



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, September 15, 2025 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 Rik Seiler

Councilmember Bruce Wolf

Staff present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, Planning/Community Development Director Ken Ondich, 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 Wolf, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, 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 Bass, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

a. Meeting Minutes

i. September 2, 2025 City Council Meeting Minutes

b. Claims for Payment: **\$854,768.08**

c. Financial Summary Report

d. Premises Permit Extension Request for 1319 Woodfire Tavern

e. New Prague School Homecoming Parade Request

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

Speakers limited to 5 minutes

Brian Paulson (206 4th St. SW) spoke.

5. PUBLIC HEARING(S) – 6:00 PM

- a. None

6. 2025 STREET AND UTILITY IMPROVEMENT PROJECT

Chris Knutson (SEH, City Engineer) presented the resolution declaring cost to be assessed for the 2025 Street & Utility Improvement Project.

Motion to approve Resolution #25-09-15-01

Motion made by Councilmember Wolf, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

- a. Memo
- b. Resolution #25-09-15-01 - Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for Hearing on Proposed Assessment

7. CITY ENGINEER PROJECTS UPDATE

Chris Knutson (SEH, City Engineer) provided an update and answered any questions.

8. ORDINANCE(S) FOR INTRODUCTION

- a. None

9. ORDINANCE(S) FOR ADOPTION

- a. None

10. RESOLUTIONS

- a. #25-09-15-02 - Authorizing the Issuance of Lease Revenue Bonds, Series 2025C, by the New Prague Economic Development Authority in the Proposed Aggregate Principal Amount of \$10,130,000
City Administrator Joshua Tetzlaff presented the resolution.

Motion to approve Resolution #25-09-15-02

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

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

Voting Nay: Councilmember Ryan

Motion carried (4-1)

11. GENERAL BUSINESS

- a. SCADA/PLC Upgrade at Wastewater Treatment Plant
Public Works Director Matt Rynda presented the SCADA/PLC Upgrade Request for the Wastewater Treatment Plant.
Motion to approve the SCADA/PLC upgrade request at the Wastewater Treatment Plant.
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)

12. MISCELLANEOUS

- a. Meeting Minutes
 - i. August 12, 2025 Park Board Meeting Minutes
 - ii. August 13, 2025 EDA Board Meeting Minutes
 - iii. August 13, 2025 EDA Board Meeting Minutes - Closed

b. Discussion of Items not on the Agenda

-General Manager Bruce Reimers provided an update on the West Side Energy Station project.

-City Administrator Joshua Tetzlaff provided an update on a grant the city received to update security doors at City Hall.

-Police Chief Tim Appen and Councilmember Bruce Wolf thanked the surrounding communities, agencies, residents, etc. that helped with the missing person investigation from the previous week.

13. ADJOURNMENT

Motion to adjourn the meeting at 6:39 p.m.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

ATTEST:

Charles L. Nickolay
Mayor

Joshua M. Tetzlaff
City Administrator