

City Council Proceedings

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State of Minnesota

Counties of Scott & Le Sueur

City of New Prague

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City Council Meeting

Tuesday, January 18, 2022

Mayor Duane Jirik called the meeting to order at approximately 6:00 p.m. with the following members present: Bass, Jirik, Ryan, Seiler, and Wolf.

Staff Present at Meeting: Joshua Tetzlaff, Jim Gareis, Ken Ondich, Bruce Reimers, Matt Rynda, Patty Solheid, and Barb Ulschmid (on-line)

Mayor Jirik called the meeting to order and asked if there were any additions/updates to the Council Agenda, there being none, motion by Ryan, seconded by Seiler to approve the Agenda. All voted in favor. Motion carried (5-0).

Mayor Jirik asked if there were any comments on the Consent Agenda. There being none, motion by Seiler, seconded by Wolf to approve the

CONSENT AGENDA as follows:

- A. January 4, 2022 City Council Meeting Minutes
 - B. Claims for Payment: **\$949,124.70** (January 18, 2022)
 - C. 4th Quarter Finance Report (October - December 2021)
 - D. Temporary On-Sale Liquor License for Church of St. Wenceslaus, School Silent Auction Fundraiser on March 26, 2022 at the St. Wenceslaus Parish Activity Center, 215 Main Street East, New Prague
 - E. Temporary On-Sale Liquor License for Angels Among Us on April 23, 2022 at the St. Wenceslaus Parish Activity Center, 215 Main Street East, New Prague
 - F. Liability Coverage Waiver Form
- All voted in favor. Motion carried (5-0).

In honor of Finance Director Patty Solheid's final Council meeting, Mayor Duane Jirik presented Finance Director Solheid with a framed resolution recognizing Ms. Solheid for 31+ years of being an outstanding Finance Director for the City of New Prague. Mayor Jirik read the resolution out loud as staff and councilmembers listened. Congratulations extended to Finance Director Solheid by all present. Motion by Ryan, seconded by Bass on the APPROVAL OF RESOLUTION #22-01-18-01 RECOGNIZING FINANCE DIRECTOR PATRICIA J. SOLHEID. All voted in favor. Motion carried (5-0).

In honor of Journeyman Lineman Jeff Smith's final Council meeting, Mayor Duane Jirik presented Journeyman Lineman Smith with a framed resolution recognizing Mr. Smith for his almost 20 years of being an exceptional Journeyman Lineman for the City of New Prague. Mayor Jirik read the resolution out loud as staff and councilmembers listened. Congratulations extended by all present to Journeyman Lineman Smith. Motion by Wolf, seconded by Bass on the APPROVAL OF RESOLUTION #22-01-18-02 RECOGNIZING JOURNEYMAN LINEMAN JEFFREY A. SMITH. All voted in favor. Motion carried (5-0).

City Administrator Tetzlaff presented a resolution supporting Scott County's continuation of the Transportation Sales Tax. In May 2015, Scott County voted 4 to 1 to add a .5% sales tax and a \$20 vehicle excise tax. This tax increased the overall sales tax in Scott County retail establishments from 6.875% to 7.375%. For purchasing vehicles, the tax rate would remain 6.5% but a \$20 excise tax would be added. According to the County, this was done to fund regional transportation projects county-

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wide. The tax was originally to be in place from October 1, 2015 to December 31, 2022, or until all projects identified in the plan were completed. Also included within was Resolution 2015-067 from the County along with the approved Transportation Implementation Plan.

With transportation being a regional objective, and good transportation facilities servicing not only the communities they are directly located in but also residents across the County who use them, asked for support for the continued implementation of the .5% sales tax and \$20 excise tax.

After much discussion, Motion by Jirik, seconded by Seiler to TABLE RESOLUTION #22-01-18-03 SUPPORTING SCOTT COUNTY'S CONTINUATION OF THE TRANSPORTATION SALES TAX until a County Commissioner can speak to the Council at a future meeting and provide additional details. Jirik, Ryan and Seiler voted aye. Bass and Wolf opposed. Motion carried (3-2).

Staff will contact the County and schedule a Commissioner to come out to the next City Council meeting.

City Administrator Tetzlaff explained this is a revision to resolution #21-01-20-06 authorizing the transfer and closure of debt service funds due to year-end adjustments to each of the debt service accounts that were authorized to be closed on 12-20-21. In 2020, the City completed a refunding of four (4) Debt Service Funds in the amount of \$2,395,000. Debt Service Funds closed out were 2010A, 2012A, 2012B and 2013A and transferred to Debt Service Fund 320.

Motion by Bass, seconded Seiler to APPROVE RESOLUTION #22-01-18-04 "REVISION" TO RESOLUTION #21-01-20-06 AUTHORIZING TRANSFER AND CLOSURE OF DEBT SERVICE FUNDS. All voted in favor. Motion carried (5-0).

Planning Community Development Director Ken Ondich asked for the approval of a resolution accepting Deutschland 1st Addition project. As required with all development projects that include public improvements (such as roads, trails/sidewalks, utility line extensions, etc.) staff inspects/monitors their progress through to completion at the expense of the developer. At the completion of each public improvement project, staff (including City Engineer) inspects the project to ensure all the work has been satisfactorily completed and recommends the acceptance of the public improvements to the City Council. Once the projects are accepted, the developer is required to warranty the improvements for a period of two years by providing a financial security (letter of credit or warranty bond, or in the case of this smaller project, there is a cash deposit being held). Recently, GTT Properties, LLC has completed the public improvements adjacent to their vacant lot located south of Walgreens and submitted the necessary financial security for the warranty period. The improvements included an extension of 1st St SE with associated sidewalk and utilities. The improvements were largely completed in 2017 with final punch list items being completed in the summer of 2021. Staff and the City Engineer have completed inspections on the public improvements and recommend that the public improvements be accepted.

