



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, October 06, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

Mayor Nickolay called the meeting 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 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 Wolf.

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

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

Motion carried (5-0)

a. Meeting Minutes

i. September 15, 2025 City Council Meeting Minutes

ii. September 15, 2025 Joint City Council/EDA Meeting Minutes

iii. September 29, 2025 Special City Council Meeting Minutes

b. Claims for Payment: **\$941,115.06**

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. TOBACCO LICENSE APPEAL HEARING

City Administrator Joshua Tetzlaff presented the tobacco license appeal hearing.

Steve Binstock (applicant) explained his appeal request.

Motion to deny the appeal.

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)

- a. Appeal Memo
- b. Denial Letter
- c. OCM Order
- d. City Code

6. UPDATE FROM THE SCOTT COUNTY ATTORNEY

Ron Hocevar (Scott County Attorney) provided an update on the office and answered any questions the Council may have.

7. PUBLIC HEARING(S) – 6:00 PM

- a. None

8. CITY ENGINEER PROJECTS UPDATE

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

- a. October 6, 2025

9. 2026 STREET IMPROVEMENT PROJECT

Chris Knutson (SEH, City Engineer) presented the proposal for professional services on the 2026 Street Improvement Project.

Motion to approve the proposal for professional services.

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)

- a. Proposal for Professional Services

10. ORDINANCE(S) FOR INTRODUCTION

- a. None

11. ORDINANCE(S) FOR ADOPTION

- a. None

12. RESOLUTIONS

- a. #25-10-06-01 - Approving Certification of Mowing and Property Maintenance Charges to Property Tax Roll

Planning/Community Development Director Ken Ondich presented Resolution #25-10-06-01.

Motion to approve Resolution #25-10-06-01 - Approving Certification of Mowing and Property Maintenance Charges to Property Tax Roll

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)

- b. #25-10-06-02 - Approving Certification of Unpaid Service Charges Municipal Utility Billing Charges to Property Tax Roll
Planning/Community Development Director Ken Ondich presented Resolution #25-10-06-02.
Motion to approve Resolution #25-10-06-02 - Approving Certification of Unpaid Service Charges Municipal Utility Billing Charges to Property Tax Roll
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)
- c. #25-10-06-03 - Adopting an Amended Official 2025 Fee Schedule
Planning/Community Development Director Ken Ondich presented Resolution #25-10-06-03.
Motion to approve Resolution #25-10-06-03 - Adopting an Amended Official 2025 Fee Schedule
Motion made by Councilmember Ryan, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (5-0)
- d. #25-10-06-04 - Approving the Issuance of Lease Revenue Bonds, Series 2025C, by the New Prague EDA and Authorizing the Execution and Delivery of Lease Documents
City Administrator Joshua Tetzlaff presented Resolution #25-10-06-04 and the associated agreements. Rebecca Kurts (Ehlers) helped answer any questions about the EDA Lease Revenue Bonds.
Motion to approve Resolution #25-10-06-04 - Approving the Issuance of Lease Revenue Bonds, Series 2025C, by the New Prague EDA and Authorizing the Execution and Delivery of Lease Document
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)

13. GENERAL BUSINESS

- a. None

14. MISCELLANEOUS

- a. Meeting Minutes
 - i. August 25, 2025 Utility Commission Meeting Minutes
 - ii. August 26, 2025 Golf Board Meeting Minutes
- b. Discussion of Items not on the Agenda

15. ADJOURNMENT

Motion to adjourn the meeting at 7:25 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