



**CITY OF NEWPORT
REGULAR COUNCIL MEETING
NEWPORT CITY HALL
AUGUST 7, 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 Eisenbeisz

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 July 17, 2014 Regular City Council Meeting
 - B. List of Bills in the Amount of \$299,191.58
 - C. **Resolution No. 2014-36** - Accepting Donations for the Period of July 15 - August 4, 2014
 - D. **Resolution No. 2014-37** - Approving a Deferment Request for the 2014 Street Assessment for 1250 Kolff Court
 - E. **Resolution No. 2014-38** - Approving a Deferment Request for the 2014 Street Assessment for 1412 3rd Avenue
 - F. Authorizing Pipe Services to Perform 2014 Sewer Televising and Cleaning at a Cost of \$22,417.20
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
 - A. Approval of the City's Strategic Initiatives
 - B. **Ordinance No. 2014-9** - Amending Section 811.07(E)
10. ATTORNEY'S REPORT
 - A. Arbitration Settlement for Officer Freemeyer
 - B. Discussion Regarding Previous Copier for City Hall

Agenda for 08-07-14

11. POLICE CHIEF'S REPORT

12. FIRE CHIEF'S REPORT

13. ENGINEER'S REPORT

A. Partial Payment #2

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Upcoming Meetings and Events:

- | | | |
|--------------------------------|-----------------|-----------|
| 1. Pioneer Day | August 10, 2014 | |
| 2. Primary Elections | August 12, 2014 | |
| 3. Planning Commission Meeting | August 14, 2014 | 6:00 p.m. |
| 4. City Council Meeting | August 21, 2014 | 5:30 p.m. |



**City of Newport
City Council Minutes
July 17, 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; Renee Eisenbeisz, Executive Analyst; Fritz Knaak, City Attorney; Jon Herdegen, City Engineer; Sherri Buss, TKDA Planner

Staff Absent –Mark Mailand, Fire Chief;

4. ADOPT AGENDA

Mayor Geraghty - There is a memorandum of understanding with the School District that we would like to add under the Administrator's Report.

Motion by Gallagher, seconded by Rahm, to adopt the Agenda as amended. With 5 Ayes, 0 Nays, the motion carried.

5. ADOPT CONSENT AGENDA

Motion by Ingemann, seconded by Sumner, to approve the Consent Agenda as presented which includes the following items:

- A. Minutes of the June 10, 2014 Joint Work Session
- B. Minutes of the June 19, 2014 Regular City Council Meeting
- C. Minutes of the June 24, 2014 Emergency City Council Meeting
- D. List of Bills in the Amount of \$501,308.04
- E. Liquor Licenses
- F. **Resolution No. 2014-30** - Approving Statutory Appointments of Elections Judges
- G. **Resolution No. 2014-31** - Accepting Donations for the Period of June 1 - July 14, 2014
- H. **Resolution No. 2014-32** - Approving a Deferment Request for the 2014 Street Assessment for 2250 Larry Lane
- I. **Resolution No. 2014-33** - Approving a Deferment Request for the 2014 Street Assessment for 1350 5th Avenue
- J. **Resolution No. 2014-34** - Identifying the Need for Livable Communities Demonstration Account Funding and Ratifying the Application for Grant Funds by the Washington County Housing and Redevelopment Authority

With 5 Ayes, 0 Nays, the motion carried.

6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE

Paul Hansen, 1925 10th Avenue - Lived in Newport for 13 years, I'm still waiting for my dead sod to be replaced. Can someone tell me why this hasn't been resolved?

Mayor Geraghty - When did it die?

Mr. Hansen - It was dead this spring.

Mayor Geraghty - From last year's work?

Mr. Hansen - It is and I was here five or six weeks ago and stated the same thing. I want to see some action and I want my lawn done. I'm proud of my property and want to stay proud of it, I can't be proud of it with dead sod.

Engineer Herdegen - We met with McNamaera and their landscaping subcontractor in early June and identified the areas that need sod replacement. They will replace it, we're holding retainage for it. We are entering the drier time of the year so we don't want to put any sod down until as early as August 15.

Mr. Hansen - I would think this contract could be easily enforced and I still don't have a copy of it cuz I'm not done complaining. I waited last time, I'm going to start rocking the boat. I want my property brought up the way it was prior to the street.

Engineer Herdegen - We have every intention of getting it done.

Mr. Hansen - Get busy and get my sod done and done right.

Mayor Geraghty - You'll continue to check into it?

Engineer Herdegen - Yes, there were a number of areas and they have a good day or two.

Councilman Rahm - Can you give us a sod update at every meeting?

Engineer Herdegen - Yes, I would recommend that we don't replace it until August 15 because it will dry up. I'll make a note to update you at the August meeting.

Mayor Geraghty - Are there issues with other property owners?

Engineer Herdegen - I haven't heard anything.

Mayor Geraghty - So this is stuff we identified?

Superintendent Hanson - Yes.

Engineer Herdegen - Xcel Gas did a lot of restoration in the area too separate from the City's project.

7. MAYOR'S REPORT –

Mayor Geraghty - I attended the Booya parade and Booya. It was a great day and crowd.

8. COUNCIL REPORTS –

Councilman Ingemann - We had a fantastic day for Booya. The sun came out for our parade. It was a good activity and good fun.

Councilman Rahm - I also attended the parade and Booya event. I thought it was a great time and I would like to compliment Councilman Ingemann on being the voice of Booya.

Councilman Gallagher - I had a Met Council meeting yesterday where we talked about transit projects in Ramsey County and I attended Booya.

Councilman Sumner - I also attended Booya and it was great excitement. I brought my family on Sunday and encouraged them to have fun because it's supporting one of our greatest assets in the City. Who is mowing the area around the pond on Ford Road?

Superintendent Hanson - The contractor.

Councilman Sumner - It got half way done and then they quit.

Superintendent Hanson - Their equipment broke down but they said as soon as they got it back up and running they would be back out.

Councilman Sumner - Why are they mowing now because those plants are just at the point where they're going to seed and I would think that we'd want them to go to seed.

Superintendent Hanson - Those aren't the plants we want in the end, it's the under plants. I think the weather got to them like anyone else, it was too wet to mow there.

Councilman Ingemann - That tall stuff is weeds.

Councilman Sumner - How is cutting it going to bring about the under stuff?

Superintendent Hanson - It was part of the contract for them to mow it.

Councilman Sumner - Has anyone gone to look at it?

Superintendent Hanson - We've looked at it but I was going to wait until this mowing got done. We have another year on the warranty.

9. ADMINISTRATOR'S REPORT –

A. Approval of the City's Strategic Initiatives

Dave Unmacht, Springsted, presented on this item as outlined in the July 17, 2014 City Council packet.

Admin. Hill - I would like to touch on the short-term goals that were developed. Most of these did come from discussion at the planning session and we did add a few that have been discussed throughout my term as Administrator. To comment on how they are presented, we wanted something that was clear and concise and was goal-oriented. If we do most of these short-term goals, whatever long-term goals we had or discussed, it brings us to that point. I think it's a good plan.

Councilman Ingemann - I think we started on a few of them already.

Admin. Hill - Yes, we discussed them in March and a number of them have already started.

Councilman Sumner - I think it's already proven to be a good guide.

Mayor Geraghty - The ones that aren't done will probably take some time.

Admin. Hill - Yes.

Councilman Rahm - I think overall, I like the format and action steps. It helps form some guidance that we can use. As we use this type of document and things are brought up at a Council meeting, they'll look at it and see how it fits in the plan. It's a good start and will grow and develop. When we talk about assigned, some of these are big things that the entire Council needs to take ownership on. Should someone on staff run with it or someone on the Council?

Mr. Unmacht - We didn't want to fill those in until you review the list. It's generally a staff responsibility to monitor, track and do it. The assignment should be the doer and the deadline should be realistic. If you support it and you want it, the next step would be for staff to sit down and fill in the details of assignment and deadline and bring it back to you for review so you're ok with it.

Councilman Rahm - Overall I think it's good.

Mayor Geraghty - We should make it an annual event.

Admin. Hill - Would you like to approve this or look at it some more?

Councilman Sumner - I'd like to look at it until the next meeting.

Councilman Rahm - Me too and I'll send you some thoughts.

B. Resolution No. 2014-35 - Approving a Conditional Use Permit Requested by Thomas Long for Property Located at 2204 Hastings Avenue

Sherry Buss, TKDA Planner, presented on this item as outlined in the July 17, 2014 City Council packet.

Mayor Geraghty - At one time we talked about fencing, will that be required?

Ms. Buss - No. There is an exception in the Code that does not require screening for auto sales.

Mayor Geraghty - I thought it was required if it faces residential.

Ms. Buss - There is but looking back, that is not required for this use. Once you put the curb and sod in on the south side, there won't be room for displaying vehicles on that side.

Councilman Gallagher - When do you envision this going forward? I'm assuming you're doing it to sell the property?

Tom Long, 2204 Hastings Avenue - Once the stage 1 environmental study is done we can proceed with the sale. The fastest is probably mid to late September.

Councilman Sumner - He has financial capabilities?

Mr. Long - It's a contract for deed.

Councilman Gallagher - Is there a repaving requirement?

Ms. Buss - No.

Councilman Gallagher - If I remember right, it's kind of in shambles.

Councilman Sumner - The front side is in good shape and the south side will be altered with the road construction.

Ms. Buss - No one commented on it during the process and I drove by the front side and didn't think it looked bad.

Motion by Sumner, seconded by Rahm, to approve Resolution No. 2014-35 Approving a Conditional Use Permit for Property Located at 2204 Hastings Avenue. With 4 Ayes, Gallagher Voting Nay, the motion carried.

C. Employee Personnel Policy

Executive Analyst Eisenbeisz presented on this item as outlined in the July 17, 2014 City Council packet.

Councilman Sumner - These have been brought to our attention by the League and their attorneys have gone through it?

Executive Analyst Eisenbeisz - Yes.

Motion by Gallagher, seconded by Geraghty, to approve the Employee Personnel Policy as presented. With 5 Ayes, 0 Nays, the motion carried.

D. Agreement between the City of Newport and the Owners of 290 and 310 3rd Avenue for Driveway Paving

Mayor Geraghty - We just need to give them an easement to use it and we retain rights to go on the property?

Attorney Knaak - Yes, you do a document that gives them permission and it has the same effect as an easement. This is not the first time it's happened in the City.

Motion by Gallagher, seconded by Ingemann to direct the City Attorney to draft and authorizing the City Administrator to enter into an agreement between the City of Newport and Owners of 290 and 310 3rd Avenue. With 5 Ayes, 0 Nays, the motion carried.

E. Memorandum of Understanding between the City of Newport and South Washington County Schools for Emergency Relocation Sites

Admin. Hill - We have an agreement with the South Washington County School District to use City Hall in case of an emergency to house some kids until they can be picked up. In talking with Tom, I don't think we could fit 300 kids in this building and could use the Fire Hall as an alternative. It was fine with the School District to use both buildings.

Councilman Sumner - How would they get down there?

Admin. Hill - Walk or bus.

Motion by Gallagher, seconded by Sumner, to approve the Memorandum of Understanding as amended. With 5 Ayes, 0 Nays, the motion carried.

10. ATTORNEY'S REPORT - Nothing to report

11. POLICE CHIEF'S REPORT - Nothing to report

12. FIRE CHIEF'S REPORT – Nothing to report

13. ENGINEER'S REPORT –
A. Partial Payment #1

Jon Herdegen, City Engineer, presented on this item as outlined in the July 17, 2014 City Council packet.

Mayor Geraghty - Are there any concerns about them meeting the deadlines?

