



New Richland City Council Regular Meeting Agenda

March 25th, 2024

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 Minutes from the 3/11/24 Regular 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

1. Cary Barto Property – Wayne Barto

Public Hearings

- 6:35pm** Ordinance 24-01: A Public Hearing Extending Franchise Fee for Electric Franchise
- Ordinance 24-02: Franchise Fee Charging Ordinance

Ordinances and Resolutions

1. Ordinance 24-01: An Ordinance Granting an Electric Franchise Agreement
2. Ordinance 24-02: Franchise Fee Charging Ordinance
3. Resolution 24-05: A Resolution Declaring a Council Vacancy

Department Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
2. People Service Report – Shell Johnson
3. Street/Maintenance Report – Eric Hendrickson, Maintenance Lead

Unfinished Business

New Business

1. Request for Squad Radar Purchase
2. Stryker Cot Maintenance Plan Purchase Request – Ambulance
3. Family Insurance Contribution Discussion / Action
4. Assistant City Clerk Employment Offer

Miscellaneous

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday April 8th, 2024.



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 Deputy 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)



New Richland City Council Regular Meeting Minutes

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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

Bill History

01-00001294-02-1 BARTO, CARY & SHIRLY 113 SE 1ST ST NEW RICHLAND MN 56072-1200

Type	Charge	Amount	Date	Prev Read	Prev Read Date	Curr Read	Curr Read Date	Usage	Bill Per	Year
For 01-00001294-02-1 113 SE 1ST ST										
Calculation Number 321										
Prev Bal		\$1.44							2	2024
Receipt		\$1.44	2/6/2024						2	2024
Service	WATER	\$2,912.40	2/13/2024	101730	1/12/2024	392170	2/13/2024	290440	2	2024
Service	SEWER	\$3,495.28	2/13/2024					290440	2	2024
Service	METER SURC	\$0.81	2/13/2024						2	2024
Service	CAP IMPROV	\$2.00	2/13/2024						2	2024
Service	SEWER CAP I	\$3.00	2/13/2024						2	2024
Service	GARBAGE	\$18.60	2/13/2024						2	2024
Surcharge	Sales Tax Garb	\$1.81	2/13/2024						2	2024
Cur Charges		\$6,433.90	2/13/2024						2	2024
Total		\$6,433.90	2/13/2024						2	2024
Calculation Number 321										
Calculation Number 322										
Prev Bal		\$6,433.90							3	2024
Receipt		\$1,433.90	3/6/2024						3	2024
Receipt		\$5,000.00	3/6/2024						3	2024
Service	WATER	\$3,381.00	3/14/2024	392170	2/13/2024	729470	3/13/2024	337300	3	2024
Service	SEWER	\$4,057.60	3/14/2024					337300	3	2024
Service	METER SURC	\$0.81	3/14/2024						3	2024
Service	CAP IMPROV	\$2.00	3/14/2024						3	2024
Service	SEWER CAP I	\$3.00	3/14/2024						3	2024
Service	GARBAGE	\$18.60	3/14/2024						3	2024
Surcharge	Sales Tax Garb	\$1.81	3/14/2024						3	2024
Cur Charges		\$7,464.82	3/14/2024						3	2024
Total		\$7,464.82	3/14/2024						3	2024

Calculation Number 322

For 01-00001294-02-1 113 SE 1ST ST

FILTER: ([full Account number] = "010000129402") and ((([calculation number] = 322) or ([calculation number] = 321))



ELECTRIC FRANCHISE ORDINANCE

ORDINANCE NO. 24-01.

CITY OF NEW RICHLAND, WASECA COUNTY, MINNESOTA

AN ORDINANCE GRANTING TO NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION, ITS SUCCESSORS AND ASSIGNS, PERMISSION TO CONSTRUCT, OPERATE, REPAIR AND MAINTAIN IN THE CITY OF NEW RICHLAND, MINNESOTA, AN ELECTRIC DISTRIBUTION SYSTEM AND TRANSMISSION LINES, INCLUDING NECESSARY POLES, LINES, FIXTURES AND APPURTENANCES, FOR THE FURNISHING OF ELECTRIC ENERGY TO THE CITY, ITS INHABITANTS, AND OTHERS, AND TO USE THE PUBLIC GROUNDS AND PUBLIC WAYS OF THE CITY FOR SUCH PURPOSES.

THE CITY COUNCIL OF THE CITY OF NEW RICHLAND, WASECA COUNTY, MINNESOTA, ORDAINS:

SECTION 1. DEFINITIONS.

For purposes of this Ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

- 1.1 **City.** The City of New Richland, County of Waseca, State of Minnesota.
- 1.2 **City Utility System.** Facilities used for providing non-energy related public utility service owned or operated by City or agency thereof, including sewer and water service, but excluding facilities for providing heating, lighting or other forms of energy.
- 1.3 **Commission.** The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government, which preempts all, or part of the authority to regulate electric retail rates now vested in the Minnesota Public Utilities Commission.
- 1.4 **Company.** Northern States Power Company, a Minnesota corporation, its successors and assigns.
- 1.5 **Electric Facilities.** Electric transmission and distribution towers, poles, lines, guys, anchors, conduits, fixtures, and necessary appurtenances owned or operated by Company for the purpose of providing electric energy for public use.
- 1.6 **Notice.** A written notice served by one party on the other party referencing one or more provisions of this Ordinance. Notice to Company shall be mailed to the General Counsel, 401 Nicollet Mall, 8th Floor, Minneapolis, MN 55401. Notice to the City shall be mailed to the City Administrator, PO Box 57, New Richland, MN 56072. Either party may change its respective address for the purpose of this Ordinance by written notice to the other party.
- 1.7 **Public Ground.** Land owned by the City for park, open space or similar purpose, which is held for use in common by the public.

1.8 **Public Way.** Any street, alley, walkway or other public right-of-way within the City.

SECTION 2. ADOPTION OF FRANCHISE.