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Motion by Ryan, seconded by Wolf to APPROVE RESOLUTION #22-01-18-05 ACCEPTING PROJECT - DEUTSCHLAND 1ST ADDITION. All voted in favor. Motion carried (5-0).

Director Ondich asked for the approval of a resolution accepting Eastland Project - Phases 1A, 1B and 2B. Recently, Witt Development, Inc. had completed the public improvements in three of the four phases, specifically completed were phases 1a, 1b and 2b. The only portion of the Eastland Development not completed is Phase 2a for the south end of Summer Avenue SE which only needs the final lift of bituminous and some punch list items completed which should be finalized in 2022. Still a couple minor revisions to the as-builts before the warranty period can begin and hope to have those completed within the next, couple days.

After discussion, motion by Jirik, seconded by Ryan to APPROVE RESOLUTION #22-01-18-06 ACCEPTING PROJECT EASTLAND PHASES 1A, 1B AND 2B CONTINGENT ON THE ACCEPTANCE OF THE ASBUILTS FROM THE CITY ENGINEER. All voted in favor. Motion carried (5-0).

Per the previous City Council meeting, Public Works Director Matt Rynda provided an update regarding the request to purchase and replace two (2) bypass lift station pumps located behind the bus garage. A topic being revisited because these pumps from Minnesota Pump ended up being a 22 week or more lead time due to supply chain issues. These pumps would not be installed until June at the earliest, not late March when the snow melts and would be needed. Minnesota Pump found that same pump but built with more options that they could get within 3 to 4 weeks after the order date. In addition, these pumps would have a cooling jacket, bi-metallic temperature sensor, and temperature sensor for upper and lower bearing. These options are not required but would be nice to have and would help detect and repair problems faster than without the upgraded sensors. Two bids received were from Quality Flow from New Prague, total cost \$110,772 and Minnesota Pump Works from Dundas, \$65,913. Currently the Wastewater Department has \$120,000 budgeted in the 2022 Capital to replace the 2 bypass pumps. Staff recommended the purchase of 2 bypass pumps from Minnesota Pump for the total cost of \$65,913 (about \$6,000 more from the previous two approved at the January 18th City Council meeting), including a 5-year warranty.

After discussion, motion by Seiler, seconded by Ryan to APPROVE THE UPDATED PURCHASE OF TWO (2) BYPASS LIFT STATION PUMPS FROM MINNESOTA PUMP WORKS FOR A TOTAL COST OF \$65,913. All voted in favor. Motion carried (5-0).

Administrator Tetzlaff provided an update per the January 12, 2022 Economic Development Authority (EDA) meeting directing staff to continue moving forward with exploration of building out the infrastructure in Industrial Park. This was directed so that the EDA would have a better understanding of costs associated in preparing for its next phase of development. The expansion would include the extension of two streets, 6th Ave NW and 8th Ave NW through the existing platted area. This would put the street stubs in place that allow for further expansion in the future

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when additional lots are needed. There have also been discussions to buildout the planned trail, shown along the north side of 6th Street NW, since it was not constructed with the initial platting.

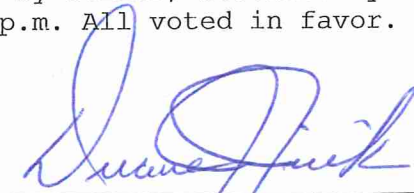
Street extensions are being considered now because the cost of infrastructure only continues to climb and including these improvements in with the 2022 CIP may help save money, both in the short and long-term. Moving forward with SEH on this buildout would give the EDA a better estimation on the cost of this small expansion. Some questions on the EDA Charter, Administrator Tetzlaff to look into and follow up with the Council.

MISCELLANEOUS:

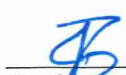
1. Meeting Minutes approved - (EDA, Park, and Utilities)
2. Bass - The Council interviewed Matt Becka for a seat on the Park Board. Motion by Bass to *APPROVE MATTHEW BECKA'S SEAT ON THE PARK BOARD BEGINNING WITH THE NEXT PARK BOARD MEETING ON FEBRUARY 8TH*, seconded by Seiler. All voted in favor. Motion carried (5-0).
3. Jirik - 1. Asked if there was any further action the City needed to take with the former Consignment Lodge building. Director Ondich would double check that no further action is required. 2. Street light at Columbus and 4th is out, Staff noted.
4. Reimers - Provided an update on the addition of the Line Garage.
5. Ondich - 1. Explained that with Chad Lunder, Building Official's last day being last week, the City needed to appoint an Interim Building Official. Recommended Scott Sasse, the City's current Building Inspector to move into that role, he has all the certifications to administer the building code. Started having Mr. Sasse start retractive as of today until a final appointment is made. Move up to Step 1 - Grade 14 of that pay scale, a \$2.45 an hour increase due to the added workload. After discussion, motion by Wolf, seconded by Bass to *APPOINT SCOTT SASSE AS THE INTERIM BUILDING OFFICIAL*. All voted in favor. Motion carried (5-0).
6. Tetzlaff - 1. Ambulance RFP discussion. Motion by Jirik, seconded Seiler for Administrator Tetzlaff to *PUT TOGETHER AN AMBULANCE RFP ON NORTH MEMORIAL AND MAYO FOR THE COUNCIL'S REVIEW* at the next City Council meeting. All voted in favor. Motion carried (5-0).

There being no additional business, motion by Seiler, seconded by Ryan to adjourn the meeting at approximately 6:55 p.m. All voted in favor. Motion carried (5-0).

ATTEST:



Duane J. Jirik
Mayor



Joshua M. Tetzlaff
City Administrator