Engineer Herdegen - I think they have concerns which is why they brought in the second crew. I'm not concerned with them getting everything paved this year.

Councilman Ingemann - Do we have a penalty if they don't finish?

Engineer Herdegen - Yes, we have liquidated damages enforced per day that they go beyond their completion date.

Councilman Sumner - What problem are they running into?

Engineer Herdegen - When the pipe was originally installed, the trench was only as wide as it needed to be so when they're going down, the trench needs to be wider so they're running into more rock than they anticipated.

Motion by Geraghty, seconded by Ingemann, to approve Partial Payment #1 for \$194,065.89. With 5 Ayes, 0 Nays, the motion carried.

Councilman Rahm - I noticed that there was a construction crew on Century Avenue that was sealing cracks even though the road was just put in last year. Is that normal? I'm concerned that we're building new roads and having to put in new cracks.

Superintendent Hanson - Those are frost cracks and has been my practice since we started doing roads. I do it as soon as I can after they're constructed so yes it's normal. Last year was a little worse than most because of the severe winter.

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

Superintendent Hanson - I attended a meeting at Washington County with FEMA. The State of MN has already declared a State of Emergency. They interviewed the first eight counties and met their limit so they've already applied. Today was the first process to see if we'll qualify and on the initial reports the County did meet the minimum criteria so we'll keep going on that. We'll be seal coating in the southeast quadrant of the City on Monday.

15. NEW/OLD BUSINESS

A. Discussion Regarding the Installation of a Railing at the 10th Street Overlook

Admin. Hill presented on this item as outlined in the July 17, 2014 City Council packet.

Mayor Geraghty - I thought of this when the teenager drowned in St. Paul Park and it's an area where there is no safety barrier and kids can just fall down into the River. I thought it would be prudent to put up a fence there.

Councilman Sumner - This would completely isolate that end?

Mayor Geraghty - You were looking at a 48 inch high?

Superintendent Hanson - Yes and end to end. They can make the effort to go around or over it. We had the League out to look at it and there were comments both ways of how you might be increasing the risk if someone climbs up and falls down. The other concern I would have is damage due to flooding.

Councilman Gallagher - If we put a fence up there and someone jumps off of it, is there a legal responsibility that we didn't put a good enough fence up?

Councilman Ingemann - If we don't put up a fence the possibility of slipping and falling is greater.

Mayor Geraghty - By bringing it up we've raised the issue of potential risk and I would argue that we need the fence. We can't stop people from climbing over the fence.

Councilman Rahm - What will the fence cost?

Councilman Ingemann - \$3,000. I would say just get it down.

Councilman Rahm - It's just on one overlook?

Councilman Ingemann - Yes.

Attorney Knaak - If you address the issue and decide to do nothing because it's too expensive, you're protected. If you're addressing a safety issue, you have a lot of discretion on what to do. It's a judgment call on your part. What you'll be responsible for is doing it right. For the most part, just by talking about it you don't have to do it.

Councilman Rahm - We could put a sign up?

Attorney Knaak - You have the discretion to have the conversation about what's needed or not and what you can afford to do or not.

Councilman Rahm - If the right thing is to put a fence in let's put a fence in.

Attorney Knaak - Just know that you're not being required because of liability.

Councilman Sumner - Should we get multiple?

Mayor Geraghty - They can put it out for bid.

Superintendent Hanson - This price is off of the State bid.

Councilman Gallagher - Will we run into any historic issues with the walls?

Mayor Geraghty - No, there's no wall at the bottom.

Councilman Gallagher - Aesthetically, I don't like having a fence there but I see the Mayor's point.

Motion by Ingemann, seconded by Geraghty, to approve the installation of a railing at the 10th Street Overlook. With 4 Ayes, Gallagher Voting Nay, the motion carried.

Mayor Geraghty - The 6th Street access, I would like to keep the entire area mowed.

Superintendent Hanson - We planted native flowers there.

Mayor Geraghty - I'd like to clear it all out just in case we allow boats there. I would like to make it as inviting as possible. Maybe we can even put a picnic table down there. If we want to make it a boat landing, we can't have an eight-foot path down there.

Councilman Gallagher - I think a boat launch would be great.

B. Request from the Newport Volunteer Fire Department

Steve Wiley and Matt Aune of the Newport Fire Department Relief Association presented on this item as outlined in the July 17, 2014 City Council packet. Councilman Ingemann abstained from the discussion and vote.

Councilman Gallagher - So the City's contribution will drop by \$12,000 this next year?

Mr. Aune - That's our prediction.

Councilman Gallagher - This is if you don't increase your staffing right?

Mr. Aune - This is a great tool to get new members. Right now, we're at 24 and are allowed 35. It's a problem around the entire state.

Mayor Geraghty - What will our contribution be if it drops \$12,000?

Mr. Aune - Right now your contribution is around \$69,000, we're hoping it will drop around \$56,000 if this is approved.

Mr. Wiley - If approved, we'll submit the form and the amount will be the amount.

Mayor Geraghty - Do you have any long-term projections? I'm just trying to see what it would take to have it go back up.

Admin. Hill - Because we received this so late and didn't have enough time to take a good look at it, I did get an email from Stacie saying that if they increase their membership significantly, it will increase our contribution. She did have a question on how your investments have been going.

Mr. Wiley - They are in line with the State board of investments. We have some money in cash, which brings down the overall amount. We're pretty conservative with our investments.

Admin. Hill - The two bigger factors are if they increase their membership.

Mayor Geraghty - I don't see them getting to 35.

Mr. Wiley - If we can keep it at 25-27, that would be ideal.

Admin. Hill - The other one is if the stock market crashes.

Councilman Sumner - Would this be a change for five or ten years or would you come back each year with a new request?

Mr. Wiley - No, it's been eight years since our last request and we've averaged a request every four years. It's driven off of funding percents and the forms that we submit to the State.

Councilman Sumner - This is the amount that would be given to firefighters if they left the service for each year of service that they put in?

Mr. Wiley - Correct. Firefighters are vested after 10 years and get 60% at that time. It goes up 4% every year and you get 100% at 20 years.

Motion by Gallagher, seconded by Rahm, to increase the retirement benefit from \$3,000 to \$3,300 per year. With 4 Ayes, 0 Nays, Ingemann Abstaining, the motion carried.

16. ADJOURNMENT

Motion by Gallagher, seconded by Rahm, to adjourn the regular Council Meeting at 6:36 P.M. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Eisenbeisz
Executive Analyst

Non-Recurring Bills

Paid Chk# 016539	AGGREGATE INDUSTRIES MIDWEST	8/7/2014	\$703.15	Pioneer Park Memorial
Paid Chk# 016540	AMERICAN FLAGPOLE& FLAG CO	8/7/2014	\$399.00	Light for Pioneer Park Memoria
Paid Chk# 016541	BAILEY NURSERIES, INC.	8/7/2014	\$159.29	Treet for Pioneer park
Paid Chk# 016542	CITY OF WOODBURY	8/7/2014	\$124,427.76	Century Avenue Street project
Paid Chk# 016543	CONNELLY INDUSTRIAL ELECTRONIC	8/7/2014	\$2,427.70	Pump repair-flood
Paid Chk# 016544	COTTAGE GROVE, CITY OF	8/7/2014	\$3,710.91	1/4 building permit and plan r
Paid Chk# 016546	DIETRICH ELECTRIC, INC	8/7/2014	\$244.65	Electrical inspections
Paid Chk# 016547	EDS TROPHIES INC	8/7/2014	\$85.50	Plaques
Paid Chk# 016548	EHLERS	8/7/2014	\$1,025.00	Fin. Magt. Plan
Paid Chk# 016549	EMERGENCY AUTOMOTIVE TECH.	8/7/2014	\$2,510.90	Police vehicle replacement equ
Paid Chk# 016550	FAIR OFFICE WORLD	8/7/2014	\$144.47	Office supplies
Paid Chk# 016551	FIRE SAFETY USA, INC.	8/7/2014	\$2,309.73	Equipment for fire truck
Paid Chk# 016552	FLEET ONE LLC	8/7/2014	\$2,743.84	Petrol
Paid Chk# 016553	FUNCHARACTERS	8/7/2014	\$150.00	Pioneer Day entertainment
Paid Chk# 016554	MARK GERGEN	8/7/2014	\$140.16	Escrow reimbursement
Paid Chk# 016555	GERLACH OUTDOOR POWER EQUIP.	8/7/2014	\$118.85	Park repair
Paid Chk# 016556	GERTENS	8/7/2014	\$104.85	Pioneer park wood chips
Paid Chk# 016557	HAWKINS	8/7/2014	\$1,305.00	Flouride
Paid Chk# 016558	INFRATECH TECHNOLOGIES	8/7/2014	\$3,742.10	Locator kit
Paid Chk# 016559	INSTRUMENTAL RESEARCH, INC.	8/7/2014	\$36.00	Coliform Bacteria
Paid Chk# 016560	JOHN BARTL HARDWARE	8/7/2014	\$568.11	Supplies
Paid Chk# 016561	JAMES KALLESTAD	8/7/2014	\$1,200.00	Pioneer Day band
Paid Chk# 016562	KIRCHER, ANDREA MITAU	8/7/2014	\$250.00	Arbitrator fees
Paid Chk# 016563	Holstad & Knaak, PLC	8/7/2014	\$5,200.00	Legal fees-July
Paid Chk# 016564	JAMES LONEY	8/7/2014	\$1,000.00	Pioneer Day Band
Paid Chk# 016565	TOM LONG	8/7/2014	\$365.88	Escrow reimbursement
Paid Chk# 016566	MENARDS - COTTAGE GROVE	8/7/2014	\$311.87	Flag lighting Pioneer Park Mem
Paid Chk# 016567	MINNESOTA WOMEN IN CITY GOVT.	8/7/2014	\$25.00	Membership
Paid Chk# 016568	MSA PROFESSIONAL SERVICES, INC	8/7/2014	\$29,299.50	City Engineering
Paid Chk# 016569	ON SITE SANITATION	8/7/2014	\$440.00	Port o Potty
Paid Chk# 016570	PATHFINDER CRM, LLC	8/7/2014	\$1,650.00	Preservation Brown house surve
Paid Chk# 016571	PROFESSIONAL DRAIN SERVICES	8/7/2014	\$33,454.80	Sewer TV 2014 Street
Paid Chk# 016572	RCM SPECIALIST	8/7/2014	\$3,325.00	Patching Hastings Avenue
Paid Chk# 016574	STREICHERS	8/7/2014	\$139.99	Uniforms
Paid Chk# 016575	TACTICAL SOLUTIONS	8/7/2014	\$172.00	Radar certification
Paid Chk# 016576	TENNIS SANITATION LLC	8/7/2014	\$20.80	Garbage service city hall and
Paid Chk# 016577	TKDA	8/7/2014	\$2,768.91	City planning
Paid Chk# 016578	USA INFLATABLES	8/7/2014	\$127.50	Pioneer Day Entertainment
Paid Chk# 016579	VIKING ELECTRIC SUPPLY	8/7/2014	\$104.79	Pioneer Park Memorial
Paid Chk# 016580	WASHINGTON CTY SHERIFF	8/7/2014	\$9,226.15	MDC, Alerts, and records

