



**CITY OF NEWPORT
REGULAR COUNCIL MEETING MINUTES
NEWPORT CITY HALL
August 4, 2022**

1. CALL TO ORDER

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on August 4, 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.

Mayor Elliott stated she would like to acknowledge many people for their hard work in getting the new City Hall / Public Safety building built. Mayor Elliott recognized retired Superintendent of Public Works Bruce Hanson, City Administrator Deb Hill, Former City Mayor Dan Lund, Former Council Member Bill Sumner, Architect Corey Brunton, H+U Construction Team Andy Hoffman & Joe Uhlhorn, Council Members Tom Ingemann, Kevin Chapdelaine, Marvin Taylor, and Roz Johnson. Mayor Elliott stated this building improves the safety and health of our volunteer firefighters and is ADA compliant. Mayor Elliott explained we are paying for the building with new residential and commercial construction, and we were able to get low interest rates.

4. ADOPT AGENDA

Member Chapdelaine motioned to adopt the agenda. Seconded by Member Ingemann. Approved 5-0.

5. PUBLIC COMMENTS

Bill Sumner, residing at 737 21st Street, addressed the Council. Mr. Sumner stated he is growing his hair out to donate and found two more agencies (Pantene & Wigs for Kids) that accepts hair. Mr. Sumner stated the YMCA in Woodbury offers free food bags for families. Mr. Sumner showed a sample of what is included in the bag and stated there are no qualifications required. Another opportunity for food is the Skoolie Bus that travels during the summer to Newport Elementary on Tuesdays and Pullman Elementary in St. Paul Park on Wednesdays. Basic Needs will have a fundraising breakfast on November 2nd at 7008 Lamar Avenue from 8:30 a.m. - 9:30 a.m. Mr. Sumner stated one way to help support the Monarch butterflies is to plant seeds for milkweed. You can get the seeds from the Monarch Foundation at PO Box 1339 Blairsville, GA 30514.

6. ADOPT CONSENT AGENDA

A. Minutes- July 21, 2022 Regular Council

B. List of Bills- \$351,140.57

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

7. Resolution No 2022-30- City Administrator Deb Hill Appreciation

Mayor Elliott stated Administrator Hill is retiring today. Mayor Elliott read Resolution No. 2022-30 and thanked Administrator Hill for her work and service to Newport. Mayor Elliott handed Administrator Hill a gift from Council. Administrator Hill stated it has been an honor to work for Newport and she has met many wonderful people who she will greatly miss.

Washington County Sheriff's Deputy Sergeant Bill Harrell introduced Washington County Sheriff Dan Starry to Council. Sheriff Starry congratulated Administrator Hill on her many accomplishments and expressed how great it has been to work with her. Sheriff Starry presented Administrator Hill with a plaque from the Sheriff's office for her leadership and many years of dedicated service. Administrator Hill thanked Sheriff Starry.

Mayor Elliott stated she has the honor of acknowledging Administrator Hill on behalf of Ehlers who could not stay for this meeting. Ehlers created a framed bond certification for Administrator Hill in appreciation of her leadership, dedication, and contributions to Newport. Administrator Hill thanked Ehlers for the nice gift.

Member Ingemann motioned to adopt Resolution No. 2022-30 – City Administrator Deb Hill Appreciation. Seconded by Member Chapdelaine. Approved 5-0.

8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

Sheriff Starry stated he received a tour of the building and expressed how beautiful the new building is. Sheriff Starry thanked the Council and stated it will serve the City of Newport for years to come and knows his staff is very excited. Sergeant Harrell also thanked Staff and Council and stated the transition was very smooth.

Mayor Elliott recognized Superintendent of Public Works Matt Yokiell as he is now in charge of all the details with the new building. Mayor Elliott stated there will be an open house once all the furniture is in.

Administrator Hill thanked Superintendent Yokiell and Assistant to the City Administrator Travis Brierley for their hard work. She recognized they both put in a lot of extra time and effort to get us in the new building ready for the meeting tonight.

Member Ingemann inquired if the Sheriff's department will be at Pioneer Days. Sergeant Harrell stated they will be in the parade and at Pioneer Days.

9. FIRE CHIEF'S REPORT

Fire Chief Steve Wiley stated on Tuesday they participated in three different events for Night to Unite in the City. It was great to see everyone out and they had a great turnout. Chief Wiley congratulated Administrator Hill on her retirement.

10. ENGINEER'S REPORT

A. Lateral Lining and Manhole Sealing

1. Resolution No 2022-31- Accepting Feasibility Report

City Engineer Jon Herdegen stated at the last meeting the Council ordered a feasibility study for the lateral lining improvements project. The study is required as we are using bonding bill resources for two-thirds of the project cost. The feasibility study lays out a three-phase project. Phase one (lateral lining) and two (mainline end seals) would be completed together. After the first two phases are complete, we would then evaluate what resources are left, and direct those to phase three (manhole sealing). We are looking at assessing for one-third the costs associated with the installation of a T-liner. The estimated cost is \$1,800-\$2,000. The cost to extend the lateral liner to the property line is approximately an additional \$3,600 per property. Staff recommends allowing property owners to choose if they want to extend the liner at their own cost.

