



CITY OF NEWPORT
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CITY COUNCIL MEETING MINUTES
July 19, 2023

1. CALL TO ORDER

Mayor Elliott called the City Council meeting to order at 5:30 p.m. on July 19, 2023.

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 Bill Sumner.

Not Present (0): None.

4. ADOPT AGENDA

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

5. PUBLIC COMMENTS

No public comments were made.

6. ADOPT CONSENT AGENDA

- A. Minutes – June 1, 2023 Regular Council
- B. Minutes – June 1, 2023 Council Workshop
- C. Minutes – June 1, 2023 NEDA
- D. Minutes – June 15, 2023 Regular Council
- E. Annual Appointment Update
- F. Gambling Application- Newport Fire Relief Association
- G. List of Bills - \$1,294,098.32
- H. Financial Statement – June 2023

Mayor Elliott requested to removed “Item C” for the June 1st NEDA minutes as they would need to be approved by the NEDA board.

Member Chapdelaine motioned to adopt the Consent Agenda as amended. Seconded by Member Ingemann. Approved 5-0.

7. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

Washington County Sheriff's Deputy Sergeant Bill Harrell was not present, and no report was given.

8. FIRE CHIEF'S REPORT

Fire Chief Steve Wiley was not present, and no report was given.

9. ENGINEER'S REPORT

A. Lateral Lining Improvements

City Engineer Jon Herdegen gave Council an update on the Lateral Lining Improvements project. The past month was spent going over the televised videos and talking with property owners who may be interested in additional lining. There were 142 lateral lines included in this project, and of those about seventeen interested in additional lining. For the properties getting additional lining, the contractor will be installing a cleanout and cleaning all the way to the house. As previously discussed, the contractor is concerned with installing liners where there is a protruding pipe transition. After the lines are cleaned and further inspected, the contractor will be able to identify which services they are uncomfortable installing a liner without a cleanout and those property owners will be notified. Engineer Herdegen stated he reached out to the Public Facilities Authority (PFA) to see if they would pay a portion of the cleanouts but unfortunately, they declined as those funds cannot be used on private property.

Member Sumner inquired how far onto the properties are the obstructions the contractor may not be able to get past without a cleanout. Engineer Herdegen stated it is typically between two and eight feet. Member Sumner inquired the cost of the cleanout. Engineer Herdegen stated \$1,500.

B. County Highway 38 Multi-Use Trail Improvements

Engineer Herdegen stated the County Highway 38 Multi-Use Trail project has begun. There is a lane closure north and westbound on 7th Avenue / 21st Street along with a detour. The contractor is preparing for a temporary watermain bypass. When the temporary bypass is placed into service, there will be an interruption of water service for approximately four hours on Monday which includes the properties north of 21st Street. Engineer Herdegen stated Washington County received additional funding for the trail project, which will in turn save the city approximately \$35,000 of the city portion.

10. SUPERINTENDENT OF PUBLIC WORKS REPORT

A. Stormwater Pollution Prevention Plan (SWPPP) / MS4 Permit Public Hearing

Superintendent of Public Works Matt Yokiell gave Council the annual presentation on our Municipal Separate Storm Sewer System (MS4). The Minnesota Pollution Control Agency (MPCA) and the Environmental Protection Agency (EPA) work together to produce a plan to keep lakes, rivers, and ponds as clean as possible. The main goal is to avoid illicit discharge as the only thing that should be going into the storm sewers is rainwater. Another part of the permit requirement is public education and outreach. The city has best management practices in place to help with illicit discharge by installing grit chambers and reducing salt during winter plowing. The public can help by cleaning out catch basins, not blowing grass into the street, reducing fertilizer and salt, and cleaning up after pets.

Mayor Elliott opened the Public Hearing for the MS4 Permit at 5:49 p.m. on July 19, 2023.

No public comments were made.

Mayor Elliott closed the Public Hearing for the MS4 Permit at 5:49 p.m. on July 19, 2023.

B. Dog Park Lease Agreement

Superintendent Yokiell stated we received a lease agreement from Marathon Refinery for a potential dog park site. The site is approximately four acres between 5th Avenue and 7th Avenue, south of 3rd Street. Marathon Refinery is offering to lease this land to Newport for \$10 per year for 10 years. Superintendent Yokiell explained there is still a lot of planning that needs to take place prior to opening a dog park.

Mayor Elliott stated she is excited we are making progress as this was identified as the second top priority on the community survey.

Member Chapdelaine motioned to approve the Dog Park Lease Agreement with Marathon Refinery. Seconded by Member Ingemann. Approved 5-0.

Superintendent Yokiell stated Public Works started using the new Vac truck. Mayor Elliott stated the city's portion for the Vac truck was approximately \$100,000 and we were able to use funds from the American Rescue Act from the Federal Government. Superintendent Yokiell stated they removed the old hockey rink from Loveland Park. The new rink will be up and running by the next skating season.

11. ADMINISTRATION REPORT

City Administrator Joe Hatch stated the fire department received approval for a training burn at 1651 Cedar Lane (city purchased this home) on Saturday, August 19th.

Administrator Hatch informed Council about the change to City Hall hours of operation. After monitoring traffic volumes and trying to align with Public Works, it was decided that City Hall hours would be open Monday through Friday from 8am to 4pm.

12. MAYOR AND COUNCIL REPORTS

Mayor Elliott stated the city is seeking Pioneer Day volunteers to hand out corn and help with the parade. For more information, contact City Hall. Mayor Elliott stated she and Administrator Hatch met with Angie Craig, who is our U.S. House of Representatives member. They discussed our I/I and economic development challenges.

Member Ingemann stated he toured the Recycling and Energy Center during their open house. Currently there is a section of Newport that is pilot testing the food scrap program, which turns food scraps into compost. Later this year, the entire city will be eligible to participate in this program. For more information, you can contact Deb Schulz at City Hall.

Member Sumner stated he also attended the tour at the Recycling and Energy center. Studies have shown that food waste accounts for 50% of what goes into the system, so composting food scraps will help our environment. Member Sumner stated the refinery is holding a community-wide event on September 23rd from 11am – 3pm. Member Sumner stated he attended the public listening session for the area study.

13. ADJOURNMENT

Member Chapdelaine motioned to adjourn the City Council meeting. Seconded by Member Ingemann. Approved 5-0.

The City Council meeting was adjourned at 6:09 p.m. on July 19, 2023.

Respectfully Submitted:
Jill Thiesfeld,
Administrative Assistant II

Signed: Laurie D. Elliott
Laurie Elliott, Mayor