



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, November 04, 2024 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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#### 1. CALL TO ORDER

Mayor Jirik called the meeting to order at 6:00 p.m.

##### PRESENT

Mayor Duane Jirik

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Bruce Wolf

##### ABSENT

Councilmember Rik Seiler

Staff Present: City Administrator Joshua Tetzlaff, Planning/Community Director Ken Ondich, Utilities

General Manager Bruce Reimers, Police Chief Tim Applen, Public Works Director Matt Rynda, and Fire Chief Steve Rynda

a. Pledge of Allegiance

#### 2. APPROVAL OF REGULAR AGENDA

Motion to Approve the Regular Agenda

Motion made by Councilmember Ryan, Seconded by Councilmember Wolf.

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

Motion carried (4-0)

#### 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 Wolf, Seconded by Councilmember Bass.

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

Motion carried (4-0)

a. Meeting Minutes

i. October 21, 2024 City Council Meeting Minutes

ii. October 21, 2024 Closed City Council Meeting Minutes

b. Claims for Payment: **\$548,536.24**

c. LG220 Gambling Application MN Deer Hunters Association 3.15.25

d. Appointment of Wastewater Superintendent

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

*(Speakers limited to 5 minutes.)*

Bryan Paulson (206 4th St. SW), and Joel Wollin (716 E Main St.) spoke.

**5. CITY ENGINEER PROJECTS UPDATE**

No updates.

- a. November 4, 2024

**6. PUBLIC HEARING(S) – 6:00 PM**

- a. Tax Abatement for a Yellow Tree +/- 155 Unit Apartment Building

Joshua Tetzlaff, City Administrator, presented on the Abatement Hearing.

Yellow Tree developers presented and answered any questions.

Brooke Sticha (101 E Main St.), Austin Reville (410 Main St. W), and Brian Paulson (206 1st St. SW) spoke.

Motion to close the public hearing.

Motion made by Councilmember Ryan, Seconded by Councilmember Bass.

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

Motion carried (4-0)

- b. Resolution #24-11-04-03 Approving Property Tax Abatement

Motion to postpone approving Resolution #24-11-04-03 Approving Property Tax Abatement

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (4-0)

**7. THC VIOLATION APPEAL HEARING**

City Administrator Joshua Tetzlaff presented the hearing to the council.

The THC Violation Appeal Hearing has been postponed until the next meeting.

- a. Violation Letter
- b. Violation Appeal Memo
- c. Administrative Citation
- d. THC Violation Police Report
- e. THC Ordinance

**8. WOLD POLICE STATION UPDATE**

An update was given on the design progress for the Police Station, as well as tax impact estimates.

- a. Design Update
- b. Tax Impact Estimates

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

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

- a. Ordinance #352 - Mayoral Term

Motion to Postpone Approving the Ordinance for a Second Reading until the next meeting when all 5 Councilmembers are in attendance.

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (4-0)

- b. Ordinance #353 - Public Sidewalks  
Motion to Approve a Second Reading of Ordinance #353 - Public Sidewalks  
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)

## 11. RESOLUTIONS

- a. #24-11-04-01 Adopting Scott County Multi-Hazard Mitigation Plan  
Motion to Adopt Resolution #24-11-04-01 Adopting Scott County Multi-Hazard Mitigation Plan  
Motion made by Councilmember Ryan, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)
- b. #24-11-04-02 Conditional Use Permit #C5-2024 - Expansion of Health Care Facility  
Motion to Adopt Resolution #24-11-04-02 Conditional Use Permit #C5-2024 - Expansion of Health Care Facility  
Motion made by Councilmember Ryan, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)

## 12. GENERAL BUSINESS

- a. Establish Date for Special City Council Meeting to Canvas November 5, 2024 Election Results  
City Council will meet on November 15th at 9:00 a.m. to canvass the November 5, 2024, Election Results.
- b. City Municipal Advisor Recommendation  
City Administrator Joshua Tetzlaff presented the staff's recommendation to choose Ehlers as the City Municipal Advisor.  
Motion to Approve the City Municipal Advisor Recommendation.  
Motion made by Mayor Jirik, Seconded by Councilmember Wolf.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)
- c. Settlers Park Prairie Restoration Project  
Ken Ondich presented the Settlers Park Prairie Restoration Project.  
Motion to terminate the current agreement with Rock Leaf Water Environmental  
Motion made by Councilmember Wolf, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)  
Motion to approve the Professional Services Agreement with RES.  
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)
- d. Select Consultant for Preparation of Unified Development Code  
Ken Ondich spoke about the project.  
Motion to Approve the selection of Bolton & Menk to complete the Unified Development Code project and to approve Mayor Duane Jirik & City Administrator Joshua Tetzlaff to enter into a contract with Bolton & Menk pending the final contract.  
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Wolf  
Motion carried (4-0)

- e. 2025 Improvement Project - Sidewalks  
City Administrator Joshua Tetzlaff spoke about the project and answered any questions.

**13. MISCELLANEOUS**

- a. Meeting Minutes
  - i. September 24, 2024 Golf Board Meeting Minutes
  - ii. September 25, 2024 Planning Meeting Minutes
- b. Joint Powers Membership & Financial Update
- c. Proposed Generation Facility
- d. Discussion of Items not on the Agenda


**14. ADJOURNMENT**


Motion to adjourn the meeting at 8:22 p.m.

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

Motion carried (4-0)

ATTEST:

  
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Joshua M. Tetzlaff  
City Administrator

  
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Duane J. Jirik  
Mayor