

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



City Council Meeting
Monday, July 18, 2016

Mayor Nickolay called the regular meeting to order at 6:00 P.M. with the following members present: Nickolay, Jirik, Ryan, Bruzek, Absent: Tuma

Staff Present: Mike Johnson, Ken Ondich, Bruce Reimers, Jim Gareis and Mary Jo Hruby

Mayor Nickolay amended the Agenda adding Agenda Item #7 Misc. - *Update on Population*

It was moved by Nickolay and seconded by Ryan to approve the amended Agenda. All voted in favor of the motion except Tuma who was absent. (4-0)

Mayor Nickolay formally recognized and thanked Julia Bartusek for her volunteer service to the Park Board and presented a Certificate of Appreciation to Ms Bartusek for her year of service as Park Board Youth Representative.

Utilities General Manager Reimers reviewed the Amendment to the Southern Minnesota Municipal Power Agency (SMMPA) Agreement. The City of New Prague together with other Minnesota cities are parties to the Agency Agreement dated April 1, 1977 creating the SMMPA. Certain Members, including the City of New Prague, have power sales contracts with the Agency with a term that remains in effect until April 1, 2050 and other Members, including the Cities of Austin and Rochester, have power sales contract with the Agency with a term ending on March 31, 2030. The amendments to the Agreement enable terminating Requirement Members to participate in contractual arrangements with the Agency following the expiration of their power sales contracts, and to provide the opportunity for other Minnesota cities to participate as members of the Agency solely with respect to specific generation, transmission or other projects on a contractual basis rather than on a requirement basis. The Utility Commission approved the Execution of Amendment No. 1 to Agency Agreement at their June 29, 2016 meeting.

It was moved by Bruzek and seconded by Jirik to approve RESOLUTION #16-07-18-01 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEW PRAGUE, MINNESOTA CONCURRING IN THE ACTIONS OF THE NEW PRAGUE UTILITIES COMMISSION AND APPROVING THE EXECUTION OF AMENDMENT NO. 1 TO AGENCY AGREEMENT. All voted in favor of the motion, except Tuma who was absent. (4-0)

Planning/Community Development Director Ondich reviewed the Payment Provider Agreement for Sub-Merchant and Merchant Services Agreement for Sub-Merchants for Online Building Permit Payments with Persolvent. The Planning and Building Departments have been in the process of implementing a new permitting software that is used for building permits, planning applications and nuisance complaints. We have not gone live with the online permit portal but are close to going live soon. With the online permit portal we need to have the ability to take payments for permits online, particularly for the flat fee permits that are issued on the spot. (roofing, siding, windows,

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furnaces, etc.). Our software company EnerGov has directed us to work with Persolvent to be our payment provider for online payments. Persolvent provides a fee model with fees to be paid for by either the customer or to be paid by the City. Since staff wants to cut down on the amount of permits being issued in person at the counter, Staff is suggesting the fees to be paid by the City which means there will not be a convenience fee noted at the time of checkout if using the customer paid rates. Staff will revisit the use for the 2017 fee schedule and determine if fees may need to be raised by a few dollars to help off-set the cost of accepting online payments.

It was moved by Bruzek and seconded by Jirik to approve the Payment Provider Agreement for Sub-Merchant and Merchant Services Agreements for Sub-Merchants for Online Building Permit Payments with Persolvent. All voted in favor of the motion, except Tuma who was absent. (4-0)

City Administrator Johnson reviewed the Form SC-16 "Schedule Form for Lump Sum Pension Plans Reporting Year 2016" for the New Prague Fire Relief Association. Under the law, this document goes to the governing body for their consideration in the 2017 budget process. For 2017 the City's anticipated contribution is projected to be \$0.

It was moved by Nickolay and seconded by Bruzek to acknowledge receipt of Form SC-16 from the New Prague Fire Relief Association. All voted in favor of the motion except Tuma who was absent. (4-0)

Mayor Nickolay noted that as part of the Joint Powers Agreement with the New Prague School District #721, a Joint Advisory Board shall be formed. The City shall appoint three (3) voting board members at least one (1) of which shall be a City Council member. The City Administrator, or their designee shall be an ex officio member of the Board.

Council Member Jirik stated the Park Board recommended Maggie Bass be the Park Board representative to the Joint Powers Board.

Mayor Nickolay recommended the following appointments to the Joint Powers Board: Maggie Bass as Park Board Representative, Shawn Ryan as City Council Representative, Ken Ondich as City Representative and Mike Johnson as Ex Officio member of the Board.

It was moved by Jirik and seconded by Bruzek to approve the Mayor's recommendation for appointments to the Joint Powers Board. All voted in favor of the motion except Tuma who was absent. (4-0)

Council Member Jirik asked that Staff verify each year if the park board representative still has interest in the Joint Powers Board and still wants to be on the Board.

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

- A. Approve July 5, 2016 Meeting Minutes
- B. Approve Claims for Payment
- C. Approve Monthly Financials

All voted in favor of the motion except Tuma who was absent. (4-0)

Planning/Community Development Director Ondich reported the April 1, 2015 population estimates from both the Minnesota State Demographer (for the Le Sueur County side) of the City and from the Metropolitan Council (for the Scott County side) of the City was 7,508 population and 2,784 households.

Utilities General Manager Reimers informed the Council that they are close to finalizing an agreement with Minnesota Valley Electric in regards to serving the Industrial Park.

Utilities General Manager Reimers updated the Council on starting the advanced metering infrastructure program. They are replacing water and electric meters throughout the City and hope to get the project going sometime in August.

City Administrator Johnson informed the Council that the meeting with the Downtown Businesses on the City's Commercial Rehab Program will be on Wednesday, July 20th at 5:30 P.M. at City Hall Council Chambers.

Council Member Ryan asked for an update on what the rate of use has been at the outdoor pool.

It was moved by Nickolay and seconded by Bruzek to adjourn the meeting at 6:39 p.m. All voted in favor of the motion except Tuma who was absent. (4-0)

Charles L. Nickolay, Mayor

ATTEST:

Michael J. Johnson
City Administrator