



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Tuesday, January 07, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

---

---

### 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, Police Chief Tim Applen, Public Works Director Matt Rynda and Fire Chief Steve Rynda

a. Pledge of Allegiance

\*Not on Agenda- Swearing in of Mayor Jirik and Councilmembers Ryan & Wolf.

### 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 Bass, Seconded by Councilmember Ryan.

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

Motion carried (5-0)

a. Meeting Minutes

i. December 16, 2024, City Council Meeting Minutes

b. Claims for Payment: **\$338,885.11**

c. 2024 Write-Offs

d. Professional Services Agreement between New Prague Police Department and Peterson Counseling and Consulting, LLC

### 4. CITY ENGINEER PROJECTS UPDATE

City Engineer, Chris Knutson, spoke about the Street Reconstruction projects.

a. January 7, 2025

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

Speakers limited to 5 minutes

Dennis Tietz, Le Sueur County Commissioner spoke.

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

Lori Grainbush (2390 10th Ave SE) spoke.

**6. PUBLIC HEARING(S) – 6:00 PM**

a. None

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

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

**9. RESOLUTIONS**

a. #25-01-07-01 - Appointing Official City Depositories

Motion to approve Resolution #25-01-07-01 Appointing Official Depositories

Motion made by Councilmember Ryan, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

**10. GENERAL BUSINESS**

a. 2025 Appointments

i. Mayoral Appointments to Boards & Commissions

Motion to Approve the Mayoral Appointments to Boards & Commissions.

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)

ii. City Council Vice President

Motion made to nominate Bruce Wolf as City Council Vice President.

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)

iii. 2025 Legal Representation - City Attorney

Motion to Approve the 2025 Legal Representation – City Attorney

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)

iv. Consulting Professionals - City Engineer and City Financial Advisor

Motion to Approve the Consulting Professionals - City Engineer and City Financial Advisor.

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)

- v. New Prague Volunteer Fire Department Chief and Officers
  - Motion to approve the Fire Department Officers
  - 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)
- vi. Designate Official Newspaper
  - Motion to approve designating the New Prague Times as the Official Newspaper.
  - Motion made by Mayor Jirik, Seconded by Councilmember Ryan.
  - Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
  - Motion carried (5-0)
- b. Board & Commission Attendances - 2024
  - City Administrator, Joshua Tetzlaff, presented the Board & Commission Attendance spreadsheet.
- c. Municipal State Aid Street (MSAS) Engineering Services Proposal for 2025 - SEH
  - City Engineer, Chris Knutson, spoke on the Municipal State Aid Street Proposal for 2025.
  - Motion to approve the Municipal State Aid Street Engineering Services Proposal for 2025.
  - 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)

## 11. MISCELLANEOUS

- a. Meeting Minutes
  - i. November 20, 2024, Planning Commission Meeting Minutes
  - ii. November 25, 2024, Utility Commission Meeting Minutes
  - iii. November 26, 2024, Golf Board Meeting Minutes
- b. Metropolitan Mosquito Control District - Overview
- c. Joint Powers Membership & Financial Update
- d. Discussion of Items not on the Agenda

## 12. ADJOURNMENT

Motion to adjourn the meeting at 6:43 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:

---

Duane J. Jirik  
Mayor

---

Joshua M. Tetzlaff  
City Administrator