



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, November 20, 2023 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

Councilmember Maggie Bass called the meeting to order at 6:00 p.m.

PRESENT

Councilmember Maggie Bass
Councilmember Bruce Wolf
Councilmember Rik Seiler

ABSENT

Mayor Duane Jirik
Councilmember Shawn Ryan

Staff present: City Administrator Josh Tetzlaff, Planning/Community Development Director Ken Ondich, Finance Director Robin Pikal, General Manager Bruce Reimers, Police Chief Tim Applen, and Public Works Director Matt Rynda.

2. APPROVAL OF REGULAR AGENDA

City Administrator requested to add *Golf Contract* to *General Business* as Item 12c. Motion made by Councilmember Seiler, Seconded by Councilmember Wolf, to approve the Regular Agenda, as amended.
Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (3-0).

3. CONSENT AGENDA

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf to approve the Consent Agenda.
Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (3-0).

a. Meeting Minutes

- i. October 24, 2023, Special City Council Meeting Minutes - Closed
- ii. November 6, 2023, City Council Meeting Minutes
- iii. November 6, 2023, Special City Council Meeting Minutes - Closed

b. Claims for Payment: **\$404,516.00**

- c. Call for Public Hearing on the Issuance of an On-Sale Intoxicating Liquor License, Sunday Liquor License, and 3.2% On-Sale Liquor License for The Broz LLC at 212 Main Street West
- d. 1-Day Temporary On-Sale Liquor License for the Church of St. Wenceslaus' Starry Night Gala on March 16, 2024
- e. Monthly Financial Summary Report
- f. Lockridge Retainer Agreement

4. CITY ENGINEER PROJECTS UPDATE

a. November 20, 2023

City Engineer Chris Knutson provided a memo with updates regarding various projects taking place around the City. No action was taken.

5. 2024 STREET AND UTILITY IMPROVEMENT PROJECT

a. Resolution #23-11-20-01 - Variance from Standard for State Aid Operation for Project No. S.A.P. 237-123-001

Motion made by Councilmember Wolf, Seconded by Councilmember Seiler to approve Resolution #23-11-20-01.

Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (3-0).

6. PRAHA OUTDOOR PERFORMANCE STAGE (POPS) FACILITY RECOMMENDATION FROM PARK BOARD

POPS Committee Chair Den Gardner addressed the Council, and Jonathan Nelsen gave a presentation. No action was taken.

a. Jonathan Nelsen - Bolton & Menk, & POPS Committee of the New Prague Area Arts Council

7. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

No members of the public spoke at this meeting.

8. PUBLIC HEARING(S) – 6:00 PM

There were no public hearings at this meeting.

9. ORDINANCE(S) FOR INTRODUCTION

There were no ordinances for introduction at this meeting.

10. ORDINANCE(S) FOR ADOPTION

There were no ordinances for adoption at this meeting.

11. RESOLUTIONS

There were no resolutions at this meeting.

12. GENERAL BUSINESS

a. Enterprise Fund Budget Presentations

City Administrator Tetzlaff provided an overview. Contract General Manager Kurt Ruehling presented on Golf Club department updates, Public Works Director Matt Rynda spoke on the sanitary and storm sewer departments updates, General Manager Bruce Reimers spoke on updates within the utilities department, and City Administrator Tetzlaff spoke regarding ambulance updates. Discussion was had regarding each, and no action was taken.

b. Assessment Deferrals

City Administrator Tetzlaff provided a summary. Motion made by Councilmember Wolf, Seconded by Councilmember Seiler to approve the assessment deferrals.

Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (3-0).

c. Golf Management Contract

City Administrator Tetzlaff provided updates. Brief discussion was had, and no action was taken.

13. MISCELLANEOUS

- a. Meeting Minutes
 - i. Park
 - ii. Planning
- b. Discussion of Items not on the Agenda
 - i. Councilmember Bruce Wolf inquired about roof of the library. Public Works Director Rynda advised library staff haven't made any reports of leaking since it's been fixed. The City has been keeping an eye on it and will continue to do so into the winter months.
 - ii. City Administrator Tetzlaff inquired if Councilmembers would be interested in the City of New Prague participating in a feasibility study with Gallagher regarding health insurance costs amongst employees. The topic was discussed at a SCALE meeting, and nearby cities and counties are exploring what a self-insured model would look like. The Council did express interest. City Administrator Tetzlaff also advised that there is an error in the Scott County tax levy statements that were mailed out. The statements reflect that the proposed preliminary levy is approximately 3.9 million dollars, which is approximately 1.2 million dollars lower than it should be. There was a miscommunication between City staff and Scott County staff, and the City is working with Scott County and Kennedy & Graven to get this corrected. The Le Sueur County tax levy statements are reporting correctly.

14. ADJOURNMENT

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf to adjourn the meeting at approximately 7:58 p.m.

Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (3-0).

ATTEST:

Duane J. Jirik
Mayor

Joshua M. Tetzlaff
City Administrator