2.1 **Grant of Franchise.** City hereby grants Company, for a period of 20 years from the date passed and approved by the City, the right to transmit and furnish electric energy for light, heat, power and other purposes for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future. For these purposes, Company may construct, operate, repair and maintain Electric Facilities in, on, over, under and across the Public Grounds and Public Ways of City, subject to the provisions of this Ordinance. Company may do all reasonable things necessary or customary to accomplish these purposes, subject, however, to such reasonable regulations as may be imposed by the City pursuant to ordinance and to the further provisions of this franchise agreement.

2.2 **Effective Date; Written Acceptance.** This franchise agreement shall be in force and effect from and after passage of this Ordinance, its acceptance by Company, and its publication as required by law. The City, by Council resolution, may revoke this franchise agreement if Company does not file a written acceptance with the City within 90 days after publication.

2.3 **Service and Rates.** The service to be provided and the rates to be charged by Company for electric service in City are subject to the jurisdiction of the Commission. The area within the City in which Company may provide electric service is subject to the provisions of Minnesota Statutes, Section 216B.40.

2.4 **Publication Expense.** The expense of publication of this Ordinance will be paid by City and reimbursed to City by Company.

2.5 **Dispute Resolution.** If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used, or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this franchise or for such other relief as may be permitted by law or equity for breach of contract, or either party may take any other action permitted by law.

SECTION 3. LOCATION, OTHER REGULATIONS.

3.1 **Location of Facilities.** Electric Facilities shall be located, constructed and maintained so as not to interfere with the safety and convenience of ordinary travel along and over Public Ways and so as not to disrupt normal operation of any City Utility System previously installed therein. Electric Facilities shall be located on Public Grounds as determined by the City. Company's construction, reconstruction, operation, repair, maintenance and location of Electric Facilities shall be subject to permits if required by separate ordinance and to other reasonable regulations of the City to the extent not inconsistent with the terms of this franchise agreement. Company may abandon underground Electric Facilities in place, provided at the City's request, Company will remove abandoned metal or concrete

encased conduit interfering with a City improvement project, but only to the extent such conduit is uncovered by excavation as part of the City improvement project.

3.2 Field Locations. Company shall provide field locations for its underground Electric Facilities within City consistent with the requirements of Minnesota Statutes, Chapter 216D.

3.3 Street Openings. Company shall not open or disturb any Public Ground or Public Way for any purpose without first having obtained a permit from the City, if required by a separate ordinance, for which the City may impose a reasonable fee subject to Section 9.1 of this Ordinance.. Permit conditions imposed on Company shall not be more burdensome than those imposed on other utilities for similar facilities or work. Company may, however, open and disturb any Public Ground or Public Way without permission from the City where an emergency exists requiring the immediate repair of Electric Facilities. In such event Company shall notify the City by telephone to the office designated by the City as soon as practicable. Not later than the second working day thereafter, Company shall obtain any required permits and pay any required fees.

3.4 Restoration. After undertaking any work requiring the opening of any Public Ground or Public Way, Company shall restore the same, including paving and its foundation, to as good a condition as formerly existed, and shall maintain any paved surface in good condition for one year thereafter. The work shall be completed as promptly as weather permits, and if Company shall not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the Public Ground or Public Way in the said condition, the City shall have, after demand to Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City. This remedy shall be in addition to any other remedy available to the City for noncompliance with this Section 3.4, but the City hereby waives any requirement for Company to post a construction performance bond, certificate of insurance, letter of credit or any other form of security or assurance that may be required, under a separate existing or future ordinance of the City, of a person or entity obtaining the City's permission to install, replace or maintain facilities in a Public Way.

3.5 Avoid Damage to Electric Facilities. Nothing in this Ordinance relieves any person from liability arising out of the failure to exercise reasonable care to avoid damaging Electric Facilities while performing any activity.

3.6 Notice of Improvements. The City must give Company reasonable notice of plans for improvements to Public Grounds or Public Ways where the City has reason to believe that Electric Facilities may affect or be affected by the improvement. The notice must contain: (i) the nature and character of the improvements, (ii) the Public Grounds and Public Ways upon which the improvements are to be made, (iii) the extent of the improvements, (iv) the time when the City will start the work, and (v) if more than one Public Ground or Public Way is involved, the order in which the work is to proceed. The notice must be given to Company a sufficient length of time in advance of the actual commencement of the work to permit Company to make any necessary additions, alterations or repairs to its Electric Facilities.

3.7 Shared Use of Poles. Company shall make space available on its poles or towers for City fire, water utility, police or other City facilities upon terms and conditions acceptable to Company whenever such use will not interfere with the use of such poles or towers by Company, by another electric utility, by a telephone utility, or by any cable television company or other form of communication

company. In addition, the City shall pay for any added cost incurred by Company because of such use by City.

SECTION 4. RELOCATIONS.

4.1 Relocation of Electric Facilities in Public Ways. If the City determines to vacate a Public Way for a City improvement project, or at City's cost to grade, regrade, or change the line of any Public Way, or construct or reconstruct any City Utility System in any Public Way, it may order Company to relocate its Electric Facilities located therein if relocation is reasonably necessary to accomplish the City's proposed public improvement. Except as provided in Section 4.3, Company shall relocate its Electric Facilities at its own expense. The City shall give Company reasonable notice of plans to vacate for a City improvement project, or to grade, regrade, or change the line of any Public Way or to construct or reconstruct any City Utility System. If a relocation is ordered within five years of a prior relocation of the same Electric Facilities, which was made at Company expense, the City shall reimburse Company for non-betterment costs on a time and material basis, provided that if a subsequent relocation is required because of the extension of a City Utility System to a previously unserved area, Company may be required to make the subsequent relocation at its expense. Nothing in this Ordinance requires Company to relocate, remove, replace or reconstruct at its own expense its Electric Facilities where such relocation, removal, replacement or reconstruction is solely for the convenience of the City and is not reasonably necessary for the construction or reconstruction of a Public Way or City Utility System or other City improvement.

