcziek**
- L. Resolution No 2022-23- CGAA**
- M. Resolution No 2022-24- Accepting Donations**
- N. Parks Board Resignation- Brian Xiong**
- O. List of Bills- \$1,125,353.22**
- P. June 2022 Financial Statements**

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

7. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

None.

8. FIRE CHIEF'S REPORT

Fire Chief Steve Wiley thanked everyone who came out and supported the Fire Department's Booya on July 10th. It was a successful drive-in event, and they hope to be in person next year. Chief Wiley stated that Night to Unite is coming up on August 2nd. The fire department will be attending Newport Lutheran Church for their festivities and can be requested at other Newport events by visiting the city's website under fire department - night to unite.

9. ENGINEER'S REPORT

A. 21ST Street Watermain

City Engineer Jon Herdegen stated that Washington County is working on developing plans and specs for the County Road 38 trail, which is a 2023 project. The city has been working with the county on watermain replacement work along 21st Street between 1st Avenue and 7th Avenue. This watermain has sustained several breaks and therefore it would be beneficial to replace this watermain before the trail project. The estimated project cost is \$470,000 which includes 20% contingency and 15% overhead. Administrator Hill stated she spoke to our financial advisor Ehlers about using the water fund in the interim. Mayor Elliott stated she is pleased to see on the plan the addition of three more gate valves as that allows the shut-off closer to the break and reduces the number of residents affected.

Member Ingemann motioned to direct MSA staff to continue researching the watermain replacement improvement project in conjunction with the trail project. Seconded by Member Johnson. Approved 5-0.

B. Sewer Lateral Lining & Manhole Sealing

Engineer Herdegen stated MSA has completed the manhole investigation work, prepared approximately 50% of the design plans, met with Met Council to create FAQs for the I/I impacts on Newport sewer rates, and engaged the Public Facilities Authority (PFA) to begin assembling the documents required for the grant application.

1. Resolution No 2022-25- I&I Feasibility

Engineer Herdegen stated Resolution No. 2022-25 orders the feasibility study. The city would be assessing a portion of the improvements, and therefore must follow the 429 procedure which starts with the feasibility study.

Member Ingemann motioned to adopt Resolution No. 2022-25 – Ordering the I/I Feasibility Study. Seconded by Member Chapdelaine. Approved 5-0.

2. Resolution No 2022-26- I&I Grant

Engineer Herdegen stated Resolution No. 2022-26 is a formal resolution which has the city apply for the grant through the PFA. Engineer Herdegen stated they are proposing ordinance revisions. Our ordinance currently places the ownership of the sanitary sewer lateral up to and including the fitting where it connects to the main as the property owner's responsibility. This needs to be amended so we can use public money on the main and the fitting. The city would like to approach this as a three-way intersection where the city would own two legs, and the property owner would own the lateral which goes to the house. Engineer Herdegen inquired how to get the ordinance changed. Assistant to the City Administrator Travis Brierley stated in order to make an ordinance change, we must post a notification 10 days in advance that Council is considering these changes.

Member Ingemann motioned to adopt Resolution No. 2022-26 – to apply for the I/I Grant. Seconded by Member Chapdelaine. Approved 5-0.

C. MS4 Update

Engineer Herdegen stated we renewed our MS4 permit last year and there are several new requirements that the city is required to do. One requirement is a pet waste ordinance, and another is a chloride reduction ordinance. Met Council provided the city with model ordinances that can be used as a guide. Member Taylor stated the chloride reduction ordinance puts a burden on the city and will be hard to enforce. Mayor Elliott stated she would look to staff and Engineer Herdegen to draft these ordinances that can be brought forward at a later meeting for Council consideration.

10. SUPERINTENDENT OF PUBLIC WORKS REPORT

A. City Hall and Public Safety Building Update

Superintendent of Public Works Matt Yokiell gave Council an update on the new City Hall / Public Safety building. He stated the contractors are working on punch list items. They are scheduled for patching and landscaping this week. Final paving is scheduled for next Thursday. Both the electronic sign and the city logo sign will be installed soon. They are also working on communication in the building in preparation for a certificate of occupancy.

B. H&U Pay Request- \$297,127.74

Superintendent Yokiell stated H+U submitted pay request number 18 in the amount of \$297,127.74 for labor and materials.

Member Chapdelaine motioned to approve pay request No. 18 in the amount of \$297,127.74 to H+U. Seconded by Member Johnson. Approved 5-0.

11. ADMINISTRATOR'S REPORT

A. Resolution No 2022-27- Comp Plan Amendment

City Planner Nathan Fuerst stated in March of 2022 the Council approved a comprehensive plan amendment to the future land use map in the area surrounding the Newport Transit Station. After city approval, the Met Council reviewed for consistency with regional plans and policies. The Met Council identified an inconsistency between the city's comprehensive plan and the Met Council's regional housing policy. The inconsistency is in Chapter 9, Table 9-7, which is the city's housing implementation plan to address affordable housing needs. The staff report includes four bullet points that were identified by Met Council housing review staff that would bring the city's comprehensive plan into full compliance and not substantially impact the city's operation. The draft resolution No. 2022-27 amends Table 9-7 and brings the comp plan into compliance. A Public Hearing was held at the Planning Commission meeting on July 12th and one Newport resident commented in support of this request.

