

City Council Proceedings

1488

State of Minnesota

Counties of Scott & Le Sueur

City of New Prague

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City Council Meeting

Tuesday, September 7, 2021

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

Absent: Mayor Jirik and Councilmember Bass

Staff Present at Meeting: Joshua Tetzlaff, Jim Gareis, Ken Ondich, Matt Rynda, and Barb Ulschmid

Others Present Online: City Engineer Chris Cavett and City Attorney Scott Riggs

Others Present: Kyle & Emmalee Kuehner and Dan Hoheisel

Acting Mayor Wolf asked if there were any additions to the Council agenda? Ryan noted an update to the Agenda's Meeting Schedule at the bottom of the page. Update noted. Motion by Seiler, seconded by Ryan to approve the Agenda. All voted in favor. Motion carried (3-0).

Acting Mayor Wolf asked if there were any questions on the Consent Agenda. There being no questions, motion by Ryan, seconded by Seiler to approve the Consent Agenda as follows:

A. August 16, 2021 City Council Meeting Minutes, August 16, 2021 Special City Council Budget Meeting Minutes and September 1, 2021 Special City Council Budget Meeting Minutes.

B. Claims for Payment

After discussion, all voted in favor. Motion carried (3-0).

Planning/Community Development Director Ken Ondich provided a brief overview on the Public Purpose Expenditure Policy being introduced this evening due to a request by Staff who wanted to have a welcoming lunch for the new City Administrator Joshua Tetzlaff as an opportunity to get acquainted with the employees. In consulting with City Attorney Scott Riggs, he indicated that the last Charter Amendment draft written back in 2017 was never introduced nor approved at a Council Meeting. City Attorney Riggs was available online and took over to provide further background on the draft policy which contained language similar to what the City of Faribault had adopted and would cover a wide range of potential expenditures (some of which are already covered by existing policies). After discussion, between the Councilmembers and Staff, it was agreed to wait until the September 20th City Council meeting for further discussion being Jirik and Bass were not present at the meeting.

City Engineer Chris Cavett was present online and provided an update on the TH#19 Main Street Reconstruction Project. The soft opening got extended from 1st Ave W up to 1st Ave E. at the roundabout. Getting ready to pave the west bound lane by the church tomorrow, (1st Ave NE & Lincoln Ave. along with the parking lane on Thursday. Contractor expecting to be done with all the grading east of the project by Thursday to start setting up for curb. Looking to have all the curbing complete by early next week. Once the curbing is complete, paving of the road, sidewalks and driveways will continue.

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

}

City Council Meeting
Tuesday, September 7, 2021

Some discussion took place on the delayed communication of the soft opening between Staff, Councilmembers and Mr. Cavett. The weather is cooperating, and the project is nearing the homestretch. Mr. Cavett said that the next meeting will include some change orders and will begin the assessment process. Public Hearing will be set for the October 18th City Council meeting.

Planning/Community Development Director Ken Ondich introduced a Tobacco-Free Park Policy which began back in 2019 at a Park Board meeting involving discussion on the possibility of establishing either a tobacco-free parks policy or an ordinance in the City at the urging of the Scott County Public Health Department in association with the Statewide Health Improvement Program (SHIP). Discussion took place at various meetings with the final discussion occurring at the February 11, 2020 Park Board meeting. This item was to be forwarded to the City Council for consideration, then the Covid-19 Pandemic hit, and the discussion was never forwarded to the Council. Since that time, the membership of the Park Board changed considerably and they re-opened discussion at their August 17, 2021 meeting to reaffirm the recommendation to forward the policy to the City Council for consideration of adoption.

Mr. Ondich explained that during the Park Board discussions, the Board voted 5-1 to decline a Tobacco-Free Ordinance being this would require police enforcement. Rather, the Board agreed on the VOLUNTARY compliance through a Tobacco-Free Policy which would require signage near the parks should this policy get Council's approval. After discussion, Seiler and Ryan both agreed they would like more time to review this topic, talk with community members and bring this back when Jirik and Bass are present to discuss. Seiler motioned, seconded by Ryan to table this topic. City Administrator Tetzlaff suggested to table this topic for at least two meetings to give Councilmembers and Staff more time to prepare.

Planning/Community Development Director Ken Ondich presented a revised change order for repairs to the City Hall's front entrance. At the August 16th City Council Meeting, a change order was approved for repairs to the front entrance parapet at the City Hall totaling \$8,761 (\$3,800 for LS Engineers and \$4,961 for Simon Brick & Stone). Since that approval, Simon Brick & Stone realized they made a mistake in their change order proposal related to the stone caps size on the parapet specifically. The additional cost for the stone caps at the increased width would add another \$1,400 onto their change order estimate, making their new total \$6,361 for the change order.

Director Ondich explained that although this was an oversight in the proposal, the additional cost is warranted and necessary for the repairs and the approval of the change order should be revised for the work to be performed. Additionally, as noted in the August 16th memo additional roof work was required to reseal the roof where the backing wall was being installed for the parapet. Nieman Roofing will be able to do this work for an estimated amount of \$2,500. Costs for this

City Council Proceedings

1490

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

} City Council Meeting
Tuesday, September 7, 2021

project will be paid from a reserve fund specifically for City Hall repairs which had \$92,969 available at the beginning of this project.