4.2 Relocation of Electric Facilities in Public Ground. City may require Company, at Company's expense, to relocate or remove its Electric Facilities from Public Ground upon a finding by City that the Electric Facilities have become or will become a substantial impairment to the existing or proposed public use of the Public Ground.

4.3 Projects with Federal Funding. City shall not order Company to remove or relocate its Electric Facilities when a Public Way is vacated, improved or realigned for a right-of-way project or any other project which is financially subsidized in whole or in part by the Federal Government or any agency thereof, unless the reasonable non-betterment costs of such relocation are first paid to Company. The City is obligated to pay Company only for those portions of its relocation costs for which City has received federal funding specifically allocated for relocation costs in the amount requested by the Company, which allocated funding the City shall specifically request. Relocation, removal or rearrangement of any Company Electric Facilities made necessary because of a federally-aided highway project shall be governed by the provisions of Minnesota Statutes, Section 161.46, as supplemented or amended. It is understood that the rights herein granted to Company are valuable rights.

4.4 No Waiver. The provisions of this franchise apply only to facilities constructed in reliance on a franchise from the City and shall not be construed to waive or modify any rights obtained by Company for installations within a Company right-of-way acquired by easement or prescriptive right before the applicable Public Ground or Public Way was established, or Company's rights under state or county permit.

SECTION 5. TREE TRIMMING.

Company may trim all trees and shrubs in the Public Grounds and Public Ways of City to the extent Company finds necessary to avoid interference with the proper construction, operation, repair and maintenance of any Electric Facilities installed hereunder, provided that Company shall save the City harmless from any liability arising therefrom, and subject to permit or other reasonable regulation by the City.

SECTION 6. INDEMNIFICATION.

6.1 Indemnity of City. Company shall indemnify, keep and hold the City free and harmless from any and all liability on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the Electric Facilities located in the Public Grounds and Public Ways. The City shall not be indemnified for losses or claims occasioned through its own negligence except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work. The City shall not be indemnified if the injury or damage results from the performance in a proper manner, of acts reasonably deemed hazardous by Company, and such performance is nevertheless ordered or directed by City after notice of Company's determination.

6.2 Defense of City. In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense shall defend the City in such suit if written notice thereof is promptly given to Company within a period wherein Company is not prejudiced by lack of such notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent shall not be unreasonably withheld. This section is not, as to third parties, a waiver of any defense or immunity otherwise available to the City and Company, in defending any action on behalf of the City, shall be entitled to assert in any action every defense or immunity that the City could assert in its own behalf.

SECTION 7. VACATION OF PUBLIC WAYS.

The City shall give Company at least two weeks prior written notice of a proposed vacation of a Public Way. Except where required for a City improvement project, the vacation of any Public Way, after the installation of Electric Facilities, shall not operate to deprive Company of its rights to operate and maintain such Electric Facilities, until the reasonable cost of relocating the same and the loss and expense resulting from such relocation are first paid to Company. In no case, however, shall City be liable to Company for failure to specifically preserve a right-of-way under Minnesota Statutes, Section 160.29.

SECTION 8. CHANGE IN FORM OF GOVERNMENT.

Any change in the form of government of the City shall not affect the validity of this Ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligations of the City provided in this Ordinance.

SECTION 9. FRANCHISE FEE.

9.1 **Fee Schedule.** During the term of the franchise hereby granted, and in lieu of any permit or other fees being imposed on Company, the City may impose on Company a franchise fee by collecting the amounts indicated in a Fee Schedule set forth in a separate ordinance from each customer in the designated Company Customer Class. The parties have agreed that the franchise fee collected by the Company and paid to the City in accordance with this Section 9 shall not exceed the following amounts.

<u>Class</u>	<u>Fee Per Premise Per Month</u>
Residential	\$ 5.00
Sm C & I – Non-Demand	\$ 5.00
Sm C & I – Demand	\$ 5.00
Large C & I	\$ 5.00
Public Street Lighting	\$ 0.00
Muni Pumping –Non-Demand	\$ 0.00
Muni Pumping – Demand	\$ 0.00

9.2 **Separate Ordinance.** The franchise fee shall be imposed by a separate ordinance duly adopted by the City Council, which ordinance shall not be adopted until at least 90 days after written notice enclosing such proposed ordinance has been served upon Company by certified mail. The fee shall not become effective until the beginning of a Company billing month at least 90 days after written notice enclosing such adopted ordinance has been served upon Company by certified mail. Section 2.5 shall constitute the sole remedy for solving disputes between Company and the City in regard to the interpretation of, or enforcement of, the separate ordinance. No action by the City to implement a separate ordinance will commence until this Ordinance is effective. A separate ordinance which imposes a lesser franchise fee on the residential class of customers than the maximum amount set forth in Section 9.1 above shall not be effective against Company unless the fee imposed on each other customer classification is reduced proportionately in the same or greater amount per class as the reduction represented by the lesser fee on the residential class.

9.3 **Terms Defined.** For the purpose of this Section 9, the following definitions apply:

9.3.1 “Customer Class” shall refer to the classes listed on the Fee Schedule and as defined or determined in Company’s electric tariffs on file with the Commission.

9.3.2 “Fee Schedule” refers to the schedule in Section 9.1 setting forth the various customer classes from which a franchise fee would be collected if a separate ordinance were implemented immediately after the effective date of this franchise agreement. The Fee Schedule in the separate ordinance may include new Customer Class added by Company to its electric tariffs after the effective date of this franchise agreement.

