



New Richland City Council Regular Meeting Minutes

February 26th, 2024

Members Present

Chad Neitzel
Loren Skelton
Jody Wynnemer
Jason Casey
Janda Ferguson

Staff Present

Anthony Martens-City Administrator
Eric Hendrickson-Maintenance Lead
Shell Johnson-People Service
Bob Johannsen-Care Center Administrator

Others Present

Pam Goehring Larry Goehring
Mike Abbott Sue Abbott
Sandy Neumann Mark Besser
Kim White e-Dylan Arnold
Missy Czenkus Dustin Lee e-Brenda Routh

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

- Council Person Skelton requested #8 Water Superintendent Compensation be added to New Business.
- Motion made by Loren Skelton and seconded by Janda Ferguson to approve the agenda as amended. Carried (4 yes, 0 no)

Consent Agenda

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

Public Comments

- None

Requests and Presentations

- Kim White and Mark Besser
 - Asked the council to suspend the minimum housing code to allow White to live in her RV while going through medical treatments. City staff will work with county to see if the mobile home park is an option.

Public Hearings

- None

Ordinances and Resolutions (see attached)

1. Motion made by Loren Skelton and seconded by Janda Ferguson to pass resolution 24-04: A Resolution Establishing Banking Authority. Carried (4 yes, 0 no)



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Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
 - Care Center report was presented by Bob Johannsen
 - Motion was made by Loren Skelton and seconded by Jason Casey to approve the Care Center Report. Carried (4 yes, 0 no)
2. People Service Report – Shell Johnson
 - People Service report was presented by Shell Johnson
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve the People Service report. Carried (4 yes, 0 no)
3. Maintenance Report – Eric Hendrickson, Maintenance Lead
 - Maintenance Report was presented by Eric Hendrickson.
 - Motion made by Jody Wynnemer and seconded by Loren Skelton to approve the hiring of J & R Enterprises to exercise water shutoffs at a cost of up to \$3,500. Carried (4 yes, 0 no)
 - Motion made by Loren Skelton and seconded by Janda Ferguson to approve the purchase of new check valves from DSG at a cost of \$4,930.54. Carried (4 yes, 0 no)
 - Motion made by Loren Skelton and seconded by Janda Ferguson to approve Bargen to seal coat at a cost of \$8,785 from the capital funds for 2024. Carried (4 yes, 0 no)
 - Motion made by Janda Ferguson and seconded by Jason Casey to approve the Maintenance Department report. Carried (4 yes, 0 no)

Unfinished Business

1. Classification and Compensation
 - Classification and compensation discussion was moved to New Business #8

New Business

1. January 2024 Check Register
 - a. Motion made by Loren Skelton and seconded by Janda Ferguson to approve January 2024 Check Register. Carried (4 yes, 0 no)
2. January 2024 Financials
 - a. Motion made by Loren Skelton and seconded by Janda Ferguson to approve January 2024 financials. Carried (4 yes, 0 no)
3. Swimming Lessons/Lifeguards/Concessions
 - a. Motion made by Jason Casey and seconded by Loren Skelton to approve hiring 4 lifeguards for swimming lessons only. Should the city see an increase in use of the lake and swimming area, the council would revisit hiring additional guards. Carried (4 yes, 0 no)
4. Roof Inspections 2024
 - a. Motion made by Loren Skelton and seconded by Janda Ferguson to not have roofs inspected every other year making 2025 the next inspection year. Carried (4 yes, 0 no)
5. Prairie Senior Cottages Community Engagement
 - a. Missy Czenkus and Dustin Lee from Prairie Senior Cottages presented their community engagement plans to the city council.
6. Police Department Squad Repair



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- a. Motion made by Loren Skelton and seconded by Janda Ferguson to approve squad repairs in the amount of \$1,203.12. Carried (4 yes, 0 no)

New Business *continued*

7. Mayor Resignation

- a. Mayor Neitzel will be moving out of town April 1st and will be resigning at that time. Administrator Martens presented options to the council on how to move forward when his resignation takes place.

8. Water Supervisor Pay/Compensation Plan

- a. Discussion regarding compensation for duties related to sampling and reporting water now that Eric is certified to do those duties. Conflicting information as those duties are part of his job description.
- b. Motion made by Loren Skelton and seconded by Jason Casey to contract with David Drown and Associates at a rate of \$3,000 to re-evaluate all job descriptions and update with current market data including adjusting Eric's job description to depict more accurately what he does. Carried (4 yes, 0 no)

Miscellaneous

- There will be a going away party for Sara Jo on March 8th, 2024, from 3pm-4pm at City Hall

Administrators Report

- Administrator Martens provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Janda Ferguson and seconded by Jody Wynnemer to approve the City Administrators report. Carried (4 yes, 0 no)

Mayor/Council Comments

Adjournment – Motion for adjournment made by Loren Skelton and seconded by Janda Ferguson.
Carried (4 yes, 0 no) 7:59 p.m.

Submitted by,

Anthony Martens
City Administrator