

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague



City Council Meeting
Monday, November 7, 2011

Mayor Nickolay called the meeting to order at 7:00 p.m. with the following members present: Nickolay, Bartusek, Bruzek, Guerrette, Ryan.

Staff Present: Mike Johnson, Ken Ondich, Dennis Seurer, Mary Jo Hruby

The Pledge of Allegiance was recited.

Mayor Nickolay moved Agenda Item #7 as the first item.
Appointment of Daniel Wagner as a Volunteer Fire Fighter.

City Administrator Johnson reviewed the recommendation from Jerry Novak Fire Chief to appoint Daniel J. Wagner as a New Prague Volunteer Firefighter effective November 8, 2011.

It was moved by Guerrette and seconded by Ryan to appoint Daniel J. Wagner as Volunteer Fire Fighter effective November 8, 2011, subject to the receipt of appropriate employment physical and drug test results. All voted in favor of the motion. (5-0)

Mayor Nickolay opened the Public Hearing at 7:03 p.m. for the 2012 Street and Utility Improvement Project.

City Engineer Chris Cavett, SEH reviewed the 2012 Street and Utility project with the Council and Residents. The Project is for Second Street NW/NE (from TH#21 to Columbus Avenue); Second Avenue NW (from Main Street to Second Street NW); and First Avenue NW (from Main Street to Third Street NW).

Council Member Bruzek questioned if any landscaping was going to be done in the areas where the sidewalks will be eliminated because of the large banks.

Mr. Cavett replied that they will look at a concept to grade it out and look at each property individually to see what is feasible.

Brad Dvorak, 113 1st Av. NW, questioned if the sump pump boxes will be assessed and what the alternate route is for the storm trunk line?

City Engineer Cavett stated that there will not be additional assessments for the sump pump boxes. This is part of the project. As far as the alternate route, it is recommended that the alternate route for the storm line be through the alley.

Art Gorgen, 111 2nd St. NW, asked about the red sticks in the alley. Also, will part of the alley be paved?

City Engineer Cavett was unaware of the red sticks and suggested it may be another Utility. He also stated that to reduce erosion in the alleys there will be paving of a portion of the alley as they approach the Street.

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John Bigelow, 206 2nd St. NW, commented that in the 28 years he has lived here he has had flooding. The flooding has carried gravel from his driveway.

City Engineer Cavett stated this is a great opportunity to take care of these long lasting problems that people have had to deal with. The plans with this project will improve that situation tremendously.

It was moved by Bartusek and seconded by Bruzek to close the Public Hearing at 7:55 p.m. All voted in favor of the motion. (5-0)

It was moved by Guerrette and seconded by Bartusek to approve RESOLUTION #11-11-07-01 RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR THE 2012 STREET AND UTILITY IMPROVEMENT PROJECT. All voted in favor of the motion. (5-0)

City Engineer Cavett reviewed the Resolution for Municipal State Aid Fund Advance. The City receives outside funding (gas tax) to help subsidize the cost for reconstruction and maintenance of the State Aid streets. Second Street and First Avenue NW are designated as State Aid Streets and are eligible to utilize this funding system to subsidize the cost of construction. MN Statute 162.14 provides the municipalities to make advancement from future year's allocation for the purpose of expediting construction.

It was moved by Guerrette and seconded by Bruzek to approve RESOLUTION #11-11-07-02 RESOLUTION FOR MUNICIPAL STATE AID STREET FUNDS ADVANCE. All voted in favor of the motion. (5-0)

It was moved by Guerrette and seconded by Ryan to approve the proposal from SEH for engineering services agreement for the 2012 Street/Utility Reconstruct Project. All voted in favor of the motion. (5-0)

Engineer Jon Peterson, Bolton & Menk presented an update on the status of the Wastewater Treatment Facility that was substantially completed on February 14, 2011. He has continued to work with operations staff to optimize facility operation and identify any additional items which need correction under the terms of the 2 year warranty the City has with the contractor, Rice Lake Construction Group.

Engineer Peterson also reviewed the National Pollution Elimination Discharge Elimination System Permit. Permits are issued on a five year basis, with the current permit due to expire December 31, 2011.