Recurring Bills

Paid Chk# 000320E	FEDERAL TAXES	7/24/2014	\$9,607.92	SS, Med. & Federal
Paid Chk# 000321E	ING LIFE INSURANCE & ANNUITY	7/24/2014	\$1,719.60	MSRS Voluntary retirement
Paid Chk# 000322E	ING LIFE INSURANCE & ANNUITY	7/24/2014	\$421.42	MSRS-Health savings
Paid Chk# 000323E	MN REVENUE	7/24/2014	\$2,059.45	State taxes
Paid Chk# 016522	G & K SERVICES	7/17/2014	\$221.75	Uniforms
Paid Chk# 016523	SELECTACCOUNT	7/17/2014	\$37.98	Monthly fee
Paid Chk# 016524	VERIZON	7/17/2014	\$157.09	Air Cards
Paid Chk# 016525	XCEL ENERGY	7/17/2014	\$6,182.14	Natural gas and electricity
Paid Chk# 016529	ASSURANT EMPLOYEE BENEFITS	7/24/2014	\$609.07	Life and long-term disability
Paid Chk# 016530	COMCAST	7/24/2014	\$120.03	
Paid Chk# 016531	DEBORA HILL	7/24/2014	\$119.46	Mileage and expense reimbursem
Paid Chk# 016532	ING LIFE INSURANCE & ANNUITY	7/24/2014	\$250.00	
Paid Chk# 016533	LAW ENFORCEMENT LABOR SERVICES	7/24/2014	\$270.00	
Paid Chk# 016534	LEAF	7/24/2014	\$580.49	
Paid Chk# 016535	PERA	7/24/2014	\$8,417.52	

Paid Chk# 016536	RENEE EISENBEISZ	7/24/2014	\$23.58 Mileage Reimbursement
Paid Chk# 016537	SELECTACCOUNT	7/24/2014	\$791.49 HSPA
Paid Chk# 016538	VERIZON	7/24/2014	\$382.17 Cell phone and hot spots
Paid Chk# 016545	DEBORA HILL	8/7/2014	\$220.00 Pioneer Day Petty cash and cas
Paid Chk# 016573	JAMIE SMITH	8/7/2014	\$26.65 Library reimburesment
		Staff	\$30,834.61
			\$299,191.58

RESOLUTION NO. 2014-36

A RESOLUTION ACCEPTING DONATIONS FOR THE PERIOD OF JULY 15 - AUGUST 4, 2014

WHEREAS, The City of Newport, Minnesota is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the items set forth below to the City:

Individual/Business	Donated Item	Donated Amount	Donated Date
Roscher Dental	Monetary - Pioneer Day	\$50.00	07/15/2014
Newport -St. Paul Cold Storage	Monetary - Pioneer Day and Twin Tickets - Pioneer Day Raffle	\$250.00	07/15/2014
Ten-E Packaging	Twin Tickets - Pioneer Day Raffle		07/16/2014
Herb Stahnke	Books for the Library and Community Center	\$150.00	07/19/2014
Tinucci's	Gift Cards - Pioneer Day Raffle	\$100.00	07/21/2014
Advanced Sportswear	T-shirts - Pioneer Day Raffle	\$60	07/29/2014
Brianna Stenvick	Books for the Library and Community Center	\$100.00	07/29/2014

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED, That the Newport City Council hereby accepts the above donations and directs staff to write a letter of appreciation to each donor.

Adopted by this council this 7th day of August, 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

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: 07/15/14

Donor Information

Donor's Full Name: Roscher Dental Telephone: _____

Donor's Address: 1590 Hastings Avenue

City/State/Zip: Newport, MN 55055

Donation Information

Donated Item: \$50

Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): _____

If Applicable:

For: Pioneer Day

In Honor Of: _____

Location or Placement of Donation: _____

Estimated Lifespan of Material Donation: _____

Is the Donation Restricted: Yes No

If Yes, Terms of Donation Restriction: Pioneer Day

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: Roscher Dental Signature: _____

For Office Use

Received By: Renee Eisenbeisz

Date Received: 07/15/14

Approved By: _____ Date of Approval: _____

Reasons for Denial: _____

City of NEWPORT

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: 07/15/14

Donor Information

Donor's Full Name: Newport St. Paul Cold Storage Telephone: _____

Donor's Address: 2233 Maxwell Avenue

City/State/Zip: Newport, MN 55055

Donation Information

Donated Item: \$250 = 4 Tickets to the 08/21/14 Twins Game

Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): _____

If Applicable:

For: Pioneer Day

In Honor Of: _____

Location or Placement of Donation: _____

Estimated Lifespan of Material Donation: _____

Is the Donation Restricted: Yes No

If Yes, Terms of Donation Restriction: Pioneer Day in General - \$250

Pioneer Day Raffle - Twins Tickets

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: Newport St. Paul Cold Storage Signature: _____

For Office Use

Received By: Renee Eisenbeisz

Date Received: 07/15/14

Approved By: _____ Date of Approval: _____

Reasons for Denial: _____

City of NEWPORT

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: 07/16/14

Donor Information

Donor's Full Name: Ten-E Packaging Telephone: _____

Donor's Address: 1666 City Rd 74

City/State/Zip: Newport, MN 55055

Donation Information

Donated Item: 4 Tickets to the Sept 7 Twins Game

Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): _____

If Applicable:

For: Pioneer Day

In Honor Of: _____

Location or Placement of Donation: _____

Estimated Lifespan of Material Donation: _____

Is the Donation Restricted: Yes No

If Yes, Terms of Donation Restriction: Pioneer Day Raffle

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: Ten-E Signature: _____

For Office Use

Received By: Renee Eisenbeisz

Date Received: 07/16/14

Approved By: _____ Date of Approval: _____

Reasons for Denial: _____

City of NEWPORT

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: 7/19/14

Donor Information

Donor's Full Name: HERB STAANKE Telephone: _____
Donor's Address: 2262 LARRY LAWE
City/State/Zip: NEWPORT

Donation Information

Donated Item: 8 Boxes
For: NEWPORT LIBRARY
In Honor Of: _____
Location or Placement of Donation: _____
Estimated Lifespan of Material Donation: 50 yrs.
Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): \$150.00
Is the Donation Restricted: Yes No
If Yes, Terms of Donation Restriction: _____

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: HERB STAANKE Signature: Herb Staanke

For Office Use

Received By: Jamie Smith

Date Received: 7/19/14

Approved By: _____ Date of Approval: _____

Reasons for Denial: _____

Donations from 7/19/14

Practical Low Fat

Creative Cooking: Desserts

Dessert Recipe Requests to the Los Angeles Times by Rose Dosti

Cooking with Soup

Great baking Ideas with Rhodes Frozen Dough

Cooking with Soy

From Farm Journal's Famous Country Cookbook: Family Favorites

The Weekend Chef

Wish-Bone Salads plus Much More

Baker's Favorite Chocolate Recipes

Herbs Health & Cookery by Claire Loewenfeld

Home Cooking by Laurie Colwin

Honey I Love You by Rev. Maurice Ness

Fondue Cookbook by Marie Roberson Hamm

Classic Appetizers

Pillsbury Bake-Off: 36th cooking & baking contest

Real: Fall 1968

Gettysburg by Frederick Tilberg

The Flag of Our United States by James A. Moss

The Awakening by Kate Chopin

Alcohol and Nutrition by Gary Null

The Hazards of Being Male: surviving the myth of masculine privilege

The Art of Thinking by Ernest Dimnet

The Virginian by Owen Wister

Stranger in Two Worlds by Hugh Clevely

Mind over Murder by William Kienzle

Going My Own Way by Gary Crosby

Calliope Reef by Howard Rigsby

The Turn of the Screw / Daisy Miller by Henry James

Little Women by Louisa Alcott

"J is for Judgment" by Sue Grafton

50 High-Impact, low-Care Garden Plants by Tracy Disabato-Aust

Royal Enigma: the true story of the seventh in line to the British throne by Edward Enigma

Blessings by Belva Plain
From a Far Land by Robert Elegant
The Runaway by Terry Kay
Stardust by Robert B. Parker
Descent from Glory: four generations of the John Adams family by Paul Nagel
Christian Beliefs for Christian Youth by Bishop J. Gordon Howard
Daybreak by Belva Plain
Eden Burning by Belva Plain
The Rule of Four by Ian Caldwell
Life Beyond 100 Secrets of the Fountain of Youth
Water, Prey, and Game Birds of North America
Last Rights by Philip Shelby
I Think I'm Outta Here by Carroll O'Connor
Nickel Dreams: My Life by Tanya Tucker
Wuthering Heights by Emily Bronte
Westward Ho! By Charles Kingsley
From Fields of Gold by Alexandra Ripley
JFK: Reckless Youth by Nigel Hamilton
Exploring the Bible by Alfred Beck
Voyages to Paradise: exploring in the wake of Captain Cook by William Gray
Christmas Memories with Recipes
Hummingbirds by Nancy Newfield
Special Plants: over 500 outstanding plants for the enthusiastic gardener by Jane Taylor
Roses by Jacqueline Seymour
Uncommon Minnesotans: heroes among us by Jim Klobuchar
When I Am an Old Woman, I Shall Wear Purple
The Norman Rockwell Treasury by Thomas Buechner
America the Beautiful: in the words of Henry Wadsworth Longfellow
Duane's Depression by Larry McMurtry
A Most Jubilant Song: inspiring writings about the wonderful world around us by Walt Whitman
The Seduction of Hillary Rodham by David Brock
Shadow Play: the Murder of Robert F. Kennedy, the Trial of Sirhan Sirhan, and the Failure of American
Justice by William Klaber
Custer Battlefield National Monument
The Present by Johanna Lindsey

Simplify Your Christmas: 100 ways to reduce the stress and recapture the joy of the holidays by Elaine St. James

Treasure: where it is and how to find it by Robert Nesmith

Mrs. Dalloway by Virginia Woolf

Come the Spring by Julie Garwood

The Christmas Box by Richard Paul Evans

The Killer Angels by Michael Shaara

Atlas Shrugged by Ayn Rand

Memories of Midnight by Sidney Sheldon

How to Survive the Loss of a love by Melba Colgrove

9 Readers Digest books

“Let Your Name Be Sanctified” book of scripture

Men Minds Microns

Better Homes and Gardens: Best Desserts (pamphlet)

Joys of Jello (dated)

Treasured Honey Recipes (phamplet)

College Kids Cookbook (phamplet)

Sour Cream Recipes (Phamplet)

1982 Scandinavian Christmas (phamplet)

Magic Menues (Phamplet)

Beautiful Cooking (Phamplet)

Quick-as-a-mix cookie recipes (Phamplet)

The secret of Seasoning (Phamplet)

Aunt Sammy’s Radio Recipes (Phamplet)

The Penguin Book of the Sonnet (slight water damage)

Motherhood the second oldest profession (yellowed)

Crossword Puzzle Dictionary (don’t need it)

A Secret Arrangement (old)

Love (old)

Marvella (old)

The LeBaron Secret (old)

Scarlett (old)

Murder at tge Watergate (beat up)

Held for Ransom (old)

Empire (old)

Making your home life Happy (odd print)
The Heart Listens (old)
Lace (old)
Paint the Wind (old)
Abigail (old)
Light in the Sky (old)
Promises to Keep (old)
The Greatest Generation (2nd copy)
“H is for Homicide (2nd copy)
The Promise (old)
Crescent City (old)
Dr. Rocksinger and the Age of Longing (old)
Forever in your Embrace (old)
Recipes that Touch Your Heart and Soul (small, pamphlet)
Chicken Soup for the Woman’s Soul (2nd copy)
Low Calorie Meals (old)
False Witness (old)
Widow (old)
After Diana (unneeded)
Charleston (old)
Mind Over Murder (old)
The Case of the Rolling Bones (old)
Two Pools in a Field (old)
The Winds of War (old)
Giant (old)
The Power of the Dog (old)
The Sheik (old)
An Indecent Obsession (old)
Ecstasy’s Embers (old)
Street of Dreams (old)
Cruel Doubt (old)
When Rabbit howls (old)
Invitation to Live (old)
Passion’s Betrayal (worn)
A Creed for the Third Millennium (yellowed)

