



New Richland City Council Regular Meeting Minutes

May 8th, 2023

Members Present

Chad Neitzel
Loren Skelton
Jody Wynnemer
Janda Ferguson

Staff Present

Anthony Martens-Administrator
Eric Hendrickson-Maintenance Lead

Others Present

Matt Harrington
Pam Goehring
Jessica Lutgens

Larry Goehring
Ryan Gehrke
e-Brenda Routh

Members Absent

Jason Casey

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

Roll Call - All members present except for Jason Casey

Pledge of Allegiance

Approval of Agenda

- Administrator Martens requested the following changes to the agenda:
 - Add: New Business Item #4: Lifeguard Wages
 - Add: New Business Item #5: Wastewater Manhole Issue
 - Add: New Business Item #6: Park Bathroom Color
- Motion made by Jody Wynnemer and seconded by Loren Skelton to approve the agenda with the changes. Carried (3 yes, 0 no)

Consent Agenda

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

Public Comments

- None

Requests and Presentations

- 1) New Richland Area Foundation Fund – Matt Harrington
 - The NRAFF was in attendance to present the following awards:
 - i) City of New Richland - \$500 – New Stove
 - ii) City of New Richland - \$500 – New Fridge
 - iii) New Richland Ambulance - \$1,000 – Portable Oxygen Lift
 - iv) New Richland Commercial Club - \$2,000 – Downtown Light Poles & Banners
 - v) New Richland Care Center - \$3,000 – Bariatric Equipment
 - vi) New Richland Historical Society - \$500 – Scanning Project
 - vii) Royal Villa Housing - \$2,000 – Garden Project & 50th Anniversary

Ordinances and Resolutions (see attached)

1. Motion was made by Loren Skelton and seconded by Jody Wynnemer to approve Resolution 23-08: Poppy Day Proclamation. Carried (3 yes, 0 no) Mayor Neitzel read the proclamation.
2. Motion was made by Jody Wynnemer and seconded by Janda Ferguson to approve Resolution 23-09: A Resolution Adopting the Updated City Fee Schedule. Carried (3 yes, 0 no)



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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 Janda Ferguson to appoint Gregg Calbick as a first responder for the ambulance department. Carried (3 yes, 0 no)
 - Motion was made by Loren Skelton and seconded by Janda Ferguson 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 Janda Ferguson and seconded by Loren Skelton to approve the Fire Department report. Carried (3 yes, 0 no)
3. Police Department Report – In Writing
 - Police Department report was presented in writing by Chief Bruegger.
 - Motion made by Loren Skelton and seconded by Janda Ferguson to approve the Police Department report. Carried (3 yes, 0 no)

Unfinished Business

1. Land to Home Development, L.L.C. – Water/Sewer Bill
 - Motion was made by Chad Neitzel and seconded by Jody Wynnemer to not discount the water/sewer bill and to require it paid in full. Carried (3 yes, 0 no)

New Business

1. Board & Commission Compensation
 - a. The council discussed the possibility of compensating community members for their service on boards and commissions. This will be part of the budget conversation for 2024
2. EDA Grant Approval
 - a. Motion was made by Jody Wynnemer and seconded by Loren Skelton to approve a “Fix-Up” grant in the amount of \$433 to Linda Wagner. Carried (3 yes, 0 no)
 - b. Motion was made by Jody Wynnemer and seconded by Loren Skelton to approve a “Fix-Up” grant in the amount of \$5,000 to Eli Lutgens. Carried (3 yes, 0 no)
3. Skid Steer Purchase – Eric Hendrickson
 - a. Maintenance Lead Eric Hendrickson presented information on options to transition from a tractor to a skid steer for the maintenance department. Two options were presented to the council.
 - b. Motion was made by Loren Skelton and seconded by Janda Ferguson to work with Arnolds to trade in our equipment and transition to the new equipment as outlined in the quote and to purchase the premier extended warranty for a total cost of approximately \$2,665 with the value of our trades. Carried (3 yes, 0 no)
4. Lifeguard Wages
 - a. Motion was made by Loren Skelton and seconded by Janda Ferguson to set the following lifeguard/concession wages as presented for the upcoming season. Carried (3 yes, 0 no):
 - i. Head Lifeguard/WSI: \$16 / hour
 - ii. Lifeguard: \$12 / hour + .25 increase for each year of service
 - iii. Concession Stand Worker: \$10.75
5. Wastewater Manhole Issue



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- a. Highway 13 near the Willows / Caseys there is a manhole that is full of grease and plugged and will need to be cleaned out to prevent any damage to our plant and to also protect our customers along that stretch and throughout town. Staff will further investigate the issue once it has been remedied.
 - b. Motion made by Jody Wynnemer and seconded by Loren Skelton to approve up to \$6,500 for Empire to mitigate the issue. Carried (3 yes, 0 no)
6. Park Bathroom Color
 - a. Students from NRHEG will be painting the bathroom structure at the city park for their service day project. The council chose Benjamin Moore #1034 – Clay as the color of paint they would like the students to use.

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 Janda Ferguson to approve the administrators report. Carried (3 yes, 0 no)

Mayor/Council Comments

- None

Closed Meeting

At 7:10 pm Mayor Chad Neitzel closed the City Council meeting pursuant to MN Statute section 13D.05, subd. 3 (a) to evaluate the performance of the City Administrator.

Meeting Reopened

At 7:25 pm Mayor Chad Neitzel re-opened the City Council meeting.

Motion was made by Loren Skelton and seconded by Janda Ferguson to acknowledge the performance of the City Administrator as satisfactory. Carried (3 yes, 0 no)

Motion was made by Loren Skelton and seconded by Jody Wynnemer to approve a 1-step increase in the City Administrator's salary to begin during the next full pay period for a successful performance review. Carried (3 yes, 0 no)

Adjournment – Motion for adjournment made by Janda Ferguson and seconded by Loren Skelton. Carried (3 yes, 0 no) 7:27 p.m.

Submitted by,

Anthony Martens
City Administrator