



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, December 16, 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 p.m.

#### 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, Utility General Manager Bruce Reimers, 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 Seiler, Seconded by Councilmember Wolf.

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

Motion carried (5-0)

### 3. CONSENT AGENDA

Motion to approve the consent agenda.

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)

a. Meeting Minutes

i. December 2, 2024 City Council Meeting Minutes

b. Claims for Payment: **\$460,969.49**

c. Financial Summary Report

d. Release Deferred Assessment

e. 2025 Tobacco Licenses

f. 2025 THC Licenses

g. Appointment of Justin Birdsell for Streets Position

h. Appointment of Kyle Sticha for Parks Position

i. LG230 Gambling Application - NP Firearms Relief Association

j. 2025 Tri-County Mutual Aid Agreement

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

*(Speakers limited to 5 minutes.)*

Collette (517 Redpoll Ave SE) and Tom Fadden (203 Lexington Ave N) spoke.

**5. CITY ENGINEER PROJECTS UPDATE**

Matt Rynda spoke on a future meeting with SEH to discuss completion plans for the 2025 project.

- a. December 16, 2024

**6. PUBLIC HEARING(S) – 6:00 PM**

- a. None

**7. ORDINANCE(S) FOR INTRODUCTION**

**8. ORDINANCE(S) FOR ADOPTION**

**9. RESOLUTIONS**

- a. Resolution #24-12-16-01 - Adopting 2025 City Budget

Motion to adopt Resolution 24-12-16-01 Adopting the 2025 City Budget

Motion made by Councilmember Bass, Seconded by Councilmember Wolf.

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

Voting Nay: Councilmember Ryan

Motion carried (4-1)

- b. Resolution #24-12-16-02 - 2025 Official Fee Schedule

Motion to adopt Resolution 24-12-16-02 Approving the 2025 Official Fee Schedule

Motion made by Councilmember Seiler, Seconded by Mayor Jirik.

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

Motion carried (5-0)

- c. Resolution #24-12-16-03 - Adopting 2024 Property Tax Levy, Payable in 2025

Motion to adopt Resolution 24-12-16-02 Adopting the 2024 Property Tax Levy, Payable in 2025

Motion made by Mayor Jirik, Seconded by Councilmember Seiler.

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

Voting Nay: Councilmember Ryan

Motion carried (4-1)

- d. Resolution #24-12-16-04 - Request for Sign Variance #V9-2024

Planning/Community Development Director Ken Ondich presented the sign variance.

Bill Gibson and Rick Con answered any questions about the sign variance.

Motion to adopt Resolution 24-12-16-04 Approving Sign Variance #V9-2024, with the revisions to sign #2.

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)

- e. Resolution #24-12-16-05 - Active Transportation Grant

Planning/Community Development Director Ken Ondich presented the active transportation grant.

Motion to approve Resolution 24-12-16-05 Applying for the MnDOT Active Transportation Grant.

Motion made by Councilmember Ryan, Seconded by Councilmember Wolf.

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

Motion carried (5-0)

- f. Resolution #24-12-16-06 - Supporting MNDOT Safe Routes to School Grant Application  
Planning/Community Development Director Ken Ondich presented the Supporting MNDOT Safe Routes to School Grant Application.  
Motion to adopt Resolution 24-12-16-06 Supporting MNDOT Safe Routes to School Grant Application  
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)

## **10. GENERAL BUSINESS**

- a. Approval of 2025-2034 Capital Improvement Plan  
City Administrator Joshua Tetzlaff presented the 2025-2034 Capital Improvement Plan.  
Motion made by Councilmember Wolf, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- b. Approval of 2025-2034 Visioning Document  
City Administrator Joshua Tetzlaff presented the 2025-2034 Visioning Document  
Motion made by Councilmember Bass, Seconded by Mayor Jirik.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- c. Compensation Pay Plan 2025  
City Administrator Joshua Tetzlaff presented the 2025 Compensation Play Plan.  
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)
- d. 2025 Golf Course Consultant Agreement  
City Administrator Joshua Tetzlaff presented the 2025 Golf Course Consultant Agreement.  
Motion made by Councilmember Bass, Seconded by Mayor Jirik.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- e. Flock Safety Camera Agreement  
Police Chief Tim Applen presented the Flock Safety Camera Agreement.  
Motion to approve the Flock Safety Camera Agreement.  
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)

## **11. MISCELLANEOUS**

- a. Meeting Minutes
- i. October 22, 2024, Golf Board Meeting Minutes
  - ii. October 28, 2024, Utilities Commission Meeting Minutes
  - iii. November 13, 2024, EDA Board Meeting Minutes
  - iiii. November 13, 2024, EDA Board Meeting Minutes - Closed
- b. Discussion of Items not on the Agenda

Bruce Wolf asked Police Chief Tim Applen about Active Shooter Drills and if they are being done in the schools.

Shawn Ryan asked about the options of hiring for the Compensation Study

c. North Memorial Health Ambulance 2024 Q3 Update

## **12. ADJOURNMENT**

Motion to adjourn the meeting at 7:31 p.m.

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.

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

Motion carried (5-0)

ATTEST:

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Duane J. Jirik  
Mayor

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Joshua M. Tetzlaff  
City Administrator