



CITY COUNCIL MEETING MINUTES

City of New Prague

Tuesday, January 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 Rik Seiler

Councilmember Bruce Wolf

Staff present: City Administrator Joshua Tetzlaff, Community Development Director Ken Ondich, 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 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 Wolf, Seconded by Mayor Nickolay.

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

Motion carried (5-0)

a. Meeting Minutes

i. December 15, 2025 City Council Meeting Minutes

b. Claims for Payment: **\$1,771,471.14**

c. 2025 Write-Offs

d. Appointment of Administrative Coordinator

e. Resolution #26-01-06-01 - Approving LG230 Application to Conduct Off-Site Gambling - New Prague Firemen's Relief Association at Knights of Columbus 2.13.26

4. PUBLIC FORUM

Brian Paulson (206 4th St. SW) and Brad Wagner (1009 3rd St. SW) spoke.

5. PUBLIC HEARING(S) – 6:00 PM

a. None

6. CITY ENGINEER PROJECTS UPDATE

- a. January 6, 2025

7. 2026 STREET PROJECT BUILD-OUT DISCUSSION

City Engineer Chris Knutson presented the 2026 Street Improvement Project.

Discussion was had over the available options for the project.

Motion to approve Option #3 for the 2026 Street and Improvement Project.

Motion made by Councilmember Bass, Seconded by Mayor Nickolay.

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

Motion carried (5-0)

Motion to approve the design proposal from SEH.

Motion made by Mayor Nickolay, Seconded by Councilmember Wolf.

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

Motion carried (5-0)

- a. Design Proposal
- b. Approved Feasibility Report
- c. Citizen Comments

8. ALTON AVENUE FEASIBILITY PROPOSAL

Community Development Director Ken Ondich presented the Alton Avenue Feasibility Proposal.

City Engineer Chris Knutson helped present and answer any questions about the proposal.

Motion to approve the proposal from SEH.

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)

- a. Feasibility Study Proposal

9. ORDINANCE(S) FOR INTRODUCTION

- a. None

10. ORDINANCE(S) FOR ADOPTION

- a. None

11. RESOLUTIONS

- a. #26-01-06-02 - Appointing Official City Depositories

Motion to approve Resolution #26-01-06-02 - Appointing Official City Depositories

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

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

Motion carried (5-0)

- b. #26-01-06-03 - Approving Variance #V9-2025 to Allow Reduction in the Setback at 114 4th St. SW as proposed by KA Witt Construction

Motion to approve Resolution #26-01-06-03 - Approving Variance #V9-2025 to Allow Reduction in the Setback at 114 4th St. SW as proposed by KA Witt Construction

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)

- c. #26-01-06-04 - Approving City Administrator Purchasing and Contracting Authority
Motion to approve Resolution #26-01-06-04 - Approving City Administrator Purchasing and
Contracting Authority
Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

12. GENERAL BUSINESS

- a. 2026 Appointments
- i. Mayoral Appointments to Boards & Commissions
 - ii. City Council Vice President
 - iii. 2026 Legal Representation - City Attorney
 - iv. Consulting Professionals - City Engineer and City Financial Advisor
 - v. New Prague Volunteer Fire Department Chief and Officers
 - vi. Designate Official Newspaper

Motion to approve the Mayoral Appointments to Boards & Commissions.
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

Motion to appoint Rik Seiler as City Council Vice President.
Motion made by Councilmember Wolf, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Voting Abstaining: Councilmember Seiler
Motion carried (4-0-1)

Motion to approve Kennedy & Graven as the City's Legal Representation for 2026.
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)

Motion to approve the recommended consulting professionals for City Engineer and City Financial
Advisor.
Motion made by Councilmember Seiler, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

Motion to approve the 2026 Volunteer Fire Department Chief and Officers.
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)

Motion to approve the New Prague Times as the Official Newspaper for the City.
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,
Councilmember Wolf
Motion carried (5-0)

- b. Public Speaking Policy
City Administrator Joshua Tetzlaff presented the Public Speaking Policy and asked if there were any recommendations for improvement.
No changes were made to the policy.

13. MISCELLANEOUS

- a. Board & Commission Attendances - 2025
- b. Meeting Minutes
 - i. November 19, 2025 Planning Commission Meeting Minutes
 - ii. November 24, 2025 Utilities Commission Meeting Minutes

14. ADJOURNMENT

Motion to adjourn the meeting at 7:28 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