



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, August 07, 2023 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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### 1. CALL TO ORDER

Vice President Shawn Ryan called the meeting to order at approximately 6:00 p.m.

#### PRESENT

Councilmember Shawn Ryan  
Councilmember Maggie Bass  
Councilmember Rik Seiler  
Councilmember Bruce Wolf

#### ABSENT

Mayor Duane Jirik

Staff Present at Meeting: City Administrator Josh Tetzlaff, Police Chief Tim Applen, Public Works Director Matt Rynda, Planning/Community Development Director Ken Ondich, and Fire Chief Steve Rynda.

a. Pledge of Allegiance

### 2. APPROVAL OF REGULAR AGENDA

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf to approve the Regular Agenda. Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

### 3. CONSENT AGENDA

Motion made by Councilmember Ryan, Seconded by Councilmember Bass to approve the Consent Agenda. Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

a. Meeting Minutes

i. July 17, 2023, City Council Meeting Minutes

b. Claims for Payment: **\$100,250.38**

c. Premises Permit Extension Requests for Giesenbräu Bier Co.

i. ALS Fundraiser on September 9, 2023

ii. Oktoberfest from October 6, 2023, through October 8, 2023

d. Call for Public Hearing on the Issuance of an On-Sale Intoxicating Liquor License, Sunday Liquor License, Off-Sale Intoxicating Liquor License, and Dance Permit for Corner Bar

e. 412 5th Avenue NW Purchase Agreement

### 4. CITY ENGINEER PROJECTS UPDATE

a. Projects Update - August 7, 2023

City Engineer Chris Knutson provided a memo with updates from various projects taking place around the City. No action was taken.

**5. 2024 STREET AND UTILITY IMPROVEMENT PROJECT**

a. Soil Boring Proposal

After brief discussion, motion made by Councilmember Wolf, Seconded by Councilmember Ryan to award the Soil Boring Proposal to Chosen Valley Testing, Inc.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

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

No participants spoke at the meeting.

**7. PUBLIC HEARING(S) – 6:00 PM**

a. R&D Enterprises LLC dba Outlaw Saloon at 103 Main Street West – Approval of the Issuance of an On-Sale Intoxicating Liquor License, Sunday Liquor License, Off-Sale Intoxicating Liquor License, and Dance Permit

Vice President Shawn Ryan opened the public hearing. Owner Rob Krautkremer appeared virtually. Hearing no comment, Vice President Ryan closed the public hearing.

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

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

There were no ordinances for introduction at this meeting.

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

There were no ordinances for adoption at this meeting.

**10. RESOLUTIONS**

There were no resolutions for consideration at this meeting.

**11. GENERAL BUSINESS**

a. Fire Department Policy Update

Motion made by Councilmember Seiler, Seconded by Councilmember Wolf to update the policy to read, "The New Prague Fire Department Member Response area shall be defined as living within four (4) miles of the New Prague Fire Station.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

b. Public Use of Cannabis Discussion

Planning/Community Development Director Ken Ondich provided updates. Discussion was had. No action was taken. Staff is going to work on drafting a first reading of the Ordinance.

c. Sanitary Sewer Feasibility Study RFP

City Administrator Josh Tetzlaff spoke briefly. Motion made by Councilmember Wolf, Seconded by Councilmember Ryan to approve the RFP.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

**12. MISCELLANEOUS**

- a. Meeting Minutes
  - i. Planning
  - ii. Utilities
- b. Q2 Ambulance Update  
Informational only. No action was taken.
- c. Comprehensive Plan Project Update  
Planning/Community Development Director Ken Ondich relayed updates. No action was taken.
- d. Emerald Ash Borer Update  
City Administrator Josh Tetzlaff provided updates. Some discussion was had. No action was taken.
- e. Discussion of Items not on the Agenda
  - i. City Administrator Josh Tetzlaff advised that his annual review will be held August 21, 2023.
  - ii. Councilmember Bruce Wolf had questions about a purchase agreement and inquired when budget meetings will begin.
  - iii. Councilmember Bass requested to see an Aquatic Facility update.

**13. ADJOURNMENT**

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan to adjourn the meeting at approximately 7:22 p.m.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
Motion carried (4-0).

ATTEST:



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Duane J. Jirik  
Mayor



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Joshua M. Tetzlaff  
City Administrator