



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, December 15, 2025 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 Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

Staff Present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, Planning/Community Development Director Ken Ondich, Utilities General Manager Bruce Reimers, 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 Councilmember Ryan.

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

Motion carried (5-0)

### 3. CONSENT AGENDA

a. Meeting Minutes

i. December 1, 2025 City Council Meeting Minutes

b. Claims for Payment: **\$458,104.66**

c. Financial Summary Report

d. LG220 Gambling Application St. Wenceslaus 2.20.26

e. External Document Storage Implementation through Laserfiche

f. Approval of Purchase for Police Department - Unmanned Aerial Systems

Motion to approve the consent agenda, minus item 3E: "External Document Storage Implementation through Laserfiche", which was moved to be item 10h under General Business.

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)

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

Brian Paulson (206 4th St SW) spoke.

**5. PUBLIC HEARING(S) – 6:00 PM**

Motion to open the public hearing.

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)

City Engineer Chris Knutson (SEH) presented the proposed 2026 Street Improvement Project.

Matt Rynda, Public Works Director, helped answer any questions about the project.

Brad Wagner (1009 3rd St SE) spoke at the public hearing.

Motion to close the public hearing.

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. 2026 STREET IMPROVEMENT PROJECT**

**i. Resolution 25-12-15-01 - Ordering Improvement and Preparation of Plans**

Motion to approve Resolution #25-12-15-01 - Ordering Improvement and Preparation of Plans with the correction of the resolution title from "2025" to "2026"

Motion made by Councilmember Bass, Seconded by Councilmember Wolf.

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

Motion carried (5-0)

**6. CITY ENGINEER PROJECTS UPDATE**

a. December 15, 2025

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

a. None

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

a. None

**9. RESOLUTIONS**

**a. #25-12-15-02 - Adopting 2026 City Budget**

Motion to approve Resolution 25-12-15-02 - Adopting 2026 City Budget

Motion made by Councilmember Wolf, Seconded by Mayor Nickolay.

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

Motion carried (5-0)

**b. #25-12-15-03 - 2026 Official Fee Schedule**

Motion to approve Resolution 25-12-15-03 - 2026 Official Fee Schedule

Motion made by Mayor Nickolay, Seconded by Councilmember Bass.

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

Motion carried (5-0)

- c. #25-12-15-04 - Adopting 2025 Property Tax Levy, Payable in 2026  
Motion to approve Resolution 25-12-15-04 - Adopting 2025 Property Tax Levy, Payable in 2026  
Motion made by Councilmember Bass, Seconded by Councilmember Seiler.  
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Voting Nay: Councilmember Ryan  
Motion carried (4-1)
- d. #25-12-15-05 - Designating a Combined Polling Place for all Precincts for the Primary Election and General Election in 2026 and Future Elections until further notice  
Motion to approve Resolution 25-12-15-05 - Designating a Combined Polling Place for all Precincts for the Primary Election and General Election in 2026 and Future Elections until further notice  
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)

## 10. GENERAL BUSINESS

- a. Approval of 2026-2035 Capital Improvement Plan  
Motion to approve the 2026-2035 Capital Improvement Plan  
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- b. Approval of 2026-2035 Visioning Document  
Motion to approve the 2026-2035 Visioning Document  
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)
- c. Compensation Pay Plan 2026  
Motion to approve the 2026 Compensation Pay plan.  
Motion made by Councilmember Bass, Seconded by Councilmember Wolf.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- d. 2026 Golf Course Consultant Agreement  
Motion to approve the 2026 Golf Course Consultant Agreement  
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (5-0)
- e. Municipal State Aid Street (MSAS) Engineering Services Proposal for 2026 - SEH  
Planning/Community Development Director Ken Ondich presented the services proposal from SEH for 2026.

Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Seiler,  
Councilmember Wolf  
Motion carried (5-0)

f. vCISO Cybersecurity Services

City Administrator Joshua Tetzlaff presented the vCISO Cybersecurity Service proposal.

Motion to approve the Cybersecurity services proposal agreement.

Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.

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

Motion carried (5-0)

g. Ambulance Agreement Update

City Administrator Joshua Tetzlaff brought up the current Ambulance Agreement for discussion.

h. External Document Storage Implementation through Laserfiche (*Moved from the consent agenda*)

Motion to reach out to Laserfiche and make some addendums to the contract as discussed before final sign-off.

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.

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

Motion carried (5-0)

**11. MISCELLANEOUS**

- a. North Memorial Ambulance Q3 Update
- b. Meeting Minutes
  - i. November 19, 2025 EDA Board Meeting Minutes
- c. Discussion of Items not on the Agenda

**12. ADJOURNMENT**

Motion to adjourn the meeting at 8:12 p.m.

Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.

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

Motion carried (5-0)

ATTEST:



Joshua M. Tetzlaff  
City Administrator



Charles L. Nickolay  
Mayor