



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, July 15, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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### 1. CALL TO ORDER

Mayor Duane 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 Josh Tetzlaff, Planning/Community Development Director Ken Ondich, Police Chief Tim Applen, and Public Works Director Matt Rynda

a. Pledge of Allegiance

### 2. APPROVAL OF REGULAR AGENDA

Mayor Jirik added "Approval of Adam Brister to Golf Board" under *General Business*. Motion made by Councilmember Seiler, Seconded by Councilmember Bass to approve the Regular Agenda, as amended.

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

Motion carried (5-0).

### 3. CONSENT AGENDA

Motion made by Councilmember Wolf, Seconded by Councilmember Bass to approve the Consent Agenda as presented.

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

Motion carried (5-0).

#### a. Meeting Minutes

i. December 18, 2023, Special City Council Meeting Minutes - Closed

ii. December 18, 2023, Special City Council Meeting Minutes - Closed

iii. May 6, 2024, Special City Council Meeting Minutes

iv. May 13, 2024, Special City Council Meeting Minutes

v. May 20, 2024, Special City Council Meeting Minutes

vi. July 1, 2024, City Council Meeting Minutes

vii. July 1, 2024, Special City Council Meeting Minutes - Closed

b. Claims for Payment: **\$1,209,679.76**

c. Financial Summary Report

d. LG220 Gambling Application for Exempt Permit for Fore Childrens Foundation on August 23, 2024, involving pull-tabs and a raffle at the New Prague Golf Club, 400 Lexington Avenue South

- e. Temporary On-Sale 3.2 Beer Permit for the Chamber of Commerce - Czech Out New Prague on August 1, 2024, at Memorial Park, 400 Main Street East, 5-9pm
- f. Temporary (1-4 Day) On-Sale Liquor License for the Chamber of Commerce - Dožínky Days Festival and Car Cruise on September 20-21, 2024, Central Avenue North (on street)

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

No members of the public spoke at this meeting.

**5. SMALL AREA PLAN PRESENTATION**

- a. Mike Lamb and MSA

Mike Lamb and Claire Stickler presented to the Council. Discussion was had and questions were addressed.

Liza Meyer Malkerson, 301 2nd St NW, expressed her thankfulness and gratitude as a neighbor to this plan. She shared that some of the concerns she and her neighbors had were addressed and they are very grateful.

**6. CITY ENGINEER PROJECTS UPDATE**

- a. July 15, 2024

Public Works Director Matt Rynda provided an update.

**7. 2023 STREET AND UTILITY IMPROVEMENT PROJECT**

- a. Change Order #2

City Engineer Chris Knutson provided background. Motion made by Councilmember Ryan, Seconded by Councilmember Seiler to approve Change Order #2.

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

Motion carried (5-0).

**8. 2025 STREET AND UTILITY IMPROVEMENT PROJECT**

- a. Resolution #24-07-15-01 - Ordering Preparation of Report on Improvement

City Engineer Knutson provided updates. Motion made by Councilmember Ryan, Seconded by Councilmember Bass to approve Resolution #24-07-15-01.

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

Motion carried (5-0).

**9. PUBLIC HEARING(S) – 6:00 PM**

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

- a. Ordinance #350 - An Amendment to Interim Ordinance 2023-338 Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses within the City of New Prague  
Planning/Community Development Director Ken Ondich provided background, and discussion was had. Motion made by Mayor Jirik, Seconded by Councilmember Seiler for the first reading of Ordinance #350.

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

Motion carried (5-0).

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

## 12. RESOLUTIONS

- a. Resolution #24-07-15-02 - Accepting a Donation of Batting Cages at Foundry Hill Park Baseball Field from New Prague Baseball Booster Club  
Planning/Community Development Director Ondich provided an overview. Motion made by Councilmember Ryan, Seconded by Councilmember Bass to approve Resolution #24-07-15-02.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0).

## 13. GENERAL BUSINESS

- a. ARPA Spending Updates and Requests  
City Administrator Josh Tetzlaff provided background, and discussion was had. Motion made by Councilmember Bass, Seconded by Councilmember Wolf to move forward with the Zoning/Subdivision Ordinance Update.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0).
- b. 2025 Health Insurance  
City Council agreed to remain with Sourcewell for 2025.
- c. Approval of Adam Brister to Golf Board  
Motion made by Councilmember Ryan, Seconded by Councilmember Seiler to reappoint Adam Brister to the Golf Board.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0).

## 14. MISCELLANEOUS

- a. 2023 Population Estimate  
Planning/Community Development Director Ondich provided clarification.
- b. May Joint Powers Financial Information  
Brief discussion was had.
- c. 2024 City Wide Clean-Up Event Statistics  
Planning/Community Development Director Ondich addressed questions.
- d. Meeting Minutes
  - i. Park
  - ii. Planning
  - iii. EDA
  - iv. Utilities
  - v. Golf
- e. Discussion of Items not on the Agenda
  - City Administrator Tetzlaff inquired of scheduling conflicts with the first budget meeting. The first budget meeting will be held August 19, 2024. Tetzlaff also discussed the topic of Community Center board members; the City Council can appoint anyone they choose and it doesn't have to be a City Council member. Lastly, Tetzlaff reminded Council that his annual performance review is coming up in August and they will have materials in the next few days.
  - Police Chief Tim Applen relayed that new cameras for all squad cars are being installed on July 16<sup>th</sup>. Chief Applen also shared that Officer Walton will be presented with a life saving award from Scott County on July 16<sup>th</sup>.

**15. ADJOURNMENT**

Motion made by Councilmember Seiler, Seconded by Mayor Jirik to adjourn the meeting at 8:05 p.m.

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