



New Richland City Council Regular Meeting Agenda October 9th, 2023

Agenda:

- 6:30 Call to Order
- Roll Call
- Pledge of Allegiance
- Approve Agenda

Consent Agenda Items

Items listed on the Consent Agenda are considered routine and non-controversial by the City Council. There will be no separate discussion of these items unless requested by the City Council.

1. Approve the Minutes of the September 25th, 2023, City Council Meeting

Public Comments

Notice: We welcome the attendance of residents of the City of New Richland to the City Council meetings. Any resident of the City of New Richland may request permission to speak at a regular scheduled council meeting on any topic that is relevant to the operation of the city. Any resident wishing to address the city council shall either call City Hall and request to be put on the agenda or they can sign-up 10 minutes prior to the start of the meeting. At the discretion of the mayor, the speaker may address the topic either during the public portion of the meeting or at the time the item is being addressed by the council. The mayor will call upon the speaker at the appropriate time. Speaker shall state their name and topic to be addressed. Residents are expected to use proper etiquette, decorum and respect when addressing the council.

Request and Presentations

Public Hearings

Ordinances and Resolutions

1. Resolution 23-18: A Resolution of Police Officer Declaration

Department Reports

1. Ambulance Report – In Writing
2. Fire Department Report – In Writing
3. Police Department Report – Chief Bruegger
 - a. Swearing- In of Officer Drew DeRaad

Unfinished Business

1. 2024 Budget

New Business

1. Waseca County Broadband Project
 - a. Letter of Support
2. Utility Billing Payment Systems

Miscellaneous

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday October 23rd, 2023, at 6:30 pm



New Richland City Council Regular Meeting Minutes

September 25th, 2023

Members Present

Chad Neitzel
Jason Casey
Loren Skelton
Jody Wynnemer
Janda Ferguson

Staff Present

Anthony Martens-Administrator
Bob Johannsen-Care Center Administrator
Shell Johnson-People Service
e – Tanyce Bruegger, Chief of Police

Others Present

Pam Goehring
Larry Goehring
Brian Harguth
Doug Christopherson
Dee Malterer
Brad Krause

Members Absent

None

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

- Administrator Martens requested that the following items be added to the agenda:
 - New Business #2: Rental Licenses
 - New Business #3: Ambulance Staffing Request
- Motion was made by Jody Wynnemer and seconded by Loren Skelton to approve the agenda as amended. Carried (4 yes, 0 no)

Consent Agenda

1. Motion made by Loren Skelton and seconded by Jody Wynnemer to approve the consent agenda. Carried (4 yes, 0 no)

Public Comments

- None

Requests and Presentations

1. Waseca County Commissioners were present to discuss happenings at the county level that impact the City of New Richland. Items discussed included watershed, justice center, unified development code, MN Prairie.

Public Hearings

- Public hearing on the VRBO Ordinance was opened at 7:20 pm
- Council members Wynnemer and Casey voiced opposition to the ordinance.
- Public hearing was closed at 7:46 pm

Ordinances and Resolutions (see attached)

1. Motion made by Loren Skelton and seconded by Janda Ferguson to adopt ordinance #360 Vacation Rentals by Owner VRBO. Carried. (3 yes, 2 no, Wynnemer, Casey)
2. Motion was made by Loren Skelton and seconded by Janda Ferguson to adopt resolution 23-16: A Resolution updating the City Fee Schedule. Carried. (3 yes, 2 no, Wynnemer, Casey)
3. Motion was made by Loren Skelton and seconded by Janda Ferguson to adopt resolution 23-17: A Resolution Adopting the 2024 Preliminary Budget. (Carried 2 yes, 1 no, Casey)



New Richland City Council Regular Meeting Minutes

September 25th, 2023

Reports

1. Care Center Report
 - Care Center report was presented by Bob Johannsen
 - Motion was made by Loren Skelton and seconded by Janda Ferguson to approve the Care Center report. Carried (4 yes, 0 no)
2. People Service Report
 - People Service report was presented by Shell Johnson
 - Motion made by Loren Skelton and seconded by Janda Ferguson to approve \$1,900 for Jim & Dudes plumbing to fix the blower assembly at the WWTP. Carried (4 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the People Service report. Carried (4 yes, 0 no)
3. Street/Maintenance Report
 - Street and Maintenance report was presented by Eric Hendrickson
 - Motion made by Loren Skelton and seconded by Jason Casey to approve the replacement of concrete at the Water plant by John Hullopeter at a cost of \$1,060. Carried (4 yes, 0 no)
 - Motion made by Loren Skelton and seconded by Janda Ferguson to approve the Street and Maintenance report. Carried (4 yes, 0 no)