Motion by Seiler, seconded by Ryan on the approval of the *AMENDMENT TO CHANGE ORDER NO. 1 FOR REPAIRS TO CITY HALL'S FRONT ENTRANCE PARAPET WITH SIMON BRICK AND STONE CO. FOR \$6,361 AND \$2,500 TO NIEMAN ROOFING FOR ROOFING REPAIRS WITH A GRAND TOTAL OF \$8,861.* All voted in favor. Motion carried (3-0).

Director Ondich presented details on the approval of land exchange with property owners Kyle & Emmalee Kuehner (present at the meeting) at 511 Cottonwood Lane. Back on May 17, 2021, the City Council approved the concept of a land exchange with the property owners and to have staff work with the city attorney to develop a land exchange agreement relating to land adjacent to a city pond which was necessary for maintenance purposes and to simplify the property line between private property and city property. Since that time, the City's engineering firm surveyed the property and has developed legal descriptions for the land to be swapped between the City and property owner (600 sq.ft. per parcel) along with some areas of an existing drainage and utility easement which will be vacated as the areas are unnecessary.

The property owners agreed to cover the costs associated with the land exchange agreement including the attorney fees, surveying, and zoning application fees. Once this agreement is approved, the reviews of the minor subdivision and easement vacation can proceed through the required application process.

Motion by Seiler, seconded by Ryan on the *APPROVAL OF LAND EXCHANGE AGREEMENT WITH PROPERTY OWNERS AT 511 COTTONWOOD LANE.* All voted in favor. Motion carried (3-0).

Miscellaneous Items:

Matt Rynda - Discussed the idea of submitting a bid for hosting the State Baseball Tournament in 2024 or 2025. New Prague still holds the State record for State Tournament attendance.

Jim Gareis - 1. Provided logistic details on the Dožínky Car Cruise and Parade. All set up with the public's safety a priority. Much discussion took place between Council and Staff on the Car Cruise's route.
2. Provided details on the Homecoming parade, which is set for Friday, September 24th and needing to set up a permit. Seiler motioned and Ryan seconded to give Chief Gareis the authority to take care of the Homecoming Parade permit. All voted in favor. Motion carried (3-0).

Dan Hoheisel - New Prague resident at 706 Ironwood Ave NE expressed his and others disappointment that the Dožínky Car Cruise route is not on the new Main Street, but the Dožínky Parade is. Asked if the car cruise route could be changed to the same route the parade is taking.

Shawn Ryan and Rik Seiler - On behalf of many New Prague residents such as Dan Hoheisel, asked the Council and Police Chief Gareis if they

City Council Proceedings

1491

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

}

City Council Meeting
Tuesday, September 7, 2021

would reevaluate the Dožinky Car Cruise route and change the route to go down Main Street. Discussion took place between Police Chief Gareis, Ryan and Seiler. Public safety is all their No. 1 priority.

Bruce Wolf - Shared how grateful he is that there is a Dožinky event this year. With the Chamber being the sponsor of this event, he said he trusts the Chamber and Police Chief Gareis to set up this year's event with the public's safety and best interest in mind. Expressed his concern about making the car cruise route change on such short notice and how would this be communicated to the public on this. Also acknowledged that the Chief has state statutes to follow.

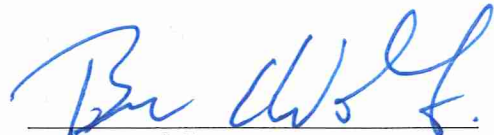
Shawn Ryan - 1. On behalf of the Golf Board, asked City Administrator Tetzlaff if they could go last in the budgeting process so to include the latest numbers from the golf season. 2. Golf Board invited City Administrator Tetzlaff to join them at the next Board meeting on September 28th which he does plan on attending.

Rik Seiler - Asked for an update on the Consignment Lodge building located at 102 Main Street E. Director Ondich shared that the building owner did pick up the permit today. Should the work to the building get completed prior to Dožinky, the 6' chain link fence will not have to be installed in the "fall zone" area.

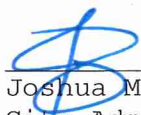
Bruce Wolf - 1. Asked if the Park Board does park clean ups? Director Ondich explained that they volunteered to do some extra clean up for Dožinky. Currently, this park, (Greenway Park) does not have a group that has adopted it for clean-up and welcomed anyone interested to look up the City's Adopt a Park program on the City's website. 2. Dog Park Survey was brought up. Director Ondich explained the survey will be closed at the end of September and results will be provided at the second meeting in October.

There being no additional business, motion by Ryan, seconded by Seiler to adjourn the meeting at approximately 7:27 p.m. All voted in favor. Motion carried (3-0).

ATTEST:



Bruce Wolf
Acting Mayor



Joshua M. Tetzlaff
City Administrator