



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, October 07, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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1. CALL TO ORDER

Mayor Jirik called the meeting to order at 6:00 PM.

PRESENT

Mayor Duane Jirik

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

Staff Present: City Administrator Joshua Tetzlaff, Planning/Community Development Director Ken Ondich, Finance Director Robin Pikal, Police Chief Tim Applen, Public Works Director Matt Rynda, and Fire Chief Steve Rynda

a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

Motion to approve the Regular Agenda:

Motion made by Councilmember Ryan, seconded by Councilmember Seiler.

Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

3. CONSENT AGENDA

(The following agenda items are considered to be non-controversial and routine in nature. They will be handled with one motion of the City Council. Council members may request that specific items be removed from the Consent Agenda and be acted upon separately.)

Motion to approve the Consent Agenda, minus the September 3rd, 2024, Meeting Minutes to due Councilmember Bass' absence:

Motion made by Councilmember Seiler, seconded by Bass.

Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

Motion to Approve the Meeting Minutes from September 3rd, 2024:

Motion made by Councilmember Wolf, seconded by Councilmember Ryan

Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Seiler, Councilmember Wolf

Voting Abstaining: Councilmember Bass

Motion carried (4-0)

- a. Meeting Minutes
 - i. September 3, 2024 City Council Meeting Minutes
 - ii. September 3, 2024 Special City Council Meeting Minutes
 - iii. September 16, 2024 City Council Meeting
 - iiii. September 16, 2024 Special City Council Meeting Minutes - Closed
- b. Claims for Payment: **\$734,100.04**
- c. Personnel Handbook Updates

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

(Speakers limited to 5 minutes.)

Garrett Ykema spoke on safety concerns.

5. CITY ENGINEER PROJECTS UPDATE

Public Works Director Matt Rynda provided a brief update and answered any questions.

- a. October 7, 2024

6. PUBLIC HEARING(S) – 6:00 PM

- a. None

7. SOUTHERN VALLEY ALLIANCE - DOMESTIC AWARENESS MONTH

Darlene Seurer presented about Domestic Awareness Month

- a. Presentation Purple Patch Program
- b. Proclamation Domestic Violence Awareness Month

8. YELLOW TREE ABATEMENT REQUEST

City Administrator Joshua Tetzlaff provided context to the request for a Public Hearing

- a. Tax Abatement Discussion
Motion to Call for Public Hearing
Motion made by Councilmember Wolf, Seconded by Mayor Jirik.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

9. ORDINANCE(S) FOR INTRODUCTION

10. ORDINANCE(S) FOR ADOPTION

11. RESOLUTIONS

- a. Resolution #24-10-07-01 Approving Certification of Mowing and Property Maintenance Charges to Property Tax Roll
Motion to Adopt Resolution #24-10-07-01
Motion made by Councilmember Ryan, Seconded by Councilmember Bass.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

- b. Resolution #24-10-07-02 Approving Certification of Unpaid Service Charges Municipal Utility Billing Charges to Property Tax Roll
Motion to Adopt Resolution #24-10-07-02
Motion made by Councilmember Bass, Seconded by Councilmember Wolf.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)
- c. Resolution #24-10-07-03 Interim Use Permit #I2-2024 - Exterior Storage at Former Mill Located at 100 2nd Ave. SW as proposed by New Prague Mill, LLC
Motion to Adopt Resolution #24-10-07-03
Motion made by Mayor Jirik, Seconded by Councilmember Seiler.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)
- d. Resolution #24-10-07-04 Conditional Use Permit #C4-2024 - Outdoor Seating at Sugar Rose Bakeshop at 120 Main St. W. as proposed by Jody Breathwaite
Motion to Adopt Resolution #24-10-07-04
Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)
- e. Resolution #24-10-07-05 Variance #V8-2024 - 5' Tall Fence at 1232 Olivia Street SE as proposed by Mark and Christine Shaw
Motion to Adopt Resolution #24-10-07-05
Motion made by Councilmember Wolf, Seconded by Councilmember Ryan.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)

12. GENERAL BUSINESS

13. MISCELLANEOUS

- a. Meeting Minutes
 - i. Planning Commission
 - ii. Golf Board
 - iii. Park Board
 - iv. EDA Board
- b. Discussion of Items not on the agenda
City Administrator Joshua Tetzlaff and Police Chief Tim Applen spoke about POST certifications.
Police Chief Steve Rynda spoke about grant approvals for new radios.

14. ADJOURNMENT

Motion to adjourn the meeting at 7:09 PM.
Motion made by Councilmember Seiler, Seconded by Councilmember Bass.
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)

ATTEST:

Duane J. Jirik
Mayor

Joshua M. Tetzlaff
City Administrator