Unfinished Business

1. 2024 Preliminary Budget – Final Comments
 - Administrator Martens provided some final comments regarding the preliminary budget. A significant decrease was found from insurance changes.
2. Health Insurance – 2024
 - Insurance changes will lead to a significant budget decrease preliminarily.
3. Keeping of Chickens
 - Motion was made by Loren Skelton and seconded by Jody Wynnemer to not allow chickens in the City of New Richland. Carried. (3 yes, 1 no, Casey)

New Business

1. FT Police Officer
 - a. Motion was made by Jason Casey and seconded by Jody Wynnemer to approve the hiring of Drew DeRaad as a full-time police officer effective October 20th, 2023, starting at step 1, \$21.54/ hour with a review after 6 months. Carried. (4 yes, 0 no)
2. Rental Licenses
 - a. Motion was made by Loren Skelton and seconded by Janda Ferguson to approve the rental licenses as presented. Carried (4 yes, 0 no)
3. Ambulance Staffing
 - a. Motion was made by Loren Skelton and seconded by Janda Ferguson to approve the hiring of Mitchell Schaitel as an EMR for the Ambulance. Carried (4 yes, 0 no)

Miscellaneous

- None



New Richland City Council Regular Meeting Minutes

September 25th, 2023

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 (4 yes, 0 no)

Mayor/Council Comments

- None

Adjournment – Motion for adjournment made by Loren Skelton and seconded by Janda Ferguson.
Carried (4 yes, 0 no) 8:02 p.m.

Submitted by,

Anthony Martens
City Administrator



RESOLUTION 23-18

RESOLUTION OF POLICE OFFICER DECLARATION

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City of New Richland hereby declares that the position of Police Officer, currently held by Drew DeRaad, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and 5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

Adopted by the City Council of the City of New Richland, Minnesota, this 9th Day of October 2023.

(Mayor)

Attest:

(City Administrator)

Ambulance Report October 2023

Runs: We are at 131 runs for the year. Down from last year.

Crew: Nothing much to report other than Brandi is out on medical leave as she needs to have surgery. Have crew members that have limited hours they can work. I have been pulling all the open shifts I can. I also try to take time for myself as I was told from North, I need to have time off work. Last month I had over 400 hours for the month. Uniforms shirts have been ordered thanks to the Grace of God for the donation.

Training: We continue to have good turn out with training and did a fire standby for their training last month.

EMT Class: The EMT class is over half done and hopefully everyone passes the National test, and we can have more EMT's. We will be looking at setting up another class at the start of the New Year after Sara Jo and I get our instructor. This would help bring more people to the service.

Director: Continue to work on director duties and trying to keep the schedule filled as much as possible.

Thank you

Sarah Sundve
New Richland Ambulance Director



NEW RICHLAND FIRE DEPARTMENT

MONTHLY COUNCIL REPORT

MONTH: SEPT YEAR: 2023

MVA - 1
MUTUAL AID - 1

FIRE CALLS: _____

MEDICAL CALLS: _____

TOTAL CALLS: 2

TRAINING COMPLETED DURING THE MONTH:

EXTRICATION TOOLS

ADDITIONAL INFORMATION:

OLD EXTRICATION TOOLS SOLD

LIGHTING UPGRADE - TANKER

Respectfully Submitted: *Josh Moen*, Fire Chief

Com-Tec Land Mobile Radio

101 1st. Ave. S. W.
P.O. Box 96
Glenville, MN 56036
507-448-3717
matt@comtec-wireless.com

QUOTATION

DATE ISSUED:
6/23/2023

To:
New Richland Fire Department
203 Broadway Ave N
New Richland, MN 56072

Item Number	Description	Quantity	Unit Price	Total Price
M6R	Whelen M6 Series LED Lighthead, Red (2 Grille)	2	\$191.10	\$382.20
M6FC	Whelen M6 Series Chrome Flange	2	\$15.40	\$30.80
70R02FRR	Whelen 700 Series LED Lighthead, Red (Side Warning)	6	\$162.40	\$974.40
7EFLANGE	Whelen 700 Series Chrome Flange	6	\$16.10	\$96.60
L32LRF	Whelen L32 Series Red LED Beacon (Upper Rear Warning)	2	\$331.80	\$663.60
60R02FRR	Whelen 600 Series LED Warning Light, Red (Upper Lower Warning)	2	\$162.40	\$324.80
7SC0ENZR	Whelen 700 Series LED Gradient Scene Light	2	\$257.60	\$515.20
7EFLANGE	Whelen 700 Series Chrome Flange	2	\$16.10	\$32.20
9SC0ENZR	Whelen 900 Series LED Gradient Scene Light	4	\$455.00	\$1,820.00
JY2RRRR	Whelen Justice 56" LED Lightbar, Clear Lens, Red Front, Amber Rear	1	\$1,725.00	\$1,725.00
Equipment Total				\$6,564.80
Labor & Programming	Labor to replace and configure mounting of all lights			\$1,520.00
Shipping				Included
Sales Tax				Exempt
FCC License				N/A
TOTAL				\$8,084.80

BY: Matt Webb

DATE: 6/23/2023



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: [nrpd@cityofnewrichlandmn.com](mailto:nrpdcityofnewrichlandmn.com)

Monthly Report

October 9th, 2023 Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to * 123 * calls for service for the month of September.

