



**CITY OF NEWPORT
CITY COUNCIL WORKSHOP MINUTES
NEWPORT CITY HALL
June 16, 2022**

1. CALL TO ORDER

Mayor Elliott called the City Council Workshop to order at 6:48 p.m. on June 16, 2022.

2. 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.

3. 2023 BUDGET

City Administrator Deb Hill presented Council with a very preliminary budget. The assumptions are that LGA and Fiscal Disparities remain constant, and our health insurance increases by 15%. There will be an increase in law enforcement, especially due to the fuel price increases. The tax impacts and taxes captured will not be known until mid-August. Public Works will also be affected by fuel price increases. The fire department may be approaching Council for increased hourly wages. The wastewater charge from Met Council went down 3.84%. The Council should also consider a cost-of-living increases.

4. CITY WEBSITE PRESENTATION

Assistant to the City Administrator Travis Brierley presented Council with a preview of the updated City website. The home page has simple buttons with quick links to important and frequently accessed items. Staff has administrative control that allows us to easily update the website. Staff has created multiple calendars and events. We are now able to create reoccurring events. Over the next 6-12 months staff will continue making changes and updates to the website. Staff will work to make fillable forms and department heads will have access to update their individual pages. Assistant Brierley recommends launching the new website in early July.

5. INTERIM CITY ADMINISTRATOR POSITION

Mayor Elliott, Council, and Staff discussed the Interim City Administrator position, as Administrator Hill is retiring on August 4, 2022. The consensus of the Council is to offer the Interim position to Assistant Brierley with a start date of August 8, 2022 and continue for an additional thirty days after a full time City Administrator has started in Newport. The 2022 Interim City Administrator salary will be grade eighteen, step two, and any accrued vacation and floating holiday time in 2022 shall carry over into 2023. The Interim City Administrator accepts all the duties and responsibilities as stated in the City Administrator job description.

6. FUTURE CITY STAFFING

Mayor Elliott requested this item be moved to the July 21st meeting.

7. FUTURE MEETING AGENDA ITEMS

Administrator Hill stated future agenda items include budget discussions and interim contract.

8. ADJOURNMENT

Mayor Elliott adjourned the City Council Workshop at 8:46 p.m. on June 16, 2022.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor