



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING  
NEWPORT CITY HALL  
FEBRUARY 6, 2014 – 5:30 P.M.**

MAYOR: Tim Geraghty  
COUNCIL: Tom Ingemann  
Bill Sumner  
Tracy Rahm  
Steven Gallagher

City Administrator: Deb Hill  
Supt. of Public Works: Bruce Hanson  
Chief of Police: Curt Montgomery  
Fire Chief: Mark Mailand  
Executive Analyst: Renee Helm

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
  - A. Minutes of the January 16, 2014 Regular City Council Meeting
  - B. Minutes of the January 16, 2014 City Council Workshop Meeting
  - C. List of Bills in the Amount of \$157,312.06
  - D. **Resolution No. 2014-3** - Supporting Washington County Request for State Bond Funds for the Red Rock Corridor
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
  - A. Discussion Regarding Dates for the Strategic Plan Workshop
  - B. Discussion Regarding Changing the Dates for Water Utility Billing
10. ATTORNEY'S REPORT
11. POLICE CHIEF'S REPORT
  - A. Squad Car Purchase
12. FIRE CHIEF'S REPORT

Agenda for 02-06-14

13. ENGINEER'S REPORT

A. 2014 Street Improvement Projects

1. **Resolution No. 2014-4** - Receiving Amended Feasibility Report

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. CLOSE THE MEETING TO THE PUBLIC TO DISCUSS DEB HILL'S PERFORMANCE EVALUATION

17. ADJOURNMENT

Upcoming Meetings and Events:

- |   |                   |            |
|---|-------------------|------------|
| 1. Planning Commission Meeting                | February 13, 2014 | 6:00 p.m.  |
| 2. City Offices Closed Due to Presidents' Day | February 17, 2014 |            |
| 3. City Council Meeting                       | February 20, 2014 | 5:30 p.m.  |
| 4. Park Board Meeting                         | February 27, 2014 | 7:00 p.m.. |



**City of Newport  
City Council Minutes  
January 16, 2014**

**1. CALL TO ORDER**

Mayor Geraghty called the meeting to order at 5:30 P.M.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL -**

**Council Present** – Tim Geraghty; Tom Ingemann; Bill Sumner; Tracy Rahm; Steven Gallagher

**Council Absent** –

**Staff Present** – Deb Hill, City Administrator; Bruce Hanson, Supt. of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Helm, Executive Analyst; Fritz Knaak, City Attorney; John Stewart, City Engineer;

**Staff Absent** –

**4. ADOPT AGENDA**

**Councilman Gallagher** - I would like to amend the agenda to include a proposed Resolution 2014-1 under New/Old Business. Could I also put our liability insurance waiver form under the Consent agenda.

**Motion by Geraghty, seconded by Ingemann to adopt the Agenda as amended. With 5 Ayes, 0 Nays, the motion carried.**

**5. ADOPT CONSENT AGENDA**

**Motion by Ingemann, seconded by Gallagher to approve the Consent Agenda as amended which includes the following items:**

- A. Minutes of the December 19, 2013 Regular City Council Meeting
- B. List of Bills in the Amount of \$459,505.87
- C. Gambling Permit for Knights of Columbus
- D. Kennel License for Debra Boughton
- E. Publication of Ordinance No. 2013-10
- F. Liability Insurance Waiver Form

**With 5 Ayes, 0 Nays, the motion carried.**

**6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE**

**A. Michael Madigan, Metropolitan Airport Commission**

Michael Madigan and Dennis Probst of the Metropolitan Airport Commission (MAC) were present to discuss the MAC's 2012 - 2016 Strategic Plan.

**Councilman Gallagher** - What is your capital budget for improvements for the inside of the terminals?

**Mr. Probst** - We are currently throttling it back based on funding, we're right now in a rehab/remodeling mode and our current capital budget is \$50 million for this year and next year.

**Mayor Geraghty** - Do you receive State appropriations? How are you funded?

**Mr. Probst** - The MAC is entirely funded by fees, rents and other user fees. There is also a 10% tax on every airline ticket that goes to the FAA and we compete for grants out of those funds. The airport is entirely self-sustaining. We do have the authority to tax but has not done so since the 1960's. The Commission is very directive about their desire to not do so. We are also one of the lowest cost airports in the United States. Of the top 30 airports, I think we rank number seven from the bottom.

**Mayor Geraghty** - Do you know off-hand what percent of your budget comes from the \$4.50 fee?

**Mr. Probst** - I think our current PFC revenue is around \$60 million per year and all of that money goes in to the Capital Program. Some of that money is committed to paying off the debt from 2010.

**Mayor Geraghty** - Do the airlines pay a fee? Are those long-term leases?

**Mr. Probst** - The lease with Delta runs through 2020 and the others goes through 2015. They do rent the gate areas and some behind-the-scenes space. They pay landing fees as well.

**Mayor Geraghty** - Do you have capacity for additional gates?

**Mr. Probst** - The long-term plan is to add about 26 gates to the Humphrey Terminal and about 20 gates to the Lindberg Terminal. The width of the planes have become wider lately so we've had to adjust gate locations to allow for those wider airplanes so we've had to decrease the number of gates at Terminal 1.

## **7. MAYOR'S REPORT –**

**Mayor Geraghty** - Back in December, I attended Bob Vogel's presentation at the Library about Christmas in the past. It was very interesting. Last night, we had open meetings for the street projects for this year. A number of residents came, a lot of good questions. A week ago, I met with staff and the City Attorney to talk about distressed properties and what we can do to help improve the situation. We decided to hold a workshop after tonight's meeting to start talking about it.

## **8. COUNCIL REPORTS –**

**Councilman Rahm** – Nothing to report

**Councilman Ingemann** - I was at the joint Planning Commission - HPC meeting last Thursday. We went over a lot of things regarding historical properties. I also attended the meetings last night.

**Councilman Sumner** - Nothing to report

**Councilman Gallagher** - I went to the Met Council TAB meeting. These specific corridors will be funded over the next couple years to get on the TPP and TIP: the 610 trunk highway will be finished, I-94 from 101 to Albertville will have another lane added and 694 by Lexington will have a vast improvement. That represents about \$300 billion that the State Legislature authorized last year. There have been an unusually high number of calls and complaints from residents this month and I'm glad we're having this workshop tonight. Finally, we'll talk about a resolution that I've been working with our Representative on.

## **9. ADMINISTRATOR'S REPORT –**

### **A. Approve Annual Appointments for 2014**

Executive Analyst Helm presented on this as outlined in the January 16, 2014 City Council packet.

**Councilman Rahm** - Isn't there one that we still have a vacancy?

**Executive Analyst Helm** - The HPC, we'll continue to advertise for that.

**Councilman Sumner** - Does anyone running for these want to say anything? I think we have excellent choices in front of us.

**Motion by Geraghty, seconded by Sumner, to approve the 2014 Annual Appointments as presented and appointing Kevin Haley to the Planning Commission and Fred Leimbek to the Heritage Preservation Commission. With 5 Ayes, 0 Nays, the motion carried.**

**B. Resolution No. 2014-1 - Approving Cottage Grove Athletic Association Premise Permit for Cloverleaf Bar and Grill, 2146 Hastings Avenue, Newport, MN 55055 for Lawful Gambling**

Admin. Hill presented on this item as outlined in the January 16, 2014 City Council packet.

**Councilman Ingemann** - I think we should have the same agreement we had with Lady Slipper.

**Mayor Geraghty** - As far as the distribution of the profits, what do you envision will come back to Newport?

**Mary Perren, Cottage Grove Athletic Association** - I'm hoping at least what the previous business did in the past and maybe a little more.

**Councilman Ingemann** - In the last three years, the Lady Slippers have donated \$8,811 to the Food Shelf, \$6,541 to the Summer Rec Program and \$2,221 to the Newport Athletic Association.

**Ms. Perren** - I would foresee similar numbers.

**Councilman Rahm** - It's only 25%, could it be higher? Where does the other 75% go?

**Ms. Perren** - We provide youth athletic activities for children in Cottage Grove, St. Paul Park and Newport.

**Mayor Geraghty** - Do you know what's prompting the change?

**Ms. Perren** - No, the Cloverleaf contacted us and asked if we were interested in coming in. We have a site at American Motor Sports and Frankie's in Cottage Grove and we're also applying for Park Place in St. Paul Park.

**Mayor Geraghty** - Did we have a specific agreement with Lady Slipper?

**Executive Analyst Helm** - Nothing written.

**Ms. Perren** - Technically, 10% would go to the City and then 15% would go to one of the other areas.

**Councilman Rahm** - That's my concern. If you have places in Cottage Grove and St. Paul Park, maybe a little more from here goes to Newport activities. If Newport kids are using the recreation then I understand putting it in one pot.

**Ms. Perren** - Newport has baseball and softball but nothing else like football, basketball, hockey, volleyball and soccer.

**Executive Analyst Helm** - Would you like to add that 25% stipulation to the Resolution?

**Mayor Geraghty** - Yes.

**Councilman Rahm** - Is this an annual appointment?

**Executive Analyst Helm** - Yes.

**Ms. Perren** - We just renew with the State and they don't require us to get a new one.

**Councilman Rahm** - It would be nice to have an annual report.

**Mayor Geraghty** - I think some of the money went to the Summer Rec program and Newport Athletic Association.

**Executive Analyst Helm** - Would you like to change the period?

**Councilman Gallagher** - No, I think we should keep it the same.

**Councilman Sumner** - So is nothing happening in January then?

**Executive Analyst Helm** - No, they're asked to have it start in February.

**Motion by Gallagher, seconded by Ingemann to approve Resolution No. 2014-1 as amended, adding stipulations to the Resolution that the Cottage Grove Athletic Association will provide the City with 25% of its monthly net earnings, 10% of which will fund City functions and 15% of which will fund community-related functions. With 5 Ayes, 0 Nays, the motion carried.**

**Admin. Hill** - I have three other announcements. It's review time for me, you have a handout and we'll schedule that for the first meeting in February. Secondly, the Council agreed to have John Stewart and Sherri Buss do a stormwater plan for the Red Rock area at a cost of \$35,000. The Watershed District was contacted for funding and we received a \$6,900 grant for that. Finally, we had a number of complaints about the dust from Aggregate Industries. Sherri Buss and I met with them and we came to an agreement about what they need to do. They'll construct an eight foot berm on the entire east property line, that'll take two years. They'll sweep the hard surfaces at least twice a week and they'll apply calcium-chloride at least once a year. They've also addressed some of their storage issues.

## **10. ATTORNEY'S REPORT –**

Attorney Knaak presented on the monthly Prosecution Report as attached.

## **11. POLICE CHIEF'S REPORT –**

### **A. November and December 2013 Activity Report**

**Councilman Rahm** - Is the year over year change up or down?

**Chief Montgomery** - There's a little uptick. I think it has to do with unlocked garages and cars that kids enter. Gas drive-offs are also up.

**12. FIRE CHIEF'S REPORT –** Chief Mailand reported on the number of calls in the past few weeks, which include: kitchen fire, lifts assist, car accidents, mutual aid to St. Paul Park, faulty fireplace and furnace.

**13. ENGINEER'S REPORT –**

**A. 2014 Street Improvement Projects - Review Neighborhood Meetings and Project Scope**

John Stewart, City Engineer, presented on this item as attached. Two out of the seven residents on Larry Lane asked that curb and gutter be added to the project. This would increase the cost by \$43,000. The City Council directed Attorney Knaak to send a letter to the owners of 1111 Ford Road and 1125 Ford Road regarding the rock wash-off from their driveways. The City will provide them with two options, either blacktopping the entire length of their driveways and provide erosion control or the City will install a Cattle Guard Sediment Trap and place the cost on their annual taxes.

Stacie Kvilvang provided two bonding options as attached. The second option would involve delaying Oakridge Drive, 3rd Avenue, 14th Street and 15th Street to 2015. The City Council directed staff to continue with Option #1, which does not involve delaying any projects to 2015. The first payments for Option #1 will start in 2015. To offset the residents' cost, the City could do an inter-fund loan and take some money from the Economic Development Authority Fund.

**Motion by Ingemann, seconded by Geraghty to direct staff to create the specs for adding curb and gutter to Larry Lane and present the information back to the City Council at a future meeting for a final decision. With 5 Ayes, 0 Nays, the motion carried.**

**14. SUPERINTENDENT OF PUBLIC WORKS REPORT –**

**Councilman Sumner** - How has the City survived this cold snap?

**Superintendent Hanson** - We've done well.

**15. NEW/OLD BUSINESS**

**A. Resolution No. 2014-2 - Expressing Support for the Passage of the Proposed Legislation Creating Minnesota Statute Section 325D.671, Prohibiting Unfair Pricing Practices for Gasoline Sold in Communities Near or In Which Petroleum Refineries are Located**

Councilman Gallagher presented on this item as attached. The resolution supports proposed legislation that will prohibit a refinery company from charging more in a city where the refinery operates in or near. Gas prices in Newport, Cottage Grove, and St. Paul Park are typically \$0.20 more than in other cities.

**Councilman Sumner** - Does this have any support at the State?

**Councilman Ingemann** - The State is the one working on it.

**Councilman Gallagher** - I've also talked with Cottage Grove and St. Paul Park councilmembers and they will be reviewing the resolution as well.

**Councilman Sumner** - Did anyone talk with Northern Tier?

**Councilman Ingemann** - Our representative has tried to contact them and they have not responded.

**Councilman Sumner** - When did the representative try to contact them last?

**Councilman Gallagher** - Within the last couple months.

**Councilman Ingemann** - They should know about it because it's in the paper.

**Councilman Sumner** - Is this legitimate legislature?

**Attorney Knaak** - Yes. The resolution is just in support of the legislation which is nothing illegal.

**Councilman Ingemann** - It has to get passed.

**Councilman Sumner** - This is in support of the legislation?

**Mayor Geraghty** - Yes.

**Councilman Gallagher** - We cannot create legislation.

**Councilman Rahm** - Are there any unintended consequences of this?

**Councilman Gallagher** - You think we'll get charged even more?

**Councilman Rahm** - I don't know. If you're like most people here you buy your gas somewhere else. This legislation is trying to solve a lack of competition. We used to have lower prices when we had more gas stations.

**Councilman Ingemann** - I don't think so. It's always been high.

**Councilman Rahm** - Is there a chance of this passing?

**Councilman Gallagher** - Who knows.

**Councilman Sumner** - Could we have the gas stations close down?

**Councilman Gallagher** - I don't believe so. They are making a lot of money there.

**Councilman Sumner** - I am not going to vote because I have a relationship with them.

**Motion by Gallagher, seconded by Ingemann to approve Resolution No. 2014-2 as presented. With 4 Ayes, 0 Nays, Sumner Abstaining, the motion carried.**

## **16. ADJOURNMENT**

**Motion by Geraghty, seconded by Ingemann, to adjourn the regular Council Meeting at 6:41 P.M. With 5 Ayes, 0 Nays, the motion carried.**

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Helm  
Executive Analyst

# HOLSTAD & KNAAK, PLC

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## MEMORANDUM: MONTHLY NEWPORT PROSECUTION REPORT

TO: MAYOR AND MEMBERS OF THE CITY COUNCIL  
FROM: FRITZ KNAAK, NEWPORT CITY ATTORNEY  
DATE: January 9, 2014

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This past month, our office has represented the City in a total of 50 prosecutions that were followed through to conviction or alternative disposition. They break down as follows:

Arraignments & Rule 8 Hearings:	24
Pretrials:	18
Omnibus Hearings:	2
Court Trials:	0
Jury Trials:	4
Revocation/Plea Hearings/Sentencing:	2

The report from the court Hearing Officer regarding Newport tickets for the month of December is summarized as follows:

Customers	38	
Citations	38	
Charges	50	
Disposed	29	% Resolved
CFD/DUP	3	72.73%
Contest/NG	5	
DNQ	7	
Extension	6	
No Guidelines	0	
Parking	0	
Petty Misdemeanor	22	
Misdemeanor	28	





# MEMO

**PROFESSIONAL SERVICES**

TRANSPORTATION • MUNICIPAL  
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**To:** City of Newport Administrator & Mayor & City Council  
**From:** John B Stewart P.E. City Engineer  
**Subject:** Neighborhood Meetings 2014 Streets  
**Date:** January 16, 2014

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Introduction:

The City held 3 meetings Wednesday night with property owners along the 2014 Street reconstruction projects. Copies of the signup sheets and handouts for each of the 3 meetings are attached.

The audience attending the 3 meetings were engaged, asked several general informational questions and provided comments for the City's consideration. Following the general introduction individual property owners had the opportunity to visit with the project engineers and ask specific questions about impacts to their properties. We receive several good observations and suggestions and will be adjusting the plans to incorporate the information that we received. The plans for the roadwork are over 90% complete and we will wrap up that phase of the project in the next 2 – 3 weeks.

We were not able to complete the service evaluations for the upcoming project, the recent cold weather had halted the contractors (PDS) video televising operation with only 20% of the field work accomplished, PDS estimates that the field work will take another 3 – 4 weeks and we will require 2-3 weeks to add the information to the plans.

We anticipate that bid opening could occur the third or fourth week in March, allowing for a construction start mid-May.

Citizen and City Staff Input:

There were 4 issues raised during last evening's neighborhood meetings which have program impacts and should be addressed to the City Council. As follows:

1. Provision of curb and gutter along the length of the Ford Road section of the project.
2. Residents of Larry Lane expressed an interest in upgrading the project on their street to include new concrete curb and gutter.
3. To complete the upgrade of 14<sup>th</sup> Street on the west side of TH 61 it will be necessary to install a new storm sewer on 3<sup>rd</sup> Avenue north from 14<sup>th</sup> Street to 15<sup>th</sup> Street.
4. Numerous residents complained about the rock and silt wash-off from the property extending east from Ford Road (Elingboe & Lewis), commenting that this safety hazard and nuisance should be addressed as part of the 2014 project.

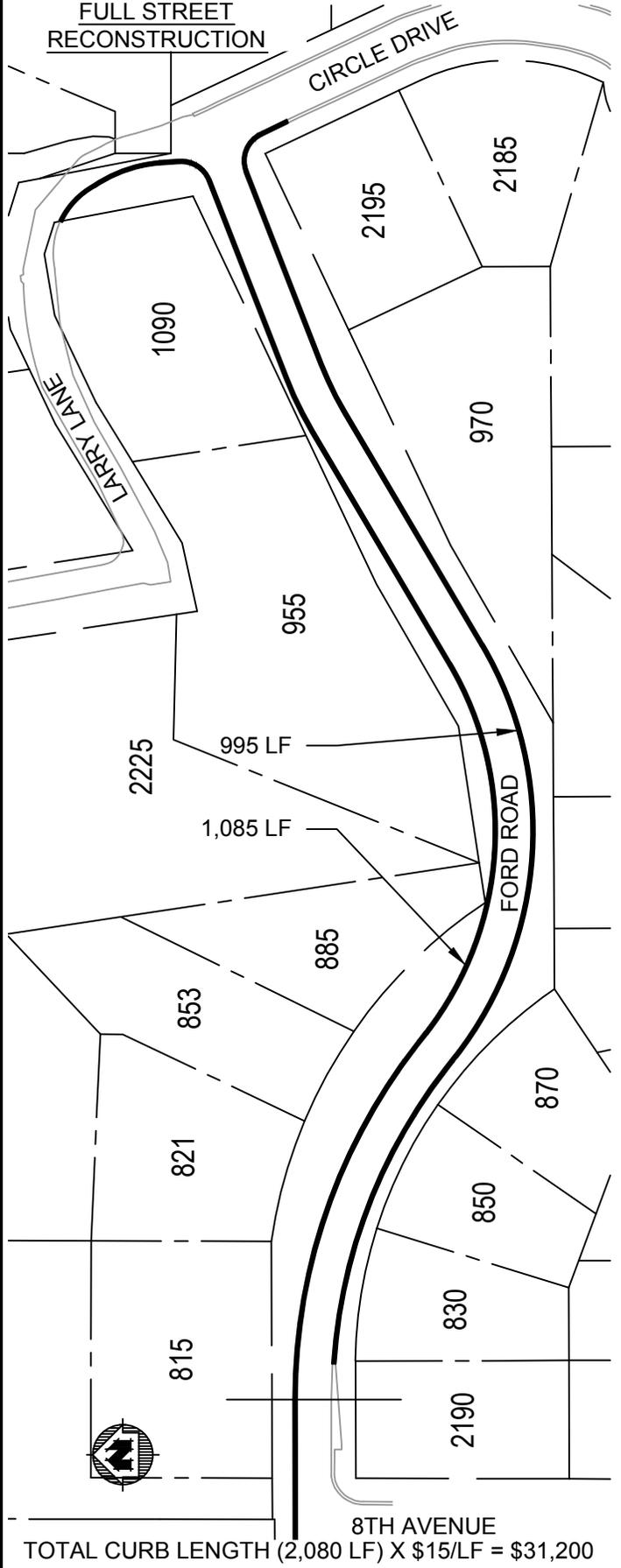
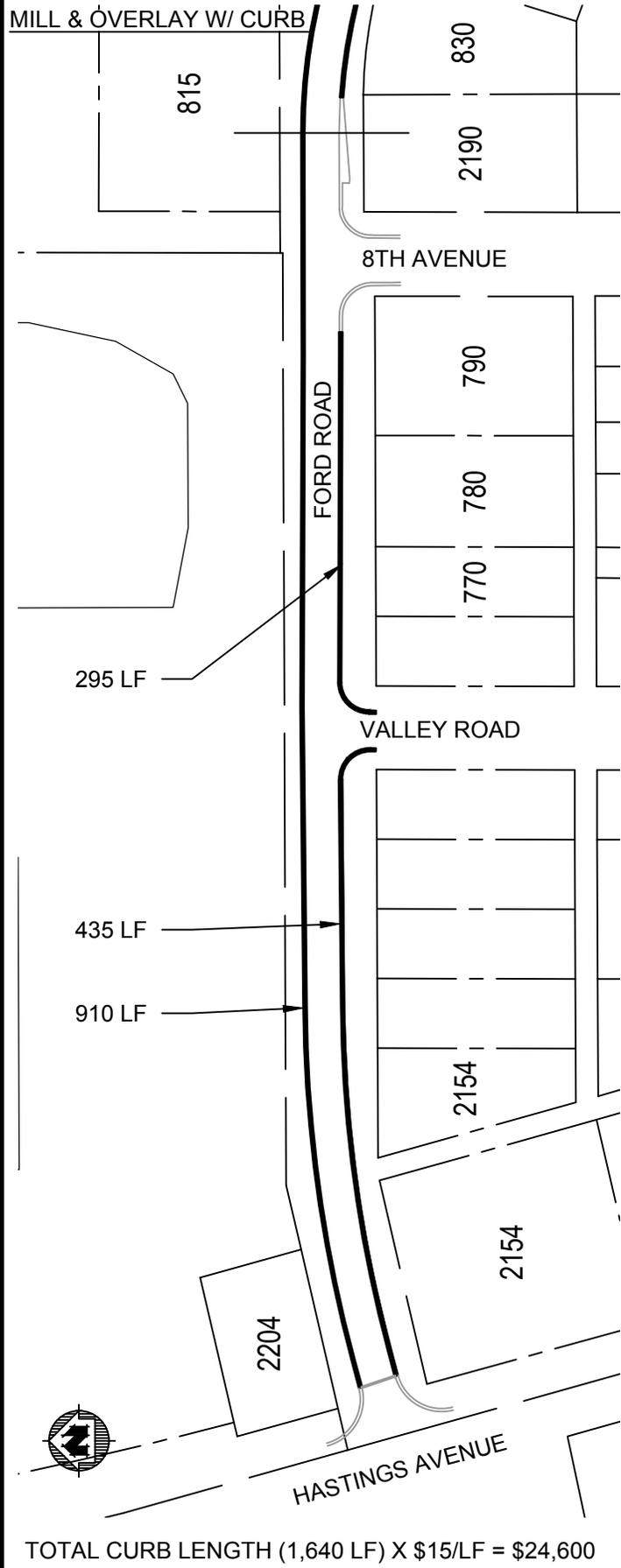
These issues can be addressed as follows:

1. Ford Road: We will update the project plans to show continuous curb and gutter of Ford Road from Hastings Avenue to Circle Drive. **(As shown by Ex 1)**
2. Larry Lane Curbing: Including concrete curb and gutter on Larry Lane will increase the project cost from **\$60,000 to \$103,000** (causing a **\$43,000 increase – 72%** in the project cost). Residents could expect a \$500 - \$ 600 increase in their assessment raising \$3,500- \$4,200 of the project increase. In our opinion the overall appearance and utility of the roadway would be much improved. As Larry lane is only 22 to 24 feet wide, allowing on street parking would be unadvisable.
3. 14<sup>th</sup> Street Storm Sewer: To effectively add 360 LF of storm sewer on 3<sup>rd</sup> Avenue to drain runoff from 14<sup>th</sup> Street requires that 3<sup>rd</sup> Street be reconstructed (32 feet wide with Curb and Gutter). This work is estimated to cost \$181,000 assessments will contribute \$38,500 of this cost. Adding 3<sup>rd</sup> avenue to this year's project will not delay the schedule but will require preparation of an addendum to the feasibility study and a couple of property owner meetings. **( See EX 2)**
4. Rock Wash-off: There has been a longstanding problem with rock and silt washing off the two properties east of Ford Road. We propose the following approach to this issue. Provide the 2 property owners sharing the common driveway with a choice. Either both property owners (Elingboe & Lewis) provide erosion control and concrete or bituminous pavement for the length of their driveways by June 1<sup>st</sup> **OR** the City will install a Cattle Guard Sediment Trap as part of the 2014 project. Removal of trapped sediment from the cattle guard will be the responsibility of the property owners. In the event sediment is not regularly removed from the cattle trap, the City could arrange for removal and pass the costs back to the property owners. Installation of the trap may cost \$6,000 to \$10,000; each removal of sediment could cost \$300 to \$500. **(See EX 3 and photos showing wash-off and Cattle Guard location).**

**Newport Capital Budgeting**

Line No.	Project	Description	Schedule	Estimated Total Capital Cost	Estimated Street Cost	Estimated Utility Cost	Property Owner Contribution
<b><u>2014 Projects</u></b>							
1 2014 Streets:							
	*	Ford Rd (2013)	2014	\$70,188.89	\$64,788.89	\$15,000.00	\$ 9,600.00
	*	8th Ave (2013)	2014	\$129,111.11	\$126,311.11	\$40,000.00	\$ 37,200.00
	*	18th St (2013)	2014	\$96,155.56	\$121,955.56	\$15,000.00	\$ 40,800.00
	*	21st Street (2013)	2014	\$4,822.22	\$17,422.22	\$0.00	\$ 12,600.00
		Wild Ridge Ct S	2014	\$54,313.29	\$75,913.29	\$0.00	\$ 21,600.00
		Wild Ridge Ct N	2014	\$20,105.20	\$29,705.20	\$0.00	\$ 9,600.00
		Wild Ridge Tr	2014	\$201,038.13	\$217,838.13	\$0.00	\$ 16,800.00
		Kolff Ct	2014	\$84,023.75	\$118,523.75	\$15,000.00	\$ 49,500.00
		Kolff St	2014	\$165,833.22	\$218,333.22	\$15,000.00	\$ 67,500.00
		Wild Ridge Ct	2014	\$20,142.83	\$56,142.83	\$0.00	\$ 36,000.00
		Woodbury Rd	2014	\$60,333.29	\$87,333.29	\$0.00	\$ 27,000.00
	**	Oakridge Drive	2015	\$64,000.00	\$100,000.00	\$0.00	\$ 36,000.00
		Larry Lane	2014	\$37,466.22	\$51,866.22	\$0.00	\$ 14,400.00
		Circle Dr	2014	\$18,436.00	\$42,436.00	\$0.00	\$ 24,000.00
		Ford Rd	2014	\$124,505.25	\$183,005.25	\$0.00	\$ 58,500.00
		2nd Ave	2014	\$483,020.20	\$214,832.25	\$411,187.95	\$ 143,000.00
		15th St	2014	\$132,835.35	\$135,264.75	\$36,070.60	\$ 38,500.00
	**	3rd Ave (S)	2014	\$142,065.00	\$117,760.00	\$62,805.00	\$ 38,500.00
	**	14th St	2014	\$336,130.31	\$198,918.75	\$175,711.56	\$ 38,500.00
	**	15th St	2014	\$441,173.09	\$310,313.25	\$191,359.84	\$ 60,500.00
		2014 Street Sub Total		\$2,685,698.91	\$2,488,663.96	\$977,134.95	\$780,100.00
		* Denotes previously bonded project					
		** Denotes possible postponed segement until 2015					
2	Cedar Lane LS		2014	\$75,000.00		\$ 75,000.00	
3	SCADA		2014	\$ 175,000.00		\$ 175,000.00	
4 Additional Work							
		3rd Ave (S)	2014	Included Above			
		Ford Road Curb	2014	Included Above			
		Larry Lane Curb	2014	\$ 39,500.00	\$ 43,000.00		\$ 3,500.00
		Cattle Guard	2014	\$ 10,000.00			\$ 10,000.00
		Total		\$ 49,500.00			
		Previously Bonded Subtotal		\$300,277.78			
		<b><u>2014 Bonding Amount</u></b>		\$	<b>2,684,921.13</b>		
		Postponed Subtotal		\$983,368.40			
		<b><u>2014 Bonding Amount (If segments are postponed)</u></b>			<b><u>\$1,701,552.73</u></b>		

File Name: P:\10300s\10316\10316016 - 2014 Street Improvement Project\CADD\Construction Documents\Exhibits\10316016 Street Exh 0101614.dwg



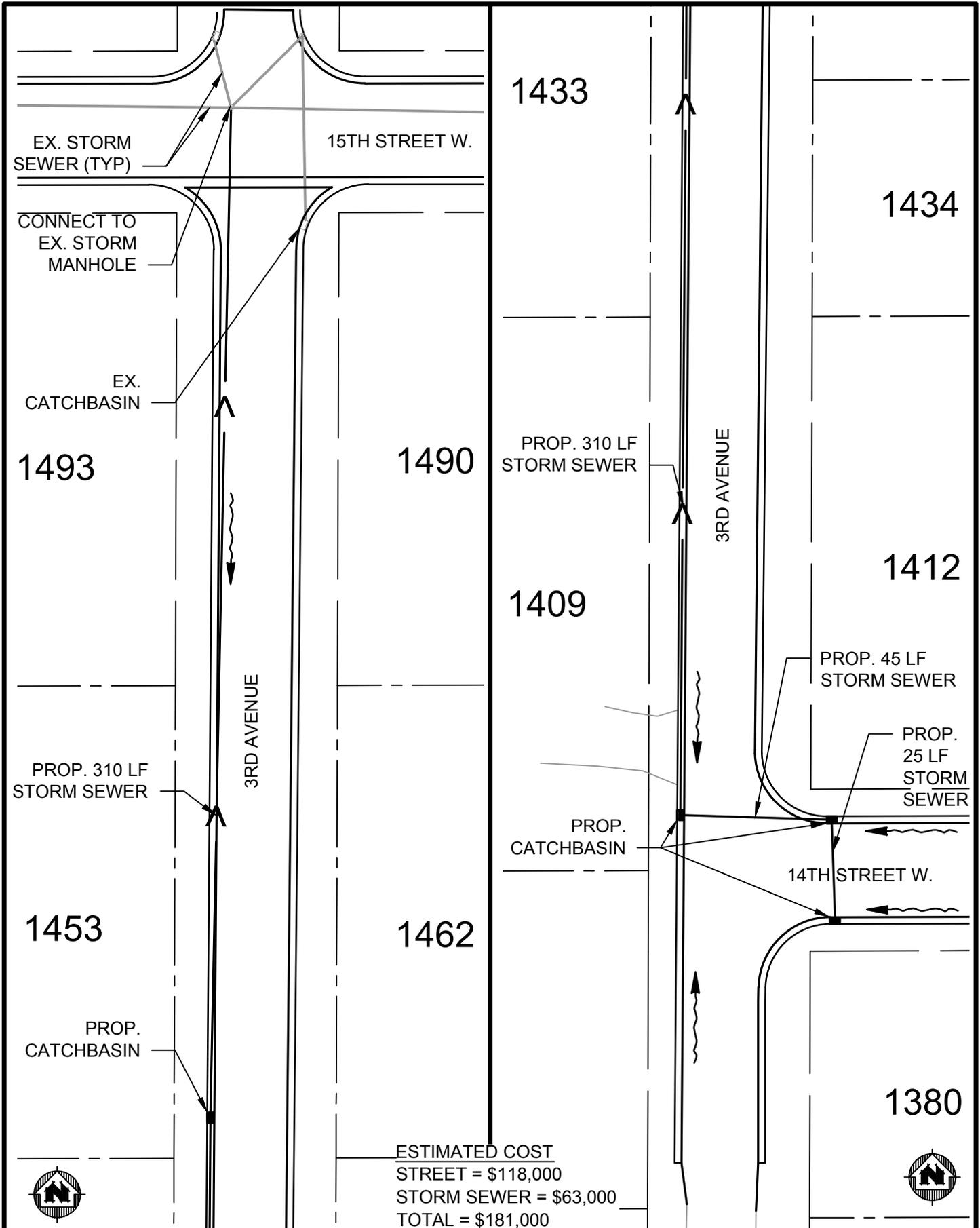
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 60 Plato Boulevard East St. Paul, MN 55107  
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**FORD ROAD -  
 PROPOSED CURB & GUTTER**

**2014 STREET IMPROVEMENTS**  
 CITY OF NEWPORT  
 WASHINGTON CO., MINNESOTA

FILE NO.  
 10316016  
 SHEET  
 EX1

File Name: P:\10300s\10310s\10316016 - 2014 Street Improvement Project\CADD\Construction Documents\Exhibits\10316016 Street Exh 0101614.dwg



ESTIMATED COST  
 STREET = \$118,000  
 STORM SEWER = \$63,000  
 TOTAL = \$181,000

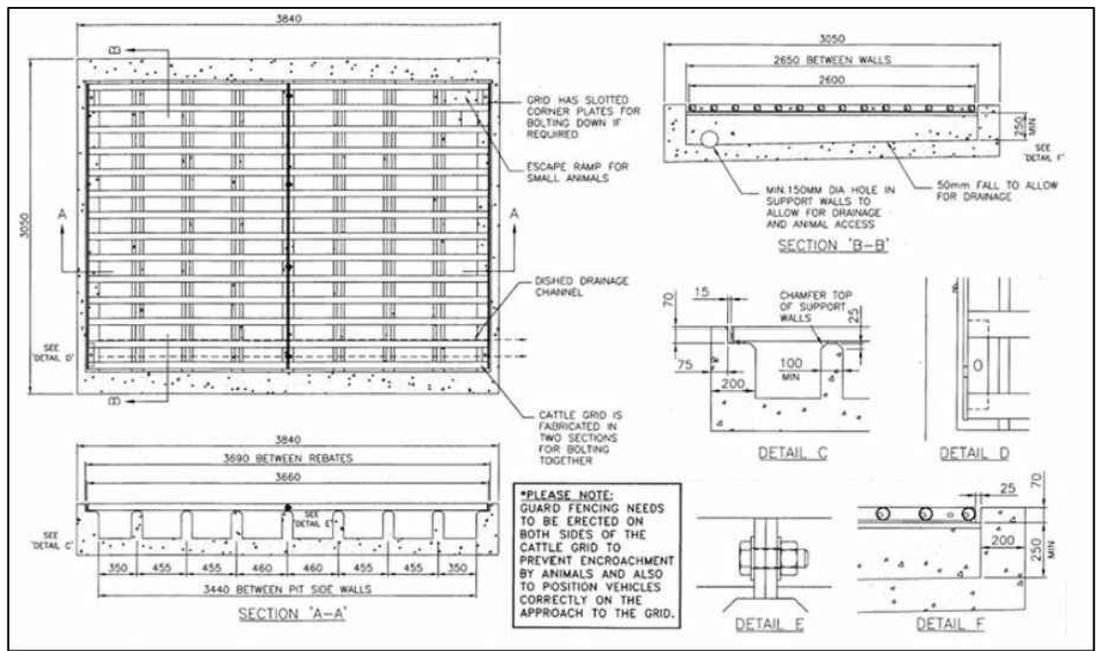




PROP. 2' x 30' - "CATTLE GUARD" SEDIMENT TRAP



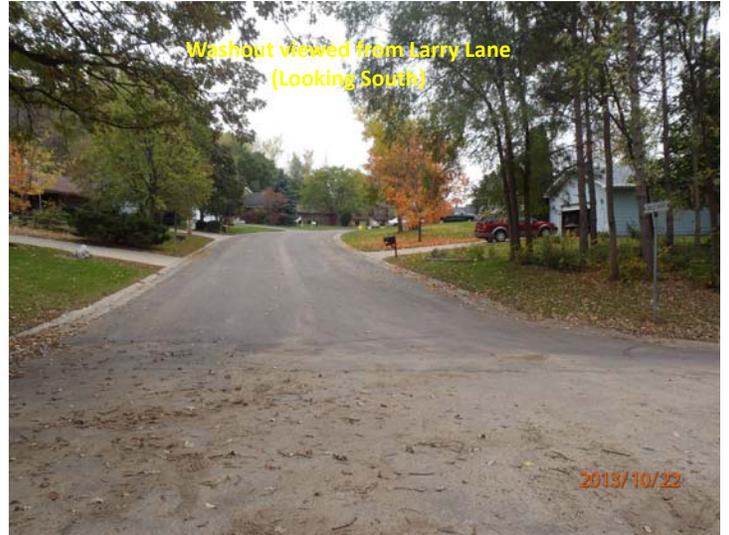
2013/10/22



1125 & 1111 Ford Road (Looking East)



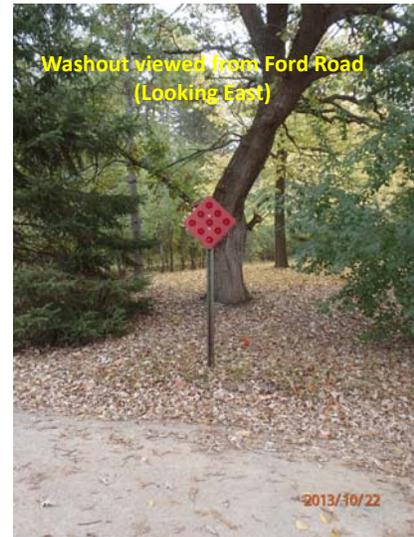
Washout viewed from Larry Lane  
(Looking South)



Washout viewed from Circle Drive  
(Looking North)



Washout viewed from Ford Road  
(Looking East)



Washout viewed from Larry Lane  
(Looking East)



Washout viewed from Larry Lane  
(Looking South)





**City of Newport**  
**2014 Street Improvement Projects**  
**Neighborhood Meeting – 2nd Avenue, 15th Street and 14th Street**  
**January 15, 2014 – 7:30 PM**

The City of Newport has adopted a Capital Improvement Plan (CIP) that outlines the street, water, and sewer improvement projects that the City has proposed for the next 5 years. The neighborhood meetings tonight have been grouped by type of proposed street construction. Below is a synopsis of the information for each type of street reconstruction discussed during this session.

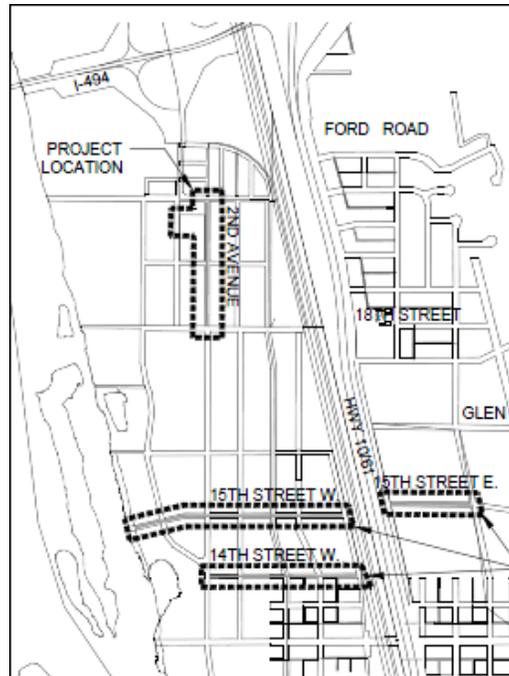
**Project Description & Cost:**

*2<sup>nd</sup> Ave, 14th St, 15<sup>th</sup> St (68 properties): \$1,557,000*

The improvement to this area include the complete rehabilitation of the bituminous pavement section, the installation of concrete curb and gutter, as well as improvements to the storm sewer system, watermain, and sanitary sewer.

**Private Sewer Repairs:**

The City has completed the televised inspection of the mainline sanitary sewer for the project. These videos are available for viewing at the conclusion of the meeting this evening. The televising contractor has been slowed by cold and snowy weather, so unfortunately the individual service lateral televising has not been completed.



Upon completion of the televising work, the City will determine the extent of the service wye and service lateral repairs. If there is repair work proposed to your service, the City will send you a flyer with a picture of your service and the explanation for the required repairs. The City will hold another public meeting to address any questions regarding these repairs. The private sewer repair work will be performed in conjunction with the street improvements project so it can be coordinated with the other work reducing the mobilization and restoration costs. It is anticipated that the number of service repairs for the project will attract a competitive price from perspective contractors.

**Schedule:** The proposed project schedule moving forward:

**Neighborhood Meeting**

Review Sanitary Sewer Televising  
Bid Date & Award  
Assessment Hearing  
Begin Construction  
Construction Substantially Complete  
Assessment Certified to County  
First Assessment Payment with Real Estate Taxes

**January 15, 2014**

Jan/Feb 2014  
March 2014  
April/May 14  
May/June 14  
Oct/Nov 2014  
Nov 2014  
May 2015

**Project Contacts**

Deb Hill, City Administrator	(651) 459-5677	John Stewart, City Engineer	(612) 548-3135
Bruce Hanson, Public Works Director	(651) 459-2475	Jon Herdegen, Project Engineer	(612) 548-3124



## City of Newport

### 2014 Street Improvement Projects – Neighborhood Meeting

**Ford Road, 8th Avenue, 18th Street, 21st Street, Larry Lane, Circle Drive, and Oakridge Drive**

**January 15, 2014 – 6:30 PM**

The City of Newport has adopted a Capital Improvement Plan (CIP) that outlines the street, water, and sewer improvement projects that the City has proposed for the next 5 years. The neighborhood meetings tonight have been grouped by type of proposed street construction. Below is a synopsis of the information for each type of street reconstruction discussed during this session.

#### **Project Description & Cost:**

*8<sup>th</sup> Avenue, 18<sup>th</sup> Street, 21<sup>st</sup> Street & Ford Road (57 properties):*  
**\$397,000**

The improvements proposed for this area include milling the first 1.5-inches of the pavement surface, installing concrete curb at the pavement edges, and overlaying the remaining bituminous pavement.

*Ford Road (North of 8<sup>th</sup> Ave) (13 properties):* **\$198,000**

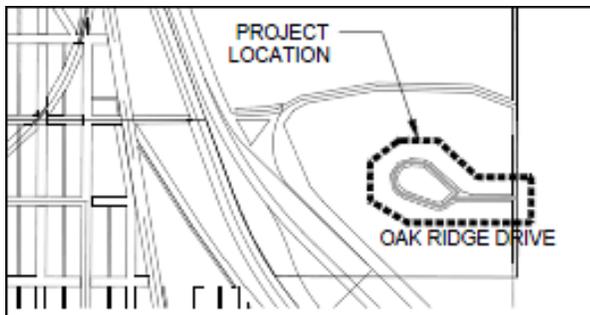
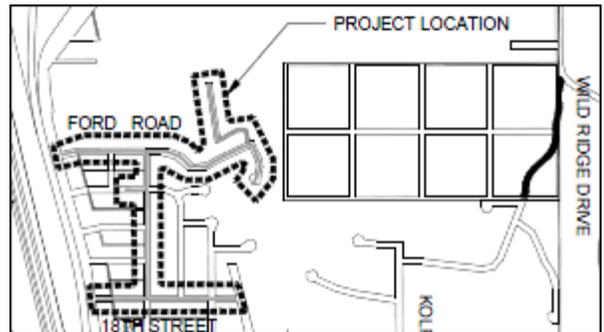
The improvements for this area include a realignment and full reconstruction of the pavement section.

*Larry Lane & Circle Drive (17 properties):* **\$115,000**

The improvements proposed for this area include milling the first 1.5-inches of the pavement surface and overlaying the remaining bituminous pavement.

*Oakridge Drive (15 properties):* **\$149,000**

The improvements proposed for this area include milling the first 1.5-inches of the pavement surface and overlaying the remaining bituminous pavement.



#### **Private Sewer Repairs:**

The City has completed the televised inspection of the mainline sanitary sewer and sewer lateral for this portion of the project. If your sewer wye is scheduled to be repaired, you received a flyer included with your meeting announcement with a picture of your service wye. Mainline sewer videos are available for viewing at the conclusion of the meeting this evening if you have further questions regarding this work.

The City is in the process of reviewing the extent of the service lateral repairs for this portion of the project. If there is repair work proposed for your service, the City will send you another flyer with additional pictures of your service line and the explanation for the required repairs. The City will hold another public meeting to address any questions regarding these repairs. The private sewer repair work will be performed in conjunction with the street improvements project so it can be coordinated with the other work, reducing the mobilization and restoration costs. It is anticipated that the number of service repairs for the project will attract a competitive price from prospective contractors.



**City of Newport**

**2014 Street Improvement Projects – Neighborhood Meeting**

**Ford Road, 8th Avenue, 18th Street, 21st Street, Larry Lane, Circle Drive, and Oakridge Drive**

**January 15, 2014 – 6:30 PM**

**Schedule:** The proposed project schedule moving forward:

**Neighborhood Meeting**

Review Sanitary Sewer Televising

Bid Date & Award

Assessment Hearing

Begin Construction

Construction Substantially Complete

Assessment Certified to County

First Assessment Payment with Real Estate Taxes

**January 15, 2014**

Jan/Feb 2014

March 2014

April/May '14

May/June '14

Oct/Nov 2014

Nov 2014

May 2015

**Project Contacts**

Deb Hill, City Administrator (651) 459-5677

Bruce Hanson, Public Works Director (651) 459-2475

John Stewart, City Engineer

Jon Herdegen, Project Engineer

(612) 548-3135

(612) 548-3124



## City of Newport

### 2014 Street Improvement Projects – Neighborhood Meeting Woodbury Drive, Kolff Street, Kolff Court, Wild Ridge Trail, Wild Ridge Court N and Wild Ridge Court S January 15, 2014 – 5:30 PM

The City of Newport has adopted a Capital Improvement Plan (CIP) that outlines the street, water, and sewer improvement projects that the City has proposed for the next 5 years. The neighborhood meetings tonight have been grouped by type of proposed street construction. Below is a synopsis of the information for each type of street reconstruction discussed during this session.

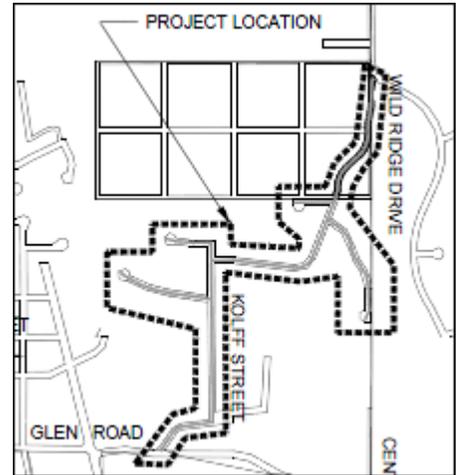
#### **Project Description & Cost:**

*Wild Ridge Trail, Wild Ridge Court North and Wild Ridge Court South (21 properties): \$323,000*

The improvements to this area include resurfacing the existing pavement and minor grading work to improve drainage.

*Woodbury Drive, Wild Ridge Court, Kolff Street and Kolff Court (46 properties): \$549,000*

The improvements to this area include a full depth reclamation process where the existing pavement surface and underlying gravel are ground up and mixed in-place. The new bituminous pavement surface would be placed on top of the compacted reclaimed material. Additional improvements are proposed for the ditches and culvert crossings.



#### **Private Sewer Repairs:**

The City has completed the televised inspection of the mainline sanitary sewer for the project. These videos are available for viewing at the conclusion of the meeting this evening. The televising contractor has been slowed by cold and snowy weather, so unfortunately the individual service lateral televising has not been completed.

Upon completion of the televising work, the City will determine the extent of the service wye and service lateral repairs. If there is repair work proposed for your service, the City will send you a flyer with a picture of your service and the explanation for the required repairs. The City will hold another public meeting to address any questions regarding these repairs. The private sewer repair work will be performed in conjunction with the street improvements project so it can be coordinated with the other work, reducing the mobilization and restoration costs. It is anticipated that the number of service repairs for the project will attract a competitive price from prospective contractors.

**Schedule:** The proposed project schedule moving forward:

#### **Neighborhood Meeting**

Review Sanitary Sewer Televising

Bid Date & Award

Assessment Hearing

Begin Construction

Construction Substantially Complete

Assessment Certified to County

First Assessment Payment with Real Estate Taxes

**January 15, 2014**

Jan/Feb 2014

March 2014

April/May '14

May/June '14

Oct/Nov 2014

Nov 2014

May 2015

#### **Project Contacts**

Deb Hill, City Administrator

(651) 459-5677

John Stewart, City Engineer

(612) 548-3135

Bruce Hanson, Public Works Director (651) 459-2475

Jon Herdegen, Project Engineer

(612) 548-3124



PROFESSIONAL SERVICES  
More ideas. Better solutions.

SIGN-IN SHEET - FORD RD/8<sup>TH</sup> AVE AREA,  
OAKRIDGE DR.

NEIGHBORHOOD MEETING - 6:30 PM  
January 15, 2015

NAME	PROPERTY ADDRESS	EMAIL	PHONE
Grandma Johnson	2179 Circle Dr.		
Aig Johnson	"		
Bill Riepe	2150 Circle Dr.		
(Rosella) Sally Riepe	"		651-459 2706
Tom Johnson	955 Ford Rd		
TROY KINGORE	780 FORD Rd	troy.kingore@gmail.com	651-459 7463
Nicol Phillips	821 Ford Rd	germerica2000@yahoo.com	651-399- 2479
Eric & Mary Smith	1612-2nd Ave -owner 765-18th St		651-458- 8268
Debra Marion Witzel	2158 Circle Dr.		651-459 1541
Nal Stahl	2262 Langford		612-840-2000
Tony & Carol Cadot	885 Ford Road	TONY@CADOTTETEARO.COM	651-894-4907



**PROFESSIONAL SERVICES**  
More ideas. Better solutions.

**SIGN-IN SHEET - CENTURY AVE & KOLFF/WILD RIDGE AREAS**

**NEIGHBORHOOD MEETING - 5:30 PM**  
**January 15, 2014**

NAME	PROPERTY ADDRESS	EMAIL	PHONE
Ed + Mary Ann Newman	1620 Wild Ridge Ct	edmaryannnew@gmail.com	651 459-6660
PHIL & GLORA SCHEIDNES	1640 Wild Ridge Ct. S.	PSCHEIDNES@COLLINS.MN.COM	651 459-6693
Kathleen Stewart	1290 Woodhury Rd	KSTEWART1195@MSN.COM	651 459-0708
Tim MURPHY	1830 KOLFF ST		651 - 459-9237
Howard Buttrey	1240 KOLFF CT	HJBUTTREY@COMCAST.NET	651 - 459-8759
Brett + Lori Wamsted	1911 Kolff St	WAMSTLOR@Yahoo.com	651-458-5000
SANDY & BARBARA BRYANT	1430 Wild Ridge Trail	SANDYBRYANT@COMCAST.NET	651-459-7448
Mike + Lynn Koewler	1625 Wild Ridge Ct S	MJKoewler@msn.com	651- 459-7610
TOM + KATHY GOLLAR-JOURNAL	1550 WILD RIDGE CT N	TOMAGD@GMAIL.COM	651-459-7171
Michael Wolesky	1280 Wild Ridge Tr	michael-wolesky@comcast.net	651-458-9408
Anderson	1245 Kolff Ct	DaveNRuth@gmail.com	651-735-6983
Graves	1420 Wild Ridge Trail		651-459-0802
DAN KIRK	1335 Wild Ridge TRAIL	Kirk@mstate.edu	651 398 0208





## City of Newport, Minnesota

## Estimated Tax Impact

January 16, 2014

Option #1

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$3,400,000
Number of Years	15
Average Interest Rate	3.25%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2013	2,914,326
Debt Levy @ 105% - Average	150,263
Estimated Tax Capacity Rate:	
Payable - 2013 Without Proposed Bonds	70.803%
Payable - 2013 With Proposed Bonds	75.959%
Estimated Tax Rate Increase	5.156%

TAX IMPACT ANALYSIS							
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 212.41	\$ 15.47	\$ 227.88
	75,000	30,000	45,000	450	318.61	23.20	341.82
	100,000	28,240	71,760	718	508.08	37.00	545.08
	125,000	25,990	99,010	990	701.02	51.05	752.07
	150,000	23,740	126,260	1,263	893.96	65.10	959.06
	175,000	21,490	153,510	1,535	1,086.90	79.15	1,166.05
	200,000	19,240	180,760	1,808	1,279.83	93.20	1,373.03
	225,000	16,990	208,010	2,080	1,472.77	107.25	1,580.02
	250,000	14,740	235,260	2,353	1,665.71	121.30	1,787.01
300,000	10,240	289,760	2,898	2,051.59	149.40	2,200.99	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 1,062.04	\$ 77.34	\$ 1,139.38
	200,000	-	200,000	3,250	2,301.10	167.57	2,468.67
	300,000	-	300,000	5,250	3,717.15	270.69	3,987.84
	400,000	-	400,000	7,250	5,133.21	373.81	5,507.02
	500,000	-	500,000	9,250	6,549.27	476.93	7,026.20
1,000,000	-	1,000,000	19,250	13,629.56	992.54	14,622.10	
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,770.07	\$ 128.90	\$ 1,898.97
	300,000	-	300,000	3,750	2,655.11	193.35	2,848.46
	500,000	-	500,000	6,250	4,425.18	322.25	4,747.43
Agricultural Homestead **	\$ 150,000	\$ 23,740	\$ 126,260	\$ 1,381	\$ 978.00	\$ 71.22	\$ 1,049.22
	400,000	23,740	376,260	2,631	1,863.04	135.67	1,998.71
	500,000	23,740	476,260	3,131	2,217.05	161.45	2,378.50
	600,000	23,740	576,260	3,631	2,571.07	187.23	2,758.30
	800,000	23,740	776,260	4,631	3,279.10	238.79	3,517.89
1,000,000	23,740	976,260	5,631	3,987.13	290.35	4,277.48	
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 10.62	\$ 0.77	\$ 11.39
	2,000	-	2,000	20	14.16	1.03	15.19
	2,500	-	2,500	25	17.70	1.29	18.99
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 708.03	\$ 51.56	\$ 759.59
	200,000	-	200,000	2,000	1,416.06	103.12	1,519.18
	300,000	-	300,000	3,000	2,124.09	154.68	2,278.77
400,000	-	400,000	4,000	2,832.12	206.24	3,038.36	

\* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.



## City of Newport, Minnesota

## Estimated Tax Impact

January 16, 2014

Option #2

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$2,225,000
Number of Years	15
Average Interest Rate	3.25%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2013	2,914,326
Debt Levy @ 105% - Average	94,948
Estimated Tax Capacity Rate:	
Payable - 2013 Without Proposed Bonds	70.803%
Payable - 2013 With Proposed Bonds	74.061%
Estimated Tax Rate Increase	3.258%

TAX IMPACT ANALYSIS							
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 212.41	\$ 9.77	\$ 222.18
	75,000	30,000	45,000	450	318.61	14.66	333.27
	100,000	28,240	71,760	718	508.08	23.38	531.46
	125,000	25,990	99,010	990	701.02	32.26	733.28
	150,000	23,740	126,260	1,263	893.96	41.14	935.09
	175,000	21,490	153,510	1,535	1,086.90	50.01	1,136.91
	200,000	19,240	180,760	1,808	1,279.83	58.89	1,338.72
	225,000	16,990	208,010	2,080	1,472.77	67.77	1,540.54
	250,000	14,740	235,260	2,353	1,665.71	76.65	1,742.36
300,000	10,240	289,760	2,898	2,051.59	94.40	2,145.99	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 1,062.04	\$ 48.87	\$ 1,110.91
	200,000	-	200,000	3,250	2,301.10	105.88	2,406.98
	300,000	-	300,000	5,250	3,717.15	171.04	3,888.20
	400,000	-	400,000	7,250	5,133.21	236.20	5,369.42
	500,000	-	500,000	9,250	6,549.27	301.36	6,850.63
1,000,000	-	1,000,000	19,250	13,629.56	627.16	14,256.72	
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,770.07	\$ 81.45	\$ 1,851.52
	300,000	-	300,000	3,750	2,655.11	122.17	2,777.28
	500,000	-	500,000	6,250	4,425.18	203.62	4,628.81
Agricultural Homestead **	\$ 150,000	\$ 23,740	\$ 126,260	\$ 1,381	\$ 978.00	\$ 45.00	\$ 1,023.00
	400,000	23,740	376,260	2,631	1,863.04	85.73	1,948.76
	500,000	23,740	476,260	3,131	2,217.05	102.02	2,319.07
	600,000	23,740	576,260	3,631	2,571.07	118.31	2,689.37
	800,000	23,740	776,260	4,631	3,279.10	150.89	3,429.98
1,000,000	23,740	976,260	5,631	3,987.13	183.47	4,170.59	
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 10.62	\$ 0.49	\$ 11.11
	2,000	-	2,000	20	14.16	0.65	14.81
	2,500	-	2,500	25	17.70	0.81	18.52
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 708.03	\$ 32.58	\$ 740.61
	200,000	-	200,000	2,000	1,416.06	65.16	1,481.22
	300,000	-	300,000	3,000	2,124.09	97.74	2,221.83
400,000	-	400,000	4,000	2,832.12	130.32	2,962.44	

\* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.



**RESOLUTION NO. 2014-2**

**RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, EXPRESSING SUPPORT FOR THE PASSAGE OF THE PROPOSED LEGISLATION CREATING MINNESOTA STATUTE SECTION 325D.671, PROHIBING UNFAIR PRICING PRACTICES FOR GASOLINE SOLD IN COMMUNITIES NEAR OR IN WHICH PETROLEUM REFINERIES ARE LOCATED.**

**WHEREAS**, the City of Newport, Minnesota, is located immediately adjacent to a petroleum refinery owned by Northern Tier, and that a portion of the petroleum refinery property is located within that City; and

**WHEREAS**, the City of Newport, Minnesota, is also the location of a SuperAmerica gasoline station, which is a gasoline station owned by Northern Tier, which distributes products made by the refinery located within and adjacent to that City; and

**WHEREAS**, the City of Newport, through its City Council, finds that over the past decade or more, a clear pattern has emerged in which the local SuperAmerica stations prices its products at a level consistently and significantly higher than similar gasoline stations in nearby or adjoining communities; and

**WHEREAS**, the City of Newport, through its City Council, finds that no proper, market-related economic basis for pricing petroleum products at such a substantial premium exists; and

**WHEREAS**, as the community dealing directly and proximately with environmental, traffic and related nuisance issues involved with the ongoing business of a petroleum refinery, the City of Newport finds it to be particularly onerous and offensive that its citizens would be made to pay a higher cost for petroleum products than nearby communities that do not have to deal with these ongoing issues.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Newport supports the passage of legislation now proposed to create a new section of Minnesota Statutes that would require that any petroleum station within the City owned by a company owning a refinery within or next to a City, such as Newport, would be prohibited from charging more for petroleum products within the City at that station than the lowest price offered in adjoining communities.

Adopted this 16th day of January, 2014 by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE: Geraghty \_\_\_\_\_  
Ingemann \_\_\_\_\_  
Sumner \_\_\_\_\_  
Gallagher \_\_\_\_\_  
Rahm \_\_\_\_\_

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator



**City of Newport  
City Council Workshop Meeting Minutes  
January 16, 2014**

**1. ROLL CALL -**

**Council Present** – Tim Geraghty, Tom Ingemann, Bill Sumner, Steven Gallagher, Tracy Rahm

**Council Absent** –

**Staff Present** – Deb Hill, City Administrator; Bruce Hanson, Superintendent of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Helm, Executive Analyst; Fritz Knaak, City Attorney; Bob LaBrosse, Building Official

**Staff Absent** - John Stewart, City Engineer;

**2. DISCUSSION REGARDING POSSIBLE CONDEMNATION POLICY TO ADDRESS DISTRESSED PROPERTIES**

The City Council, City staff, and several residents were present to discuss the creation of a possible condemnation policy for distressed properties in Newport. This discussion was prompted by a number of complaints the City Council and staff have received in regards to 515 4th Avenue. Below is a summary of the discussion.

**515 4th Avenue**

The City Council, Attorney Knaak, Building Official Bob LaBrosse, Chief Montgomery, and several residents discussed the status and issue of 515 4th Avenue.

Mr. LaBrosse noted that the property was condemned in early 2013 due to the fact that there was no water or electricity at the property. The City Council approved a resolution in May 2013 declaring 515 4th Avenue a nuisance and the property owner had 20 days to bring the property into compliance or show a good-faith effort that he would bring it into compliance. The property owner did this and was issued electrical, reroof, reside, and windows permits. The reroof, reside, and windows permits expired at the end of December 2013 and the electrical permit will expire June 18, 2014. The property owner has submitted an application to renew the expired permits but Mr. LaBrosse noted that he would not issue them until the property owner provides a plan and shows that he is able to finish the work.

Attorney Knaak discussed what the City can do moving forward with this property. He noted that if the property owner is not able to provide the City with a plan and finish the work, the next step would be to bring him to court. When asked if the City could tear down 515 4th Avenue, Attorney Knaak noted that it is not easy for a city to tear down a home, especially if the owner is working to bring it into compliance. He did note that if there is a situation where the owner cannot afford to do the necessary work, the judge will allow the city to complete the repairs and assess the costs to the property taxes but the owner needs to agree to this. Additionally, Attorney Knaak noted that the City could cite the owner for violations such as construction material in the yard or conducting work without the proper permits but that the Police need to observe the violation in order to do so.

Chief Montgomery discussed what the Police Department has done in regards to 515 4th Avenue. Chief

City Council Minutes of 01-16-14 Workshop

Montgomery has confirmed with the owner's mother that he lives with her and not at 515 4th Avenue. The Police have issued citations in the past for this property and the owner typically pays the fine. A resident asked the Chief if the City could issue citations on a regular basis and it can.

Several residents were present to discuss their concerns and complaints regarding 515 4th Avenue. The residents had the following statements or questions:

- The owner is there at various hours throughout the day and night to work. Should neighbors call the Police when he is there during the middle of the night? - Chief Montgomery noted that it is not illegal for him to be there during the middle of the night.
- He does not complete projects before moving on to another one
- It was the public's understanding that he would not be issued permits until the property was brought into compliance - The permits were needed to bring it into compliance
- It was asked if the City keeps a record of all complaints for a property - The Police do but City Hall staff do not. If the City went to court regarding this property, City staff would testify on the number of complaints that they have received relating to this property.

Councilman Gallagher asked staff to establish a plan for moving forward with resolving the issues at 515 4th Avenue.

### **Code Enforcement for All of Newport**

The City Council, Attorney Knaak, Chief Montgomery, and several residents discussed code enforcement for the entire city. The below statements or questions were brought forward:

- The residents believe that these houses get this way because nothing is done at the beginning in regards to code enforcement.
- When residents call to report or ask for an update on a property they seem to get excuses from the City as to why nothing has been done.
- Councilman Gallagher recommended that the City Council create a policy where complaints/concerns for properties are given top priority for code enforcement and the second priority will go to ones that staff report on. The policy should also provide clear standards on what is and is not a violation. The residents do not believe that having only complaint-driven inspections work.
- The CSO is typically furloughed in the winter due to budget constraints. There are more code violations during the spring and summer. The residents recommended that the City Council review the budget to allow for a year-round CSO. Councilman Gallagher asked Chief Montgomery provide the City Council with how much more he would need in his budget for a full-time, two part-time, or year-round CSO.
- It was recommended that the City research other cities to see what they do for code enforcement.
- A resident, who is retired from St. Paul Code enforcement, stated that they developed a system for accountability that recorded complaints, when inspections were completed, and issues reported. This system is available on St. Paul's website. The resident recommended that the City create a similar system.
- A resident discussed the need to review the current codes and see what can and cannot be enforced. If the City cannot enforce a current code then it should be removed. He also stated that he would support a raise in taxes if it meant having a year-round CSO or having the City purchase these problem properties to demolish them or bring them into compliance. He recommended researching organizations that assist property owners with these projects.
- Councilman Gallagher reported on the Police Chief's activity report from December 2013 and noted that in December 2013 there were 30 ordinance violations and 421 for the entire year.
- A resident asked if the City could issue larger fines or additional fines for multiple offenses. - Attorney Knaak noted that the fines are set by the judges but he could request that the courts follow a schedule of fines with respect to Newport Code Violations.
- A resident requested that the Council state that they will come up with a policy, process and procedure for problem properties. - Councilman Rahm noted that that is why they were having the workshop. Mayor Geraghty and Councilman Sumner both noted that they were hearing requests for increased code

City Council Minutes of 01-16-14 Workshop

enforcement. The City will look into that but there are court processes that need to be followed as well. Councilman Sumner also noted that when the City had a full-time CSO a couple years ago, the citizens complained because he was very active in issuing citations.

- It was requested that there be a report at each City Council meeting about problem properties or code enforcement issues - This would fall under the Police Chief's report
- Councilman Gallagher provide the following list for moving forward:
  - Talk with Sherri Buss, City Planner, about a policy for code enforcement and if she's done anything in the past
  - Look at the schedule of fines to see if we can increase them
  - Look at the budget for a year-round CSO
  - Connect with non-profits
  - Host another workshop
- Mayor Geraghty invited the public to send staff and the Council addresses for what they feel are distressed properties.
- The City Council and staff will continue to look into this to resolve the issues at hand.

**3. ADJOURNMENT**

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Helm  
Executive Analyst

**Non-Recurring Bills**

Paid Chk# 015878	Cardmember Services	1/22/2014	\$750.45	Visa bill
Paid Chk# 015897	AMERICAN PUBLIC WORKS ASSOC.	2/6/2014	\$217.50	Renewal
Paid Chk# 015898	ARAMARK REFRESHMENT SERV.	2/6/2014	\$107.98	
Paid Chk# 015899	ASTLEFORD INTERNATIONAL TRUCKS	2/6/2014	\$94.12	DOT Inspections
Paid Chk# 015900	BARY BANASZEWSKI	2/6/2014	\$362.57	Reimbursement of escrow
Paid Chk# 015901	BANYON DATA SYSTEMS, INC.	2/6/2014	\$2,760.00	
Paid Chk# 015902	WILLIE AND SANDRA BROWN	2/6/2014	\$4,719.95	Purchase property and misc.
Paid Chk# 015903	CONTINENTAL SAFETY EQUIPMENT	2/6/2014	\$257.10	Safety Cal
Paid Chk# 015904	COTTAGE GROVE, CITY OF	2/6/2014	\$7,311.23	Building permits
Paid Chk# 015905	CRYTEEL TRUCK EQUIPMENT	2/6/2014	\$737.76	Plow blades
Paid Chk# 015906	DIETRICH ELECTRIC, INC	2/6/2014	\$313.50	Electrical Inspections
Paid Chk# 015907	EHLERS	2/6/2014	\$600.00	General assistance
Paid Chk# 015908	FAIR OFFICE WORLD	2/6/2014	\$646.63	Office supplies
Paid Chk# 015909	FERGUSON WATERWORKS #2516	2/6/2014	\$237.48	Water main clamp
Paid Chk# 015910	GLOBE PRINTING & OFFICE SUPPLY	2/6/2014	\$110.70	Return label envelopes
Paid Chk# 015911	GOPHER STATE ONE-CALL	2/6/2014	\$100.00	
Paid Chk# 015912	IACP	2/6/2014	\$120.00	Membership
Paid Chk# 015913	INSTRUMENTAL RESEARCH, INC.	2/6/2014	\$36.00	Coliform testing
Paid Chk# 015914	JAMES GREGORY COMPANIES	2/6/2014	\$107.70	Reimbursement of escrow
Paid Chk# 015915	JOHN BARTL HARDWARE	2/6/2014	\$118.29	PW & FD supplies
Paid Chk# 015916	KEEPRS, INC.	2/6/2014	\$302.32	Uniforms
Paid Chk# 015917	KEVIN J. KELLEHER LLC.	2/6/2014	\$150.00	Training
Paid Chk# 015918	LEAGUE OF MINNESOTA CITIES	2/6/2014	\$595.00	Training
Paid Chk# 015919	LEAGUE OF MINNESOTA CITIES	2/6/2014	\$3,372.00	Membership dues
Paid Chk# 015920	LIBERTY NAPA OF NEWPORT	2/6/2014	\$743.45	Police and PW parts
Paid Chk# 015921	LITTLE FALLS MACHINE INC.	2/6/2014	\$969.19	Plow parts
Paid Chk# 015922	MED COMPASS	2/6/2014	\$1,975.00	Medical exam and fit testing
Paid Chk# 015923	MENARDS - COTTAGE GROVE	2/6/2014	\$83.85	Mailbox repair
Paid Chk# 015924	METRO CITIES	2/6/2014	\$1,593.00	Membership dues
Paid Chk# 015925	MINNESOTA MAYORS ASSOC.	2/6/2014	\$30.00	Membership
Paid Chk# 015926	MPCA	2/6/2014	\$45.00	Membership
Paid Chk# 015927	MSA PROFESSIONAL SERVICES, INC	2/6/2014	\$36,904.00	City engineers
Paid Chk# 015928	NORTH AMERICAN SALT CO.	2/6/2014	\$12,847.75	salt for roads
Paid Chk# 015929	NORTHERN TECHNOLOGIES	2/6/2014	\$1,500.00	Street Improvement project
Paid Chk# 015930	NORTHLAND SECURITIES	2/6/2014	\$435.00	Limited continuing disclosure
Paid Chk# 015931	NORTHWESTERN POWER EQUIPMENT	2/6/2014	\$1,005.17	Well #1 & #2 Repairs
Paid Chk# 015932	OXYGEN SERVICE CO.	2/6/2014	\$65.07	Welding supplies
Paid Chk# 015933	POWER PLAN OIB	2/6/2014	\$23.36	#2 repair
Paid Chk# 015934	RIVER COUNTRY COOPERATIVE	2/6/2014	\$532.22	Oil PW
Paid Chk# 015935	SCHELEN GRAY AUTO & ELECTRIC	2/6/2014	\$165.00	Fire hall #1
Paid Chk# 015936	ST. PAUL PARK REFINING CO. LLC	2/6/2014	\$2,087.05	
Paid Chk# 015937	STREICHERS	2/6/2014	\$688.34	Ammo and uniforms
Paid Chk# 015938	VIKING ELECTRIC SUPPLY	2/6/2014	\$413.20	Parks lights
Paid Chk# 015939	WASHINGTON CTY CHIEF OF POLICE	2/6/2014	\$50.00	Membership
Paid Chk# 015940	WASHINGTON CTY SHERIFF	2/6/2014	\$270.00	Code red fee
Paid Chk# 015941	WATER CONSERVATION SERVICE	2/6/2014	\$283.60	Leak detection

**Recurring Bills**

Paid Chk# 000252E	PSN	1/16/2014	\$81.72	Electronic payments
Paid Chk# 000253E	FEDERAL TAXES	1/23/2014	\$9,294.98	SS, Medicare, Federal
Paid Chk# 000254E	ING LIFE INSURANCE & ANNUITY	1/23/2014	\$419.45	MSRS
Paid Chk# 000255E	MN REVENUE	1/23/2014	\$1,920.17	State taxes
Paid Chk# 000256E	DELTA DENTAL OF MN	1/29/2014	\$1,151.67	Dental insurance
Paid Chk# 015868	CENTURY LINK	1/16/2014	\$389.78	phone service

Paid Chk# 015869	COMCAST	1/16/2014	\$316.04
Paid Chk# 015870	DEB MCDONALD	1/16/2014	\$34.84 Petty cash
Paid Chk# 015871	G & K SERVICES	1/16/2014	\$199.66 PW uniform cleaning
Paid Chk# 015872	Holstad & Knaak, PLC	1/16/2014	\$2,329.65 Court Reimbursement
Paid Chk# 015873	MINNESOTA BENEFIT ASSOC.	1/16/2014	\$61.43 Neska life
Paid Chk# 015874	ON SITE SANITATION	1/16/2014	\$230.00 Loveland and Lion's park sanit
Paid Chk# 015876	VERIZON	1/16/2014	\$148.14 Air cards
Paid Chk# 015877	XCEL ENERGY	1/16/2014	\$7,465.01 Electric and gas
Paid Chk# 015883	ASSURANT EMPLOYEE BENEFITS	1/23/2014	\$1,153.84 Life, ADD and Long-term
Paid Chk# 015884	BENEFIT EXTRAS	1/23/2014	\$40.00 Cobra Check processing
Paid Chk# 015885	DEBORA HILL	1/23/2014	\$52.92 Mileage reimbursement
Paid Chk# 015886	DEPT OF EMPLOYMENT & ECON DEV	1/23/2014	\$311.80 Unemployment
Paid Chk# 015887	ING LIFE INSURANCE & ANNUITY	1/23/2014	\$1,834.60
Paid Chk# 015888	LAW ENFORCEMENT LABOR SERVICES	1/23/2014	\$270.00
Paid Chk# 015889	LEAF	1/23/2014	\$344.45
Paid Chk# 015890	PERA	1/23/2014	\$8,282.18
Paid Chk# 015891	SELECTACCOUNT	1/23/2014	\$771.49 HSPA
Paid Chk# 015892	VERIZON	1/23/2014	\$382.17 Cell phones and hot spots
Paid Chk# 015893	COMCAST	1/28/2014	\$126.43
Paid Chk# 015894	NCPERS MINNESOTA	1/28/2014	\$32.00 Life insurance
Paid Chk# 015895	SEAN MCARDELL	1/28/2014	\$641.62 Uniform reimbursement
Paid Chk# 015896	XCEL ENERGY	1/29/2014	\$1,783.27 Petrol and electricity
	Staff		\$30,405.22
			\$157,312.06

## Cardmember Services

**Jan-13**

					receipt
Neska	Pomps Tire Service	tires for police vehicle	\$	534.85	yes
	Tractor Supply Co.	Aux. fuel tank hoses	\$	85.68	yes
	J.R. Advanced Recyc.	Refridge and A/C recycle	\$	20.00	yes
Mailand	Batteries Plus	Batteries	\$	13.93	yes
	St. Croix Parcel Sol.	Spee dee	\$	7.64	yes
Montgomery	Superamerica	gift cards - tob & acoh checks	\$	75.00	yes
Helm	Target	City hall supplies	\$	13.35	yes
			\$	750.45	\$ -

**RESOLUTION 2014-3**

**A RESOLUTION SUPPORTING WASHINGTON COUNTY REQUEST FOR STATE BOND FUNDS FOR THE RED ROCK CORRIDOR**

**WHEREAS**, the Red Rock Corridor Commission was established in 1998 to address transportation needs in the Red Rock Corridor; and

**WHEREAS**, the Red Rock Corridor is a regionally and nationally significant transportation route that extends from Hastings and points south through the Union Depot in St Paul and on to Minneapolis; and

**WHEREAS**, the City of Newport is a member of the Red Rock Corridor Commission; and

**WHEREAS**, the Red Rock Corridor Commission will be finalizing an Alternative Analysis Update (AAU) study in early 2014; and

**WHEREAS**, the results of the study will allow the Commission to make more informed and strategic decisions about the next steps in the transitway development process; and

**WHEREAS**, one of the next steps could be additional analysis an environmental work to lead to an LPA decision. Once an LPA decision is made the project will be bond eligible which could be 2015 (year 2 of the State’s bonding cycle); and

**WHEREAS**, additional resources will be needed to advance the development of transit alternatives in the Red Rock Corridor; and

**WHEREAS**, Washington County is requesting \$1,000,000 in state bond funds for engineering, environmental analysis and preparation of an application to seek federal transit administration funds for the Red Rock Corridor; and

**NOW THEREFORE, BE IT RESOLVED**, that the City of Newport hereby supports Washington County’s request for the State of Minnesota to provide \$1,000,000 in state bond funds to Washington County for engineering and environmental analysis work following the selection of the locally preferred alternative and for the preparation of an application to seek federal transit administration funds for the Red Rock Corridor.

Adopted this 6th day of February, 2014 by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE: Geraghty \_\_\_\_\_  
Ingemann \_\_\_\_\_  
Sumner \_\_\_\_\_  
Gallagher \_\_\_\_\_  
Rahm \_\_\_\_\_

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator



# MEMO

TO: Deb Hill, City Administrator  
FROM: Deb McDonald, Accountant  
DATE: January 28, 2014  
SUBJECT: Water Utility Billing Cycles

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## **BACKGROUND**

Currently, the city bills residents at the end of February, May, August and November. This billing cycle covers this past year from approximately December 1, 2012, to November 30, 2013. Each year, the Public Works department has to figure out the correct gallons of water usage for the calendar year from January 1 through December 31 for state reporting. The city's auditor has to make adjustments each year for the calendar year. Also, the November billing has the amount that will be assessed to the county and the current amount on the bill because the assessed amounts are not removed from the database until the middle of December for reporting to the county.

## **DISCUSSION**

After discussions with Public Works and you, if the city extended each bill by one week this year, then the billing would follow the calendar year by the end of this year. This would help with the state reporting, audit and would be less confusing for the residents on the county assessed amounts. If the city chooses to do this, the billing would be the first week in March, the second week in June, the third week in September and the final week in December.

## **RECOMMENDATION**

It is recommended that the City Council approve the change in billing. The billing cycles for this year would be the first week in March, the second week in June, the third week in September and the final week in December. In following years, the billing cycles would be the end of March, June, September and December. The impact on residents should be minimized with this plan and the changed billing cycle would be announced in the city newsletter.



# MEMO

TO: Newport City Council  
FROM: Curt Montgomery, Newport Police Chief  
DATE: January 22, 2014  
SUBJECT: New Police Squad Car Proposal



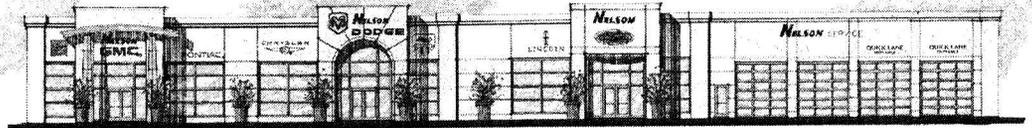
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## Background

The Newport Police Department is in need of a new squad car. We plan on replacing the 2000 Ford Crown Victoria with a 2014 Ford Utility vehicle. It will be very similar to what we bought in 2012. This replacement is in accordance with the City's Equipment Capital Improvement Plan (CIP).

## Recommendation

I recommend that the City of Newport purchase the 2014 Ford Utility with the equipment listed in this memo as the replacement vehicle. The total cost for this fully equipped police vehicle will be \$41,924.99.



**Fleet Department**

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338  
218-998-8864 • 800-477-3013 Ext. 8864 • Fax 218-998-8813 • www.nelsonfergusfalls.com

**VEHICLE QUOTE NUMBER Newport PD K8A**

Sold To: Newport, MN  
Attn: Scott Freemyer  
Address: 596 7th Avenue  
Newport, MN 55055

Date: 01/21/2014  
Phone: (651) 459-9933  
FAX:  
Salesperson: Sue Kugler

Key Code: Ignition/Door:

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
Newport PD K8A	2014	Ford Police Intercept	4dr Police Utility Color: White/Black Cloth/Vinyl	New	0

Price of Vehicle Contract 37669 \$25,309.82

Options & Extras \$781.00

Add for Dept. options per specs \$781.00  
Dealer installed options:

Delivery

Subtotal \$26,090.82

Trade - In

Total Cash Price each: \$26,090.82

**Terms: Net 30 days; add daily interest at 1.5%/month if we receive payment later**

Your Purchase Order # Project # Contract 37669

**Thanks for your business!**

Ship To / Lessee / End User: Newport, MN  
Scott Freemyer  
Police Dept  
596 7th Avenue  
Newport, MN 55055

Phone: (651) 459-9933  
FAX:

Signed \_\_\_\_\_ and Initialed \_\_\_\_\_

Printed Name \_\_\_\_\_ and Date \_\_\_\_\_

**EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.**

2755 GENEVA AVE. N  
 OAKDALE, MN 55128  
 USA

**QUOTATION**

Quote Number: AW010714-46

Quote Date: Jan 7, 2014

Page: 1

Voice: 651 765-2657  
 Fax: 651 765-2660

**Quoted To:**

NEWPORT POLICE DEPARTMENT  
 596 7TH AVE  
 NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	2/6/14	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
		FOR OUTFITTING OF 2013 FORD POLICE INTERCEPTOR UTILTY		
1.00	LIBERTY MN SPEC RB	WHELEN LIBERTY LIGHTBAR - RED/BLUE - WITH FLASHING ALLEY LIGHTS AND TAKEDOWN LIGHTS, SPECIFY MOUNT KIT	1,205.00	1,205.00
1.00	STPKT83	WHELEN LIGHTBAR STRAP KIT FOR 2011+ FORD EXPLORER		
1.00	500LTUBE	500LTUBE 02-0363292-00	81.20	81.20
1.00	11-483564-000	PLASTIC HOUSING FOR LFL SNAP-IN LIGHT HEAD	12.25	12.25
1.00	20.1870.PE	MICRODASH PREEMPTION POWER SUPPLY 20.1870.PE	167.55	167.55
1.00	10-C-VS-RP 2013 UTIL	SETINA 10-C-VS-RP UNCOATED POLYCARBONATE RECESSED PANEL PARTITION WITH CHICAGO BARRIER FOR 2013+ FORD POLICE INTERCEPTOR UTILITY - INCLUDES 2-PC LOWER EXTENSION	631.20	631.20
1.00	S4702UINT13	PRO-GARD ABS TRANSPORT SEAT (STRAIGHT BACK) WITH 1/4" POLYCARBONATE WINDOW CARGO BARRIER AND SEAT MOUNT KIT FOR	837.20	837.20
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			<b>TOTAL</b>	<b>Continued</b>

**EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.**

2755 GENEVA AVE. N  
 OAKDALE, MN 55128  
 USA

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Page: 2

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**Quoted To:**

NEWPORT POLICE DEPARTMENT  
 596 7TH AVE  
 NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	2/6/14	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	PB450L VS 4 LIGHT	2013+ FORD INTERCEPTOR UTILITY SETINA PB450L4 VS ALUMINUM 4 LIGHT PUSHBUMPER WITH 4 WHELEN LIGHTHEADS - MUST FILL OUT WORKSHEET	669.00	669.00
1.00	FREIGHT-INBOUND	INBOUND FREIGHT CHARGE FOR SETINA AND PRO-GARD PRODUCTS	200.00	200.00
1.00	295SLSA6	WHELEN MODEL 295SLSA6 SIREN WITH 3 POSITION PROGRAMMABLE SLIDE SWITCH 6 PROGRAMMABLE PUSH BUTTONS, 2 - 100 WATT SIREN SPEAKER OUTPUTS	387.00	387.00
1.00	VTX609R	VERTEX HIDEAWAY LED MODULE, SELF CONTAINED SINGLE LAMP WITH 9' CABLE - RED	79.95	79.95
1.00	VTX609B	VERTEX HIDEAWAY LED MODULE, SELF CONTAINED SINGLE LAMP WITH 9' CABLE - BLUE	79.95	79.95
2.00	VTX609C	VERTEX HIDEAWAY LED MODULE, SELF CONTAINED SINGLE LAMP WITH 9' CABLE - CLEAR/WHITE	79.95	159.90
1.00	C-VS-1308-INUT	HAVIS EQUIPMENT CONSOLE FOR 2013+ FORD POLICE INTERCEPTOR UTILITY - 13" ANGLED, 8" HORIZONTAL - VEHICLE	255.94	255.94
			Subtotal	Continued
			Sales Tax	Continued
			Freight	
			<b>TOTAL</b>	<b>Continued</b>

**EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.**

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Page: 3

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**Quoted To:**

NEWPORT POLICE DEPARTMENT  
 596 7TH AVE  
 NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	2/6/14	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	C-EB40-WS2-1P	SPECIFIC - SPECIFY EQUIPMENT BRACKETS - REMOVE OEM PLATE C-EB40-WS2-1P 4" (1 PC) EQUIP. MTG. BRACKET		
1.00	C-EB25-XTL-1P	C-EB25-XTL-1P HAVIS SHIELDS EQUIPMENT BRACKET		
1.00	C-CUP2-I	DUAL CUPHOLDER INTERNAL STYLE LARGE FOR VEHICLE SPECIFIC CONSOLE	28.67	28.67
1.00	C-HDM-204	HD TELESCOPING POLE - SIDE MOUNT - 8.5" TO 13.25" HIGH - WITH SHORT HANDLE	115.34	115.34
1.00	C-MD-102	HAVIS HD SWING ARM WITH MOTION ATTACHMENT - SELF-LOCKING SWIVEL WITH SLIDE-OUT SWING ARM AND TILT-SWIVEL MOTION ATTACHMENT	214.91	214.91
1.00	UT-X	HAVIS/LEDKO UNIVERSAL LAPTOP MOUNT, LOCKING UT-X	187.63	187.63
1.00	TAD8RB	SPECIAL ORDER. DOMINATOR TIR3 8 LAMP TRAFFIC ADVISOR WITH FLASHING END MODULES- RED/A/A/A/A/A/BLUE, 15' CABLE	408.00	408.00
1.00	11.4472	BLACK L BRACKET PAIR ALUMINUM 11.4472	3.41	3.41

Subtotal	Continued
Sales Tax	Continued
Freight	
<b>TOTAL</b>	<b>Continued</b>

**EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.**

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Page: 4

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**Quoted To:**

NEWPORT POLICE DEPARTMENT  
 596 7TH AVE  
 NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	2/6/14	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	46985	CIRCUIT BREAKER - 100AMP - MANUAL RESET - MANUAL TRIP	36.92	36.92
1.00	A - STANDARD	A HARNESS ENGINE TO DASH	53.55	53.55
1.00	46095	POWER DISTRIBUTION - 2 J-CASE FUSE HOLDER - 1 SwITChED oUtPUT - 1 COntANT OUTPUT - WITH STUD INPUT/OUTPUTS - INCLUDES 2 FUSEs AND PIGTAIL	29.95	29.95
1.00	EX-MISC SUPPLY	STANDARD SHOP SUPPLIES FEE FOR GENERAL INSTALLATION AND WIRING MATERIALS	75.00	75.00
1.00	LABOR GOVMNT FLEET	GOVERNMENT FLEET LABOR RATE FOR UPFIT OF 2013 FORD POLICE INTERCEPTOR UTILITY	1,900.00	1,900.00
1.00	STRIP	STRIP EQUIPMENT FROM VEHICLE, RESTORE HEADLIGHT AND HORN FUNCTIONS, PLUG HOLES	195.00	195.00
1.00	ENT2B3R	SOUND OFF INTERSECTOR SUPER LED LIGHT KIT - INCLUDES 1 LIGHT WITH MOUNTING GASKET AND INLINE FLASHER, CUSTOM WEDGES, SURFACE ADAPTOR - RED LED - CLEAR LENS	148.20	148.20
1.00	ENT2B3B	SOUND OFF INTERSECTOR SUPER LED LIGHT KIT - INCLUDES 1 LIGHT WITH	148.20	148.20
Subtotal				Continued
Sales Tax				Continued
Freight				
<b>TOTAL</b>				<b>Continued</b>

**EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC.**

2755 GENEVA AVE. N  
 OAKDALE, MN 55128  
 USA

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Quote Number: AW010714-46

Quote Date: Jan 7, 2014

Page: 5

Voice: 651 765-2657

Fax: 651 765-2660

**Quoted To:**

NEWPORT POLICE DEPARTMENT  
 596 7TH AVE  
 NEWPORT, MN 55055

Customer ID	Good Thru	Payment Terms	Sales Rep
NEWPORT POLICE	2/6/14	Net 30 Days	ALW

Quantity	Item	Description	Unit Price	Amount
1.00	WATCHGUARD	MOUNTING GASKET AND INLINE FLASHER, CUSTOM WEDGES, SURFACE ADAPTOR - BLUE LED - CLEAR LENS MN STATE CONTRACT WATCHGUARD VIDEO SYSTEM FOR 2013 FORD POLICE INTERCEPTOR - ***ACTUAL PRICE TO BE DETERMINED ONCE WATCHGUARD RELEASES BRACKET KIT***	4,895.00	4,895.00
1.00	BEE III	MPH BEE III KA BAND RADAR SYSTEM WITH WIRELESS REMOTE - FRONT/REAR DUAL ANTENNA - AUTOMATIC SAME DIRECTION MODE - DETACHABLE DISPLAY UNIT	1,899.00	1,899.00
1.00	DOUBLE VERTICAL	DOUBLE VERTICAL SYSTEM WITH ONE STD SHOTGUN AND ONE ADJ UNIVERSAL LOCK W/ OVERRIDE AND TIMER FOR PARTITION WITH RECESSED PANEL **HANDCUFF KEY**	299.25	299.25
1.00	PNT1CRV05	SOUNDOFF CURVED SURFACE ADAPTOR FOR INTERSECTOR - 1 DRIVER, 1 PASSENGER, 2 WEDGES AND HARDWARE - DOES NOT INCLUDE INTERSECTORS - FOR 2013+ FORD INTERCEPTOR UTIL	6.00	6.00
			Subtotal	15,410.17
			Sales Tax	
			Freight	
			<b>TOTAL</b>	<b>15,410.17</b>

# Advanced Graphix, Inc.

# Quote

3600 Labore Rd. Ste.3  
 Vadnais Heights, MN 55110  
 888-388-3221  
[www.advancedgraphix.com](http://www.advancedgraphix.com)



QUOTE NUMBER: 140000010803  
 DATE: January 8, 2014  
 COMPANY: NEWPORT POLICE DEPT  
 ATTN TO: SCOTT FREEMYER  
 ADDRESS: 596 7th AVENUE  
 STATE/ PROVINCE: NEWPORT MN  
 ZIP/ POSTAL CODE: 55055  
 PHONE: \_\_\_\_\_  
 FAX: \_\_\_\_\_  
 EMAIL: [sfreemyer@newportmn.com](mailto:sfreemyer@newportmn.com)

QUANTITY	ITEM / DESCRIPTION	UNIT PRICE	AMOUNT
	<b>2014 FORD EXPLORER-UNIT# 1440</b>		
1	VINYL GRAPHIC KIT AG-2079-NON REFLECTIVE PATCHES & FLAGS ARE REFLECTIVE	\$324.00	\$324.00
2	LICENSE PLATES	\$12.50	\$25.00
1	APPLICATION AT EATI	\$75.00	\$75.00
<b>Comments:</b>		SUBTOTAL	\$424.00
		TAX	
		SHIPPING	
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## MEMO

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**To:** Honorable Mayor and City Council Members  
Ms. Deb Hill, City Administrator

**From:** Jon Herdegen, Project Engineer

**Subject:** Engineer's Report

**Date:** February 3, 2014

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### 2014 Street Improvements

We have updated the Feasibility Study based on the Council direction and public input received at the meeting(s) last month. The enclosed "2013-15 Street Improvement Project – Scope Updates & Ordering the Project" memo outlines these changes and amends the original Feasibility report.

*Regarding Larry Lane Curb None of the issues described in the memo are insurmountable but represent an escalating financial implication to the City. In our opinion, Council was not fully made aware of these issues during the discussion at the last meeting. Prior to making a recommendation to proceed or conducting additional survey work, we thought it would be appropriate to discuss these issues with the Council.*

Televising: The televising work continued to be progress slowly in the cold/snowy weather. We estimate there are approximately 20% of the lateral service lines remaining to be televised. With the apparent addition of 3<sup>rd</sup> Avenue, there will be approximately 650' of mainline sewer and 7 additional service laterals to be televised. This work will be performed in conjunction with the remaining service lateral televising. Throughout the course of the televising work, there were 14 service laterals (to date) that were unable to be televised from the mainline. The televising contractor will be contacting these properties owners directly to schedule an appointment to televise the lateral line from inside the premises.

### ROW Trees

In a meeting late last year with the City, Representation Sieben and MnDOT, we were informed that MnDOT's Landscape Partnership Program may be able to help the City replace some of the right-of-way trees from the Wakota Project that didn't survive. Public Works estimate approximately 80 trees could be replaced but an additional 60 trees could be planted around the Ford Road stormwater pond. We will meet with MnDOT and Public Works this spring to assess the extent of the tree replacement.

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# MEMO

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**To:** Honorable Mayor and City Council Members  
Ms. Deb Hill - City Administrator

**From:** Jon Herdegen, P.E. - Assistant City Engineer

**Subject:** 2013-15 Street Improvement Project – Scope Updates & Ordering the Project

**Date:** February 3, 2014

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## INTRODUCTION:

We have been continuing the planning process for the 2014 phase of the City's Capital Improvements Plan and conducted the first set of neighborhood meetings for the 2014 Meetings. Since the neighborhood meetings, we have been working on updating the scope of the projects in accordance with comments and concerns by the residents and council. This memorandum will summarize the changes and provide the "next steps" in the following format.

1. Scope Changes & Updates
2. Cost Comparison & Financing
3. Project Schedule Moving Forward

## 1. SCOPE CHANGES & UPDATES, ADDITIONAL STREETS

At the neighborhood meetings, there were a number of comments and concerns about the street project. As a result, the Council directed the engineers to determine the additional costs and implications to and assessment amounts for the project.

### ADDING 3<sup>RD</sup> AVENUE BETWEEN 14<sup>TH</sup> STREET AND 15<sup>TH</sup> STREET

The existing depression on 3<sup>rd</sup> Avenue near the intersection of 14<sup>th</sup> Street has created an ongoing drainage issue for the City. With the improvements to 14<sup>th</sup> Street, this issue will inevitably continue and will likely get worse with the additional runoff. Extending the storm sewer from 15<sup>th</sup> Street south along 3<sup>rd</sup> Avenue would provide drainage relief to the area.

We reviewed the condition of 3<sup>rd</sup> Avenue with Public Works and determined it to be eligible for a similar upgrade as neighboring 14<sup>th</sup> Street and 15<sup>th</sup> Street. The cost of reconstructing this street segment, including the extension of storm sewer from 15<sup>th</sup> Street, is \$190,000.

*We recommend the designing and constructing 3<sup>rd</sup> Avenue, between 14<sup>th</sup> Street and 15<sup>th</sup> Street, to a 32-foot street (face-to-face) with storm sewer.*

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### **LARRY LANE CURB**

A few property owners along Larry Lane inquired about the possibility of new curb along the entire street corridor. The Council directed the Engineer to include the curbing in the construction plans in order to get a “real cost” for the installation. Upon further review of the existing conditions, the following issues were determined and should be evaluated prior to proceeding:

1. The existing pavement width generally ranges from 18 to 20 feet with some areas as narrow as 17 feet. The minimum width for a street with barrier curb is 24’ (back of curb to back of curb). This would provide an 11-foot driving lane. In order to accommodate this modification, the road embankment would need to be widened by up to 6 feet in some areas. This is particularly difficult in some areas where wooded relief begins within 5 feet of the existing edge of pavement.
2. There are right-of-way issues to consider along the corridor. The ROW width along the north-south portion of the road is 50 feet. This is plenty of available ROW to construct a widened street but the street is currently located on the east side of the ROW and construction to the west would involve extensive fill and tree removal. The ROW on the east-west portion is only 33 feet. Construction of a 24-foot section would likely require street realignment to stay with the narrow ROW. The ROW just north of the Ford Road/Larry Lane/Circle Drive intersection is ambiguous based on conflicting described/platted ROW location. Prescriptive rights would allow the City to improve existing pavement surface but widening the road may require acquiring additional ROW or easements.
3. Finally the addition of 850 feet of channelized runoff from the curbed street without storm sewer will contribute to an existing drainage issue at the bottom of the hill (Ford Road and 8<sup>th</sup> Avenue).

In order to construct the required road embankment for the addition of concrete curb, the additional cost is estimated at \$75,000-\$100,000.

*Based on the items listed above, we do not recommend constructing concrete curb on Larry Lane.*

## **2. COST COMPARISON & FINANCING**

As discussed, we have recommended a number of scope and scheduling changes. The attached exhibit labeled “Exhibit 1 – Rev. 1/2014” shows these changes. Below are the updated project costs reflecting the changes discussed above.

**2013-15 Street Improvement Project – Scope Updates & Ordering the Project MEMO**

Page 3

February 6, 2014

Estimated Project Costs								
Project	Street Segment	Rehab Type	Street	Sanitary Sewer	Sewer Services Only	Watermain	Storm Sewer	Total
<b>2013</b>	Century Ave	FDR	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	Century Ave	FDR	\$ 84,000	\$ -	\$ -	\$ -	\$ 23,000	\$ 107,000
	Ford Rd	MOWC	\$ 64,789	\$ -	\$ 8,400	\$ -	\$ 15,000	\$ 88,189
	8th Ave	MOWC	\$ 126,311	\$ -	\$ 20,400	\$ -	\$ -	\$ 146,711
	Barry Dr	MOWC	\$ 113,244	\$ -	\$ 30,000	\$ -	\$ -	\$ 143,244
	21st St	MOWC	\$ 17,422	\$ -	\$ 6,000	\$ -	\$ -	\$ 23,422
	Ellen Ct	MOWC	\$ 30,489	\$ -	\$ 8,400	\$ -	\$ -	\$ 38,889
	Terrace Rd	MOWC	\$ 30,489	\$ -	\$ 7,200	\$ -	\$ -	\$ 37,689
	10th Ave	MOWC	\$ 65,333	\$ -	\$ 19,200	\$ -	\$ -	\$ 84,533
	Mark Ct	MOWC	\$ 39,200	\$ -	\$ 9,600	\$ -	\$ -	\$ 48,800
	18th St	MOWC	\$ 121,956	\$ -	\$ 16,800	\$ -	\$ -	\$ 138,756
	<b>Sub-Total</b>		<b>\$ 723,233</b>	<b>\$ -</b>	<b>\$126,000</b>	<b>\$ -</b>	<b>\$ 38,000</b>	<b>\$ 887,233</b>
<b>2014</b>	Wild Ridge Ct S	OO	\$ 75,913	\$ -	\$ -	\$ -	\$ -	\$ 75,913
	Wild Ridge Ct N	OO	\$ 29,705	\$ -	\$ -	\$ -	\$ -	\$ 29,705
	Wild Ridge Tr	OO	\$ 217,838	\$ -	\$ -	\$ -	\$ -	\$ 217,838
	Kolff Ct	FDR	\$ 118,524	\$ -	\$ 13,200	\$ -	\$ 15,000	\$ 146,724
	Kolff St	FDR	\$ 218,333	\$ -	\$ 18,000	\$ -	\$ 15,000	\$ 251,333
	Wild Ridge Ct	FDR	\$ 56,143	\$ -	\$ -	\$ -	\$ -	\$ 56,143
	Woodbury Rd	FDR	\$ 87,333	\$ -	\$ 7,200	\$ -	\$ -	\$ 94,533
	Oakridge Drive	MO	\$ 100,000	\$ -	\$ 19,096	\$ -	\$ -	\$ 119,096
	Larry Lane	MO	\$ 51,866	\$ -	\$ 7,638	\$ -	\$ -	\$ 59,505
	Circle Dr	MO	\$ 42,436	\$ -	\$ 12,731	\$ -	\$ -	\$ 55,167
	Ford Rd	FSR	\$ 183,005	\$ -	\$ 15,277	\$ -	\$ -	\$ 198,282
	2nd Ave	FSR	\$ 214,832	\$100,255	\$ -	\$128,899	\$ 57,289	\$ 501,275
	14th St	FSR	\$ 198,919	\$ 92,829	\$ -	\$ 29,838	\$ 53,045	\$ 374,630
	15th St	FSR	\$ 310,313	\$144,813	\$ -	\$ 46,547	\$ -	\$ 501,673
	15th St	FSR	\$ 135,265	\$ -	\$ 8,400	\$ -	\$ 36,071	\$ 179,735
	3rd Ave	FSR	\$ 117,760		\$ 8,400		\$ 62,805	\$ 188,965
	<b>Sub-Total</b>		<b>\$2,158,186</b>	<b>\$337,897</b>	<b>\$109,942</b>	<b>\$205,284</b>	<b>\$239,209</b>	<b>\$3,050,519</b>
<b>2015</b>	Unity Blvd	FSR	\$ 59,089	\$ 27,575	\$ -	\$ 8,863	\$ 15,757	\$ 111,285
	2nd Ave	FSR	\$ 84,413	\$ 39,393	\$ -	\$ 12,662	\$ 22,510	\$ 158,978
	3rd Ave	FSR	\$ 67,531	\$ 31,514	\$ -	\$ 10,130	\$ 18,008	\$ 127,182
	10th Ave	FSR	\$ 118,178	\$ 55,150	\$ -	\$ 17,727	\$ -	\$ 191,055
	3rd St	FSR	\$ 118,178	\$ -	\$ 6,000	\$ -	\$ -	\$ 124,178
	<b>Sub-Total</b>		<b>\$ 447,390</b>	<b>\$153,632</b>	<b>\$ 6,000</b>	<b>\$ 49,382</b>	<b>\$ 56,275</b>	<b>\$ 712,679</b>
<b>Total Construction Cost</b>			<b>\$3,328,809</b>	<b>\$491,529</b>	<b>\$241,942</b>	<b>\$254,666</b>	<b>\$333,485</b>	<b>\$4,650,431</b>
Contingency (10%)			\$332,881	\$49,153	\$24,194	\$ 25,467	\$33,348	\$ 465,043
Overhead (15%)			\$499,321	\$73,729	\$36,291	\$ 38,200	\$50,023	\$ 697,565
<b>Total Project Cost</b>			<b>\$4,161,011</b>	<b>\$614,411</b>	<b>\$302,428</b>	<b>\$ 318,332</b>	<b>\$416,856</b>	<b>\$5,813,039</b>

Below are the updated financing schedule.

Estimated Financing Costs (Project Grouping)					
Project	Equiv. Assessable Units	Project Cost	Total Assessment (Proposed)	Percentage of Cost	City Bond or Fund Contribution
2013	114	\$1,109,042	\$ 330,000	30%	\$ 779,042
2014	161	\$3,813,148	\$ 715,400	20%	\$3,097,748
2015	36	\$890,849	\$ 187,200	21%	\$703,649
<b>Total</b>	<b>304</b>	<b>\$5,813,039</b>	<b>\$ 1,232,600</b>	<b>22%</b>	<b>\$4,580,439</b>

### 3. PROJECT SCHEDULE MOVING FORWARD

Below is the schedule for the 2013 project moving forward, many of the tasks have been completed.

Project Schedule		
Task	Action	Date
1	Council holds three Neighborhood Meetings to discuss projects, schedule, appraisal of benefits and assessments.	Jan. 15, 2014
2	Council considers project scope changes and orders preparation of revised plans	Feb. 6, 2014
3	Council reviews construction plans and authorizes bidding.	Mar. 20, 2014
4	Bid Opening for Construction	Apr. 22, 2014
5	Council Awards Construction Bid. Reviews Preliminary Assessment Roll and orders Assessment Hearing.	May 1, 2014
6	Construction Starts	Jun 2, 2014
7	City Calls for the Sale of Bonds	July, 2014
8	Improvement Hearing for 3 <sup>rd</sup> Avenue	July 3, 2014
9	Assessment Hearing(s)	July 17, 2014
10	Council Adopts Assessment Roll.	Aug. 7, 2013
11	City Awards the Bond Sale	Aug. 21, 2013
12	Construction Complete (depends on Project Scope).	Nov. 15, 2013
13	Assessment Roll Certified to Washington County Payable 2015 Taxes.	Nov. 21, 2014

#### ATTACHMENT(S):

- ❖ "Exhibit 1 – Revised 4/2013" showing the updated scope elements
- ❖ Draft resolution ordering the improvement and preparation of plans

#### ACTION(S) RECOMMENDED:

- ❖ Consider the recommended project scope updates.
- ❖ Consider the draft resolution ordering the improvement and preparation of plans.

# RESOLUTION 2014-4

## A RESOLUTION RECEIVING AMENDED FEASIBILITY REPORT

**WHEREAS**, pursuant to resolution of the council adopted January 17, 2013 a report has been prepared by John B Stewart P.E., Newport City Engineer, with reference to proposed Improvement No. 2013-01, the improvement of the streets included with the City's Capital Improvement Plan for the years 2013, 2014, and 2015 as shown in "Exhibit 1" by regrading and improving the road surfaces, watermain, sanitary sewer, and stormwater conveyance system, and this report was received by the council on March 5, 2013 and as amended by the Council Memorandum entitled the "2013-15 Street Improvement Project – Scope Updates & Ordering the Project" and "Exhibit 1 – Revised 1/2014" dated April 15, 2013, and further amended by the Council Memorandum entitled the "2013-15 Street Improvement Project – Scope Updates & Ordering the Project" and "Exhibit 1 – Revised 1/2014" dated February 3, 2014, and

**WHEREAS**, the amended report divides the proposed improvements into three (3) separate project groupings as follows:

- Project 1 – 2013: Century Avenue, Ford Rd/8<sup>th</sup> Avenue areas
- Project 2 – 2014: Wild Ridge/Kolff St areas, 14<sup>th</sup> & 15<sup>th</sup> Streets, Oakridge Drive, Ford Road (8<sup>th</sup> Ave to Circle Drive), Larry Lane, Circle Drive, 2<sup>nd</sup> Ave (17<sup>th</sup> St to 21<sup>st</sup> St) and 3<sup>rd</sup> Ave (14<sup>th</sup> St. to 15<sup>th</sup> St.)
- Project 3 – 2015: Unity Blvd, 2<sup>nd</sup> & 3<sup>rd</sup> Avenues, 10<sup>th</sup> Avenue, 3<sup>rd</sup> Street

**WHEREAS**, the amended report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate the individual assessments for affected parcels.

### THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEWPORT MINNESOTA:

1. The council will consider the inclusion of the reconstruction of 3<sup>rd</sup> Avenue between 14<sup>th</sup> Street and 15<sup>th</sup> Street to proposed Improvement 2013-01 and orders the preparation of revised plans and specifications thereof.
2. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$5,813.039 as amended.

Adopted this 6th day of February, 2014 by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE: Geraghty \_\_\_\_\_  
Ingemann \_\_\_\_\_  
Sumner \_\_\_\_\_  
Gallagher \_\_\_\_\_  
Rahm \_\_\_\_\_

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

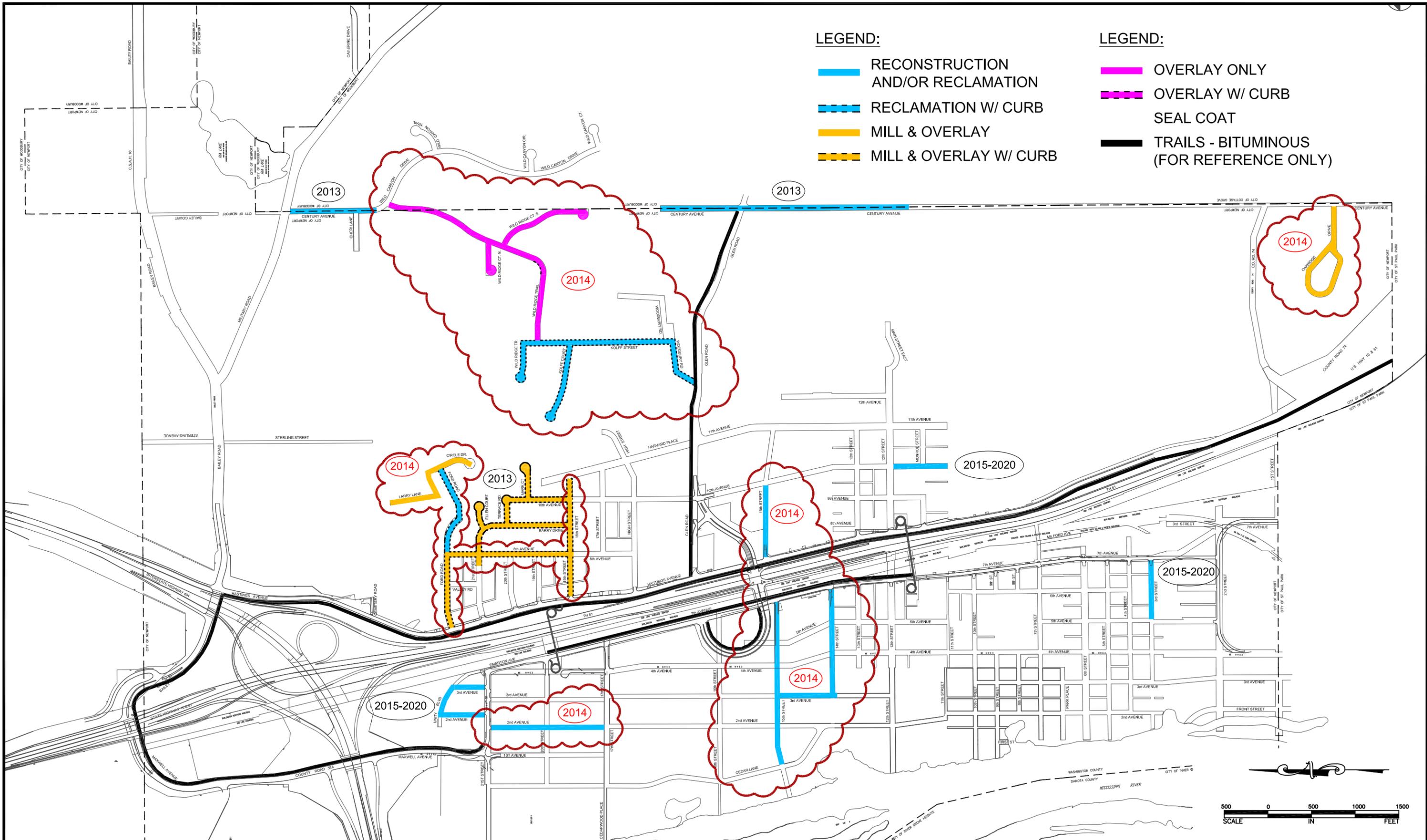
ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator

**LEGEND:**

-  RECONSTRUCTION AND/OR RECLAMATION
-  RECLAMATION W/ CURB
-  MILL & OVERLAY
-  MILL & OVERLAY W/ CURB

**LEGEND:**

-  OVERLAY ONLY
-  OVERLAY W/ CURB
-  SEAL COAT
-  TRAILS - BITUMINOUS (FOR REFERENCE ONLY)



**CITY OF NEWPORT**  
**2013-15 STREET IMPROVEMENT PROJECTS - PROPOSED IMPROVEMENTS**

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**EXHIBIT 1**  
**REV. 1/2014**