The Justicer (old)
Means to an End (old)
Savage Streets (old)
The Other Side of Midnight (old)
The Glass Lake (beat up)
Grow with your Plants (old)
Mistress of Mellyn (old)
The First Lady (old)
Jericho (old)
As Summers Die (old)
Bygones (don't need)
The Spoils of War (old)
Through a Glass Darkly (old)
On Leaving Charleston (water damage)
The Celebrity Vegetarian CookBook (water damage)
The Quick & Easy CookBook (yellowed, stained)
Our Best Cookie Recipes (stained)
Politics In America (old, highlighted)
The instrument (old)
The Feminine Mystique (musty, old)
The Pacific War Diary (broken binding)
Lauren Bacall: By Myself (yellowed, old)
Women and the lakes (water damage)
Cellulite (dated)
If Looks Could Kill (water damage)
Picturesque Newport Rhode Island (old)
So Big (ratty, yellowed)
Wanderer (yellowed, stained)
Captains and the Kings (ratty, yellowed)
Where it is at (ripped)
Contemporary American poetry (water damage)
Kyra (broken binding)
I'll Cry Tomorrow (broken binding)
American Poems (broken Binding)
No Time for Sergeants (ratty)

The Firm (ratty)
Practical Electrocardiography (dated)
The Last of the Tearoom Ladies (moldy)
Death in Holy Orders (water damage)
The House of War (moldy)
2011-2012 personal calendar
Money Dynamics for the 1980s (dated)
Inside Daisy Clover (ratty)
The Final Diagnosis (ratty)
Plantation (water damage)
The Countess Angelique (ratty)
The Flame and the Flower (broken binding)
Issues in Feminism (ratty)
How to get Well (dated)
Sow not in Anger (ratty)
Innocent Blood (ratty)
The Crash of -79 (no cover, ratty)
Dream West (no cover)
Never Love a Stranger (no cover, ratty)
East of Eden (ratty, yellowed)
1932 (loose pages)
1974 Readers Digest (dated)
The Exorcist (ratty, yellowed)
The Temptation of Jack Orkney (no cover)
Official Price Guide to Antique & Modern Dolls (dated)
Hotel (ratty, yellowed)
A Hall of Mirrors (ratty)
The Time of the Hunter's Moon (ratty, yellowed)
Control of Communicable Diseases in Man (dated)
How to Lie about Your Age (dated)
The Source (ratty, yellowed)
Rich Man, Poor Man (moldy)
Come Love A Stranger (loose pages)
All In the Family (ratty)
Literature by Women (ratty, marked up)

The Black Tower (ratty)

Texas (dated)

Six Great Modern Plays (ratty, water damage)

City of NEWPORT

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: 07/21/14

Donor Information

Donor's Full Name: Tinucci's Telephone: _____

Donor's Address: 396 21st Street

City/State/Zip: Newport, MN 55055

Donation Information

Donated Item: 10 \$10 Gift Cards

Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): \$100

If Applicable:

For: Pioneer Day

In Honor Of: _____

Location or Placement of Donation: _____

Estimated Lifespan of Material Donation: _____

Is the Donation Restricted: Yes No

If Yes, Terms of Donation Restriction: Pioneer Day Raffle

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: Mark Tinucci Sr Signature: _____

For Office Use

Received By: Renee Eisenbeisz

Date Received: July 21, 2014

Approved By: _____ Date of Approval: _____

Reasons for Denial: _____

City of NEWPORT

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: July 30, 2014

Donor Information

Donor's Full Name: Advanced Sportswear Telephone:
Donor's Address: 1632 Hastings Avenue
City/State/Zip: Newport, MN 55055

Donation Information

Donated Item: 6 Free Shirts
Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): \$60
If Applicable:
For: Pioneer Day
In Honor Of:
Location or Placement of Donation:
Estimated Lifespan of Material Donation:
Is the Donation Restricted: [X] Yes [] No
If Yes, Terms of Donation Restriction: Pioneer Day Raffle

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: Advanced Sportswear Signature:

For Office Use

Received By: Renee Eisenbeisz
Date Received: July 29, 2014
Approved By: Date of Approval:
Reasons for Denial:

City of NEWPORT

DONATION APPLICATION AND AGREEMENT FORM

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Date: 7/29/14

Donor Information

Donor's Full Name: Brianna Marie Stenvick Telephone: X
Donor's Address: 405 3rd Ave
City/State/Zip: 55055

Donation Information

Donated Item: two bags of books
For: _____
In Honor Of: _____
Location or Placement of Donation: _____
Estimated Lifespan of Material Donation: _____
Cost Estimate of the Donation (not to be filled out by City Staff or Volunteers): \$100 give or take
Is the Donation Restricted: Yes No
If Yes, Terms of Donation Restriction: _____

Donor Statement and Acknowledgements

I certify that all information I have provided in this application is complete to the best of my knowledge. I further certify that I have received, read, understand and agree to the City of Newport Donations Policy.

Applicant/Agent Printed Name: Brianna Stenvick Signature: Brianna Stenvick

For Office Use

Received By: Jamie Smith
Date Received: 7/29/14
Approved By: _____ Date of Approval: _____
Reasons for Denial: _____

Donations from 7/29/14

Add to Collection:

Night World Vol. 1: Secret Vampire; Daughters of Darkness; Spellbinder by L.J. Smith

Night World Vol. 2: Dark Angel; The Chosen; Soulmate by L.J. Smith

Night World Vol. 3: Huntress; Black Dawn; Witchlight by L.J. Smith

Matched by Ally Condie

Celebrate! Holiday Crafts Throughout the Year

Chicken Soup for the Teenage Soul

Chicken Soup for the Teenage Soul II

Chicken Soup for the Teenage Soul III

Chicken Soup for the Teenage Soul IV

Chicken Soup for the Kid's Soul

Then Came Heaven by LaVyrke Spencer

Dear America: Survival in the Storm: The Dust Bowl Diary of Grace Edwards

RESOLUTION NO. 2014-37

RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, DEFERRING AN ASSESSMENT OF PROPERTY LOCATED AT 1250 KOLFF COURT IN THE CITY OF NEWPORT PURSUANT TO MINNESOTA STATUTES §429.061, Subd. 2, AND CITY OF NEWPORT ASSESSMENT POLICY

WHEREAS, the City of Newport (hereinafter “the City”) has undertaken an improvement project for roads within the City pursuant to its authority under Minnesota Statutes Chapter 429; and

WHEREAS, the City has conducted all necessary hearings for the aforesaid project and passed Resolution No. 2014-25 establishing the assessments for the benefitting properties thereof; and

WHEREAS, the parcel 25.028.22.43.0017, the address of which is 1250 Kolff Court (“the Subject Property”), was determined to be one of the benefitting properties and assessed the amount of four thousand five hundred, sixty-nine dollars and fifty cents (\$4,569.50); and

WHEREAS, the owner of the Subject Property has applied for an indefinite deferral of the assessment for reasons of age or disability as allowed under Minn.Stat.§429.061, subd. 2; and

WHEREAS, the same owner of the aforesaid Subject Property has provided to the City satisfactory proof of his qualification for the deferral.

NOW, THEREFORE, BE IT RESOLVED, by the City of Newport, acting through and by its City Council,

1. That the assessment levied by the City on the Subject Property will be deferred as long as the current owner occupies it and it is not sold to any third party.
2. At such time as the Subject Property is sold to any third party, the amount of the assessment thereon, plus accruing interest from the time of the Resolution of June 19, 2014, to the day of sale, shall become immediately due and payable.
3. That the deferred assessment may be paid, in full, with interest at any time.

Adopted by the Newport City Council this 7th day of August, 2014

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Rahm	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator

CITY OF NEWPORT - APPLICATION FOR ASSESSMENT DEFERRAL
Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Applicant Information

Applicant's Full Legal Name: Robert H. Niebuhr
Applicant's Address: 1250 Kolff Court
City/State/Zip: Newport, Minnesota 55055
Telephone: 651-459-9957 Date of Birth: 08-02-1945

Property Information

Property Address: 1250 Kolff Court
City/State/Zip: Newport, Minnesota 55055
Legal Description of Property: PT Wild Ridge Estates Lot 3 Block 1, PT Lots 3 & 4 BLK 1
Parcel Classification: Residential, Homestead
Parcel Identification Number: 25.028.22.43.0017

Deferral Information

Project Requiring Assessment: _____

Reason for Deferral (Please provide a letter stating why you are applying for deferral and supplemental information identifying the hardship):

- Over 65 Years of Age
- Permanent Disability (Provide proof of permanent disability)
- Member of Minnesota National Guard or other Military Reserves who is ordered into active Military Service (Provide proof)

Applicant Statement and Acknowledgements

I certify that the information given herein is true and complete to the best of my knowledge:

Signature of Applicant: [Signature] Date: 07-24-2014

For Office Use:

Project: 2014 Street Improvement Interest Rate: 4.10%

Amount to be Deferred: \$4,569.50

Amount of Interest to be Deferred: _____

Date Submitted to the City Council: August 7, 2014

Approved Denied

Date Approval Sent to County Auditor: _____

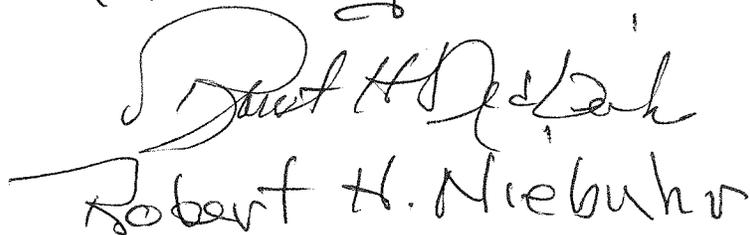
To: Newport City Council

My name is Robert H. Niebuhr.
I live at 1250 Golf Court, Newport.
I am sixty-nine (69) years old on
August 2nd. I have been a
widower for three years. I now
have just one fixed income since
my wife died in 2011.

I am requesting an Assessment Deferral
of \$4500 for the Street Improvement
project. Since my wife died it has
been a challenge to pay my current
property taxes.

I appreciate your willingness to
consider my request.

Thank you


Robert H. Niebuhr

RESOLUTION NO. 2014-38

RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, DEFERRING AN ASSESSMENT OF PROPERTY LOCATED AT 1412 3RD AVENUE IN THE CITY OF NEWPORT PURSUANT TO MINNESOTA STATUTES §429.061, Subd. 2, AND CITY OF NEWPORT ASSESSMENT POLICY

WHEREAS, the City of Newport (hereinafter “the City”) has undertaken an improvement project for roads within the City pursuant to its authority under Minnesota Statutes Chapter 429; and

WHEREAS, the City has conducted all necessary hearings for the aforesaid project and passed Resolution No. 2014-25 establishing the assessments for the benefitting properties thereof; and

WHEREAS, the parcel 35.028.22.14.0085, the address of which is 1412 3rd Avenue (“the Subject Property”), was determined to be one of the benefitting properties and assessed the amount of five thousand five hundred, sixty-nine dollars and fifty cents (\$5,569.50); and

WHEREAS, the owner of the Subject Property has applied for an indefinite deferral of the assessment for reasons of age or disability as allowed under Minn.Stat.§429.061, subd. 2; and

WHEREAS, the same owner of the aforesaid Subject Property has provided to the City satisfactory proof of his qualification for the deferral.

