



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, May 05, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

The meeting was called to order at 6:00 pm by City Council Vice President Bruce Wolf.

PRESENT

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

ABSENT

Mayor Duane Jirik

Staff present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, 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 Bass.

Voting Yea: Councilmember Ryan, 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 Ryan.

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

Motion carried (4-0)

a. Meeting Minutes

i. April 7, 2025 Closed City Council Meeting Minutes

ii. April 21, 2025 City Council Meeting Minutes

iii. April 28, 2025 Special City Council Meeting Minutes

b. Claims for Payment: **\$96,523.26**

c. Deferred Assessment Satisfaction for 105 3rd St. NE

d. Honeywell Settlement Agreement

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

Speakers limited to 5 minutes

Brian Paulson (206 4th St SW) and Jacki Tikalsky (107 Columbus Ave N) spoke.

5. PUBLIC HEARING(S) – 6:00 PM

a. None

6. CITY ENGINEER PROJECTS UPDATE

Public Works Director Matt Rynda presented the City Engineer Projects Update.

a. May 5, 2025

7. SERIES 2025A POLICE STATION BOND SALE RESULTS

Rebecca Kurtz from Ehlers presented the Series 2025A Police Station Bond Sale Results.

The meeting went into recess at 6:26 pm.

The meeting resumed at 6:48 pm.

a. Resolution #25-05-05-01

Motion to approve Resolution 25-05-05-01 - Awarding the Sale of General Obligation CIP Bonds, Series 2025A

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Voting Nay: Councilmember Ryan

Motion carried (3-1)

8. SERIES 2025B STREET/UTILITY BOND SALE RESULTS

Rebecca Kurtz from Ehlers presented the Series 2025B Street/Utility Bond Sale Results.

a. Resolution #25-05-05-02

Motion to approve Resolution #25-05-05-02 - Awarding the Sale of General Obligation Bonds, Series 2025B

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

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

Motion carried (4-0)

9. ORDINANCE(S) FOR INTRODUCTION

10. ORDINANCE(S) FOR ADOPTION

11. RESOLUTIONS

a. #25-05-05-03 - Conditional Use Permit #C1-2025 for Exterior Storage by Bevcomm

City Administrator Joshua Tetzlaff presented the Conditional Use Permit.

Motion to approve resolution #25-05-05-03 - Conditional Use Permit #C1-2025 for Exterior Storage by Bevcomm

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.

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

Motion carried (4-0)

b. #25-05-05-04 - Fee Schedule Amendment

Utilities General Manager Bruce Reimers presented the changes to the Fee Schedule concerning bulk water costs.

City Administrator Joshua Tetzlaff presented the changes to the Fee Schedule concerning remodel permit costs.

Motion to approve resolution #25-05-05-04 - Fee Schedule Amendment

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (4-0)

12. GENERAL BUSINESS

a. City Hall Hours

City Administrator Joshua Tetzlaff presented the proposed changes to City Hall's summer hours for the summer and answered any questions.

Motion to approve the changes to City Hall's hours for the summer as proposed in the memo.

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.

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

Motion carried (4-0)

b. 2026 Audit Services

Finance Director Robin Pikal presented the proposal for the 2026 Audit Services by ABDO.

Motion to approve 2026 audit services for 2025 fiscal year with ABDO and going out for RFP for subsequent years.

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

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

Motion carried (4-0)

c. Compensation Study Review

City Administrator Joshua Tetzlaff presented the compensation study review and asked which council members would be interested in reviewing the RFPs with staff.

The consensus was that Shawn Ryan will represent the Council during the interview process.

d. Police Building - Construction Administration Approval

City Administrator Joshua Tetzlaff presented the Police Building - Construction Administration Approval

Motion to approve the agreement for the cost for bidding and construction administration with Wold on the Police Facility Addition

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Voting Nay: Councilmember Ryan

Motion carried (3-1)

13. MISCELLANEOUS

a. Budget Timeline

Discussion was had regarding the timeline for the 2026 budget.

b. Unified Development Code Process Update

c. Meeting Minutes

i. March 26, 2025 Planning Commission Meeting Minutes

ii. March 31, 2025 Utilities Commission Meeting Minutes

d. Discussion of Items not on the Agenda

14. ADJOURNMENT

Motion to adjourn the meeting at 7:58 p.m.

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

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

Motion carried (4-0)

ATTEST:


Joshua M. Tetzlaff
City Administrator


Duane J. Jirik
Mayor

