



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, August 04, 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. by Mayor Charles Nickolay.

#### PRESENT

Mayor Charles Nickolay

Councilmember Shawn Ryan

Councilmember Rik Seiler

#### ABSENT

Councilmember Maggie Bass

Councilmember Bruce Wolf

Staff Present: City Administrator Joshua Tetzlaff, Planning/Community Development Director Ken Ondich, Finance Director Robin Pikal, 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 Seiler

Motion carried (3-0)

### 3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Seiler

Motion carried (3-0)

a. Meeting Minutes

i. July 21, 2025 City Council Meeting Minutes

b. Claims for Payment: **\$221,280.13**

c. Approve Golf Member True Up Policy

d. Temporary (1-4 day) On-Sale Liquor License for the New Prague Hockey Association on September 6, 2025, 100 12th St. NW

### 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. PUBLIC HEARING(S) – 6:00 PM**

- a. Amending and Restating the Enabling Resolution (#25-08-04-01) Establishing an Economic Development Authority for the City of New Prague  
City Administrator Joshua Tetzlaff introduced the public hearing to Amend and Restate the Enabling Resolution Establishing an Economic Development Authority.

Motion to open the public hearing.

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Seiler

Motion carried (3-0)

Eric Thorson (606 5th St. NE) spoke.

Motion to table the public hearing and re-open at the next City Council meeting.

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Seiler

Motion carried (3-0)

**6. CITY ENGINEER PROJECTS UPDATE**

- a. August 4, 2025  
Public Works Director Matt Rynda provided a projects update.

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

- a. #357 - Amending the City Code and Zoning Ordinance Relating to the Keeping of Backyard Chickens  
Planning/Community Development Director Ken Ondich presented Ordinance #357 - Amending the City Code and Zoning Ordinance Relating to the Keeping of Backyard Chickens  
Motion to deny Ordinance #357 - Amending the City Code and Zoning Ordinance Relating to the Keeping of Backyard Chickens  
Motion made by Councilmember Seiler, Seconded by Mayor Nickolay.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Seiler  
Motion carried (3-0)

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

- a. None

**9. RESOLUTIONS**

- a. #25-08-04-02 - Approving Variance #V7-2025 - Sign Variance at 102 Chalupsky Ave SE  
Planning/Community Development Director Ken Ondich presented the Variance #V7-2025 - Sign Variance at 102 Chalupsky Ave SE  
Motion to approve Resolution #25-08-04-02 - Approving Variance #V7-2025 - Sign Variance at 102 Chalupsky Ave SE  
Motion made by Mayor Nickolay, Seconded by Councilmember Seiler.  
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Seiler  
Motion carried (3-0)

**10. GENERAL BUSINESS**

- a. Use of Small Cities Development Program Funds  
City Administrator Joshua Tetzlaff discussed the Use of Small Cities Development Program Funds.  
The consensus was to continue down the path with Bolton & Menk to assist with utilizing SCDP funds to construct the stormwater infrastructure on City Center.

## 11. MISCELLANEOUS

- a. City Wide Clean Up Event Statistics  
Planning/Community Development Director Ken Ondich shared the City Wide Clean Up Statistics.
- b. Unified Development Code - 2nd Draft Discussion  
Planning/Community Development Director Ken Ondich provided an update on the Unified Development Code.
- c. Administrative Citations  
Planning/Community Development Director Ken Ondich presented the Administrative Citations. The consensus was to have staff continue to look into Administrative Citations.
- d. Meeting Minutes
  - i. June 24, 2025 Golf Board Meeting Minutes
  - ii. June 25, 2025 Planning Commission Meeting Minutes
  - iii. June 30, 2025 Utilities Commission Meeting Minutes
- e. Discussion of Items not on the Agenda

## 12. ADJOURNMENT

Motion to adjourn the meeting at 7:13 p.m.

Motion made by Mayor Nickolay, Seconded by Councilmember Ryan.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Seiler

Motion carried (3-0)

ATTEST:

  
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Joshua M. Tetzlaff  
City Administrator

  
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Charles L. Nickolay  
Mayor