

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

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City Council Meeting  
Monday, May 1, 2023

CALL TO ORDER

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

Staff Present at Meeting: City Administrator Joshua Tetzlaff, Police Chief Tim Applen, Public Works Director Matt Rynda, Utilities General Manager Reimers, and Finance Director Robin Pikal

APPROVAL OF REGULAR AGENDA

Motion by Councilmember Wolf, seconded by Councilmember Ryan to approve the Agenda, as amended. All voted in favor. Motion carried (5-0).

CONSENT AGENDA

Motion by Councilmember Seiler, seconded by Councilmember Wolf to approve the Consent Agenda. All voted in favor. Motion carried (5-0)

A. Meeting Minutes

- i. April 17, 2023, City Council Meeting Minutes
- ii. April 17, 2023, Special City Council Meeting Minutes (Closed)
- iii. April 18, 2023, Special City Council Meeting Minutes

B. Claims for Payment: \$174,790.90

C. Appointment of Administrative Coordinator Position

D. Appointment of Police Sergeant

CITY ENGINEER PROJECT UPDATES:

Public Works Director Matt Rynda provided an update on the 2023 Improvement Project. The rest of the updates came from the memo provided by City Engineer Chris Knutson. No action was taken.

2023 STREET AND UTILITY IMPROVEMENT PROJECT:

A. Resolution #23-05-01-01 - Providing for the Issuance and Sale of General Obligation Bonds, Series 2023A, in the Proposed Aggregate Principal Amount of \$3,710,000. Doug Green from Baker Tilly explained the resolution. After discussion, Mayor Jirik moved to approve. Councilmember Bass seconded. All voted in favor. Motion carried (5-0).

Presentation and Acceptance of the 2022 Annual Financial (Audit) Report

Abbey Schmidt from Abdo presented the 2022 Annual Financial Report. After discussion, Councilmember Seiler moved to accept the report. Councilmember Wolf second. All voted in favor. Motion carried (5-0).

PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA:

No participants spoke at the meeting.

PUBLIC HEARINGS:

There were no public hearings.

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ORDINANCE(S) FOR INTRODUCTION:

There were no ordinances for introduction at this meeting.

ORDINANCE(S) FOR ADOPTION:

There were no ordinances for adoption at this meeting.

RESOLUTIONS:

- A. #23-05-17-02 - Conditoinal Use permit #C4-2023 and Variance #V2-2023 to Allow for retail sales in a new standalone building, located at 501 6<sup>th</sup> Street NW in the I-1 Light Industrial Zoning District, as proposed by Howard Braith. After discussion, Councilmember Ryan moved to approve. Councilmember Bass seconded. All voted in favor. Motion carried (5-0).

GENERAL BUSINESS:

- A. True North Vulnerability Update. City Administrator Tetzlaff updated the Council on the Risk Assessment action items. Council discussed. No further action was taken.
- B. Memorial Day Parade. Chief Applen presented the 2023 Memorial Day Parade Route. Councilmember Seiler moved to approve. Councilmember Bass seconded. All voted in favor. Motion carried (5-0).

MISCELLANEOUS:

- A. Commission and Board Meeting Minutes
- i. Golf
  - ii. Utilities
  - iii. Planning Commission
- B. Councilmember Seiler asked for additional police debt numbers. Administrator Tetzlaff explained that future planning for finances have a lot of variables and the numbers will be continually updated as time goes on.
- C. Councilmember Wolf congratulated staff on a successful audit. He asked for audit documents to be sent out earlier for further digestion before the meeting.
- D. Administrator Tetzlaff told everyone to be on the lookout for a WatchGuard email. Previously, the email had been sent without explanation so many people had deleted it thinking it was spam.
- E. General Manager Reimers updated the Council on a water main break on 10<sup>th</sup> Avenue N.
- F. Public Works Director Rynda updated the Council on closing of the Brush Dump for a week to curtail illegal dumping.

City Council Proceedings

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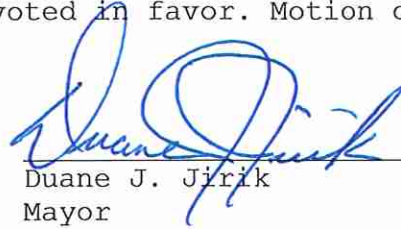
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Motion by Councilmember Seiler, seconded by Councilmember Bass, to adjourn at approximately 7:28 p.m. All voted in favor. Motion carried (5-0).

ATTEST:



Duane J. Jirik  
Mayor



Joshua M. Tetzlaff  
City Administrator