



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, April 06, 2026 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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### 1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

PRESENT

Mayor Charles Nickolay

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

\*Councilmember Shawn Ryan (arrived late at 6:06 p.m.)

Staff Present: City Administrator Joshua Tetzlaff, Community Development Director Ken Ondich, Police Chief Tim Applen and Public Works Director Matt Rynda.

a. Pledge of Allegiance

### 2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda.

Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

### 3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

a. Meeting Minutes

i. March 16, 2026 City Council Meeting Minutes

b. Claims for Payment: **\$932,498.55**

c. Purchase of Vehicle - Police Department

### 4. ANIMAL CONTROL DECISION APPEAL

City Administrator Joshua Tetzlaff provided some background on the appeal.

Police Chief Tim Applen helped answer any questions.

*(Note: Councilmember Shawn Ryan arrived at 6:06 p.m.)*

Carla Linderholm (1202 Highview Dr. NE) spoke on behalf of her appeal.

Sandra Steinmetz (Owner of MN Critter Getter) spoke and helped answer questions.

Gina Mach (500 Ironwood Ave. NE), Brenda Bellerud (VP of MN Boxer Rescue) and Jane Welchlin (Intake Coordinator at MN Boxer Rescue) spoke.

Motion to approve removing the dangerous dog designation, pending the City Attorney's review on any liability that the City may have. The label would revert back to potentially dangerous if approved by the City Attorney.

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

- a. Memo
- b. Reports

**5. GOVERNMENT AGENCY UPDATES**

No updates.

**6. PUBLIC FORUM**

No speakers present.

**7. PUBLIC HEARING(S) – 6:00 PM**

- a. None

**8. CITY ENGINEER PROJECTS UPDATE**

Chris Knutson (City Engineer, SEH) provided a projects update.

**9. 2026 STREET IMPROVEMENT PROJECT**

Knutson provided an overview of the project.

Motion to approve Resolution #CC-26-04-06-01 - Approving Plans and Specifications and Ordering Advertisement for Bids

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

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

Motion carried (5-0)

- a. CIP Memorandum
- b. Resolution #CC-26-04-06-01 - Approving Plans and Specifications and Ordering Advertisement for Bids

**10. LIFT STATION PRELIMINARY DESIGN**

City Engineer Knutson presented the preliminary design proposals for the lift stations.

City Administrator Tetzlaff helped answer any questions.

Motion to approve the NE Lift Station Preliminary Design Proposal.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

Motion to approve the NW Lift Station Preliminary Design Proposal.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

- a. Memorandum
- b. NE Lift Station Preliminary Design Proposal
- c. NW Lift Station Preliminary Design Proposal

## 11. ORDINANCE(S) FOR INTRODUCTION

Community Development Director Ken Ondich presented the Ordinance for Introduction.

- a. #360 - Rezoning Certain Properties in New Prague Outlots  
Motion to approve the first reading and introduction of Ordinance #360 - Rezoning Certain Properties in New Prague Outlots  
Motion made by Councilmember Bass, Seconded by Mayor Nickolay.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- b. Resolution #CC-26-04-06-02 - Amending the Comprehensive Plan  
Motion to approve Resolution #CC-26-04-06-02 - Amending the Comprehensive Plan  
Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)

## 12. ORDINANCE(S) FOR ADOPTION

- a. None

## 13. RESOLUTIONS

- a. None

## 14. GENERAL BUSINESS

- a. Massage Therapy Licenses Discussion  
Community Development Director Ondich provided an overview of the massage therapy licenses. The consensus from the City Council was to direct City Staff to work on introducing an Ordinance to require massage therapy licensing.
- b. RFP for Programming at the POPS Facility  
Community Development Director Ondich presented the RFP for Programming at the POPS Facility. Motion to approve the RFP for Programming at the POPS Facility.  
Motion made by Mayor Nickolay, Seconded by Councilmember Ryan.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler  
Voting Abstaining: Councilmember Wolf  
Motion carried (4-0-1)
- c. Ambulance Services Contract  
City Administrator Tetzlaff presented the Ambulance Services Contract.  
Discussion was had for some changes to be made, and the contracts will be brought back to the next meeting for approval.

## 15. MISCELLANEOUS

- a. FAC March 2026 Update
- b. Meeting Minutes
  - i. February 23, 2026 Utilities Commission Meeting Minutes
  - ii. February 24, 2026 Golf Board Meeting Minutes
  - iii. February 25, 2026 Planning Commission Meeting Minutes
- c. Discussion of Items not on the Agenda

**16. ADJOURNMENT**

Motion to adjourn the meeting at 8:05 p.m.

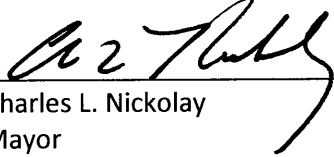
Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

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

Motion carried (5-0)

ATTEST:

  
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Joshua M. Tetzlaff  
City Administrator

  
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Charles L. Nickolay  
Mayor