



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, April 21, 2025 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, Finance Director Robin Pikal, Utilities General Manager Bruce Reimers, 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 Seiler, Seconded by Councilmember Ryan.

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.

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)

a. Meeting Minutes

i. March 31, 2025 Special City Council Meeting Minutes

ii. April 7, 2025 City Council Meeting Minutes

b. Claims for Payment: **\$235,163.63**

c. Financial Summary Report

d. Large Assembly Permit: 2025 New Prague Arts Foundation - Summer Concert Series

e. IUP #I2-2025 - Acknowledge Withdrawal of Application

f. 1-Day Temporary On-Sale Liquor License for Giesenbrau - Ribfest on June 13, 2025, at Holy Trinity Lutheran Church, 1300 Main Street East

**4. BEYOND THE YELLOW RIBBON SOUTH OF THE RIVER - MILITARY APPRECIATION WEEK**

Mayor Jirik presented the proclamation to Beyond the Yellow Ribbon South of the River for Military Appreciation Week.

Police Chief Tim Applen presented the organization and recognized the Military Appreciation Committee.

Dewey Koshenina, Beyond the Yellow Ribbon South of the River, spoke.

Tom Wetschka, Assistant Principal at New Prague High School, spoke.

Rodney Sawyer and John Metzdorff from the American Legion introduced the graduating students who are entering the military.

- a. Proclamation - Military Appreciation Week with a special emphasis on students who have selected careers in the military

**5. CITY ENGINEER PROJECTS UPDATE**

- a. April 21, 2025

Public Works Director Matt Rynda and City Engineer Chris Knutson presented the projects update.

- b. Resolution #25-04-21-01 - Active Transportation Grant for 12th Ave. SE

City Engineer Chris Knutson presented the resolution for the active transportation grant.

Motion to approve resolution #25-04-21-01 - Active Transportation Grant for 12th Ave. SE

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)

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

*(Speakers limited to 5 minutes)*

No speakers present.

**7. VIOLATION APPEAL**

Planning/Community Development Director Ken Ondich presented the Violation Appeal.

Catherine Pecholt, 409 Columbus Ave N, spoke.

No action was taken.

- a. 409 Columbus Ave. N

**8. PUBLIC HEARING(S) – 6:00 PM**

- a. Brickside 19 at 825 1st St. SE - Approval of the Issuance of an On-Sale Intoxicating and Sunday Liquor License

Mayor Jirik opened the public hearing at 6:42 p.m.

No speakers present.

Motion to close the public hearing at 6:42 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)

Motion to approve the issuance of an On-Sale Intoxicating and Sunday Liquor License for Brickside 19.

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (5-0)

**9. PRESENTATION AND ACCEPTANCE OF THE 2024 ANNUAL FINANCIAL (AUDIT) REPORT**

Abby Schmidt presented the 2024 Audit presentation and answered any questions.

Motion to Accept the 2024 Audit Report as amended with page 140.

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

- a. Abby Schmidt, Abdo
- b. Executive Governance Summary
- c. Annual Financial Report
- d. Audit Presentation

**10. POPS FACILITY**

Planning/Community Development Director Ken Ondich presented the Park Board's Funding Proposal for the POPS Facility, as well as the Donation Agreement.

- a. Park Board Funding Proposal

Motion to approve the Park Board's Funding Proposal.

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

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

Voting Abstaining: Councilmember Wolf

Motion carried (4-0-1)

- b. Donation Agreement

Motion to approve the Donation Agreement.

Motion made by Councilmember Bass, Seconded by Mayor Jirik.

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

Voting Abstaining: Councilmember Wolf

Motion carried (4-0-1)

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

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

**13. RESOLUTIONS**

**14. GENERAL BUSINESS**

- a. Establish Special City Council Meeting Date(s) for Board & Commission Interviews

A Special City Council Meeting will take place on Monday, April 28th, 2025, at 5 p.m. to conduct Board & Commission Interviews.

- b. City Hall Hours

City Administrator Joshua Tetzlaff presented the City Hall Hours memo.

The consensus was to table this item until the next meeting.

**15. POLICE STATION BID OPENING**

John McNamara from Wold presented the award of bid, as well as the resolution to accept the bid for the Police Station Expansion.

Motion to approve Resolution #25-04-21-02 – Accepting Bids for Police Station Expansion

Motion made by Mayor Jirik, seconded by Councilmember Seiler

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

Voting Nay: Councilmember Ryan

Motion carried (4-1)

- a. Project Budget
- b. Memo- Award of Bid
- c. Resolution #25-04-21-02 - Accepting Bids for Police Station Expansion

**16. MISCELLANEOUS**

- a. Meeting Minutes
  - i. March 11, 2025 Park Board Meeting Minutes
  - ii. March 12, 2025 EDA Board Meeting Minutes

**17. ADJOURNMENT**

Motion to adjourn the meeting at 8:14 p.m.

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:

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Duane J. Jirik  
Mayor

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Joshua M. Tetzlaff  
City Administrator