



**CITY OF NEWPORT
CITY COUNCIL WORKSHOP MINUTES
NEWPORT CITY HALL
July 21, 2022**

1. CALL TO ORDER

Mayor Elliott called the City Council Workshop to order at 7:18 p.m. on July 21, 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. FOOD TRUCK ORDINANCE

City Planner Nathan Fuerst stated we have received interest in allowing food trucks in the Newport. Staff reviewed city code and found there are no regulations at this time. Planner Fuerst and Council had a high-level discussion to determine how comfortable Council would be allowing food trucks, where they could be allowed, and how the city could implement.

Anthony Mahmood, residing at 822 High Street, addressed the Council. Mr. Mahmood stated with a food truck you need to be licensed and he is currently licensed through the State of MN health department. Mr. Mahmood explained that if he wants to go to a different county that has their own health department, then you need to purchase a permit through that county. From there, you can go to any city in that county that allows food trucks.

4. 2023 BUDGET

A. Council Pay

City Administrator Deb Hill stated the last increase for Council pay was back in 2018 and gave comparable Mayor/Council pay with surrounding communities. Council discussed the cost to campaign and feels anyone who would like to get involved with their community should be able to. They recommended an increase of \$500 for the Mayor, and \$400 for the Council.

B. Fire Department Pay

Fire Chief Steve Wiley stated they are requesting a pay increase that would bring them to the lowest starting pay for city employees. The hourly rate is \$17.18 per hour and \$1.00 per hour pay difference for each change in rank. The increase would start in October as they move to the new building and complete a hiring drive. Mayor Elliott inquired if there is money in the budget to do this increase on October 1st. Administrator Hill stated they have money in their budget. Council discussed and agreed to move this forward.

C. 2023 Preliminary Budget

Administrator Hill presented Council with the very preliminary budget. Administrator Hill stated we are assuming that LGA remains constant, and there will be increases for health insurance, law enforcement, council pay, fire department pay, and staff pay. Most departments will see fuel increases, and it will be hard to estimate the utility and energy costs for the new City Hall / Public Safety building. Public Works will be reviewing line items for the CIP funds.

5. CITY HALL AND PUBLIC SAFETY BUILDING

Administrator Hill stated we will hold an open house for the new City Hall / Public Safety building sometime in the fall as our new furniture will not be in right away. Staff put together a list of items and prices that could be handed out during the open house. Council discussed ordering coffee mugs to be used throughout the building. They also discussed ordering pens and notepads for the open house. Administrator Hill discussed the new City Hall plaque and inquired what Council would like the plaque to look like. There are sample plaques in the packet.

6. FUTURE MEETING AGENDA ITEMS

Administrator Hill stated future agenda items include the City Hall sale, CIP budget, food truck discussion, and the sign ordinance.

7. ADJOURNMENT

Mayor Elliott adjourned the City Council Workshop at 8:42 p.m. on July 21, 2022.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: _____
Laurie Elliott, Mayor