NOW, THEREFORE, BE IT RESOLVED, by the City of Newport, acting through and by its City Council,

1. That the assessment levied by the City on the Subject Property will be deferred as long as the current owner occupies it and it is not sold to any third party.
2. At such time as the Subject Property is sold to any third party, the amount of the assessment thereon, plus accruing interest from the time of the Resolution of June 19, 2014, to the day of sale, shall become immediately due and payable.
3. That the deferred assessment may be paid, in full, with interest at any time.

Adopted by the Newport City Council this 7th day of August, 2014

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Rahm	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator

CITY OF NEWPORT - APPLICATION FOR ASSESSMENT DEFERRAL

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Applicant Information

Applicant's Full Legal Name: Richard J. Knyphausen
Applicant's Address: 1412 3rd Ave
City/State/Zip: Newport MN 55055
Telephone: 651-768-0083 Date of Birth: April 12, 1949

Property Information

Property Address: 1412 3rd Ave.
City/State/Zip: Newport MN 55055
Legal Description of Property: _____
Parcel Classification: Residential
Parcel Identification Number: 35.028.22.14.0085

Deferral Information

Project Requiring Assessment: _____

Reason for Deferral (Please provide a letter stating why you are applying for deferral and supplemental information identifying the hardship):

- Over 65 Years of Age
- Permanent Disability (Provide proof of permanent disability)
- Member of Minnesota National Guard or other Military Reserves who is ordered into active Military Service (Provide proof)

Applicant Statement and Acknowledgements

I certify that the information given herein is true and complete to the best of my knowledge:

Signature of Applicant: Richard Knyphausen Date: 7-30-2014

For Office Use:

Project: 2014 Street Improvement Interest Rate: 4.10%

Amount to be Deferred: \$5,569.50

Amount of Interest to be Deferred: _____

Date Submitted to the City Council: August 7, 2014

Approved Denied

Date Approval Sent to County Auditor: _____

Reason for Deferral
my Hardship is

My only income is pension
and my SS Disability,

That needs to pay for
House payment

Insurance

Ele Bill

Water

Cable

Car payment

Trash

Food

Gas

Cat Food + litter

Dr. Bills + Med's

So by the end of the month, I don't
have anything left

Thank You

Richard Kynphauser



MEMO

TO: Mayor and City Council
Deb Hill, City Administrator

FROM: Renee Eisenbeisz, Executive Analyst

DATE: August 4, 2014

SUBJECT: 2014 Sewer Televising and Cleaning

Please find attached three quotes for the 2014 sewer televising and cleaning. The quotes are from Pipe Services, Overline and Son, and Professional Drain Services and range from \$22,417.20 to \$40,356.47.

RECOMMENDATION

It is recommended that the City Council approve Pipe Services quote of \$22,417.20 and authorize them to conduct the 2014 sewer televising and cleaning.



16281 Baseline Ave. Shakopee, MN 55379
Phone: 952.445.3173 Fax: 952.496.9117

QUOTATION

July 21, 2014

John Neska
Public Works
City of Newport
596 7th Ave.
Newport, MN 55055

Dear John;

Per your request, we have prepared a quote for Jet Vacuum Cleaning of 26,709 linear feet of 8" – 18" sanitary sewer plus sump manhole in garage and 2 lift stations for the City of Newport, MN.

Our price schedule is as follows:

Clean and Vacuum approximately 26,709 linear feet of 8" – 18" VCP @ \$.40	\$10,683.60
Color pan and tilt televising of approximately 26,709 linear feet of 8" - 18" sanitary sewer @ .40 per linear foot.	\$10,683.60
Jet Vacuum Cleaning of Sump in Public Works Garage and Jet Vacuum Cleaning of 10 th Ave. & 15 th St. Lift Station wet wells. @ \$210./hr.	\$ 630.00
2 hours of root cutting 18" RCP @\$210. Per hour	\$ 420.00

Total Project \$22,417.20

Our bid is based on the following provisions and understandings:

1. CONTRACTOR to provide 2 typed reports and DVD's for televised services. Our reporting system has the ability to provide you with 4 color stills of major incidents plus a summary report of all "significant" incidents for quick identification of problem areas. All televising will be completed in PACP certified format.
2. CITY understands that if there is any root blockage in lines requiring a reverse set-up during televising that the line will have an additional charge for televising. We will notify CITY of the problems as they occur.
3. CONTRACTOR to complete all cleaning with combination jet/vacuum sewer unit.
4. CONTRACTOR to be allowed to draw water from CITY fire hydrants at no additional charge.

5. Any required root cutting would be done at an additional charge on an hourly basis.
6. CITY to provide legal and physical access to manholes in the sewers to be cleaned and to expose all buried manholes.
7. CONTRACTOR will collect and dispose of all debris at Metro dump site.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Pipe Services Corporation is authorized to do the work as specified.

By: _____

City of: _____

Signature: _____

Date: _____

Thank you for the opportunity to work for the City of Newport, MN and truly appreciate your business!

Please provide us with a bid tab upon completion of your bid review process.

Regards,

PIPE SERVICES CORPORATION



Kerry L. Blaisdell

Overline & Son, Inc

19370 County Road 40
 Belle Plaine, MN 56011

Phon... 952-873-4330
 Fax # 952-873-4330
 overlineandson@yahoo.com

Estimate

Date	Estimate #
7/29/2014	24

Name / Address
City of Newport 596 Seventh Avenue Newport, MN 55055-9798

Description	Qty	Rate	Total
Estimate for cleaning and televising for the City of Newport			
Jet clean, vacuum & televise 20,581/lf of 8" VCP		32,550.00	32,550.00
Jet clean, vacuum & televise 3,335/lf of 15" RCP			
Jet clean, vacuum & televise 2,793/lf of 18" RCP			
Jet Clean & vacuum Sump MH in the Public Works Garage		210.00	210.00
Jet clean & vacuum 10th Avenue Lift Station Wet Well		210.00	210.00
Jet clean & vacuum 15th Street Lift Station Wet Well		210.00	210.00
Root cutting services for 18' RCP	2	210.00	420.00
Thank you for considering our firm for this project.		Total	\$33,600.00

Overline & Son, Inc.

19370 County Road 40, Belle Plaine, Mn 56011
Office (952) 873-4330, Cell (612) 554-5526
Overlineandson@yahoo.com

Date: 7/29/14

Please forward this fax information:

TO: John Neska

Company: City of Newport

Fax #: 651-459-9883

Number of pages: 2

This information is being sent:

FROM: Brian Overline @ Overline & Son, Inc.

Fax #: 952-873-4330

Comment: Proposal to jet clean + televiser
sanitary sewer lines

If you do not receive all of the pages, please let me know.

Thank you!

Professional Drain Services

1902 Greeley St S, Suite 22
Stillwater, MN 55082
651-351-0100



City of Newport - 2014 Sewer Televising & Cleaning Bid

Breakdown	Quantity	Unit Price	Total Price
Televising of 8" VCP (feet)	20,581	\$0.68 per foot	\$13,995.08
Televising of 15" RCP (feet)	3,335	\$0.68 per foot	\$2,267.80
Televising of 18" RCP (feet)	2,793	\$0.68 per foot	\$1,899.24
Cleaning of 8" VCP (feet)	20,581	\$0.77 per foot	\$15,847.37
Cleaning of 15" RCP (feet)	3,335	\$0.79 per foot	\$2,634.65
Cleaning of 18" RCP (feet)	2,793	\$0.81 per foot	\$2,262.33
Cleaning of Sump MH in the Public Works Garage	1	\$250.00 each	\$250.00
Cleaning of 10th Ave Lift Station	1	\$350.00 each	\$350.00
Cleaning of 15th St Lift Station	1	\$350.00 each	\$350.00
Root Cleaning of All 18" RCP (hour)	2	\$250.00 per hour	\$500.00
TOTAL BID			\$40,356.47



MEMO

TO: Mayor and Council
FROM: Deb Hill, City Administrator
DATE: June 9, 2014
SUBJECT: Strategic Plan

Background:

Earlier this year, council and staff met to discuss short and long range goals for the city in conjunction with reviewing our strengths, challenges and opportunities. A list of short-term goals were compiled into categories of fiscal health, transit site development, business outreach, city facilities, new revenue exploration, and strengthening personnel through training and technology. The goals were formulated to be concise, attainable and effective.

Discussion:

Staff recommends that the strategic plan be accepted.



City of Newport, Minnesota Strategic Initiatives July 2014



OVERVIEW

City of Newport

Newport is primarily a residential community and its strength is the people who live within the City. Newport is a small river community with residential streets bordered by large trees, which wind their way along the river's edge and the bluff lands. Newport's small town persona is retained within its people and its physical environment even though it is within a 15 minute commute to St. Paul and Minneapolis. With a population of 3,435, Newport continues to encourage growth and development within the community.

Even with numerous strengths and assets, the City is faced with challenging issues and exciting opportunities. This policy and plan is to ensure these issues and opportunities addressed are in a timely, efficient and effective manner. The City seeks to create positive outcomes through a realistic and practical work plan. To that end, Newport is served by a strong vision and mission statement.

City Vision Statement

Newport is a historic city on the Mississippi River where small-town tradition is preserved. The City is known for a strong work ethic and self-reliance where a shared sense of community pride fosters active family neighborhoods, expanding business opportunities, and a healthy lifestyle for all to enjoy!

City Mission Statement

The City of Newport is committed to serving the people and businesses of Newport by creating an environment which encourages pride in the community, promotes prosperity for businesses and improves the quality of life for all.

The Session

The process was initiated by the City Council and organized and structured by the City Administrator. The process began with the facilitator contacting individual Council members to talk about their goals, outcomes and important topics for the agenda. This information was used to develop the work session agenda and discussion topics. (A copy of the handout used during the meeting is available in the City Administration office.)

The work session was held on March 4, 2014. The Mayor, City Council members, the City Administrator and three department leaders attended and participated in the meeting. The agenda topics included a wide-ranging discussion of specific issues including assets and strengths of the City, current challenges and future opportunities. The agenda was free-flowing and the discussion was inclusive and participatory. City officials stayed together in one group with informal conversation dominating the discussion. The City Administrator was encouraged to weigh in on her ideas, thoughts and expectations.



Achievements

The City Council is very proud of the work they accomplished since 2011 and noted a variety of achievements. Three major areas and specific achievements include work in infrastructure projects, land and property and operations and finance:

- **Infrastructure projects**
 - Street reconstruction work
 - I and I reduction projects
 - Installation of radio read water meters
- **Land and Property**
 - Construction of a gazebo at the school forest
 - Knauff Property Brownfield clean-up plan
 - Removal of A & W Building
 - Vacant building registration
 - North Ravine project
 - Purchasing Johnson Estate
 - Facade improvements
- **Operations and Finance**
 - Increase in bond rating to AA stable
 - Strengthen EDA fund
 - Long term financial planning for all government and utility funds
 - Work with neighboring cities: building inspection, street sweeping, etc.

Work Session Goals

The goals of the City Council – city staff work session were simple and straightforward. Based on input from elected officials and staff the following five goals were identified: 1) have open and honest discussions; 2) put ideas and opinions on the table; 3) identify and discuss important priorities; 4) address long standing challenges; and 5) develop a strategic direction.

City Assets and Strengths

Newport City Council and staff are proud of the community. City officials enjoy talking about their city and identified the following characteristics as major assets and strengths of the City and community:

- Historic community
- Proximity to amenities (*minutes from everywhere*)
- Strengthening financial position
- Country feel within a city
- Hidden gem; emerging presence
- Access, transportation and transit
- Safe and affordable



Strategic Planning

The primary objective of the City Council and staff was to establish a consensus-based direction for the City and then pursue implementation strategies to achieve that direction. In order to accomplish this outcome, an understanding of the value and purpose of strategic planning is essential. This is all the more important as both experience and perception reflect that strategic planning processes often do not meet expectations or *fail along the way*. The City of Newport does have experience in strategic planning and the prior documents were considered. Two fundamental distinctions between past experiences and this work are twofold: shorter time horizon and more streamlined expectations. It is important to note that strategic planning is fundamentally a tool to assist city leaders in reviewing where you have come from, where you are today and where you want to go in the future. This was a feature in the Council-staff discussion. The critical link is to connect plans with resources, time and the priorities of the City Council. By understanding the value and committing to implementation, city leaders ensure that their time and commitment will be purposeful, useful and successful.

During the strategic planning discussion the City identified clear and distinct challenges. The participants noted the following three major challenges facing the City: 1) resources and staff capacity; 2) image and perception of both the community (Old Newport) and the City (outdated City Hall); and 3) the critical need for economic growth (old and tired appearance). Council members talked about finding the balance between addressing immediate and long-term needs and the perception of Newport's high taxes. The following short-term goals will be pursued by the City Council and city staff.

Short Term Priorities

The City Council desires to adopt a set of short-term goals. These goals move “above and beyond” the day-to-day operations of the City and serve to move the City and community forward in an optimistic and progressive manner. While preserving the small town feel and historic charm of the City, the purpose of the short-term goals are to revitalize, restore and reinvigorate the city and greater Newport community. We plan to address the appearance and look of our City as well as the tangible assets such as roads and public facilities. The City will accomplish its goals through wise financial planning, progressive thinking, innovative solutions, deliberate risk-taking, and collaborative decision-making. The City is committed to effective planning to ensure that it will build a consensus for future direction. As stewards of the future, high expectations are set for ourselves, the citizens, and this special place we call the City of Newport, Minnesota.

Short Term Goals

The following six short-term goals are adopted by the City Council:

- Continue to strengthen our fiscal health
- Ensure successful development on the transit site
- Focus on business outreach, retention and development
- Analyze city facilities for long-term efficiency
- Explore new revenues
- Strengthen the personnel and HR capacity



Short Term Goals (2014-2016)

1.) *Continue to strengthen our fiscal health*

Action Steps	Assigned	Deadline
a. Actively monitor the budget and provide timely financial reports		
b. Beginning with the 2015 budget, link budget priorities with the strategic plan		
c. Explore partnerships and collaborations that may result in new revenues or cost savings		

2.) *Ensure successful development on the transit site*

Action Steps	Assigned	Deadline
a. Partner with the HRA and revisit the recent HRA studies related to the transit site		
b. Establish the rights to the MnDot property		
c. Explore using sidewalks on the transit site property		

3.) *Focus on business outreach, retention and development*

Action Steps	Assigned	Deadline
a. Meet with builders, developers and contractors to obtain input on existing regulations		
b. Develop a business outreach program		
c. Explore the feasibility of income producing activities like an electronic billboard		

4.) *Analyze city facilities for long term efficiency*

Action Steps	Assigned	Deadline
a. Conduct a feasibility study for a new City Hall		
b. Continue street infrastructure programs		
c. Maintain and improve city facilities		
d. Establish a fats, oils and grease ordinance		



5.) Explore new revenues

Action Steps	Assigned	Deadline
a. Continue dialogue to purchase the island (acquisition goal)		
b. When priorities are set; explore grant programs to support funding		
c. Pursue grants for Knauff Property Brownfield		

6.) Strengthen the personnel and HR capacity

Action Steps	Assigned	Deadline
a. Identify internal staff strengths and skill sets – develop training programs		
b. Explore technology needs within the City		
c. Council, staff and advisory committees participate in training programs and professional development		

Implementation

The strategic plan is designed to be a guide and roadmap for the City moving forward. A strategic plan is updated as needed, both informally and formally. The City Council encourages the City Administrator to ensure the plan is relevant and alive for current and future opportunities and to consider changing the meeting schedule to include more monthly workshops. It is prudent to officially update the plan on at least an annual basis as determined by the City Council in partnership with the staff. Implementation roles of the City Council include:

- Champion and take ownership in the plan
- Formally take action to adopt the plan
- Communicate with the public
- Include the plan in new Council orientation
- Ensure resources are allocated for action steps
- Identify accountability measures
- Periodically review the plan

The role of Administration in the implementation of the strategic plan includes the following key principles:

- Integrate information into work
- Communicate with staff
- Incorporate into the budget recommendations
- Provide regular informal updates
- Organize an annual formal review



MEMO

TO: Mayor and City Council
Deb Hill, City Administrator

FROM: Renee Eisenbeisz, Executive Analyst

DATE: July 31, 2014

SUBJECT: Driveway Ordinance

BACKGROUND

Per Section 811.07(E) all non-paved driveways shall be paved with asphalt, concrete, or other durable, dustless surfacing prior to the sale of a property. It was recently questioned what "other durable, dustless surfacing" means. Staff would like to clarify this requirement as well as the entire Section because they feel the paragraph format for it is difficult to understand.

DISCUSSION

Attached for your review is Ordinance No. 2014-9 amending Section 811.07(E) and a red-lined version of the amendments. As you can see from the red-lined version, staff re-worked the Section to be broken down into four different sub-sections so that it's easier to read and understand.

Staff is recommending that sub-section 2 be added to this ordinance to address erosion or sediment issues of non-paved driveways. Sub-section 3 states the standards for driveways and parking spaces and includes the materials that can be used for paving them. Staff is recommending that the materials be changed to "asphalt, concrete, or other material as approved by the City Engineer." By doing this, there will be no confusion for property owners in regards to what they can and cannot use when paving their driveways or parking spaces. Staff also added that the use of coal-tar based sealers are prohibited per Section 1371.11 of the City Code.

RECOMMENDATION

It is recommended that the City Council approve Ordinance No. 2014-9 amending Section 811.07(E).

**CITY OF NEWPORT
ORDINANCE 2014-9**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, AMENDING THE CITY CODE OF
ORDINANCES CHAPTER 8, NUISANCES**

THE CITY COUNCIL OF THE CITY OF NEWPORT, MINNESOTA, HEREBY ORDAINS THAT:

Section 811 - Building and Property Maintenance

811.07 Public Nuisance Defined

E. Special Provision - Parking Maintenance/Driveways

1. It shall be the joint responsibility of the operator and owner of any principal use to maintain, in a neat and aesthetic manner, the parking space, access way, driveway, landscaping and required fences and walls.
2. If, at the determination of the City Engineer and/or Public Work Department, an unpaved driveway has been documented to be discharging sediment causing pavement damage, public nuisance or other safety issues, the property owner will be required to install, at no expense to the City, a sediment control device outside the street Right-of-Way. The sediment control device shall be designed to effectively eliminate the discharge of any sediment particle larger than a #40 sieve size on to the street Right-of-Way.
3. Driveways and parking spaces must meet the following standards:
 - a. Must be paved with asphalt, concrete or other material as approved by the City Engineer, except for properties whose main access is on a non-paved roadway. Per Section 1371.11, Subd. 3, no person shall apply any coal-tar based sealer to any driveway, parking lot, or other surface within the City.
 - b. Shall be designed to provide an adequate means of access to a public alley or street and shall be so located as to cause the least interference with traffic movement.
 - c. Driveways for residential uses shall not exceed 24 feet in width at the curb line and property line
 - d. Driveways for commercial, office or industrial uses shall not exceed 32 feet in width at the curb line and property line.
 - e. All driveway widths shall be measured at the property line and curb line, not the roadway and shall be 40' in length or to the garage, measured from the curb line, whichever is less.
 - f. Driveways must be located at least three (3) feet from the extension of the side lot line from the property line to the curb to accommodate the driveway apron.
 - g. Driveways abutting a public street must have a minimum of a three (3) foot landscaped separation between any adjacent driveways. That area between the property line and the curb line or edge of pavement shall be the responsibility of the property owner to pave and maintain.
4. Prior to the sale or property title transfer non-paved driveways shall be paved according to the standards in Section 811.07(E)(3), except for properties whose main access is on a non-paved roadway.

The foregoing Ordinance was moved by Councilmember _____ and seconded by Councilmember _____.

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

Effective Date

This Ordinance becomes effective upon its passage and publication according to law.

Adopted by the City Council of the City of Newport, Minnesota on the 7th day of August, 2014.

Signed: _____
Tim Geraghty, Mayor

Attest: _____
Deb Hill, City Administrator

Special Provision – Parking Maintenance/Driveways

1. It shall be the joint responsibility of the operator and owner of any principal use to maintain, in a neat and aesthetic manner, the parking space, access way, driveway, landscaping and required fences and walls.

~~2. If, at the determination of the City Engineer and/or Public Work Department, an unpaved driveway has been documented to be discharging sediment causing pavement damage, public nuisance or other safety issues, the property owner will be required to install, at no expense to the City, a sediment control device outside the street Right-of-Way. The sediment control device shall be designed to effectively eliminate the discharge of any sediment particle larger than a #40 sieve size on to the street Right-of-Way.~~

3. Driveways and parking spaces must meet the following standards:

a. ~~All parking spaces shall be~~ Must be paved with asphalt, concrete or ~~other durable, dustless surfacing~~ other material as approved by the City Engineer, except for properties whose main access is on a non-paved roadway. Per Section 1371.11, Subd. 3, no person shall apply any coal-tar based sealer to any driveway, parking lot, or other surface within the City.

b. ~~Driveways shall~~ be designed to provide an adequate means of access to a public alley or street and ~~Driveways shall be so located as to cause the least interference with traffic movement.~~

c. ~~Driveways for residential uses~~ Said driveway access shall not exceed 24 feet in width at the curb line and property line ~~for residential uses and~~

d. ~~Driveways for commercial, office or industrial uses shall not exceed~~ 32 feet in width ~~for commercial, office or industrial uses~~ at the curb line and property line. ~~Driveways shall be so located as to cause the least interference with traffic movement.~~

e. All driveway widths shall be measured at the property line and curb line, not the roadway and shall be 40' in length or to the garage, measured from the curb line, whichever is less.

f. Driveways must be located at least three (3) feet from the extension of the side lot line from the property line to the curb to accommodate the driveway apron.

g. Driveways abutting a public street must have a minimum of a three (3) foot landscaped separation between any adjacent driveways. That area between the property line and the curb line or edge of pavement shall be the responsibility of the property owner to pave and maintain.

4. Prior to the sale or property title transfer non-paved driveways shall be paved ~~with asphalt, concrete or other durable, dustless surfacing~~ according to the standards in Section 811.07(E)(3), except for properties whose main access is on a non-paved roadway.

ADVANCED
RECOVERY SYSTEMS

July 30, 2014
NC Permit #3982

FRITZ KNAAK
CITY OF NEWPORT
ATTN ACCTS PAYABLE
596 7TH AVE
NEWPORT MN 55055-9798

RE: DE LAGE LANDEN
Account #: 24928387
Balance: \$6,988.50
RICOH COPIER
ARS Account #: 0001030370

Dear FRITZ KNAAK

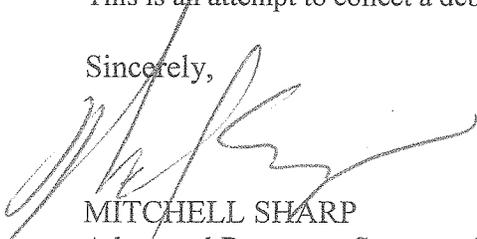
Please be advised that as agents for DE LAGE LANDEN, we are authorized to offer you a settlement on the above account in the amount of \$1,200.00. Upon receipt of this amount in this office by 07/31/14, the above account will be paid in full, and your obligation to DE LAGE LANDEN will be satisfied in full. You will retain ownership of the leased equipment.

Payments-by-phone are accepted in this office at no charge, 610-354-0990. Otherwise, please send your payment, payable to DE LAGE LANDEN, to **ARS, 901 E. 8th Avenue, Suite 206, King of Prussia, PA 19406.**

Please call me if you have any questions in this matter.

This is an attempt to collect a debt. Any information obtained will be used for that purpose.

Sincerely,



MITCHELL SHARP
Advanced Recovery Systems, Inc.



PROFESSIONAL SERVICES

More ideas. Better solutions.®

MEMO

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

From: Jon Herdegen, P.E. Project Engineer

Subject: 2014 Street Improvements Project – Update & Partial Payment No. 2

Date: August 4, 2014

Redstone construction has finished nearly all of the underground utility repair and installation work in the 14th St/15th St/3rd Ave area and has started placing aggregate base material. The concrete curb sub-contractor will be mobilizing to the site this week and we expect to see curb being placed by week's end. Removals and temporary watermain installation began on 2nd Ave. last week. Sewer and water installation will begin this week. Over on Kolff Street, the second utility crew has started the replacement of sanitary sewer and that work is approximately 50% complete.

The contractor has requested the second partial payment for the project. Enclosed for your consideration is an itemized description of the work completed to date. The original contract price was \$3,414,822.77 and the value of the work completed to date is estimated at \$553,340.52. Less 5% retainage and \$194,065.89 previously paid, the amount requested by Redstone is \$331,607.60.

We have observed the work performed by Redstone Construction throughout the duration of construction activities. We have determined the work to be satisfactory.

Action Requested: We respectfully request the Council to consider Partial Payment No. 2 in the amount of \$331,607.60. If the payment is acceptable, please sign and return one copy of the enclosed application to Redstone with payment; return one copy to MSA and retain one copy for your records.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

60 Plato Blvd. East, Suite 140, St. Paul, MN 55107-1835

(612) 548-3132 (866) 452-9454

FAX: (763) 786-4574 WEB ADDRESS: www.msa-ps.com

Page 1 of 1

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13.A

PARTIAL PAY ESTIMATE NO. 2

FROM: July 1, 2014
TO: August 1, 2014

COMPLETION DATE
ORIGINAL: October 30, 2014
REVISED:

AMOUNT OF CONTRACT
ORIGINAL: \$3,414,822.77
REVISED:

PROJECT: 2014 STREET IMPROVEMENTS
CITY PROJECT NO. 2013-15

CONTRACTOR: REDSTONE CONSTRUCTION COMPANY, INC.
ADDRESS: P.O. BOX 218, MORA, MN 55051
OFFICE: 320-679-4140
FAX: 320-679-4154

OWNER: CITY OF NEWPORT

ITEM NO	SPEC NO.	ITEM DESCRIPTION	UNIT	QTY		THIS PERIOD		TOTAL TO DATE	
				TOTAL	UNIT PRICE	QTY	TOTAL	QTY	TOTAL
SCHEDULE 1.0 - STREET									
1	2021.501	MOBILIZATION	LS	1	\$ 156,000.00	0.25	\$ 39,000.00	0.75	\$117,000.00
2	2101.502	CLEARING	TREE	132	\$ 150.00	27	\$ 4,050.00	143	\$ 21,450.00
3	2101.507	GRUBBING	TREE	132	\$ 110.00	27	\$ 2,970.00	143	\$ 15,730.00
4	2104.501	REMOVE CONCRETE CURB	LF	1,985	\$ 2.40	281	\$ 674.40	601	\$ 1,442.40
5	2104.501	REMOVE FENCE	LF	771	\$ 12.00		\$ -	-	\$ -
6	2104.503	REMOVE CONCRETE WALK	SF	347	\$ 1.20		\$ -	-	\$ -
7	2104.505	REMOVE CONCRETE PAVEMENT	SY	570	\$ 12.84		\$ -	-	\$ -
8	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	45,167	\$ 2.08	11,831	\$ 24,608.48	21,062	\$ 43,808.96
9	2104.509	REMOVE MAILBOX SUPPORT	EACH	191	\$ 35.00	59	\$ 2,065.00	98	\$ 3,430.00
10	2104.509	REMOVE SIGN	EACH	95	\$ 25.00		\$ -	-	\$ -
11	2104.523	SALVAGE SIGN POST	EACH	100	\$ 25.00		\$ -	-	\$ -
12	2104.523	SALVAGE LIGHT STANDARD & LUMINAIRE	EACH	2	\$ 750.00		\$ -	-	\$ -
13	2104.523	SALVAGE MAILBOX	EACH	194	\$ 20.00		\$ -	-	\$ -
14	2104.523	SALVAGE LANDSCAPING	EACH	47	\$ 500.00		\$ -	-	\$ -
15	2104.618	SALVAGE PAVERS (ALL TYPES & SIZES)	SF	262	\$ 7.00		\$ -	-	\$ -
16	2105.501	COMMON EXCAVATION (STREET) (EV)	CY	8,088	\$ 20.66	3,860	\$ 79,747.60	3,860	\$ 79,747.60
17	2105.503	ROCK EXCAVATION	CY	2,180	\$ 20.00	473	\$ 9,460.00	473	\$ 9,460.00
18	2105.507	SUBGRADE EXCAVATION (EV)	CY	7,858	\$ 20.66		\$ -	-	\$ -
19	2105.522	GRANULAR BORROW (CV)	CY	433	\$ 18.36		\$ -	-	\$ -
20	2105.525	TOPSOIL BORROW (LV)	CY	3,017	\$ 8.00		\$ -	-	\$ -
21	2105.604	GEOTEXTILE FABRIC TYPE V	SY	380	\$ 2.00		\$ -	-	\$ -
22	2211.501	AGGREGATE BASE CLASS 5	TON	19,090	\$ 12.12	2,552	\$ 30,929.76	2,552	\$ 30,929.76
23	2118.502	AGGREGATE SURFACING, (LV), CLASS II (DRIVEWAY)	CY	134	\$ 14.00		\$ -	-	\$ -
24	2232.501	MILL BITUMINOUS SURFACE (1.5")	SY	27,312	\$ 1.00		\$ -	-	\$ -
25	2331.604	BITUMINOUS PAVEMENT RECLAMATION (FULL DEPTH)	SY	11,190	\$ 1.00	6,147	\$ 6,147.00	6,147	\$ 6,147.00
26	2231.607	HAUL & PLACE RECLAIM MATERIAL (CV)	CY	986	\$ 6.32		\$ -	-	\$ -
27	2360.501	TYPE SP 9.5 WEAR COURSE MIXTURE 2B (D/W)	TON	597	\$ 93.00		\$ -	-	\$ -
28	2360.501	TYPE SP 9.5 WEAR COURSE MIXTURE 2B (STREET)	TON	6,401	\$ 60.90		\$ -	-	\$ -
29	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE 2B (STREET)	TON	4,979	\$ 55.60		\$ -	-	\$ -
30	2360.505	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	TON	383	\$ 71.55		\$ -	-	\$ -
31	2360.505	TYPE SP 12.5 BIT MIXTURE FOR PATCHING	TON	372	\$ 62.00		\$ -	-	\$ -
32	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	3,810	\$ 2.90		\$ -	-	\$ -
33	2521.501	4" CONCRETE WALK	SF	232	\$ 5.00		\$ -	-	\$ -
34	2531.507	6" CONCRETE DRIVEWAY PAVEMENT (APRON)	SY	1,865	\$ 45.00		\$ -	-	\$ -
35	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	26,799	\$ 9.00		\$ -	-	\$ -
36	2531.604	8" CONCRETE VALLEY GUTTER	SY	175	\$ 50.00		\$ -	-	\$ -
37	2540.602	INSTALL MAIL BOX SUPPORT (SINGLE)	EACH	81	\$ 115.00		\$ -	-	\$ -
38	2540.602	INSTALL MAIL BOX SUPPORT (DOUBLE)	EACH	7	\$ 125.00		\$ -	-	\$ -
39	2540.602	INSTALL MAIL BOX SUPPORT (MULTIPLE)	EACH	3	\$ 200.00		\$ -	-	\$ -
40	2540.602	INSTALL MAIL BOX SUPPORT, (RURAL) (SINGLE)	EACH	76	\$ 100.00		\$ -	-	\$ -
41	2563.601	TRAFFIC CONTROL	LS	1	\$ 10,950.00	0.10	\$ 1,095.00	0.50	\$ 5,475.00
42	2564.533	F&I SIGN PANEL TYPE C	SF	472	\$ 25.00		\$ -	-	\$ -
43	2564.602	F&I SIGN PANEL TYPE SPECIAL	EACH	86	\$ 125.00		\$ -	-	\$ -
44	2564.602	SIGN POST	EACH	100	\$ 50.00		\$ -	-	\$ -
45	2573.502	SILT FENCE, TYPE MACHINE SLICED	LF	1,900	\$ 1.55		\$ -	-	\$ -
46	2573.540	FIBER LOG	LF	475	\$ 3.75	160	\$ 600.00	160	\$ 600.00
47	2573.603	ROCK LOG	LF	190	\$ 5.00		\$ -	-	\$ -
48	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	18	\$ 1,250.00		\$ -	1	\$ 1,250.00
49	2573.602	CONCRETE WASH-OUT AREA	EACH	18	\$ 100.00		\$ -	-	\$ -
50	2573.602	INLET PROTECTION	EACH	72	\$ 250.00	4	\$ 1,000.00	8	\$ 2,000.00
51	2575.505	SODDING TYPE LAWN	SY	31,762	\$ 3.90		\$ -	-	\$ -
52	2575.523	EROSION CONTROL BLANKET CATEGORY 2	SY	1,378	\$ 2.15		\$ -	-	\$ -
53	2575.523	EROSION CONTROL BLANKET CATEGORY 4	SY	592	\$ 2.75		\$ -	-	\$ -
54	2575.535	WATER	MGAL	1,306	\$ 21.75		\$ -	-	\$ -
55	2575.561	HYDRAULIC SOIL STABILIZER TYPE 6	SY	28,496	\$ 1.75		\$ -	-	\$ -
56	2575.601	SITE RESTORATION	LS	1	\$ 5,000.00		\$ -	-	\$ -
57	2575.601	EROSION & SEDIMENT CONTROL	LS	1	\$ 2,500.00	0.25	\$ 625.00	0.40	\$ 1,000.00
T SCHEDULE 1.0 - STREET - TOTAL							\$ 202,972.24	\$339,470.72	

SCHEDULE 2.0 - SANITARY SEWER

58	2104.501	REMOVE SEWER PIPE (SANITARY)	LF	4,006	\$	1.20	1,304	\$	1,564.80	1,968	\$	2,361.60
59	2104.501	REMOVE CRACKED SEWER PIPE (SANITARY) (8 - 12 FT DEPTH)	EACH	3	\$	1,270.00	1	\$	1,270.00	5	\$	6,350.00
60	2104.501	REMOVE CRACKED SEWER PIPE (SANITARY) (12 - 16 FT DEPTH)	EACH	4	\$	1,860.00		\$	-	1	\$	1,860.00
61	2104.501	REMOVE CRACKED SEWER PIPE (SANITARY) (16 - 20 FT DEPTH)	EACH	7	\$	2,840.00		\$	-		\$	-
62	2104.501	REMOVE CRACKED SEWER PIPE (SANITARY) (20 - 24 FT DEPTH)	EACH	1	\$	3,670.00		\$	-		\$	-
63	2104.501	REMOVE SEWER PIPE (SERVICE)	LF	1,597	\$	1.20	108	\$	129.60	144	\$	172.80
64	2104.501	REMOVE SEWER WYE (SERVICE), (8 - 12 FT DEPTH)	EACH	19	\$	1,270.00		\$	-	5	\$	6,350.00
65	2104.501	REMOVE SEWER WYE (SERVICE), (12 - 16 FT DEPTH)	EACH	7	\$	1,860.00	2	\$	3,720.00	5	\$	9,300.00
66	2104.501	REMOVE SEWER WYE (SERVICE), (16 - 20 FT DEPTH)	EACH	14	\$	2,840.00		\$	-		\$	-
67	2104.501	REMOVE SEWER WYE (SERVICE), (20 - 24 FT DEPTH)	EACH	5	\$	3,670.00		\$	-		\$	-
68	2104.601	REMOVE SEWER PIPE (TRANSITE)	LF	24	\$	41.60		\$	-		\$	-
69	2104.509	REMOVE MANHOLE	EACH	5	\$	416.00		\$	-		\$	-
70	2503.602	TEMPORARY SANITARY SEWER BYPASS	EACH	1	\$	12,000.00	0.25	\$	3,000.00	0.75	\$	9,000.00
71	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	32	\$	571.00	9	\$	5,139.00	16	\$	9,136.00
72	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	88	\$	196.00	13	\$	2,548.00	24	\$	4,704.00
73	2503.602	8" X 4" PVC WYE	EACH	35	\$	357.00		\$	-	7	\$	2,499.00
74	2503.602	12" X 4" PVC WYE	EACH	42	\$	655.00		\$	-		\$	-
75	2503.602	15" X 4" PVC WYE	EACH	1	\$	976.00		\$	-		\$	-
76	2503.602	15" X 4" RUBBER SADDLE	EACH	1	\$	557.00		\$	-		\$	-
77	2503.602	18" X 4" RUBBER SADDLE	EACH	2	\$	560.00		\$	-		\$	-
78	2503.602	18" X 6" RUBBER SADDLE	EACH	1	\$	634.00		\$	-		\$	-
79	2503.603	6" CL 52 DIP SEWER (FORCEMAIN)	LF	50	\$	69.00		\$	-		\$	-
80	2503.603	12" PVC SANITARY SEWER PIPE - C900	LF	1,396	\$	63.00		\$	-		\$	-
81	2503.603	8" PVC SANITARY SEWER PIPE - SDR 35	LF	2,284	\$	51.00	1,304	\$	66,504.00	1,630	\$	83,130.00
82	2504.603	10" PVC SANITARY SEWER PIPE - SDR 35	LF	342	\$	45.70		\$	-	342	\$	15,629.40
83	2503.603	12" PVC SANITARY SEWER PIPE - SDR 35	LF	29	\$	143.00		\$	-		\$	-
84	2503.603	18" RC PIPE SEWER (SANITARY) DES 3006 CL III	LF	4	\$	237.00		\$	-		\$	-
85	2503.603	4" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	1,572	\$	42.40	210	\$	8,904.00	210	\$	8,904.00
86	2503.603	6" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	33	\$	51.60		\$	-		\$	-
87	2506.602	INSTALL MANHOLE	EACH	4	\$	3,100.00		\$	-		\$	-
88	2506.602	INSTALL CASTING LID	EACH	38	\$	240.00		\$	-		\$	-
89	2506.602	ADJUST STRUCTURE (SANITARY)	EACH	1	\$	892.00		\$	-		\$	-
90	2506.602	ADJUST FRAME & RING CASTING (SANITARY)	EACH	64	\$	506.00		\$	-		\$	-
T SCHEDULE 2.0 - SANITARY - TOTAL								\$	92,779.40		\$	159,396.80

SCHEDULE 3.0 - WATERMAIN

91	2104.601	REMOVE PIPE (WATERMAIN)	LF	1,458	\$	2.40		\$	-		\$	-
92	2104.601	REMOVE PIPE (WATER SERVICE)	LF	726	\$	1.20	32	\$	38.40	32	\$	38.40
93	2104.609	REMOVE HYDRANT & GATE VALVE	EACH	4	\$	357.00		\$	-		\$	-
94	2504.602	CONNECT TO EXISTING WATERMAIN	EACH	3	\$	684.00		\$	-		\$	-
95	2504.602	INSTALL HYDRANT & VALVE	EACH	3	\$	5,620.00		\$	-		\$	-
96	2504.602	REINSTALL HYDRANT & VALVE	EACH	1	\$	1,070.00		\$	-		\$	-
97	2504.602	6" GATE VALVE & BOX	EACH	1	\$	2,160.00		\$	-		\$	-
98	2504.602	ADJUST HYDRANT & GATE VALVE	EACH	13	\$	952.00		\$	-		\$	-
99	2504.602	ADJUST FRAME & RING CASTING (WATERMAIN)	EACH	2	\$	507.00		\$	-		\$	-
100	2504.602	ADJUST VALVE BOX	EACH	41	\$	357.00		\$	-		\$	-
101	2504.602	CURB STOP COVER CASTING	EACH	22	\$	161.00		\$	-		\$	-
102	2504.602	1" CORPORATION STOP	EACH	22	\$	631.00		\$	-		\$	-
103	2504.602	1" CURB STOP & BOX	EACH	22	\$	714.00	1	\$	714.00	1	\$	714.00
104	2504.603	1" TYPE K COPPER PIPE	LF	726	\$	42.30		\$	-		\$	-
105	2504.603	TEMPORARY WATER SERVICE	LF	1,500	\$	6.55	500	\$	3,275.00	500	\$	3,275.00
106	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LF	1,315	\$	37.70		\$	-		\$	-
107	2504.604	4" POLYSTYRENE INSULATION	SY	60	\$	44.10	29	\$	1,278.90	29	\$	1,278.90
108	2504.608	WATERMAIN FITTINGS	LB	919	\$	5.35		\$	-		\$	-
T SCHEDULE 3.0 - WATERMAIN - TOTAL								\$	5,306.30		\$	5,306.30

SCHEDULE 4.0 - STORM

109	2104.501	REMOVE SEWER PIPE (STORM)	LF	390	\$	9.55		\$	-	48	\$	458.40
110	2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	3	\$	386.00		\$	-		\$	-
111	2502.601	4" PERF PE PIPE DRAIN	LF	40	\$	23.70		\$	-		\$	-
112	2502.602	4" PE PIPE DRAIN CLEANOUT	EACH	1	\$	178.00		\$	-		\$	-
113	2503.541	12" RC PIPE SEWER DES 3006 CL V	LF	238	\$	29.40	120	\$	3,528.00	144	\$	4,233.60
114	2503.541	15" RC PIPE SEWER DES 3006 CL V	LF	96	\$	33.60	54	\$	1,814.40	54	\$	1,814.40
115	2503.541	18" RC PIPE SEWER DES 3006 CL III	LF	1,891	\$	33.30	341	\$	11,355.30	341	\$	11,355.30
116	2503.541	24" RC PIPE SEWER DES 3006 CL III	LF	43	\$	51.00		\$	-		\$	-
117	2501.515	12" CM PIPE APRON W/ TRASH GUARD	EACH	3	\$	416.00		\$	-		\$	-
118	2501.515	12" RC PIPE APRON W/ TRASH GUARD	EACH	2	\$	780.00		\$	-		\$	-
119	2503.511	18" RC PIPE APRON W/TRASH GUARD	EACH	2	\$	1,000.00		\$	-		\$	-
120	2503.511	24" RC PIPE APRON W/TRASH GUARD	EACH	1	\$	1,470.00		\$	-		\$	-
121	2506.502	CONST DRAINAGE ST. DESIGN SPECIAL 24"X36"	EACH	24	\$	1,630.00	7	\$	11,410.00	7	\$	11,410.00
122	2506.502	CONST DRAINAGE STRUCTURE DESIGN 48-4020	EACH	7	\$	2,300.00	6	\$	13,800.00	6	\$	13,800.00
123	2506.502	CONST DRAINAGE STRUCTURE DESIGN 60-4020	EACH	1	\$	3,270.00	1	\$	3,270.00	1	\$	3,270.00
124	2506.521	INSTALL CASTING (STORM)	EACH	3	\$	833.00		\$	-		\$	-
125	2506.602	CONNECT TO EXISTING STRUCTURE (STORM)	EACH	12	\$	565.00	5	\$	2,825.00	5	\$	2,825.00
126	2506.602	ADJUST STRUCTURE (STORM)	EACH	12	\$	833.00		\$	-		\$	-
127	2506.602	ADJUST FRAME & RING CASTING (STORM)	EACH	17	\$	506.00		\$	-		\$	-
128	2511.501	RANDOM RIPRAP CLASS III (CV)	CY	28	\$	119.00		\$	-		\$	-
129	2511.511	GRANULAR FILTER (CV)	CY	13	\$	27.20		\$	-		\$	-
130	2511.515	GEOTEXTILE FILTER TYPE IV	SY	7	\$	2.10		\$	-		\$	-
T SCHEDULE 4.0 - STORM - TOTAL								\$	48,002.70		\$	49,166.70

SCHEDULE 5.0 - ALTERNATE BID

131	2575.561	BLOWN COMPOST SEEDING	SY	31,048	\$ 2.25	\$ -	-	\$ -
132	2575.602	SITE RESTORATION	LS	1	\$ 5,000.00	\$ -	-	\$ -
133	2575.605	SODDING TYPE LAWN	SY	31,762	\$ (3.90)	\$ -	-	\$ -
134	2575.635	WATER	MGAL	655	\$ 22.00	\$ -	-	\$ -
T SCHEDULE 5.0 - ALTERNATE BID - TOTAL						\$ -		\$ -

SCHEDULE 6.0 - ALTERNATE BID

135	2503.602	RUBBER SADDLE ADJUSTMENT	EACH	1	\$ 2,500.00	\$ -	-	\$ -
136	2506.603	CONST DRAINAGE STRUCTURE DESIGN CATTLE GUARD	LS	1	\$ 30,000.00	\$ -	-	\$ -
T SCHEDULE 6.0 - ALTERNATE BID - TOTAL						\$ -		\$ -

BID SUMMARY

T	SCHEDULE 1 - STREET - TOTAL	\$ 202,972.24	\$339,470.72
T	SCHEDULE 2 - SANITARY - TOTAL	\$ 92,779.40	\$159,396.80
T	SCHEDULE 3 - WATERMAIN - TOTAL	\$ 5,306.30	\$ 5,306.30
T	SCHEDULE 4 - STORM - TOTAL	\$ 48,002.70	\$ 49,166.70
T	SCHEDULE 5 - ALTERNATE BID - TOTAL	\$ -	\$ -
T	SCHEDULE 6 - ALTERNATE BID - TOTAL	\$ -	\$ -

AMOUNT EARNED	\$ 349,060.64	\$ 553,340.52
AMOUNT RETAINED - 5%	\$ 17,453.03	\$ 27,667.03
PREVIOUS PAYMENTS		\$ 194,065.89
AMOUNT DUE	\$ 331,607.60	

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

Contractor: **REDSTONE CONSTRUCTION COMPANY, INC.**

By _____

Date _____

ENGINEER'S CERTIFICATION

The undersigned certifies that the work has been carefully observed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Engineer: **MSA PROFESSIONAL SERVICES**

By _____

Date _____

APPROVED BY OWNER

Owner: **CITY OF NEWPORT**

By _____

Date _____