



New Richland City Council Regular Meeting Minutes

March 11th, 2024

Members Present

Chad Neitzel
Loren Skelton
Jody Wynnemer
Jason Casey
Janda Ferguson

Staff Present

Anthony Martens-City Administrator
Tanyce Bruegger-Chief of Police
Sarah Sundve-Ambulance Director

Others Present

Larry Goehring Pam Goehring
Wayne Barto e-Dylan Arnold
e-Eric Hendrickson

Members Absent

None

The meeting was called to order by Mayor Chad Netizel at 6:30 pm.

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda

- Administrator Martens requested to add Requests and Presentations #1: Wayne Barto on behalf of Cary Barto – Water/Sewer Bill Request and New Business #7: Employee Contracts and Performance Evaluations.
- Motion made by Jody Wynnemer 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

1. Wayne Barto
 - Broken Pipe caused a significant water bill over \$5,000 to autopay out of his father's account. He is looking for relief. Council discussed and tabled the discussion as most likely there will be an additional large bill coming on the next bill cycle. Barto asked city staff to shut water off at the curb stop. Administrator Martens will make the request to City Maintenance Staff.

Public Hearings

- None

Ordinances and Resolutions (see attached)

- None



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Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
 - Ambulance report was presented by Ambulance Director Sundve.
 - Motion was made by Jason Casey and seconded by Janda Ferguson to approve the Ambulance Department report. Carried (4 yes, 0 no)
2. Fire Department Report – Josh Moen, Fire Chief
 - Fire Department report was presented in writing by Chief Moen
 - Motion made by Jason Casey and seconded by Janda Ferguson to approve the Fire Department report. Carried (4 yes, 0 no)
3. Police Department Report – Chief Bruegger
 - Police Department report was presented by Chief Bruegger.
 - Chief Bruegger discussed with the council her intention to integrate body worn cameras into the police department. Motion was made by Jason Casey and seconded by Loren Skelton to set a public hearing for public comment on body worn cameras for April 8th, 2024, at 6:35 pm. Carried (4 yes, 0 no)
 - Motion made by Janda Ferguson and seconded by Jason Casey to approve the Police Department report. Carried (4 yes, 0 no)

Unfinished Business

1. Hydrology Study Update
 - Administrator Martens provided an update on the Hydrology Study. Next step will be more in-depth models with cost analysis in the next 6 to 8 weeks.
2. Assistant City Clerk Update
 - Received 6 applications. Interviews scheduled for next week.
3. THC Survey Update
 - Almost entirely negative response from citizens for a city run dispensary.
4. RV Parking Update
 - County was able to allow RV to park temporarily at the Mobile Home Park.
5. Classification and Compensation Update
 - Eric's position did move up a grade. Waiting on market data for more significant update.
6. Mayor Transition
 - Motion made by Janda Ferguson and seconded by Jody Wynnemer to appoint Loren Skelton to fulfil the remainder of Chad Neitzel's term as Mayor effective April 2nd, 2024, through December 31st, 2024. Carried (4 yes, 0 no)
 - This will create a vacancy on the council. Administrator Martens will draft a resolution for the next meeting. Council will ask for letters of interest due Friday April 5th and will review for possible appointment at the April 8th meeting.

New Business

1. Administrative Services Contract with Sara Jo Vulcan
 - a. Motion made by Jason Casey and seconded by Loren Skelton to approve an administrative services contract with Sara Jo Vulcan at a rate of \$25/hour at up to 20 hours per week. Carried (4 yes, 0 no)
2. Reshape & Regrade Swale West of N Elm Ave
 - a. Motion made by Jody Wynnemer and seconded by Jason Casey to approve Dobberstein Backhoe to regrade the swale West of N Elm Ave at a cost of \$670. Carried (4 yes, 0 no)



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New Business continued.

3. Water Softeners at Cedar Pointe
 - a. Motion made by Janda Ferguson and seconded by Jason Casey to approve removal and installation of new Culligan water softeners at Cedar Pointe at a cost of \$2500 and a rental cost of \$450/ month. Carried (4 yes, 0 no)
4. Public Hearing for Electric Franchise Agreement
 - a. Motion made by Jason Casey and seconded by Jody Wynnemer to set a public hearing for the extension of the Electric Franchise Agreement for March 25th, 2024, at 6:35 pm. Carried (4 yes, 0 no)
5. WWTP Pump Repair
 - a. Motion made by Jody Wynnemer and Seconded by Jason Casey to approve the repair of the WWTP pump by Minnesota Pump Works at a cost of \$1,814 to be paid for by ARPA funds. Carried (4 yes, 0 no)
6. Water Plant
 - a. Motion made by Loren Skelton and seconded by Janda Ferguson to approve the purchase of flow meter from Flow Control Automation at a cost of \$3,602.44, Consulting work by LeBlanc Consulting at a cost of \$1,537.50 and a chemical injection pipe at a cost of \$1,385 from Minnesota Pump Works at a cost of \$1,385 all to be paid from ARPA funds. Carried (4 yes, 0 no)

Miscellaneous

- None

Administrators Report

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

Mayor/Council Comments

Adjournment – Motion for adjournment made by Janda Ferguson and seconded by Jason Casey.
Carried (4 yes, 0 no) 7:50 p.m.

Submitted by,

Anthony Martens
City Administrator