City Administrator Johnson reviewed the letter of resignation from Wastewater Superintendent Ron Bruzek. Mr. Bruzek has indicated that he will be retiring from the City effective January 31, 2012. It is recommended when Mr. Bruzek retires, that Scott Warner, Assistant Superintendent be appointed as the "Interim Wastewater Superintendent" for a period of six months

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to access his capabilities of handling the position duties and responsibilities. It is recommended the City advertise for a new WWTF Assistant Superintendent.

It was moved by Bruzek and seconded by Bartusek to accept Mr. Bruzek's letter of resignation and authorize to advertise for replacement position. All voted in favor of the motion. (5-0)

Wade Brod, Golf Management Enterprises reviewed the 2012 Golf Budget and the 2012 Golf Membership Rates.

It was moved by Guerrette and seconded by Ryan to table the approval of the 2012 Golf Budget and approve at December meeting. All voted in favor of the motion. (5-0)

It was moved by Bartusek and seconded by Ryan to approve the 2012 Golf Rates. All voted in favor of the motion. (5-0)

City Administrator Johnson reviewed the extension of the Golf Course Consultant Agreement between the City of New Prague and Golf Management Enterprises, LLC for 2012-2013. He stated there were two additional inserts pertaining to submittal of daily reports and the month end reports.

It was moved by Ryan and seconded by Bruzek to approve the two year Golf Club Consultant Agreement between City of New Prague and Golf Management Enterprises, LLC. with the two additional insertions. All voted in favor of the motion. (5-0)

Jackie Frolund from Prague Village Homeowner's Association presented the request to have the City take over their private roadway Village Street SE as a public street. She reviewed the Council's approved list from October 18, 2010 that the Council had asked City Staff to develop with the requirements to be completed before the City could accept the private roadway and private utilities. She stated concerns if all the items on the list were necessary and the cost to have these items completed.

After discussion, the consensus of the Council was to have Staff facilitate obtaining an estimate of the costs and assist the Associations in determining the direction to go to resolve each of the items in the list of requirements needed to accept their road and utilities. Staff indicated that they could assemble information over the next 60 days to assist in this process.

Public Works Director Dennis Seurer reviewed the Customer Service Policy that the Council directed Staff to update with the goal that it would be customer friendly, stream-line the application process, be fair and equitable for all customer classes and assist in reducing the increasing delinquent accounts.

It was moved by Ryan and seconded by Bruzek to approve the Customer Service Policy and have the City Attorney develop appropriate Ordinance to implement this. All voted in favor of the motion. (5-0)

City Council Proceedings

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Planning Director Ken Ondich introduced an Ordinance Amending Parking Requirements in the Zoning Ordinance. The proposed ordinance amendment would eliminate the requirement that only 50% of the parking for any property can be located between the building and a street and instead adding a new provision that in the B-1 Central Business District, no off-street parking shall be located on a property between the building and the street (which will keep the buildings up along Main Street in the downtown area and not pushed away from Main Street by parking lots.)

It was moved by Bruzek and seconded by Bartusek to approve the 1st Reading of Ordinance Amending Parking Requirements in the Zoning Ordinance and hold 2nd reading on November 21st. All voted in favor of the motion. (5-0)

It was moved by Bartusek and seconded by Ryan to table Agenda Item #8 Review results of City Council/Staff 2011 Leadership/Planning/Team Building Retreat held on September 7th and 13th, 2011. Voting in favor of the motion: Bartusek, Bruzek, Ryan, Voting against Nickolay, Guerrette. Motion carried. (3-2)

It was moved by Bruzek and seconded by Ryan to approve the following consent agenda items:

- A. Approve previous meeting minutes
- B. Approve claims for payment
- C. Approve St. Wenceslaus Church temporary On-Sale Liquor License for February 4, 2012.

All voted in favor of the motion. (5-0)

The Budget Workshop is scheduled for 5:30 p.m. on Monday, November 21, 2011.

It was moved by Ryan and seconded by Bruzek to adjourn at 10:06 p.m.

Charles L. Nickolay
Mayor, City of New Prague

ATTEST:

Michael J. Johnson
City Administrator