



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, October 21, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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#### 1. CALL TO ORDER

PRESENT

Mayor Duane Jirik

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

Staff Present: City Administrator Joshua Tetzlaff, Planning/Community Director Ken Ondich, Police Chief Tim Applen, Public Works Director Matt Rynda and Utility General Manager Bruce Reimers

a. Pledge of Allegiance

#### 2. APPROVAL OF REGULAR AGENDA

Motion to Approve the Regular Agenda minus the Wold Police Station Update which has been postponed until the next meeting and to switch the Sanitary Sewer Feasibility Study before the MSA Comprehensive plan.

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.

Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

#### 3. CONSENT AGENDA

*(The following agenda items are considered to be non-controversial and routine in nature. They will be handled with one motion of the City Council. Council members may request that specific items be removed from the Consent Agenda and be acted upon separately.)*

Motion to Approve the Consent Agenda

Motion made by Councilmember Bass, Seconded by Councilmember Wolf.

Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

a. Meeting Minutes

i. October 7, 2024 City Council Meeting Minutes

ii. October 7, 2024 Special City Council Meeting Minutes

b. Claims for Payment: **\$217,386.29**

c. Financial Summary Report

- d. Large Assembly Permits - 2025 Summer Concert Series in Memorial Park and Easter Egg Hunt at Southside Park
- e. Park Board Recommendation to Move Batting Cage at Memorial Park Baseball Stadium
- f. LG220 MN Lawful Gambling Application for Exempt Permit for St. Patrick Athletic Association on January 31, 2025, involving pull-tabs and a raffle at Knights of Columbus Hall, 411 4th Avenue SW, New Prague
- g. Appointment of Wastewater Superintendent
- h. Appointment of Police Officer

**4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA**

*(Speakers limited to 5 minutes.)*

Rachael Houck (324 Lincoln Ave N) & Ann Christy (305 Pershing Ave N) spoke on sidewalks.

**5. PUBLIC HEARING(S) – 6:00 PM**

- a. Adopting Assessment for the 2024 Street and Utility Improvement Project  
City Engineer Chris Knutson spoke on the project.  
Nancy Viskocil (807 3rd St. NE), Nicole Pardun (112 Lexington Ave. N), Bruce Meyer (317 Lyndale Ave. N), Jeff Patch (206 Lexington Ave. N), and Mary Soukup (702 Pershing Ave. N) spoke.  
Motion to close this portion of the public hearing.  
Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)  
Motion to Adopt the Final Assessment - Resolution #24-10-21-01  
Motion made by Councilmember Wolf, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- b. Tax Abatement for an Ebert 54 Unit Apartment Building  
Joshua Tetzlaff, City Administrator presented on the Property Tax Abatement.  
John Baker (603 Chalupsky Ave. SE), Katie Betcher, Austin Reville (410 Main St. W), Bryan Paulson (206 1st St. SW), Joel Wollin (716 Main St. E), Xila Walton (31184 51st Ave), Ben Bryant (873 Hillside) spoke.  
Motion to close this portion of the public hearing.  
Motion made by Councilmember Seiler, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)  
Motion to Approve Resolution #24-10-21-03 Approving Property Tax Abatement  
Motion made by Councilmember Bass, Seconded by Councilmember Seiler.  
Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Voting Nay: Councilmember Ryan  
Motion carried (4-1)
- c. Ordinance 352 - Mayoral Term  
No speakers present.  
Motion to close this portion of the public hearing.  
Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)

Motion to Approve the First Reading of Ordinance 352 – Mayoral Term  
Motion made by Councilmember Wolf, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,  
Councilmember Wolf  
Motion carried (5-0)

**6. 2024 STREET AND UTILITY IMPROVEMENT PROJECT**

- a. Resolution #24-10-21-01 - Adopting Final Assessment  
Motions handled under item #5a.

**7. CITY ENGINEER PROJECTS UPDATE**

- a. October 21, 2024

**8. WOLD POLICE STATION UPDATE**

- a. Design Update  
This item was removed from the agenda.

**9. MSA COMPREHENSIVE PLAN**

- a. Presentation and Approval of New 2045 Comprehensive Plan  
Emily Harold from MSA from Professional Services presented the 2045 Comprehensive Plan.
- b. Resolution #24-10-21-02 - 2045 Comprehensive Plan  
Motion to Approve Resolution 24-10-21-02 – 2045 Comprehensive Plan  
Motion made by Mayor Jirik, Seconded by Councilmember Seiler.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,  
Councilmember Wolf  
Motion carried (5-0)

**10. SANITARY SEWER FEASIBILITY STUDY PRESENTATION**

- a. Feasibility Study  
Tim Olson from Bolton & Menk presented the Sanitary Sewer System Feasibility Study.  
Motion to accept the report.  
Motion made by Councilmember Wolf, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,  
Councilmember Wolf  
Motion carried (5-0)

**11. ORDINANCE(S) FOR INTRODUCTION**

- a. Ordinance 352- Mayoral Term  
Motions handled under item #5c.
- b. Ordinance 353 - Sidewalks  
Motion to Approve the First Hearing of Ordinance 353 - Sidewalks  
Motion made by Councilmember Bass, Seconded by Councilmember Wolf.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,  
Councilmember Wolf  
Motion carried (5-0)

**12. ORDINANCE(S) FOR ADOPTION**

**13. RESOLUTIONS**

- a. Resolution #24-10-21-03 Approving Property Tax Abatement  
Motions handled under item #5b.

**14. GENERAL BUSINESS**

No items for general business.

**15. MISCELLANEOUS**

- a. Meeting Minutes
  - i. August 26, 2024, Utilities Commission Meeting Minutes
  - ii. September 10, 2024 Park Board Meeting Minutes
  - iii. September 11, 2024, EDA Board Meeting Minutes
- b. Discussion of Items not on the Agenda


**16. ADJOURNMENT**

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan to adjourn the meeting at 9:02p.m.


Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (5-0)

ATTEST:



Duane J. Jirik  
Mayor



Joshua M. Tetzlaff  
City Administrator