



New Richland City Council Regular Meeting Minutes

January 9th, 2023

Members Present

Chad Neitzel
Jason Casey
Loren Skelton
Jody Wynnemer

Staff Present

Anthony Martens-Administrator
Chief Bruegger-NRPD

Others Present

Pam Goehring
Larry Goehring
Ryan Gehrke
Mike Abbott
Sue Abbott
Gail Schmidt
Elizabeth Neitzel

e-Brenda Routh
e-Jessica Lutgens

Members Absent

None

Swearing In of Mayor and Council Members – 6:30pm

Outgoing Mayor Gail Schmidt presented the Oath of Office to Mayor Elect Chad Neitzel

Mayor Chad Neitzel presented the Oath of Office to Council Members Elect,
Loren Skelton and Jason Casey

The meeting was called to order by Mayor Chad Neitzel at 6:30 p.m.

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda

- Council Member Wynnemer asked that item #6 on the consent agenda be removed and placed as #3 on New Business. Motion made by Loren Skelton and seconded by Jody Wynnemer to approve the agenda as amended. Carried (3 yes, 0 no)

Consent Agenda

- Motion made by Jody Wynnemer and seconded by Loren Skelton to approve the consent agenda. Carried (3 yes, 0 no)

Public Comments

- None

Requests and Presentations

- None

Ordinances and Resolutions (see attached)

- None



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Reports

1. Ambulance Report – In Writing
 - Ambulance report was presented in writing by Ambulance Director Sundve
 - Motion was made by Loren Skelton and seconded by Jason Casey to approve the Ambulance Department report. Carried (3 yes, 0 no)
2. Fire Department Report – In Writing
 - Fire Department report was presented in writing by Chief Moen
 - Motion made by Loren Skelton and seconded by Jason Casey to approve the Fire Department report. Carried (3 yes, 0 no)
3. Police Department Report – Chief Bruegger
 - Chief Bruegger presented the Police Department report.
 - Motion made by Loren Skelton and seconded by Jason Casey to approve the Police Department report. Carried (3 yes, 0 no)

Unfinished Business

1. None

New Business

1. Administrator Martens presented a proposed timeline and process for the Council Vacancy.
 - Motion was made by Jason Casey and seconded by Loren Skelton to take letters of interest along with supplemental questions and require that they be received by City Hall no later than Thursday January 19th, 2023. Those letters and supplemental questions be reviewed at the January 23rd Council Meeting and an appointment be made. Carried (3 yes, 0 no)
2. Administrator Martens provided an update on the search for a new City Administrator. Currently one application has been received and three more people have reached out. Martens is currently working with and has a meeting with Jessica from MNVCOG to discuss interim possibilities tomorrow, January 10th, 2023.
3. Discussion regarding the ABDO Audit Engagement letter. Council Member Wynnemer wanted to verify we were following approved state guidelines regarding contracted work and the amount. Specifically, that the audit exceeded \$25,000. Motion was made by Jason Casey and seconded by Jody Wynnemer to verify the requirements and if no requirement is needed to get another quote, approve the engagement letter with ABDO for the 2022 audit. Carried (3 yes, 0 no)

Miscellaneous

- None

Administrators Report

- Administrator Martens provided a report to the council on tasks completed since last meeting
- Motion was made by Loren Skelton and seconded by Jason Casey to approve the administrators report. Carried (3 yes, 0 no)



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Mayor/Council Comments

- Council Member Casey requested the City Administrator look into any newly approved funding at the federal level for sewer and water improvements and to see if any funds or programs would fit into our 5-year capital plan
- Council Member Skelton asked if the city would be interested in purchasing or leasing the car wash in town. Administrator Martens will investigate requirements, possibilities.

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Loren Skelton.
Carried (3 yes, 0 no) 6:57 p.m.

Submitted by,

Anthony Martens
City Administrator