



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, October 20, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

Mayor Nickolay called the meeting to order at 6:00 p.m.

PRESENT

Mayor Charles Nickolay

Councilmember Maggie Bass

Councilmember Bruce Wolf

ABSENT

Councilmember Shawn Ryan

Councilmember Rik Seiler

Staff Present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, Planning/Community Director Ken Ondich, Utilities General Manager Bruce Reimers, Police Chief Tim Applen, Public Works Director Matt Rynda and Fire Chief Steve Rynda

a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda.

Motion made by Councilmember Wolf, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf

Motion carried (3-0)

3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Councilmember Wolf, Seconded by Mayor Nickolay.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf

Motion carried (3-0)

a. Meeting Minutes

i. October 6, 2025 City Council Meeting Minutes

ii. October 6, 2025 Special City Council Meeting Minutes

b. Claims for Payment: **\$1,040,436.04**

c. Financial Summary Report

d. Large Assembly Permit for New Prague Arts Foundation at Memorial Park

e. LG220 MN Lawful Gambling Application for Exempt Permit for St. Patrick Athletic Association on January 30, 2026, involving pull-tabs and a raffle at Knights of Columbus Hall, 411 4th Avenue SW, New Prague

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

Speakers limited to 5 minutes

Brian Paulson (206 4th St SW) spoke.

5. SOUTHERN VALLEY ALLIANCE - DOMESTIC VIOLENCE AWARENESS MONTH

Darlene Seurer, a volunteer with SVA, shared a presentation on Domestic Violence Awareness Month. Mayor Nickolay read and presented the proclamation, declaring October to be Domestic Violence Awareness Month.

- a. Purple Patch Program
- b. Proclamation - Domestic Violence Awareness Month

6. PUBLIC HEARING(S) – 6:00 PM

- a. Adopting Assessment for the 2025 Street and Utility Improvement Project
Motion to open the Public Hearing: Adopting Assessment for the 2025 Street and Utility Improvement Project.

Motion made by Mayor Nickolay, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf

Motion carried (3-0)

City Engineer Chris Knutson shared the presentation for the 2025 Street Project.

Greg Bark (210 Lincoln Ave N) spoke and asked questions about the assessment. City Engineer Chris Knutson and City Administrator Joshua Tetzlaff helped to answer.

Cynthia Rochel (315 Main St. E) asked questions. City Engineer Chris Knutson helped to answer.

Motion to close the public hearing.

Motion made by Mayor Nickolay, Seconded by Councilmember Wolf.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf

Motion carried (3-0)

7. 2025 STREET AND UTILITY IMPROVEMENT PROJECT

- a. Resolution #25-10-20-01 - Adopting Final Assessment

Motion to approve Resolution 25-10-20-01 - Adopting Final Assessment

Motion made by Councilmember Wolf, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf

Motion carried (3-0)

8. CITY ENGINEER PROJECTS UPDATE

City Engineer Chris Knutson provided the projects update and answered any questions.

- a. October 20, 2025

9. ORDINANCE(S) FOR INTRODUCTION

Planning/Community Development Director Ken Ondich presented the Ordinance Introduction #357 - Dogs on Patios.

Motion to approve the first reading of Ordinance #357.

Motion made by Councilmember Wolf, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf

Motion carried (3-0)

- a. #357 - Dogs on Patios

10. ORDINANCE(S) FOR ADOPTION

- a. None

11. RESOLUTIONS

- a. #25-10-20-02 - Ordering Abatement of a Hazardous Property Located at 703 7th St. NE
Planning/Community Development Director Ken Ondich presented Resolution #25-10-20-02 - Ordering Abatement of a Hazardous Property Located at 703 7th St. NE
Motion to approve Resolution #25-10-20-02
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf
Motion carried (3-0)

12. GENERAL BUSINESS

- a. Personnel Policy Handbook Update
Finance Director Robin Pikal presented the Personnel Policy Handbook Update.
Motion to approve the personnel policy handbook update regarding FMLA language.
Motion made by Councilmember Bass, Seconded by Mayor Nickolay.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf
Motion carried (3-0)
- b. 2025C Bond Sale Update
Rebecca Kurtz (Ehlers) provided a bond sale update for the police station and helped answer any questions.
- c. 2025 Compensation Study
City Administrator Joshua Tetzlaff presented the 2025 Compensation Study.
Motion to approve the recommendations made in the Compensation Study completed by AutoSolve, effective Jan. 1, 2026.
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf
Motion carried (3-0)

13. MISCELLANEOUS

- a. Meeting Minutes
i. September 9, 2025 Park Board Meeting Minutes
ii. September 10, 2025 EDA Board Meeting Minutes
- b. Discussion of Items not on the Agenda

14. ADJOURNMENT

Motion to adjourn the meeting at 7:43 pm.
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Bass, Councilmember Wolf
Motion carried (3-0)

ATTEST:



Joshua M. Tetzlaff
City Administrator



Charles L. Nickolay
Mayor