9.4 **Collection of the Fee.** The franchise fee shall be payable quarterly and shall be based on the amount collected by Company during complete billing months during the period for which payment is to be made by imposing a surcharge equal to the designated franchise fee for the applicable customer classification in all customer billings for electric service in each class. The payment shall be due the last business day of the month following the period for which the payment is made. The franchise

fee may be changed by ordinance from time to time; however, each change shall meet the same notice requirements and not occur more often than annually and no change shall require a collection from any customer for electric service in excess of the amounts specifically permitted by this Section 9. The time and manner of collecting the franchise fee is subject to the approval of the Commission. No franchise fee shall be payable by Company if Company is legally unable to first collect an amount equal to the franchise fee from its customers in each applicable class of customers by imposing a surcharge in Company's applicable rates for electric service. Company may pay the City the fee based upon the surcharge billed subject to subsequent reductions to account for uncollectibles, refunds and correction of erroneous billings. Company agrees to make its records available for inspection by the City at reasonable times provided that the City and its designated representative agree in writing not to disclose any information which would indicate the amount paid by any identifiable customer or customers or any other information regarding identified customers.

9.5 **Equivalent Fee Requirement.** The separate ordinance imposing the fee shall not be effective against Company unless it lawfully imposes and the City monthly or more often collects a fee or tax of the same or greater equivalent amount on the receipts from sales of energy within the City by any other energy supplier, provided that, as to such a supplier, the City has the authority to require a franchise fee or to impose a tax. The "same or greater equivalent amount" shall be measured, if practicable, by comparing amounts collected as a franchise fee from each similar customer, or by comparing, as to similar customers the percentage of the annual bill represented by the amount collected for franchise fee purposes. If the Company specifically consents in writing to a franchise or separate ordinance collecting or failing to collect a fee from another energy supplier in contravention of this Section 9.5, the foregoing conditions will be waived to the extent of such written consent.

SECTION 10. PROVISIONS OF ORDINANCE.

10.1 **Severability.** Every section, provision, or part of this Ordinance is declared separate from every other section, provision, or part and if any section, provision, or part shall be held invalid, it shall not affect any other section, provision, or part. Where a provision of any other City ordinance conflicts with the provisions of this Ordinance, the provisions of this Ordinance shall prevail.

10.2 **Limitation on Applicability.** This Ordinance constitutes a franchise agreement between the City and Company as the only parties, and no provision of this franchise shall in any way inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third party beneficiary of the agreement or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.

SECTION 11. AMENDMENT PROCEDURE.

Either party to this franchise agreement may at any time propose that the agreement be amended to address a subject of concern and the other party will consider whether it agrees that the amendment is mutually appropriate. If an amendment is agreed upon, this Ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon the filing of Company's written consent thereto.

with the City Clerk within 90 days after the date of final passage by the City of the amendatory ordinance.

SECTION 12. PREVIOUS FRANCHISES SUPERSEDED.

This franchise supersedes any previous electric franchise granted to Company or its predecessor.

Passed and approved this 25th Day of March 2024.

Mayor

Attest:

City Administrator

Date Published: _____



ORDINANCE NO. 24-02

AN ORDINANCE IMPLEMENTING AN ELECTRIC SERVICE FRANCHISE FEE ON NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF NEW RICHLAND, MN

THE CITY COUNCIL OF THE CITY OF NEW RICHLAND DOES ORDAIN:

SECTION 1. The City of New Richland Municipal Code is hereby amended to include reference to the following Special Ordinance.

Subd. 1. Purpose. The New Richland City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide electric services within the City of New Richland.

- (a) Pursuant to City Ordinance 12-01, a Franchise Agreement between the City of New Richland and Northern States Power Company, a Minnesota corporation, its successors and assigns, the City has the right to impose a franchise fee on Northern States Power Company, a Minnesota corporation, its successors and assigns, in an amount and fee design as set forth in Section 9 of the Northern States Power Company Franchise and in the fee schedule attached hereto as Schedule A.

Subd. 2. Franchise Fee Statement. A franchise fee is hereby imposed on Northern States Power Company, a Minnesota Corporation, its successors and assigns, under its electric franchise in accordance with the schedule attached here to and made a part of this Ordinance, commencing with the NSPM July, 2024 billing month.

This fee is an account-based fee on each premise and not a meter-based fee. In the event that an entity covered by this ordinance has more than one meter at a single premise, but only one account, only one fee shall be assessed to that account. If a premise has two or more meters being billed at different rates, the Company may have an account for each rate classification, which will result in more than one franchise fee assessment for electric service to that premise. If the Company combines the rate classifications into a single account, the franchise fee assessed to the account will be the largest franchise fee applicable to a single rate classification for energy delivered to that premise. In the event any entities covered by this ordinance have more than one premise, each premise (address) shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any premise, the Company's manner of billing for energy used at all similar premises in the city will control.

Subd. 3. Payment. The said franchise fee shall be payable to the City in accordance with the terms set forth in Section 9 of the Franchise.

Subd. 4. Surcharge. The City recognizes that the Minnesota Public Utilities Commission may allow Company to add a surcharge to customer rates of city residents to reimburse Company for the cost of the fee.

Subd. 5. Enforcement. Any dispute, including enforcement of a default regarding this ordinance will be resolved in accordance with Section 2.5 of the Franchise Agreement.

Subd. 6. Effective Date of Franchise Fee. The effective date of this Ordinance shall be after its publication and ninety (90) days after the sending of written notice enclosing a copy of this adopted Ordinance to NSPM by certified mail. Collection of the fee shall commence as provided above.

Passed and approved this 25th Day of March 2024.

Mayor

Attest:

City Administrator

SEAL

SCHEDULE A

Franchise Fee Rates:

Electric Utility

The franchise fee shall be in an amount determined by applying the following schedule per customer premise/per month based on metered service to retail customers within the City:

<u>Class</u>	<u>Amount per month</u>
Residential	\$ 1.00
Sm C & I – Non-Demand	\$ 1.00
Sm C & I – Demand	\$ 1.00
Large C & I	\$ 1.00
Public Street Lighting	\$ 0.00
Muni Pumping –Non-Demand	\$ 0.00
Muni Pumping – Demand	\$ 0.00

Franchise fees are submitted to the City on a quarterly basis as follows:

January – March collections due by April 30.

April – June collections due by July 31.

July – September collections due by October 31.

October – December collections due by January 31.



RESOLUTION 24-02

A RESOLUTION DECLARING A COUNCIL VACANCY

WHEREAS Loren Skelton was elected as a City Council member on November 7th, 2022; and

WHEREAS, said office has a four-year term that expires December 31st, 2026.

WHEREAS Loren Skelton was appointed as Mayor of New Richland effective April 2nd, 2024, thereby vacating his City Council member seat.

NOW THEREFORE, BE IT RESOVED by the City Council of New Richland, Minnesota that effective April 2nd, 2024, the City Council declares a vacancy to exist in the office of the City Council

Adopted by the City Council of the City of New Richland, Minnesota, this 25th, day of March 2024.

Attest:

(Mayor)

(City Administrator)

New Richland City Council

25 Mar 2024

New Richland Care Center

Operations:

Average census = 33 Current census is 40

Referrals: 52 Accepted 18, admitted 7. Denied 34. Discharged 7 (3 went home, 4 passed away, 1 to AL)

Work with AHI has streamlined the admission process to improve our census.

Financials:

Our census improved slightly in February improving our revenue. We did lose \$2000 in February as a result of the extensive use of agency staffing and low census.

Making use of the MN DHS grant from 2023, we have completed the installation of makeup air units in the hallways.

Staffing:

Openings:

Certified Nurse Aides FT/PT positions on days/evenings/overnights. Every other weekend. Three CNA's have been hired.

RN or LPN FT/PT positions on days/evenings/overnights. Every other weekend.

Plan:

March 23 we will have an Easter Egg hunt starting at 10 am for Community kids 10 and under. Donations are welcome!



Date: March 21, 2024

To: City of New Richland

From: Shell Johnson, Operator

O & M Report: Feb 2024

Wastewater Operation & Maintenance

January Wastewater 1.749 million gallons came into plant

Feb Wastewater 2.668 million gallons came into plant

March 12- garage door installed, Works great!

February work orders completed.

Chemicals were delivered for May 1st start

Straight River fixed the last tall area light. The mice had chewed thru wires like on the others.

Getting ready for spring summer

Thank you Shell Johnson

Wastewater Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
-------------	--------------------	--------------------	--------------

			Total <u>\$0</u>
--	--	--	------------------

Wastewater System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
2/1-2/29	Venders (1)	Misc Invoices under \$50 (1)	\$21

			Total <u>\$21</u>
--	--	--	-------------------

Total Expenditures

W/W Plant Maintenance	\$0
-----------------------	-----

W/W System Maintenance	\$21
------------------------	------

Total For This Month	<u>\$21</u>
----------------------	-------------

Total Maintenance Dollars Spent Year-to-Date (January 1, 2024 to End of This Report Month)	\$29
---	------

Annual Maintenance Budget (Jan. 1, 2024 - Dec. 31, 2024)	\$7,482
---	---------

Percent Maintenance Budget Spent Year-to-Date	0%
---	----

City Of New Richland

Date : Mar 25, 2024

To : New Richland City Council

From : Eric Hendrickson, Maintenance & Utility Supervisor

Water and Street Report

PROJECTS COMPLETED

- 33 Blue cards were issued to residents this month.
- 0 Shut offs, due to lack of payment of blue cards.
- Weekly maintenance of Legion field, City Park, City Hall, City Shop, Library, Water Plant, and St. Olaf Lake.
- Water line break on Cypress 2/29
- Hung the scoreboard 3/7 (Huge thanks to Nick Budach, Gary Budach, and Jessie Bock from ISE)
- Filter shock on 3/4 and 3/11
- Put in two new check valves after boosters. 3/18
- Water line break W Division Road to wastewater. 3/22/24

FUTURE PROJECTS

- Put back bleachers at the Legion Field
- Started report on Lead and copper.
- Flush Hydrants
- Start sweeping.
- Clean up for spring.
- Get water ready at Legion Field and St Olaf

SEEKING RECOMMENDATION

Riverview Golf course would like some crushed asphalt. (\$18 ton)

\$450 for 18-ton load of Class 5, from Loken.

Waldorf welding

Memo

To: City Council

From: Anthony Martens

cc:

Date: 3/19/24

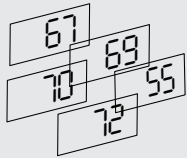
Re: Squad Radar

Chief Bruegger is requesting purchase of a new radar. The current radar is no longer working. She has written a grant for the radar but will not hear back for a little while if she has received the funds or not. If she does not receive grant funds for the radar, she is requesting that the funds be taken from the additional emergency service monies that the City of New Richland received from the State of MN.

The Stalker DSR 2X At-A-Glance

Type	Direction Sensing Moving/Stationary Doppler Radar
Accuracy	±1 mph stationary, ±2 mph moving ±2 km/h stationary, ±3 km/h moving
Display	5-window, LCD or LED
Antennas	Ka-Band, waterproof
Warranty	3 years standard, additional 2 years optional

State-Of-The-Art Radar Features

	
5-WINDOW DISPLAY	DUAL-ANTENNA OPERATION
	
RFI IMMUNE COMMUNICATION	OFFICER SAFETY ALERT

All Stalker Radars have passed National Highway Traffic Safety Administration testing and are listed on the NHTSA Conforming Product List.



STALKER®

Power to Enforce.

applied concepts, inc.
855 East Collins Blvd. ■ Richardson, Texas 75081
972.398.3780 ■ Fax 972.398.3781



800-STALKER

006-0334-00 Rev P

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Stalker DSR 2X | Dual Zone Select | Direction-Sensing Radar

The Industry-leading Stalker DSR 2X is actually two, full-functioning direction-sensing radars in one compact unit. The DSR 2X is unequalled in technology, performance, and safety.



Up to 4 targets from 1 antenna - moving or stationary



LCD display - NEW

Now with a choice of LCD or LED display

- Direction-Sensing Technology
- Rear Traffic Alert Feature for Officer Safety
- Automatic Same-Direction Tracking
- Voice Verification of Antenna, Mode, and Direction



LED display



Fast-lock or Instant-on Infrared remote controls

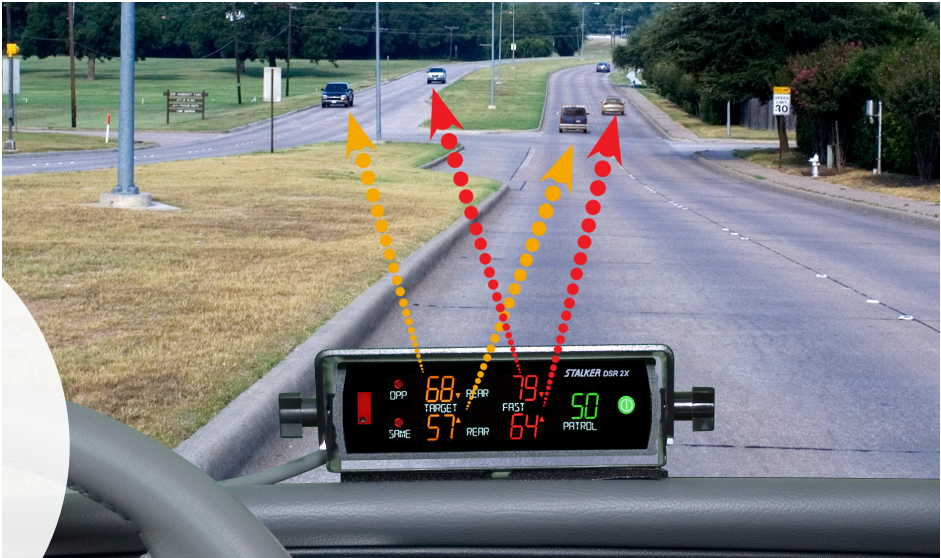
STALKER®

Power to Enforce.

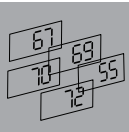
The Stalker DSR 2X Dual Zone Select Radar is the most advanced speed enforcement radar on the market today.

Stalker's DSR 2X long-range radar is as effective on dense city streets as it is on the highway. Combine that with its wide range of operational modes – same direction and opposite direction, single or dual antenna, moving or stationary dual zone select mode – and it becomes clear why the 2X is the most versatile traffic enforcement radar available.

- Separate target locking is another STALKER first
- True doppler audio
- Vehicle Speed Sensing (VSS) operation is standard
- Track-Lock Function - With multi-colored displays
- Voice verification of the antenna, radar mode, and direction when locked
- RS-232 serial port is standard



Up to 4 Target Zones from a Single Antenna - Moving or Stationary



5-window display with choice of LCD or LED display technology*



LCD Display Technology - New

Tested and included on the NHTSA Conforming Product List.

- Backlight excels in nighttime conditions and covert operation
- Better readability in bright sunlight
- Enhanced graphics and interface
 - Color icons
 - Stationary vs moving
 - Lock speed and direction arrows



LED Display



Both displays can be separated from the counting unit and connected using an optional separation cable.

* Choose display type when placing order.



Rear Traffic Officer Safety Alert

Rear Traffic Alert is a proprietary feature of the DSR 2X. It is designed to warn the patrol officer of rapidly overtaking same-direction traffic when the patrol vehicle is most vulnerable to rear-end collisions – pulling into traffic from a standing start.

If the radar senses a rapidly approaching vehicle within adjustable speed parameters, it warns the officer with a distinctive alert tone. Rear Traffic Alert is a patented Stalker technology.



RFI immune communication

RFI is eliminated due to the DSR 2X antennas' advanced digital communication.



Waterproof antennas and components

The Stalker's 2X waterproof components are durable, accurate products for continuous duty in the worst conditions. A full selection of brackets, mounts and cables are available.



Your choice of two full-function cordless remote controls

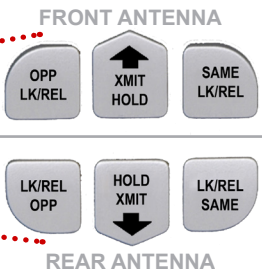
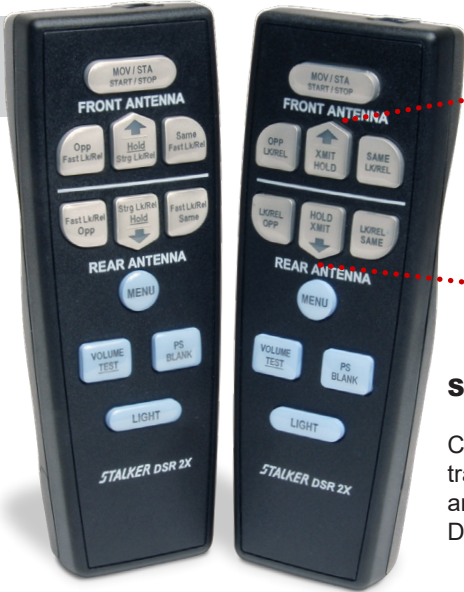
■ Fast-Lock Remote

This remote is designed for departments that require Fast Lock operation and normally operate in constant transmit mode.

■ Instant-On Remote

This remote is designed for departments that do not require Fast Lock operation but routinely use the "instant-on" feature. A dedicated XMIT/HOLD key provides instant transmitter ON/OFF operation.

Available in either ergonomic wireless infrared remote controls, or optional wired, metal body remote controls



Simple 1-Button Functions

Change antenna, turn on transmitter, and select direction are only a 1-button push on the DSR 2X.

Power to Enforce.



applied concepts, inc.

855 E. Collins Blvd
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner:

Diane Satoren
+1-972-801-4843
diane@stalkerradar.com

Reg Sales Mgr:

Peter Bauer
972-398-3780
peter@stalkerradar.com

QUOTE
2086094

Page 1 of 1

Date: 03/12/24

Effective From : 03/12/2024

Valid Through: 06/10/2024

Lead Time: 35 working days

Bill To: New Richland Police Dept 203 Broadway Ave N New Richland, MN 56072-2021	Customer ID: P3420 Accounts Payable	Ship To: New Richland Police Dept 203 Broadway Ave N New Richland, MN 56072-2021	<i>FedEx Ground</i> Chief Tanyce Bruegger
--	---	--	--

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	807-0012-00	DSR 2X-I Radar with LCD Display	36	\$3,550.00	\$3,550.00

Ln	Qty	Part Number	Description	Price	Ext Price
1	1	200-0965-40	2X Counting Unit, 1.5 PCB		\$0.00
2	1	200-1350-00	2X LCD Display		\$0.00
3	1	200-1468-00	Dual DSR Ka Antenna		\$0.00
4	1	200-1468-01	2X Rear Antenna		\$0.00
5	1	200-0918-00	Stalker 2X Instant On Remote Control		\$0.00
6	1	200-0769-00	25 MPH/40 KPH KA Tuning Fork		\$0.00
7	1	200-0770-00	40 MPH/64 KPH KA Tuning Fork		\$0.00
8	1	200-0648-00	Display Sun Shield		\$0.00
9	1	200-0243-00	Counting/Display Tall Mount		\$0.00
10	1	200-0244-00	Antenna Dash Mount		\$0.00
11	1	200-0245-00	Antenna Tall Deck Mount		\$0.00
12	1	155-2591-04	4 Foot Antenna Cable, IP67		\$0.00
13	1	155-2591-20	20 Foot Antenna Cable, IP67		\$0.00
14	1	155-2283-70	CAN/VSS Cable with Voltage Detection		\$0.00
15	1	200-0619-00	2X Documentation Kit		\$0.00
16	1	006-0094-00	Fan Noise Suppression Addendum - 2X		\$0.00
17	1	035-0361-00	Shipping Container, Dash Mounted Radar		\$0.00
18	1	060-1000-36	36 Month Warranty		\$0.00

Group Total \$3,550.00

Product	\$3,550.00	Sub-Total:	\$3,550.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$0.00
		Total: USD	\$3,550.00

State Contract # 154200
Vehicle Information:
2018 Ford Interceptor SUV

001

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.

Memo

To: City Council

From: Anthony Martens

cc:

Date: 3/19/24

Re: Stryker Maintenance Agreement

Director Sundve is requesting the council authorize the maintenance agreement for the Lucas and Defib. This agreement allows for the immediate service and repair of those devices should they need to be addressed. Additionally, it allows for in-service swaps so that the ambulance will not be down those devices. Contract provides for annual service and annual new batteries for each device. These devices are nearing the end of their service life and this is basically a very good insurance plan.



1 YEAR PREVENT WITH BATTERY

Quote Number: 10885727

Version: 1

Prepared For: NEW RICHLAND AMB

Attn:

Rep: Jon Dilley

Email:

Phone Number:

GPO:

Service Rep: Will Markham

Quote Date: 03/11/2024

Email:

Expiration Date: 04/10/2024

Contract Start: 03/27/2024

Contract End: 03/26/2025

Delivery Address

Name: NEW RICHLAND AMB

Account #: 20155386

Address: 203 BROADWAY AVE N RM 2

NEW RICHLAND

Minnesota 56072-2021

Bill To Account

Name: NEW RICHLAND AMB

Account #: 20155386

Address: 203 BROADWAY AVE N RM 2

NEW RICHLAND

Minnesota 56072-2021

ProCare Products:

#	Product	Description	Months	Qty	Sell Price	Total
1.0	LIFEPAK-DEP-PROCARE	PROCARE-SVC-LIFEPAK-DEPOT-REPAIR Procare Lifepak Preventative Maintenance Refill/Repair Service	12	1	\$1,719.00	\$1,719.00
2.0	LUCAS-DEP-PROCARE	PROCARE-SVC-LUCAS-DEPOT-REPAIR Procare Lucas Preventative Maintenance Refill/Repair Service	12	1	\$1,425.00	\$1,425.00
ProCare Total:						\$3,144.00

Price Totals:

Grand Total: \$3,144.00

Authorized Customer Signer (Printed)

Date

Stryker Authorized Signature (Printed)

Date



1 YEAR PREVENT WITH BATTERY

Quote Number: 10885727

Version: 1

Prepared For: NEW RICHLAND AMB

Attn:

Rep: Jon Dilley

Email:

Phone Number:

GPO:

Service Rep: Will Markham

Quote Date: 03/11/2024

Email:

Expiration Date: 04/10/2024

Contract Start: 03/27/2024

Contract End: 03/26/2025

Authorized Customer Signature Date

Stryker Authorized Signature Date

Purchase Order Number

Service Terms and Conditions:

The Terms and Conditions of this quote and any subsequent purchase order of the Customer are governed by the Terms and Conditions located at <https://techweb.stryker.com> The terms and conditions referenced in the immediately preceding sentence do not apply where Customer and Stryker are parties to a Master Service Agreement.

Equipment Service Plan

Line Item #	Model	Serial #
1.0	PROCARE-SVC-LIFEPAK-DEPOT-REPAIR	44473873
2.0	PROCARE-SVC-LUCAS-DEPOT-REPAIR	30136061

Purchase Order Form



Account Manager _____
Cell Phone _____

Purchase Order Date _____
Expected Delivery Date _____
Stryker Quote Number _____

Check box if Billing same as Shipping ☐

BILL TO	CUSTOMER #
Billing Account Num	
Company Name	
Contact or Department	
Street Address	
Add'l Address Line	
City, ST ZIP	
Phone	

SHIP TO	CUSTOMER #
Shipping Account Num	
Company Name	
Contact or Department	
Street Address	
Add'l Address Line	
City, ST ZIP	
Phone	

Authorized Customer Initials _____

Authorized Customer Initials _____

DESCRIPTION	QTY	TOTAL
REFERENCE QUOTE		

Accounts Payable Contact Information

Name _____
Email _____
Phone _____

Stryker Terms and Conditions
www.stryker.com/stnc

Authorized Customer Signature

Printed Name _____
Title _____
Signature _____
Date _____

Attachment Stryker Quote Number

*Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services on the Stryker Quote.

LIFEPAK® 15 service

Stryker has been notified by our global parts providers that some components used on certain LIFEPAK 15 monitor/defibrillator models (Part Numbers beginning with V15-2) are no longer available in the market. Service on the LIFEPAK 15 with Part Number beginning with v15-5 or v15-7 is unaffected.

Stryker will continue to offer service support for this subset of the LIFEPAK 15 as follows:

- All service parts with available inventory can be purchased by our end users
- Transactional service (time and material) is available for non-contract customers
 - o If a component has failed on your device, your local Sales Representative should be contacted for support
- Contractual service
 - o Stryker will continue to offer contractual service on a yearly basis only
 - o Preventive maintenance will continue to be done on devices less than eight (8) years old. After this point, we will cease to conduct preventative maintenance and shift to device inspections
 - o If a component fails on your device, please contact your local Sales Representative for support. A pro-rated credit for any pre-paid service will be provided should a unit become non-serviceable due to part availability

It is important to note that the LIFEPAK 15 has an expected life of eight (8) years from the date of manufacture. If you are uncertain of the manufacture date of your products, please contact your local Sales Representative for a full fleet assessment.

We want to ensure the highest quality products and services for our customers. As such, it is important to know that Stryker is the only FDA-approved service provider for our products. We do not contract with third party service providers, nor will we be providing them with any additional parts for these repairs. As such, we cannot guarantee the safety and efficacy of any device that is repaired by a third-party service agency.

Memo

To: City Council

From: Anthony Martens

cc:

Date: 3/22/24

Re: Family Insurance Coverage

Staff is wondering if the council would like to address the possibility of council changing its policy on contribution to family insurance for city employees. This question has been asked during interviews for the Assistant City Clerk position. Right now, the policy for the city is that the city only pays for the city employee.

The city could choose to keep that policy the same or choose to contribute a dollar amount towards family coverage on behalf of the employee. I have spoken with our insurance representatives, and they have told me that the choice is city wide. This means that it is not position specific, it means once it is offered for one person, it is offered for all.

There should be a meaningful discussion because if the city chooses to change the policy and contribute to family coverages, it should not immediately take it away again to try and solve a budget problem in the near future.

I have attached the 2024 rate sheet for our insurance costs per person based on age for discussion.

Once the council has decided to either maintain the current insurance policy or to change the insurance policy to add a family contribution, they should make the offer official based on the staff offer or with the addition of the added family contribution should they make that policy change.

BlueAccess HSA Gold \$3,750 Plan 690 Rate Sheet	
Age	Monthly Cost
0 - 20	\$423.63
21	\$475.99
22	\$475.99
23	\$475.99
24	\$475.99
25	\$477.89
26	\$487.41
27	\$498.84
28	\$517.40
29	\$532.63
30	\$540.25
31	\$551.67
32	\$563.09
33	\$570.23
34	\$577.85
35	\$581.66
36	\$585.47
37	\$589.27
38	\$593.08
39	\$600.70
40	\$608.31
41	\$619.74
42	\$630.69
43	\$645.92
44	\$664.96
45	\$687.33
46	\$713.98
47	\$743.97
48	\$778.24
49	\$812.04
50	\$850.12
51	\$887.72
52	\$929.13
53	\$971.02
54	\$1,016.24
55	\$1,061.46
56	\$1,110.48
57	\$1,159.99
58	\$1,212.82
59	\$1,239.00
60	\$1,291.83
61	\$1,337.53
62	\$1,367.52
63	\$1,405.12
64	\$1,427.97
65+	\$1,427.97

Only 1 Family Coverage Employee

FT Employees	Monthly Contribution	Monthly Cost	Annually	% of Budget
1	\$250	\$250	\$3,000	.002%
1	\$500	\$500	\$6,000	.004%
1	\$750	\$750	\$9,000	.007%
1	\$1000	\$1000	\$12,000	.009%

All Employees on Family Coverage

FT Employees	Monthly Contribution	Monthly Cost	Annually	% of Budget
6	\$250	\$1,200	\$14,400	1%
6	\$500	\$3,000	\$36,000	3%
6	\$750	\$4,500	\$54,000	4%
6	\$1000	\$6,000	\$72,000	5%

Memo

To: City Council

From: Anthony Martens

cc:

Date: 3/22/24

Re: Assistant City Clerk Employment Offer

Administrator Martens, Chief Bruegger and Maintenance and Utility Supervisor Hendrickson interviewed 5 candidates for the Assistant City Clerk position. We have two finalists and are prepared to make a hiring recommendation to the city council. That recommendation will be made on Monday at the meeting.

Should the 1st finalist decline the offer, staff recommends offering the position to the second finalist.

More information to be provided at the meeting.



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

March 25th, 2024, City Council Meeting

Continue working with ABDO Auditors on the 2023 audit.

Continue working with new utility payment vendor

Met with Classification and Compensation consultants

Interviewed Assistant City Clerk applicants with Eric and Tanyce

Worked with MNVCOG to cover shifts during vacation at the end of the month

Completed Quarterly payroll for elected officials.

Worked on WWTP Permit variance information

Met with loss control staff from the League of MN Cities Insurance Trust

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

4/3 - Tanyce Bruegger – PD

4/3 - Arial Anhalt – St. Olaf

4/8 - Jordan Allen – FD/AMB

EMPLOYEE ANNIVERSARIES