



CITY COUNCIL MEETING MINUTES

City of New Prague

Tuesday, September 02, 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 Maggie Bass
Councilmember Rik Seiler
Councilmember Bruce Wolf

ABSENT

Councilmember Shawn Ryan

Staff present: City Administrator Joshua Tetzlaff, Planning/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 Wolf, Seconded by Councilmember Seiler.

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

Motion Carried (4-0)

3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

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

Motion carried (4-0)

a. Meeting Minutes

i. August 18, 2025 City Council Meeting Minutes - Closed

ii. August 18, 2025 City Council Meeting Minutes - Regular

iii. August 18, 2025 City Council Meeting Minutes - Special

iv. August 25, 2025 City Council Meeting Minutes - Special

v. August 25, 2025 City Council Meeting Minutes - Closed

b. Claims for Payment: **\$240,149.59**

c. LG220 Lawful Gambling Application for Exempt Permit - MN Deer Hunters Association

d. City Administrator Contract

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

Brian Paulson (206 4th St SW) spoke.

5. PUBLIC HEARING(S) – 6:00 PM

- a. None

6. CITY ENGINEER PROJECTS UPDATE

- a. September 2, 2025
Chris Knutson (SEH, City Engineer) provided a projects update.

7. ORDINANCE(S) FOR INTRODUCTION

- a. None

8. ORDINANCE(S) FOR ADOPTION

- a. None

9. RESOLUTIONS

- a. **#25-09-02-01** - Adopting 2025 Preliminary Property Tax Levy for Taxes Payable 2026
City Administrator Joshua Tetzlaff introduced the preliminary property tax levy resolution.
Motion to approve Resolution #25-09-02-01 - Adopting 2025 Preliminary Property Tax Levy for Taxes Payable 2026
Motion made by Councilmember Bass, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (4-0)
- b. **#25-09-02-02** - Variance #V8-2025 Pool Setback
Planning/Community Development Director Ken Ondich presented the pool setback variance resolution.
Motion to approve Resolution #25-09-02-02 - Variance #V8-2025 Pool Setback
Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (4-0)

10. GENERAL BUSINESS

- a. Agreement with SEH for Private Development Reviews
Chris Knutson (SEH, City Engineer) presented the agreement.
Motion to approve the agreement with SEH for private development reviews.
Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (4-0)
- b. City Administrator Annual Review Summary
Mayor Nickolay provided a summary of the City Administrator's Annual Review.

11. MISCELLANEOUS

- a. Meeting Minutes
 - i. July 22, 2025 Golf Board Meeting Minutes
 - ii. July 28, 2025 Utilities Commission Meeting Minutes
 - iii. July 30, 2025 Planning Commission Meeting Minutes
- b. Discussion of Items not on the Agenda

12. ADJOURNMENT

Motion to adjourn the meeting at 6:23 p.m.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

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

Motion carried (4-0)

ATTEST:

Charles L. Nickolay
Mayor

Joshua M. Tetzlaff
City Administrator