Mayor Elliott inquired if this would be less expensive for a property owner under this contract. Engineer Herdegen stated yes, and staff will work to inform the public and show comparisons.

Member Chapdelaine inquired how will we communicate this option to homeowners. Engineer Herdegen stated we will inform them at the improvements hearing, through a mailer, and through the project website.

Council discussed and the consensus is to allow the voluntary extension for lateral liners.

Member Chapdelaine motioned to adopt Resolution No. 2022-31 – Accepting the Feasibility Report and scheduling the Improvements Hearing for August 31st at 5:00 p.m. Seconded by Member Ingemann. Approved 5-0.

B. Ordinance No 2022-07- Utilities

Engineer Herdegen stated the change to Ordinance No. 2022-07 is related to describing the ownership of the sewer connection when we have a lined pipe. When we have a lined pipe, the owner's responsibility is up to the outside edge of that liner, and the city would maintain the liner inside the host pipe. With the T-liner, the city has two legs, and the property owner has one leg. It does not change the ownership of the connection when there is not a lined pipe.

Member Taylor motioned to adopt Ordinance No. 2022-07. Seconded by Member Johnson. Approved 5-0.

C. 21st Street Watermain Improvements

1. MSA Scope and Fee Proposal

Engineer Herdegen stated at the last meeting, we discussed the watermain replacement on 21st Street, between 1st Avenue and 7th Avenue. This work would be done in conjunction with County Road 38 Trail that Washington County is going to construct. Council directed staff to begin preparing plans for that watermain replacement work. Engineer Herdegen prepared a formal proposal to outline the costs. Engineer Herdegen stated they would remove the \$6,000 assessment procedure from the proposal, so the project cost would be \$63,200.

Mayor Elliott stated this project will be challenging and asks that residents be patient.

Member Chapdelaine motioned to authorize MSA to proceed with the 21st Street Watermain Replacement Project. Seconded by Member Johnson. Approved 5-0.

11. SUPERINTENDENT OF PUBLIC WORKS REPORT

Superintendent Yokiell welcomed the Mayor and Council to the new City Hall and hopes they enjoy this new space. Superintendent Yokiell congratulated Administrator Hill on her retirement and wished her the best. He thanked the entire Public Works staff for all the hours they spent moving and cleaning. He thanked Assistant Brierley for taking the lead on the technology in the new building and thanked Dominic for his extra effort during the last-minute preparation.

12. ADMINISTRATOR'S REPORT

A. Ordinance No 2022-06- Council Salaries

Assistant Brierley stated Council salaries were discussed at the last workshop. The last increase was in 2018. Mayor increase would go from \$5,040 to \$6,000 and the Council Members would go from \$4,380 to \$4,800. Ordinance No. 2022-06 would amend the city code. Mayor Elliott stated the Ordinance would take place on January 1, 2023. Assistant Brierley will make sure that language is in the ordinance. Member Chapdelaine stated it is important that everyone can serve, and financials should not keep anyone from doing this work if they are interested.

Member Chapdelaine motioned to adopt Ordinance No. 2022-06 – Council Salaries with Section 3 amended to January 1st, 2023. Seconded by Member Johnson. Approved 5-0.

Administrator Hill stated we received news from the State that our LGA has been reduced by \$75,000. With captured taxes, we should still be ok.

13. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated redistricting has taken place in Minnesota. Mayor Elliott stated she is pleased to report that a request she submitted for \$350,000 on behalf of the City of Newport has cleared its second hurdle. It was selected by the senate appropriations committee to be included in their bill for funding. This is for the Cedar Lane area as well as some river front access. There are still a couple more hurdles to clear. Mayor Elliott stated we received a request from a resident to talk about the drought and trees. This is the second year in the row of very dry weather so if you can, water your trees, especially the young trees. Mayor Elliott met with the Mayor of Oakdale. She stated it was nice to talk to another Mayor about challenges facing cities in Minnesota.

Member Ingemann encouraged residents to vote in the primary election on August 9th. There is also a school bond referendum on the same ballot.

Member Chapdelaine stated Superintendent Yokiell invited him to check out the new heating system. He is happy to report they did a nice job.

Member Taylor thanked Administrator Hill as it is a tough job bring a City Administrator. He stated Administrator Hill's integrity has been impeccable and he greatly respects her.

Member Johnson stated the library is still looking for volunteers. Member Johnson congratulated Administrator Hill on her retirement. She stated Administrator Hill has taught her a lot and she appreciates her and wishes her well.

14. POTENTIAL CITY LAND PURCHASE/SALE and LITIGATION (This portion of the Council Meeting may be closed under MN Statute Section 13D.05)

A. City Hall- 596 7th Ave

1. Resolution No 2022-29

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

The City Council Meeting was closed at 6:40 p.m. on August 4, 2022.

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

The City Council Meeting was opened at 6:48 p.m. on August 4, 2022.

Member Ingemann motioned to adopt Resolution No. 2022-29 – Sale of 596 7th Avenue. Seconded by Member Chapdelaine. Approved 5-0.

15. ADJOURNMENT

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

The City Council Meeting was adjourned at 6:50 p.m. on August 4, 2022.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor