



**CITY OF NEWPORT
CITY COUNCIL WORKSHOP MINUTES
NEWPORT CITY HALL
May 19, 2022**

1. CALL TO ORDER

Mayor Pro Tempore Chapdelaine called the City Council Workshop to order at 6:19 p.m. on May 19, 2022.

2. 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

3. OLSON SUBDIVISION

Assistant to the City Administrator Travis Brierley discussed the Olson subdivision between Military and Century. One of the conditions in the resolution was to reduce or negotiate Mr. Olson's Park dedication fees. Staff recommends the city reduce Mr. Olson's Park dedication fees as he provided property the city. The city will not have to purchase this property in the future if a county trail is put in. Member Johnson inquired how much land Mr. Olson donated. Assistant Brierley stated approximately 8100 square feet.

Council agrees we should waive Mr. Olson's Park dedication fees. Staff was directed to put this item on the Consent Agenda for the June 2nd Council Meeting.

4. CODE ENFORCEMENT AND RENTAL INSPECTIONS

City Administrator Deb Hill stated Cottage Grove will stop doing Newport's rental inspections and code enforcement at the end of June and will stop doing Newport's building inspections at the end of December. Staff has been in discussion with City of West St. Paul, but found they are not able to take on our rental inspection and code enforcement for at least six months. Staff received a proposal from MNSpect, which is a company that does inspections throughout the twin cities. This proposal is currently being reviewed by our city attorney. MNSpect can bridge the gap until we could potentially utilize West St. Paul.

5. FUTURE MEETING AGENDA ITEMS

Administrator Hill stated future agenda item include R&E Center Presentation, Public Hearing on storm water, Glen Road Purchase, and the audit.

6. FUTURE CITY STAFFING

Superintendent of Public Works Matt Yokiell stated they had four applicants for the maintenance aid position, and they interviewed two of those candidates. Public Works also needs to fill the seasonal park maintenance role and they have been discussing who can clean the new City Hall / Public Safety building. Administrator Hill explained if they find a good seasonal worker, they could potentially add on the additional cleaning duties.

Administrator Hill stated Council needs to determine how they want to fill the City Administrator role. Mayor Pro Tem Chapdelaine stated Council will need to determine if they want to hire internally or expand the search to include external candidates. Council will need to determine if they want to hire a consultant to help with the process and if so, which firm would they hire. Mayor Pro Tem Chapdelaine explained that Mayor Elliott made phone calls and found a firm that would collaborate with us to hire a new City Administrator. This firm focuses on small communities and will guarantee the candidate be in the position for two years or they will do another search at no charge. They laid out the basic timeline for hiring this position.

7. ADJOURNMENT

Mayor Pro Tem Chapdelaine adjourned the City Council Workshop at 7:13 p.m. on May 19, 2022.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Kevin Chapdelaine, Mayor Pro Tempore