



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, July 06, 2026 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

PRESENT

Mayor Charles Nickolay

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Bruce Wolf

ABSENT

Councilmember Rik Seiler

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

a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda.

Motion made by Councilmember Wolf, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Mayor Nickolay, Seconded by Councilmember Wolf.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

a. Meeting Minutes

i. June 15, 2026 City Council Meeting Minutes

b. Claims for Payment: **\$748,297.79**

c. Temporary On-Sale Liquor License - Church of St. Wenceslaus

d. Lights On! MN - Participation Agreement

4. GOVERNMENT AGENCY UPDATES

No speakers.

5. PUBLIC FORUM

No speakers.

6. PUBLIC HEARING(S) – 6:00 PM

- a. Ordinance for Adoption: #363 - Vacation of Public ROW in the Plat of New Prague Outlots
Community Development Director Ken Ondich presented the Ordinance for Adoption and Public Hearing.
Motion to open the Public Hearing for Ordinance for Adoption #363 - Vacation of Public ROW in the Plat of New Prague Outlots
Motion made by Councilmember Wolf, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)
Pat Sullivan offered to answer any questions that the Council may have.
Motion to close the public hearing.
Motion made by Councilmember Ryan, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)
Motion to approve the second reading and adoption of Ordinance #363 - Vacation of Public ROW in the Plat of New Prague Outlots
Motion made by Mayor Nickolay, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

7. CITY ENGINEER PROJECTS UPDATE

- a. July 6, 2026
Chris Knutson, City Engineer with SEH, provided a projects update and answered any questions.

8. CITY ENGINEER PROJECTS UPDATE

- Chris Knutson, City Engineer with SEH
a. Approval of Materials Testing
Matt Rynda, Public Works Director, presented the proposal for materials testing.
Motion to approve the Materials Testing proposal from Braun Intertec.
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

9. ORDINANCE(S) FOR INTRODUCTION

- a. #364 - Yard Waste Site
Ken Ondich, Community Development Director, presented the Ordinance for Introduction for the Yard Waste Site.
Police Chief Tim Applen and Public Works Director Matt Rynda helped answer any questions.
The consensus was to have Staff continue working on the language that goes into the Ordinance after the discussion that was had.
- b. #365 - Amending Various Sections of the Unified Development Code
Ken Ondich, Community Development Director, presented the Ordinance for Introduction for Amending Various Sections of the Unified Development Code.
Motion to approve the first reading and introduction of Ordinance #365 - Amending Various Sections of the Unified Development Code
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

10. ORDINANCE(S) FOR ADOPTION

- a. None

11. RESOLUTIONS

- a. #CC-26-07-06-01 - Cannabis Cultivation Facility at 100 2nd Ave. SW
Ken Ondich, Community Development Director, introduced the resolution approve the Cannabis Cultivation Facility at 100 2nd Ave. SW
Motion to approve Resolution #CC-26-07-06-01 - Cannabis Cultivation Facility at 100 2nd Ave. SW
Motion made by Councilmember Ryan, Seconded by Mayor Nickolay.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

12. GENERAL BUSINESS

- a. POPS Programming Agreement
Ken Ondich, Community Development Director, introduced the POPS Programming Agreement.
Motion to approve the agreement with New Prague Arts Foundation for Programming at POPS Facility for 2027.
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)
- b. Future City Hall Architect Proposal Recommendation
Joshua Tetzlaff, City Administrator, presented the Future City Hall Architect Proposal Recommendation.
Motion to approve Wold Architects' proposal for the renovation of 1201 1st Street NE - the City's future City Hall.
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)
- c. Cooperative Agreement - CH 15 Overlay Project
City Administrator Joshua Tetzlaff and Public Works Director Matt Rynda introduced the Cooperative Agreement and answered any questions.
Motion to approve the Cooperative Agreement for the CH 15 Overlay Project.
Motion made by Councilmember Bass, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)
- d. 2027 Audit Proposal
Robin Pikal, Finance Director, presented the 2027 Audit Proposal with Abdo.
Motion to approve Abdo's proposal for 2027 audit services for the 2026 fiscal year.
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

13. MISCELLANEOUS

- a. Population Estimate Update Memo
- b. June Aquatics Center Reports
- c. Meeting Minutes
 - i. May 26, 2026 Utilities Commission Meeting Minutes
 - ii. May 27, 2026 Planning Commission Meeting Minutes
- d. Discussion of Items not on the Agenda

14. ADJOURNMENT

Motion to adjourn the meeting at 7:32 p.m.

Motion made by Councilmember Bass, Seconded by Councilmember Wolf.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

ATTEST:

Charles L. Nickolay
Mayor

Joshua M. Tetzlaff
City Administrator