Total Calls through September 2023: 748

Total Calls through September 2022: 1,012

Most calls requiring additional follow up have been completed. As always, we remind people to get in touch with us if they have any information regarding any incidents that have occurred in the City of New Richland or surrounding areas.

Items Completed in September

- N/A

Information

- N/A

Training & Education

- Officer DeRaad has completed field training and will move into the full-time position starting October 20th.

Personnel

- Two more candidates are in the final stages of backgrounding. I will hopefully have an answer by end of October.



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: [nrpd@cityofnewrichlandmn.com](mailto:nrpdcityofnewrichlandmn.com)

Purchases

- N/A

Squad Maintenance

- Still having issues with 270. If it persists, we will need to think about fixing or replacing.

Equipment

- New Radar system for 260. Currently, the one that is in 260 was **last manufactured** in 2002, making it 20 years or older. A refurbished system would be roughly \$3,500.00.

Upcoming Events / Important Items

- N/A

Respectfully Submitted,

Tanyce Bruegger, #261
Chief of Police



Bevcomm & Waseca County Fiber Optics

Bevcomm[®] 

Bevcomm At a glance



Founded in 1895



Fourth generation
ownership/management



Serving over 22,000
homes in 1,600sq miles



Providing communication
services in 29 communities



More than 100 local
employees

Our Services

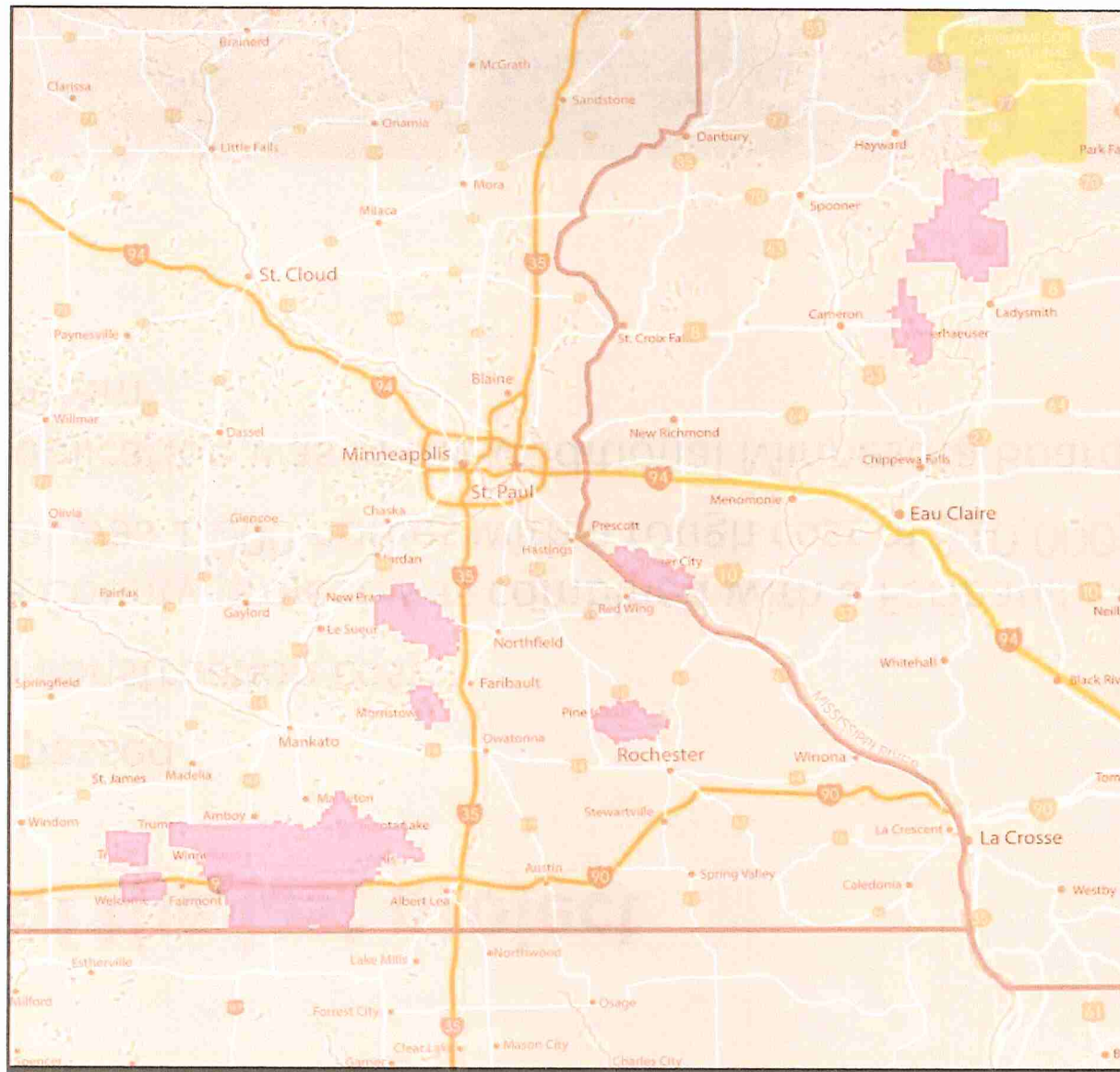
**FIBER OPTIC
BROADBAND**

DIGITAL TV

**TELEPHONE
SERVICE**

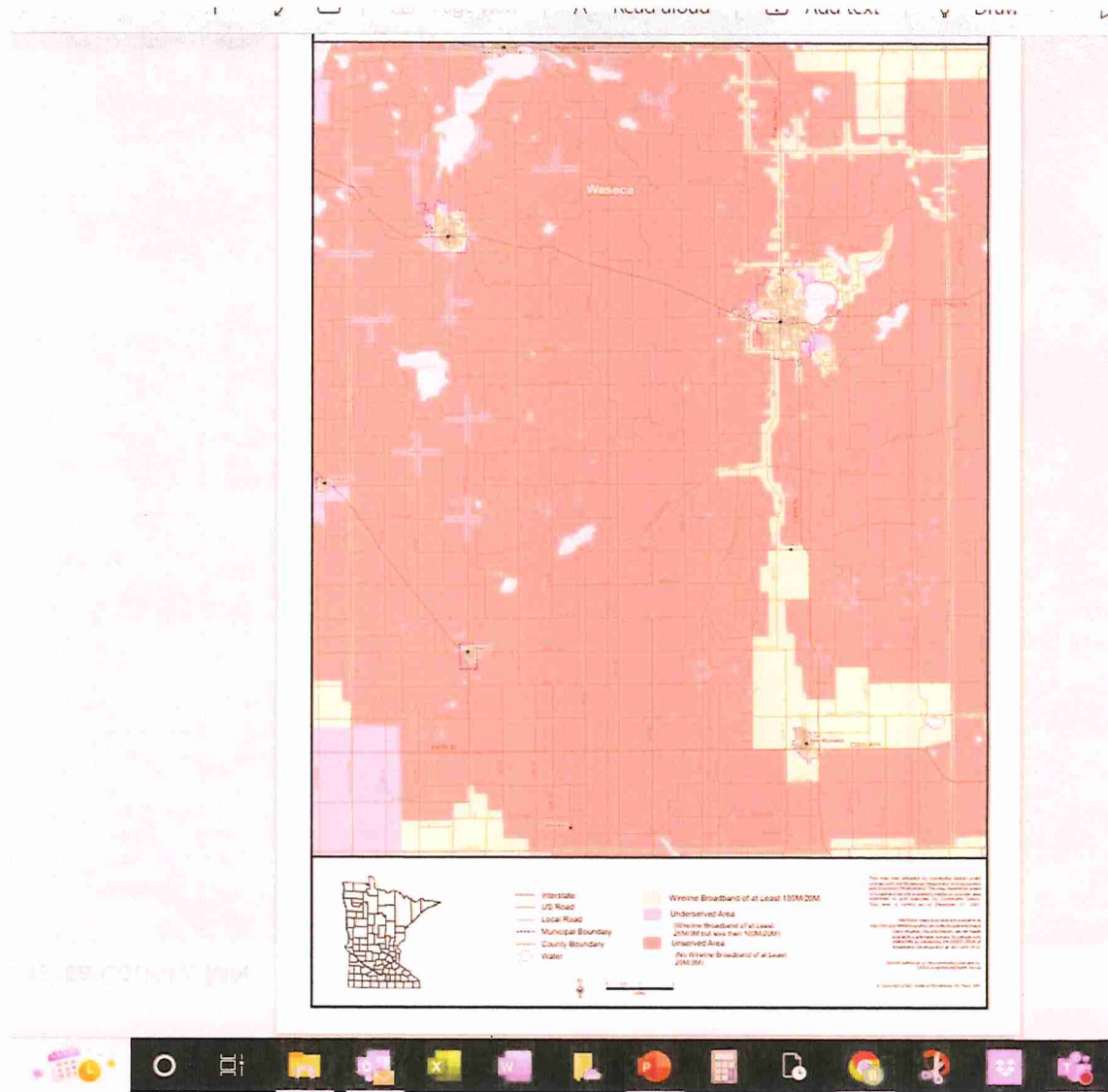
MANAGED IT

We provide speeds up to **1 Gig** with unlimited data. Offering broadband to qualifying low-income households for as for **\$19.95 a month**



Review of the last project

- 200 homes passed
- \$2.3 million construction cost
- The Waseca County project was combined with a Faribault County project- Total was 1,000 homes with a rough cost of \$10,000,000
- The grant application was in the traditional Minnesota Boarder to Boarder program



Summary

Provider Detail

Area Summary

Data Download

About

Broadband Funding Map

County ▾

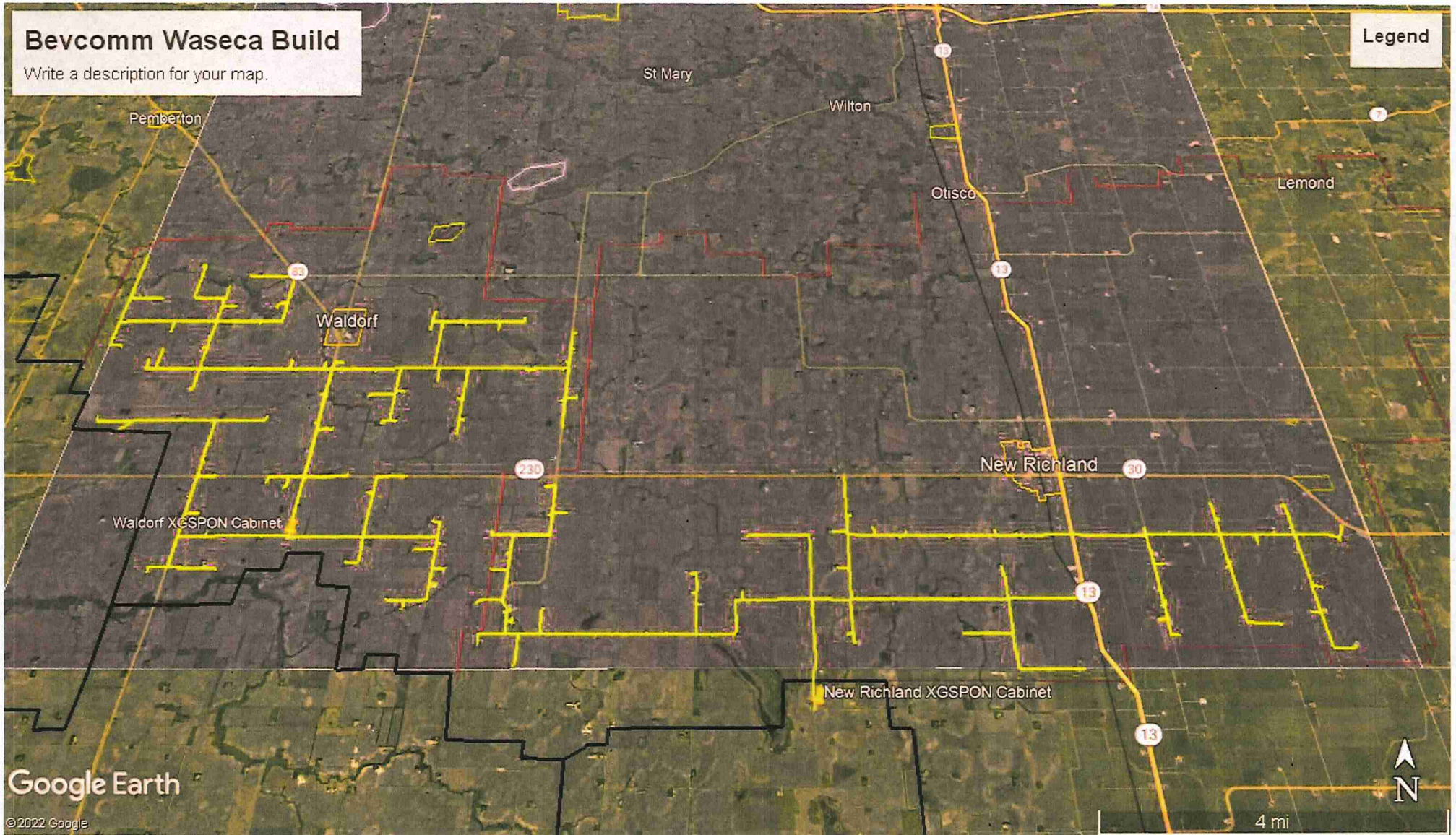
Waseca County, MN



Bevcomm Waseca Build

Write a description for your map.

Legend

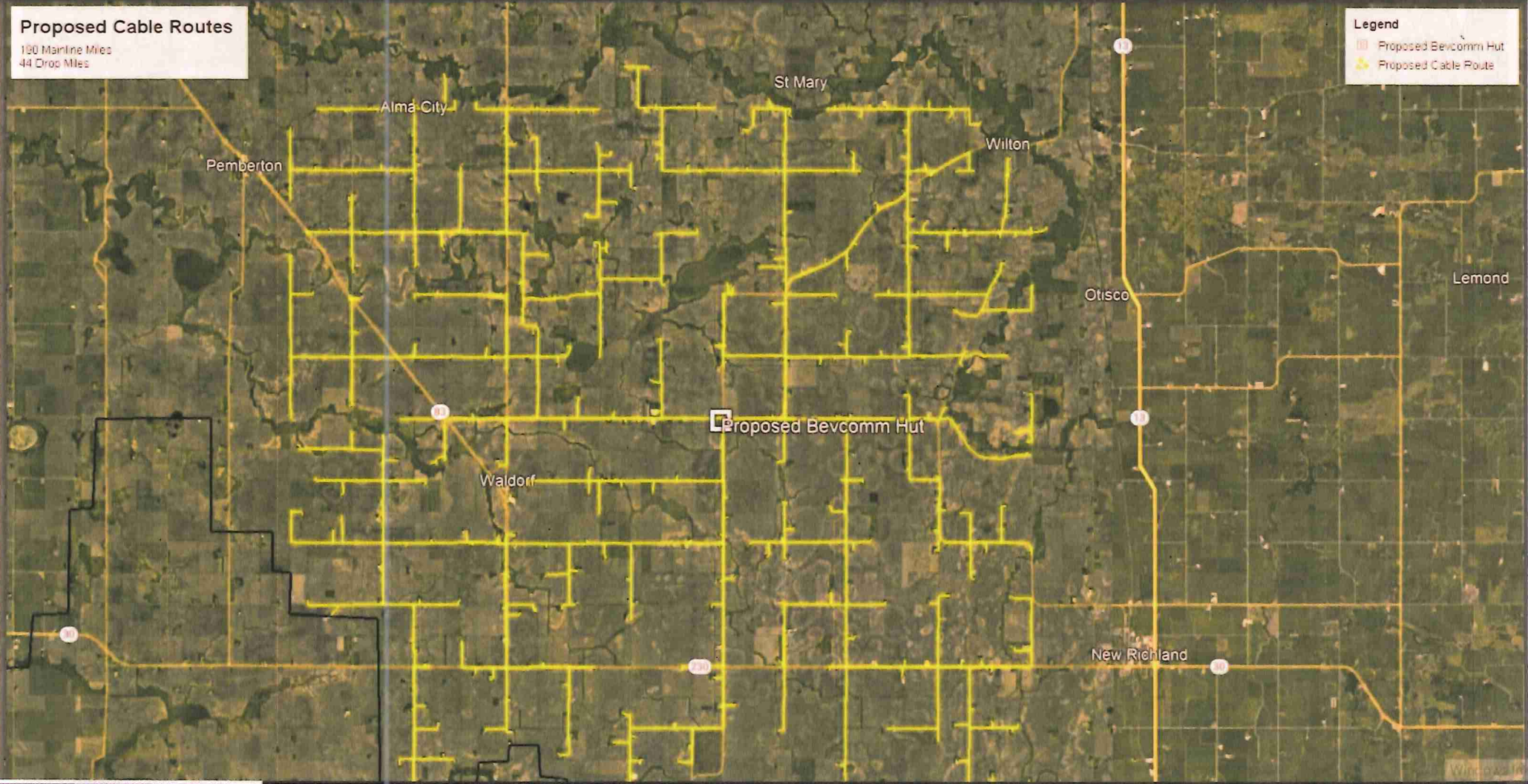


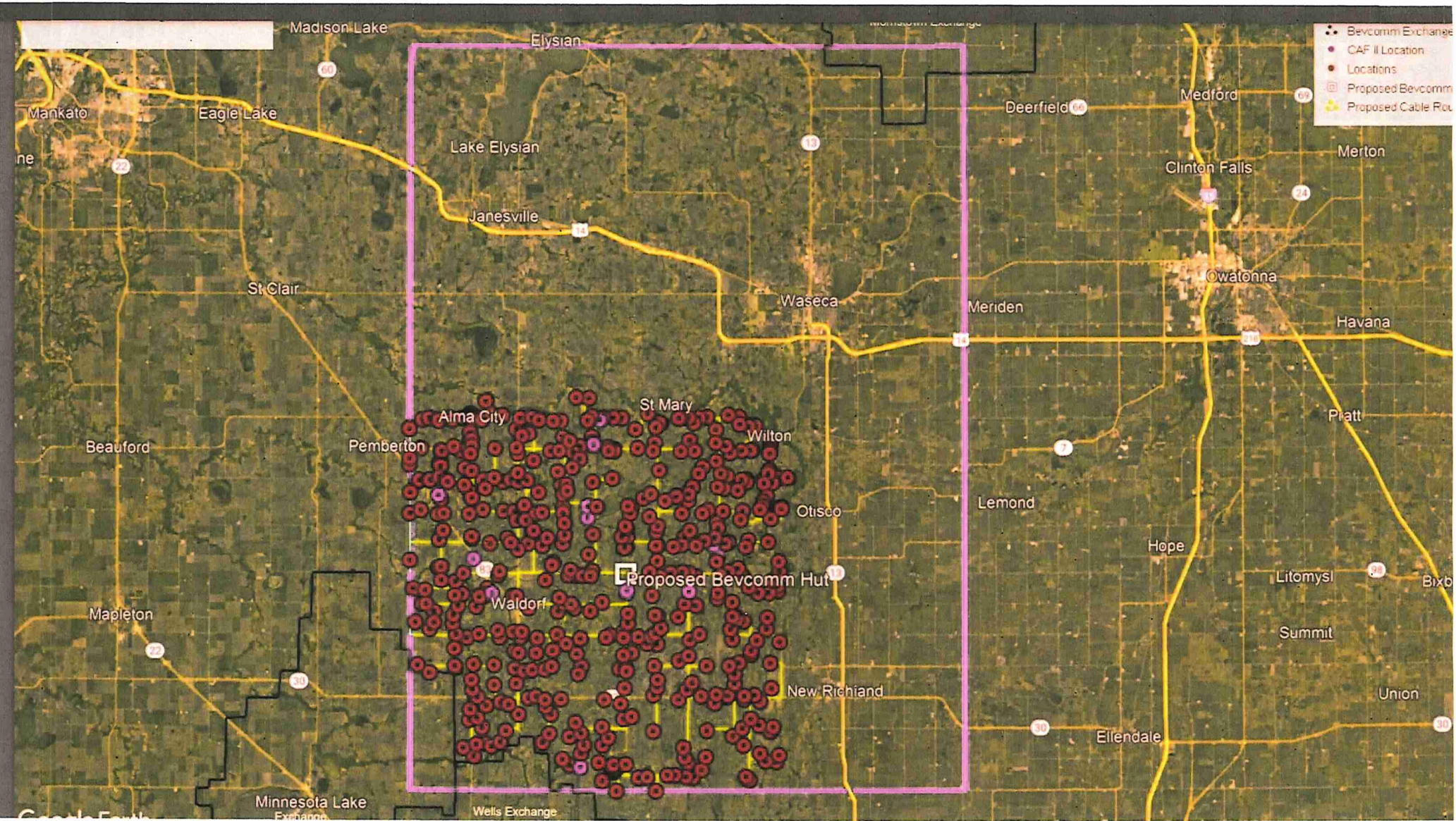
Google Earth

© 2022 Google

Proposed Cable Routes
100 Mainline Miles
44 Drop Miles

Legend
[Pink Box] Proposed Bevcomm Hut
[Yellow Line] Proposed Cable Route





The Details

- 520 homes in Waseca County, outside of Bevcomm's serving area would have a connection made available
- 190 miles of mainline cable, 44 miles of drop cable
- Estimated cost for the 520 homes is \$6,000,000
- A State Broadband Grant would cover \$4,500,000
- Bevcomm will commit \$825,000 plus any cost overruns
- Waseca County would need to commit to \$675,000
 - Waseca County's portion would not need to be paid until completion of the construction, estimated December 2025.

Broadband Speeds and Pricing Beginning July of 2023

Speed	Residential Price	Business Price
100/100 Mb	\$54.95	\$74.95
500/500 Mb	\$74.95	\$104.95
1000/1000 Mb (1Gb)	\$89.95	\$149.95

Additional Services

- Cable TV- \$165.95/month for CATV, Broadband and Telephone - \$117.95 standalone
- Telephone Service- \$25/month
- Managed WiFi- \$7.95/month
- Local Customer Service
- Low Income programs
 - Affordable Connectivity Program (ACP)
 - Bevcomm Low Income Program

Frequently Asked Questions

- What is the expected timeline?
- What is the process
- What if a customer doesn't want a fiber optic line?
- Is there a charge for the installation?
- Are there contracts?



LINE EXTENSION CONNECTION

WHAT IS THE MINNESOTA BROADBAND LINE EXTENSION CONNECTION?

The Line Extension Connection program goal is to connect residents and businesses that lack access to broadband internet service to service providers, and then assist in the expense of extending broadband to those locations.

HOW THE PROGRAM WORKS

Residential and business locations that are unserved (lack access to speeds of at least 25Mbps download and 3Mbps upload) can apply by entering their information into the Line Extension Connection portal*. This will initiate their interest in receiving broadband internet service and make their location available for consideration.

By submitting your address into the Line Extension Connection portal, internet service providers will have the opportunity to review the location and submit a bid based on the cost to bring service to your location.

The Office of Broadband Development will evaluate these bids and required provider documentation and make awards to the providers whose bid proposes the lowest cost to the State for extension of the service.



**Submitting location information into the Line Extension Connection portal does not guarantee extension of service.*

**If a resident or business cannot access the online portal, the Office of Broadband Development can assist in this process. Please call 651-259-7610.*

WHO CAN APPLY

Locations that currently lack broadband service or have actual broadband speeds of less than 25/3Mbps.

FUNDING

The Minnesota Broadband Line Extension Connection Program has been allocated \$15 million in total funding.

Limits per line extension are set by Minnesota law. These limits are:

- A per line extension amount cannot exceed \$25,000.
- The Office of Broadband Development must ensure the bid is a cost-effective use of state funds.

TIMELINE

The Minnesota Broadband Line Extension Connection online portal is accepting applications.

The bidding and review processes must take place before awards can be made. Once made, projects must be completed within 12 months of the contract date.

- At least every six months, OBD will provide Internet Service Providers the listing of addresses requesting service
- Service providers will have 10 days to notify OBD of service availability at those locations
- Service Providers have 60 days to submit bids on locations they would like to extend service to
- OBD will evaluate all bids within 60 days and select the provider whose bid requests the lowest amount of financial support from the state.



mn.gov/deed/programs-services/broadband/extension

Need help applying or to request a paper form? Call 651-259-7610



PO Box 57, 203 N Broadway, New Richland, MN 56072

TEL: (507)465-3514 FAX: (507)465-3375

Web: www.cityofnewrichlandmn.com

October 9th, 2023

Waseca County Broadband Grant Team
Michael Johnson, Waseca County Administrator
Steve Kraus, ACC Fellow, Waseca County

The City of New Richland strongly supports efforts for broadband infrastructure grant in Waseca County, as a good portion of the county does not have access to strong, reliable broadband. This makes it difficult and/or impossible for many of our community members and businesses to access vital programs and services.

We support Waseca County and its partner provided in seeking grants to fund the construction of fiber optic networks which will provide broadband services to homes and businesses now underserved. These home and businesses have little likelihood of being served otherwise as they have been overlooked by other providers and previous federal support programs. The rural nature of our county makes it economically difficult and unattractive for new providers to build such a network on their own.

Broadband Access Drives Economic Growth, Education, and Quality of Life

Connectivity to services in education, healthcare, public safety, and government are vital to the well-being of the residents in our county. Additionally, the community is increasingly demanding access to greater internet bandwidth. What was acceptable 5 years ago in terms of speed is no longer sufficient to promote growth and remain competitive.

Availability of affordable high-speed service broadband services to all residents, businesses, and visitors is essential. Grant funding programs are critical to the development of broadband systems needed to provide access in unserved or underserved areas of Waseca County.

The New Richland City council fully supports Waseca County and its partners pursuing such grant opportunities.

Sincerely,

Chad Neitzel, Mayor

Anthony Martens, City Administrator



PO Box 57, 203 N Broadway, New Richland, MN 56072

TEL: (507)465-3514 FAX: (507)465-3375

Web: www.cityofnewrichlandmn.com

City Administrator's Report

October 9th, 2023, City Council Meeting

Continue working with Department Heads on Capital Plan

Continue working with Department heads on the 2024 Budget

Continue work on the WWTP Chloride Variance Application

Completed monthly ambulance payroll

Completed quarterly council payroll

Continued conversations with intellicents regarding 2024 health insurance

Met with Waseca County Broadband grant representation

Met with 2 alternate payment service providers for utility billing

Worked with city attorney regarding delinquent building permits

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

15th – Tanner Schlueter – AMB

18th – Laura Beckmann - AMB

EMPLOYEE ANNIVERSARIES