Member Chapdelaine motioned to adopt Resolution No. 2022-27 – Comp Plan Amendment. Seconded by Member Johnson. Approved 5-0.

B. Ordinance No 2022-05- Signs

Planner Fuerst stated there is a zoning text amendment request from Vollrath Serving Systems at 910 Hastings Avenue. This is an industrial building that can be seen from Highway 61. This request comes as they had requested a temporary sign that exceeded the city's allowance in terms of both size and proposed duration. Staff identified they must go through the zoning text amendment process to change the city code to allow their request. The specific request they are asking for is to display a large vinyl banner that is 50 feet long and about 5 feet tall that would be hung between six months and one year. Currently our code allows for a temporary sign up to 20 square feet and a duration of 30 days. Staff finds the request for a large banner reasonable on a large façade but recommends no more than six months for the duration. The proposed revisions include banners can only be permitted in zoning districts for businesses, requires that banners be affixed to a façade, ensures the sign remains in good repair, and requires a zoning permit to help track the duration of the sign. A public hearing was held at the Planning Commission meeting on July 12th. One member of the public spoke in support of this revision. The Planning Commission recommends approval of draft ordinance No. 2022-05.

Council discussed the history of business signs as well as what neighboring cities allow for temporary signs. Woodbury has a maximum of 80 square feet for temporary signs. Mayor Elliott inquired if the Planning Commission had comments regarding the size of the sign. Planner Fuerst stated staff is proposing that the sign should take up no more than 10% of the façade or if combined with wall signs then take up no more than 20% of the façade.

Mayor Elliott stated there are three discussion items. These include the size of the sign, what district we allow the signs in, and finally how long the city wants to allow temporary signs. The Council discussed it would be reasonable for a duration of no more than 120 days and a maximum size of 80 square feet.

Member Ingemann motioned to table the Zoning Text Amendment for signs until the next meeting. Seconded by Member Chapdelaine. Approved 5-0.

C. Temporary Liquor Fees

1. Resolution No 2022-28- 2022 Fee Schedule Amendment

Assistant Brierley stated the city was approached by the Lions Club for a temporary liquor license for Pioneer Days. Staff researched neighboring communities and found most were around \$50 per day, whereas ours is \$200 per day. Temporary liquor licenses are allowed between one and four days per calendar year. Staff recommends changing our fee for a temporary liquor license from to \$50 per day.

Member Ingemann motioned to adopt Resolution No. 2022-28 – for the 2022 Fee Schedule Amendment related to temporary liquor license. Seconded by Member Chapdelaine. Approved 5-0.

Administrator Hill stated that staff is trying to coordinate the move into the new City Hall and needs time to prepare and move between buildings. Staff is requesting to close City Hall on Thursday, July 28th from 10:00 a.m. to 6:00 p.m. and on Monday, August 1st from 8:00 a.m. to 6:00 p.m.

Member Chapdelaine motioned to close City Hall on July 28th from 10:00 a.m. to 6:00 p.m. and on August 1st from 8:00 a.m. to 6:00 p.m. Seconded by Member Johnson. Approved 5-0.

12. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated we are hoping this is our last Council meeting in the old building and plan to be in the new City Hall for the August 4th Council meeting. Mayor Elliott stated the current City Hall building has served us well for four decades, but we are looking forward to the new building with modern technology.

Mayor Elliott had the opportunity to meet with representative Rick Hansen. For those following the redistricting, both the state representative Keith Franke and State Senator Karla Bigham were redistricted out of Newport and have both chosen to run for County Commission. Representative Hansen is in the district that would include Newport starting on January 1st. His position is up for reelection but had a nice discussion about challenges in Newport. Most of our challenges are related to I/I and how the state can support us.

Mayor Elliott attended the 3M drinking water meeting yesterday. The Environmental Protection Agency (EPA) has come out with some much lower numbers for water contamination. The interim numbers from the EPA for PFOA is .004 and for PFOS is .02. They expect these numbers to change as they continue through their regulatory process. The biggest concerns are coming out of Woodbury and Cottage Grove because they are in the process of designing water treatment plants to filter these contaminants. Mayor Elliott wanted to remind Newport residents that as part of the settlement we will have our water system interconnected with the cities of Woodbury and Cottage Grove so that we can enjoy the same level of clean drinking water as the larger communities.

Member Johnson stated there are adult crafters that meet every Wednesday from 1:00 p.m. to 3:00 p.m. at the Newport Library. You can bring your own craft, or they will supply you with some items for free. The library will have morning hours on Mondays starting at 9:00 a.m. and Thursdays starting at 10:00 a.m. On Thursdays, they are making paper flowers. They are also looking for volunteers, especially on Tuesdays from 5:00 p.m. to 8:00 p.m. and on Sunday afternoons.

Assistant Brierley stated our new website is up and running. We have quick links set up on the main page as well as our calendar with many events. The new website allows us to communicate better with our residents with news articles and the ability to sign up for E-Notifications.

13. ADJOURNMENT

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

The City Council Meeting was adjourned at 7:13 p.m. on July 21, 2022.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor