



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Tuesday, January 07, 2025 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 Rik Seiler

Councilmember Bruce Wolf

Staff Present: City Administrator Joshua Tetzlaff, Planning/Community Development Director Ken Ondich, Police Chief Tim Appen, Public Works Director Matt Rynda and Fire Chief Steve Rynda

a. Pledge of Allegiance

\*Not on Agenda- Swearing in of Mayor Jirik and Councilmembers Ryan & Wolf.

### 2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda.

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

Motion to approve the consent agenda.

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (5-0)

a. Meeting Minutes

i. December 16, 2024, City Council Meeting Minutes

b. Claims for Payment: **\$338,885.11**

c. 2024 Write-Offs

d. Professional Services Agreement between New Prague Police Department and Peterson Counseling and Consulting, LLC

### 4. CITY ENGINEER PROJECTS UPDATE

City Engineer, Chris Knutson, spoke about the Street Reconstruction projects.

a. January 7, 2025

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

Speakers limited to 5 minutes

Dennis Tietz, Le Sueur County Commissioner spoke.

Brian Paulson (206 4th St. SW) spoke.

Lori Grainbush (2390 10th Ave SE) spoke.

**6. PUBLIC HEARING(S) – 6:00 PM**

a. None

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

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

**9. RESOLUTIONS**

a. #25-01-07-01 - Appointing Official City Depositories

Motion to approve Resolution #25-01-07-01 Appointing Official Depositories

Motion made by Councilmember Ryan, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

**10. GENERAL BUSINESS**

a. 2025 Appointments

i. Mayoral Appointments to Boards & Commissions

Motion to Approve the Mayoral Appointments to Boards & Commissions.

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (5-0)

ii. City Council Vice President

Motion made to nominate Bruce Wolf as City Council Vice President.

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)

iii. 2025 Legal Representation - City Attorney

Motion to Approve the 2025 Legal Representation – City Attorney

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)

iv. Consulting Professionals - City Engineer and City Financial Advisor

Motion to Approve the Consulting Professionals - City Engineer and City Financial Advisor.

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)

- v. New Prague Volunteer Fire Department Chief and Officers  
Motion to approve the Fire Department Officers  
Motion made by Councilmember Ryan, Seconded by Councilmember Bass.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- vi. Designate Official Newspaper  
Motion to approve designating the New Prague Times as the Official Newspaper.  
Motion made by Mayor Jirik, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Jirik, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- b. Board & Commission Attendances - 2024  
City Administrator, Joshua Tetzlaff, presented the Board & Commission Attendance spreadsheet.
- c. Municipal State Aid Street (MSAS) Engineering Services Proposal for 2025 - SEH  
City Engineer, Chris Knutson, spoke on the Municipal State Aid Street Proposal for 2025.  
Motion to approve the Municipal State Aid Street Engineering Services Proposal for 2025.  
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)

#### 11. MISCELLANEOUS

- a. Meeting Minutes
  - i. November 20, 2024, Planning Commission Meeting Minutes
  - ii. November 25, 2024, Utility Commission Meeting Minutes
  - iii. November 26, 2024, Golf Board Meeting Minutes
- b. Metropolitan Mosquito Control District - Overview
- c. Joint Powers Membership & Financial Update
- d. Discussion of Items not on the Agenda

#### 12. ADJOURNMENT

Motion to adjourn the meeting at 6:43 p.m.  
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)

ATTEST:

  
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Duane J. Jirik  
Mayor

  
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Joshua M. Tetzlaff  
City Administrator