

Regular Council Meeting – May 23rd, 2022

Members Present

Gail Schmidt
Chad Neitzel
Loren Skelton
Jason Casey

Staff Present

Anthony Martens-City Administrator
Eric Hendrickson-Maintenance Lead
Dave Dunn-Care Center Administrator
Shell Johnson-People Service
Sara Sundve-Ambulance Director
Sara Jo Vulcan-Assistant City Clerk

Others Present

Laina Rajala-NRAF
Ed Gilmore-USDA
Kathy Kronebusch-Library
Dave Dunnett-Sportsmans Club
Betsey Bartness-NRAF
Kermit Schoenrock-NRAF

Members Absent

Jody Wynnemer

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 Chad Neitzel to approve the agenda as amended. Carried (4 yes, 0 no)

Consent Agenda

- Motion made by Chad Neitzel and seconded by Jason Casey to approve the consent agenda. Carried (4 yes, 0 no)

Public Comments

- None

Requests and Presentations

- Laina Rajala from the New Richland Area Foundation was present to present grant awards.
 - Sportsman's Club – Archery Range
 - Library – Adult books
 - City of New Richland – Warning Siren - \$5,000
 - New Richland Ambulance – Scoop Stretcher - \$1,200

Ordinances and Resolutions (see attached)

- None

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. 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.
 - Shell also shared a presentation on the mapping system that People Service uses to document problems, repairs, ect.
 - Motion was made by Loren Skelton and seconded by Chad Neitzel 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 Loren Skelton to approve the purchase of approximately 10 yards of mulch for up to \$500. Carried (4 yes, 0 no)
- Motion was made by Chad Neitzel and seconded by Loren Skelton to approve the purchase of new city signage (green/white) at a cost of \$1,958.16 Carried (4 yes, 0 no)
- Motion was made by Chad Neitzel and seconded by Jason Casey to approve the purchase and installation of two new toilets in the women's bathroom at Legion Field for a cost of \$850 and to purchase maintenance supplies at a cost of \$476.41. Carried (4 yes, 0 no)
- Motion to accept Street/Water report by Chad Neitzel and seconded by Jason Casey. Carried. (4 yes, 0 no)

Unfinished Business

- Motion was made by Loren Skelton and seconded by Chad Neitzel to approve the revised March 2022 financial report as presented. Carried (4 yes, 0 no)
- Ed Gilmore from USDA gave a presentation on the grant that was awarded to the City of New Richland for the purchase of a warning siren. Motion was made by Chad Neitzel and seconded by Loren Skelton to have the mayor and administrator sign the documents necessary to move forward with the project. Carried (4 yes, 0 no)
- Motion was made by Jason Casey and seconded by Chad Neitzel that preference would be to go with Metro DocuWare for document management but there needs to be clarification of the contract terms to determine length of contract and costs. Carried (4 yes, 0 no)
- Administrator Martens presented the 1st draft of the new employee policy manual and transition plan to PTO.

New Business

- Work session was schedule for June 8th, 2022, at 6:00 pm for work on the employee policy manual and nuisance ordinances.
- Motion was made by Jason Casey and seconded by Loren Skelton to approve the EDA suggested \$30 rent increase for Cedar Pointe. Carried (4 yes, 0 no)

Miscellaneous

- None

Administrators Report

- Administrator Martens provided a report to the council on tasks completed since last meeting

Mayor/Council Comments

- Mayor Schmidt shared information regarding the Taste of the Farm event that will be held at Farm America on Tuesday June 7th from 5:00pm to 7:30pm or whenever the food is gone. This event is at no cost and she would like to see representation from New Richland.

Adjournment – Motion for adjournment made by Chad Neitzel and seconded by Loren Skelton. Carried (4 yes, 0 no) 9:09 p.m.

Submitted by,

Anthony Martens
City Administrator