



CITY OF NEWPORT
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CITY COUNCIL MEETING MINUTES December 15, 2022

1. CALL TO ORDER

Mayor Elliott called the City Council Meeting to order at 5:30 p.m. on December 15, 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

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 expressed his excitement to be on the City Council for a new term and support for the Friends In Need food shelf.

6. ADOPT CONSENT AGENDA

- A. Minutes- November 17, 2022 Regular Council
- B. Minutes- November 17, 2022 Council Workshop
- C. Gambling Application- Knight of Columbus
- D. Kennel License- Kaldenberg
- E. List of Bills - \$196,516.45

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

7. AWARDS

A. Mayor's Award- Independent School District 833 Parent Teacher Organization

Mayor Elliott presented the Mayor's Award to the Parent Teacher Organization of School District 833. Jennifer McDonough, Matt McDonough, Grace, Addy, Lori Bertrand, Amy Kestner, Sara Bonine, Marien Razo, Nicole Kogler, Leo, and Finn were present to accept the award. Mayor Elliott expressed her congratulations the parents and teachers of ISD 833 for their work to keep Newport Elementary in the City. Mayor Elliott expressed her and the City's gratitude of the parents and teachers who took part in preserving this important school within the City.

B. Business of the Year- Ten-E Packaging

Mayor Elliott presented the business of the year award to Ten-E Packaging. Larry Anderson, President, and Bob Gindorff, CFO of Ten-E Packaging, were present to accept the award. Mayor Elliott expressed her gratitude to Ten-E Packaging as they have and continue to support the City in various ways including significant donations supporting the success of Pioneer Day.

8. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

No formal report.

9. FIRE CHIEF'S REPORT

Fire Chief Steve Wiley gave an update on the successful food and toy drive where about \$1,500 in cash donations and over 2 trucks filled with toys. Chief Wiley publicly thanked residents and everyone who helped make the drive successful.

10. ENGINEER'S REPORT

City Engineer Jon Herdegen stated there are two resolutions in the packet and both pertain to priority projects the city has identified in past workshops and Council meetings. These two projects are on the west side of Highway 61. These projects have been identified for several reasons including I/I, general pavement conditions, and water main breaks. The city is pursuing bonding bill money in the 2023 state legislature and our state representatives have asked us to prepare cost estimates, project descriptions, and a formal resolution in support of pursuing the bonding bill dollars. The priority one project area is 2nd Avenue, 3rd Avenue, and 17th Street. The priority two project area is a continuation of 2nd Avenue, a portion of 3rd Avenue, Cedar Lane, and 12th Street. Mayor Elliott stated we recently had a zoom meeting with our new legislative group as well as Karla Bigham and they had requested these resolutions of support to help move these projects through for approval. The Priority one project is for 7-million dollars. This is the pass-through funding of the Federal 1.3 trillion-dollar infrastructure act. It is a competitive process for cities to get approval. The second priority is for 5.162-million dollars. Mayor Elliott is hopeful we will receive this funding and can make some big I/I improvements

A. Resolution No 2022-50-Capital Budget Request from Minnesota Management and Budget Priority 1

Member Ingemann motioned to adopt Resolution No. 2022-50 – Capital Budget Request from Minnesota Management and Budget for Priority One Project. Seconded by Member Johnson. Approved 5-0.

B. Resolution No 2022-51-Capital Budget Request from Minnesota Management and Budget Priority 2

Member Chapdelaine motioned to adopt Resolution No. 2022-51 – Capital Budget Request from Minnesota Management and Budget for Priority Two Project. Seconded by Member Johnson. Approved 5-0.

Engineer Herdegen stated they have completed the plans and specifications for the lining project and will be sending them into the MPCA for review this week. They are expecting comments back sometime in January and then bidding the project in March.

11. SUPERINTENDENT OF PUBLIC WORKS REPORT

A. H&U Pay Request- \$117,901.45

Superintendent of Public Works Matt Yokiel stated the first item is Pay Request No. 23 for H+U. The epoxy floors were redone in both bathrooms and most of the punch list items have been completed. Most of this payment is retainage that the city held until substantial completion of the building was met.

Member Chapdelaine motioned to approve Pay Request No. 23 in the amount of \$117,901.45 to H+U. Seconded by Member Ingemann. Approved 5-0.

B. Authorization to Purchase Sanitary Sewer Camera and Vehicle

Superintendent Yokiell requested authorization to purchase a camera and vehicle up to \$87,000 for sanitary sewer televising. They are looking at a used ambulance as an option for the vehicle. Mayor Elliott stated this is being funded through the American Rescue Plan Act funds and not tax dollars.

Member Ingemann motioned to authorize purchase of the sanitary sewer camera and vehicle. Seconded by Member Johnson. Approved 5-0.

Superintendent Yokiell stated they started flooding the rink at Loveland, but it is not ready yet. They also started removing trees infected with emerald ash borer. If the tree is in front of a residential property, they will attempt to knock on the door and/or leave a door hanger with information on who to contact with questions. Superintendent Yokiell reminded residents to keep garbage cans out of the street so Public Works can plow safely and effectively.

12. ADMINISTRATOR’S REPORT

A. Resolution No 2022-47- 2023 Levy and Budget (Final)

City Administrator Joe Hatch stated in September the Council approved a preliminary levy increase of 13.87%. Staff and Council reduced that amount by about \$220,000 and a levy increase of 7.11% was presented at the truth and taxation hearing in December. Significant factors for the budget include market valuation increases, a decrease of about \$75,000 in local government aid (LGA), increase in our operating expenses, and an increase in our law enforcement contract. Staff recommends Council approve a final levy of \$3,486,781 or 7.11%. Mayor Elliott stated they had many discussions for the budget, CIP, and enterprise funds, and are hoping to get LGA funding back.

Member Chapdelaine motioned to adopt Resolution NO. 2022-47 – Levy and Budget for 2023. Seconded by Member Johnson. Approved 5-0.

B. Resolution No 2022-48- Non-Union Pay

Administrator Hatch stated each year we propose a resolution establishing salaries for full-time, part-time, and non-union positions. For 2023, the proposed cost of living increase for non-union employees is 4.5%. Mayor Elliott inquired if the step change is supposed to be July 1st. Assistant to the City Administrator Travis Brierley stated the step changes should be for July 1, 2023 and he will make that change

Member Ingemann motioned to adopt Resolution No. 2022-48 – Non-Union Pay with cost-of-living effective January 1, 2023 and step changes effective July 1st, 2023. Seconded by Member Johnson. Approved 5-0.

C. Resolution No 2022-49- 2023 Polling Location

Assistant Brierley stated this resolution assigns the polling location for the next calendar year for the city. The past several years elections have been held at the elementary school and prior to that they were held at the fire department. With the new building staff would like to hold the elections at City Hall. There are space concerns that can be tested with the school district election in the fall prior to the presidential general election the following year. Voters will be notified of their polling location. Member Taylor inquired if the elections would be held in the training room. Assistant Brierley stated yes. Member Taylor is concerned that elections are on Tuesdays, which is the same day as Fire Department training.

Member Chapdelaine motioned to adopt Resolution No. 2022-49 – 2023 Polling Location. Seconded by Member Johnson. Approved 4-1 (Taylor).

D. 2023 Meetings of City Council and Commissions

Assistant Brierley stated the next item is to set the schedule for public meetings for 2023. The Planning Commission meetings were changed to the 2nd Tuesday of each month, and staff proposes we amend this to the Tuesday after the 1st Council meeting. Staff also proposes we have NEDA meetings set as a regular meeting to follow Council workshops. Everything else would remain the same as 2022.

Member Taylor motioned to approve the 2023 Meetings of City Council and Commissions. Seconded by Member Ingemann. Approved 5-0.

Administrator Hatch stated he attended the Planning Commission and the Heritage Preservation Commission meeting, and they were both interesting and informative.

13. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated we submitted an earmark request and have made it through competitive rounds. The funding is contingent on being included in a federal government bill and signed into law. If we receive this funding, it would be used to finish the Cedar Lane area with parking, and potentially a canoe/kayak launch. There are also funding requests to work on the 10th Street Overlook area.

Member Taylor stated he attended the Planning Commission Meeting where they discussed two CUP applications. Kube’s CUP was recommended for denial, and Keller Fence’s CUP was a 3-2 vote to recommend denial. There was good discussions and public feedback.

Member Johnson thanked the Council and Staff as this is her last day serving on the Council. She also thanked Assistant Brierley for helping her. Mayor Elliott thanked Member Johnson for stepping into her Council seat when she was elected to the mayor position. Mayor Elliott appreciated her business point of view during discussions and thanked her for her service to the community. Member Chapdelaine stated this is Member Johnsons second two-year appointment on Council and she has been impressive. She hit the ground running and brought the business communities opinions to the table. Member Ingemann would be more than happy to welcome Member Johnson back anytime. Member Taylor stated he enjoyed working with Member Johnson.

14. ADJOURNMENT

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

The City Council Meeting was adjourned at 6:26 p.m. on December 15, 2022.

Respectfully submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor