

Regular Council Meeting – April 25th, 2022

Members Present

Gail Schmidt
Chad Neitzel
Loren Skelton
Jason Casey
Jody Wynnemer

Others Present

Shell Johnson	Vaughn Carlson	Lee Mendenhall
Dave Dunn	Kelli Carlson	Tom Steidler
Eric Hendrickson	Leo Dorset	Cheryl Pratt
Jim Olson	Teri Dorset	Karl Pratt
Kathy Knudtson	Jerold Ibberson	Ryan Gehrke
Madi Dorsey	Theresa Knudtson	Brandon Herrmann
Wyatt Knudtson	James Johannsen	
Jessica Steinke	Rose Weber	Jessica Lutgens (e)
Dave Dunnette	Dave Wallin	Brenda Routh (e)

Members Absent

The meeting was called to order by Mayor Gail Schmidt at 6:30 p.m.

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda – Motion made by Loren Skelton and 2nd by Jason Casey to approve the agenda as presented. Carried (4 yes, 0 no)

Swearing-In Ceremony

- Mayor Gail Schmidt presented the Oath of Office to Officer Josh Knudtson, swearing him in as the new Police Chief. Knudtson's family pinned on his badge and stars.

Consent Agenda

- Motion was made by Loren Skelton and seconded by Chad Neitzel to approve the minutes from the April 11, 2022, regular council meeting. Carried (4 yes, 0 no)
- Motion was made by Chad Neitzel and seconded by Jody Wynnemer to approve Leadership training for the newly appointed Chief of Police in the amount of \$350.
- Motion was made by Loren Skelton and seconded by Chad Neitzel to promote Part-Time Officer James Johannsen to the Full-Time Police officer position starting at Grade 5, Step 2, \$21.18/ hour with a performance evaluation after 6 months for a possible step increase. Carried (4 yes, 0 no)
- Motion was made by Jody Wynnemer and seconded by Jason Casey to approve repairs to the #270 Squad car at Deml Ford in the amount of \$846.59. Carried (4 yes, 0 no)

Public Comments

- None

Ordinances and Resolutions (see attached)

- Resolution 22-05 Resolution of Police Declaration – Motion was made by Loren Skelton and seconded by Chad Neitzel to approve Resolution 22-05. Carried (4 yes, 0 no)
- Resolution 22-06 Resolution changing street address in New Richland

Recognition

- Mayor Schmidt and the City Council recognized the New Richland Area Sportsmen's Club for their work and dedication to the beautification of St. Olaf Lake and St. Olaf Lake Park.

Reports

1. NR Care Center Report – (see attached)
 - Dave Dunn was present to review the census status, staffing issues, finances and strategic plan/operational risks. The case for HRSA money was re-opened and it was determined that the Care Center did not have to pay back the unused funds. Motion made to accept the NRCC report by Chad Neitzel and seconded by Jason Casey. Carried (4 yes, 0 no)
2. PeopleService Report – (see attached)
 - Shell Johnson was present to review the monthly wastewater department report.
 - Our current chlorides permit is expired (normal) and People Service/City of New Richland are working on the new permit with MN PCA. A meeting will be scheduled with Administrator Martens, Maintenance Lead Eric Hendrickson, Council Person Chad Neitzel and Shell Johnson from People Service to work with MN PCA on how that permit looks.
 - Motion was made by Chad Neitzel and seconded by Jason Casey to approve the Wastewater report. Carried (4 yes, 0 no)
3. Street/Water Report – (see attached)
 - Eric Hendrickson was present to review the Water and Street department report.
 - Motion was made by Chad Neitzel and seconded by Jason Casey to approve the purchase of two loads of gravel at a cost of \$840. Carried (4 yes, 0 no)
 - Motion was made by Chad Neitzel and seconded by Loren Skelton to approve street maintenance utilizing RePlay from Barga Inc. in the amount of \$14,385. Carried (4 yes, 0 no)
 - Jim Olson from Suez/Veolia gave a presentation on the City's water tower maintenance program and outlay for the next few years. The water tower is due for an exterior paint job in 2024.
 - Motion to accept Street/Water report by Chad Neitzel and seconded by Jody Wynnemer. Carried. (4 yes, 0 no)

Unfinished Business

- Motion was made by Loren Skelton and seconded by Chad Neitzel to approve the Legion Field Concession stand agreement as drafted. Carried (4 yes, 0 no)
- Motion was made by Jason Casey and seconded by Chad Neitzel to approve swimming lessons and a modified lifeguard schedule for M-F with the option to increase hours should we hire additional guards. Carried (4 yes, 0 no)
- Discussion regarding METRO copier proposal. Administrator Martens was directed to get more detailed information regarding terms and payments

New Business

- Zoning Request – Rose Weber
 - Weber requested a temporary fence be approved for her driveway to prevent other parties from using it. Motion was made by Jason Casey and seconded by Loren Skelton to allow the fence with lattice materials and pending a final check on zoning requirements by Administrator Martens. Carried. (4 yes, 0 no)
- Zoning Request – Cheryl Pratt
 - Pratt made a request to the council to move from Lot 2, Block 2 in Homestake Subdivision to Lot 1, Block 2 due to setback issues.
 - Motion was made by Chad Neitzel and seconded by Jason Casey to allow the Pratts to exchange lots and proceed with building with any associated costs being paid for by the Pratts. Carried. (4 yes, 0 no)

- MN Valley Council of Governments – Jessica Steinke
 - Steinke provided a presentation on the MN Valley Council of Governments and the benefits that they could provide to the City of New Richland. Motion was made by Chad Neitzel and seconded by Loren Skelton to approve membership with the MN Valley Council of Governments at a cost of approximately \$2,500 pending their general assembly's approval. Carried. (4 yes, 0 no)
- No Mow May – Council Person Casey
 - Discussion on No Mow May. Concerns and benefits were discussed. Administrator Martens was directed to survey local residents regarding the opportunities in preparation for next year should the council choose to participate.
- St. Olaf Lake Concession Stand
 - Discussion regarding the St. Olaf Lake Concession stand. Administrator Martens directed to continue to try and get another restaurant to rent the concession stand. If unable, possibly utilizing the lifeguards to sell concessions.

Miscellaneous

- None

Administrator Report

- Payroll Processing
 - In order to continue to streamline payroll processing the City needs to approve third party access to the fund accounting software. This will also be used for METRO services should those be approved. Motion was made by Loren Skelton and seconded by Jason Casey to approve third party import function for fund accounting at the cost of \$990. Carried. (4 yes, 0 no)

Adjournment – Motion for adjournment made by Chad Neitzel and seconded by Loren Skelton. Carried (4 yes, 0 no) 8:55 p.m.

Submitted by,

Anthony Martens
City Administrator