



New Richland City Council Regular Meeting Agenda

April 22nd, 2024

Agenda:

6:30 Call to Order

Swearing in of Council Person Ryan Gehrke

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 4/8/24 Regular Council Meeting
2. Approve Rental Licenses
3. Approve Mayoral Appointments

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

Public Hearings

Ordinances and Resolutions

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
 - a. Purchase Computer for Eric
 - i. \$549.69 Split between Water / Street

Unfinished Business

New Business

1. Purchase new paper folder for Utility Bills – Martin Yale 1611
 - a. Machine \$1,231.09 + 3YR Service Plan \$159.99 = \$1,391.08
 - i. \$695.54 each from Water and Sewer Funds
2. Garden Club Landscape Maintenance Agreement
3. Police Department
 - a. Purchase Ammunition for Training
 - b. Authorize Purchase and Contract for Body Cameras

Miscellaneous

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday May 13th, 2024.



OATH OF OFFICE FOR COUNCIL MEMBER

STATE OF MINNESOTA)
COUNTY OF WASECA)
CITY OF NEW RICHLAND)

I, Ryan Gehrke, do solemnly swear to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of Council Member of the City of New Richland in the County of Waseca, the State of Minnesota, to the best of my judgment and ability, so help me God.

Ryan Gehrke, Council Person

Attest:

Anthony Martens, City Administrator



New Richland City Council Regular Meeting Minutes

April 8th, 2024

Members Present

Janda Ferguson
Loren Skelton
Jody Wynnemer
Jason Casey

Staff Present

Anthony Martens-City Administrator
Tanyce Bruegger-Chief of Police

Others Present

Larry Goehring Pam Goehring
Ryan Gehrke Chad Neitzel
Curt Pederson Sandy Neumann
e-Brenda Routh

Members Absent

None

The meeting was called to order by Loren Skelton at 6:30 pm.

Loren Skelton was given the Oath of Office and sworn in as Mayor of the City of New Richland by City Administrator Martens

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda

- Motion made by Jason Casey and seconded by Janda Ferguson to approve the agenda as amended. Carried (3 yes, 0 no)

Consent Agenda

- Motion made by Jody Wynnemer and seconded by Jason Casey to approve the consent agenda. Carried (3 yes, 0 no)

Public Comments

- None

Requests and Presentations

- None

Public Hearings

1. Mayor Skelton opened the Public Hearing on Police Body Cameras at 6:32 pm. No one wishing to be heard at this time.
2. Public hearing was closed at 7:05 pm. No one wishing to be heard.

Ordinances and Resolutions (see attached)

1. Motion made by Janda Ferguson and seconded by Jason Casey to adopt resolution 24-06: A resolution accepting a donation. Carried (3 yes, 0 no)
2. Motion made by Janda Ferguson and seconded by Jason Casey to adopt resolution 24-07: A resolution accepting a donation. Carried (3 yes, 0 no)



New Richland City Council Regular Meeting Minutes

April 8th, 2024

Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
 - Ambulance report was presented in writing by Ambulance Director Sundve.
 - Motion was made by Jason Casey and seconded by Jody Wynnemer to hire Brett Cully and Karen Cully as EMR's for the Ambulance. Carried (3 yes, 0 no)
 - Motion was made by Jason Casey and seconded by Janda Ferguson to approve the Ambulance Department report. Carried (3 yes, 0 no)
2. Fire Department Report – Curt Pederson, Deputy Chief
 - Fire Department report was presented by Deputy Chief Pederson
 - Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the purchase of 5 helmets at a cost of \$2,242.40. Carried (3 yes, 0 no)
 - Motion made by Janda Ferguson and seconded by Jason Casey to approve increasing the firefighter retirement benefit to \$1,500 / year of service. Carried (3 yes, 0 no)
 - Motion made by Janda Ferguson and seconded by Jason Casey to approve the Fire Department report. Carried (3 yes, 0 no)
3. Police Department Report – Chief Bruegger
 - Police Department report was presented by Chief Bruegger.
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve Firearms Instructor training for Officer DeRaad at a cost of \$675 + lodging. Carried (3 yes, 0 no)
 - Motion made by Jason Casey and seconded by Janda Ferguson to approve the Police Department report. Carried (3 yes, 0 no)

Unfinished Business

- None

New Business

1. Purchase Media for Water Filter
 1. Motion made by Janda Ferguson and seconded by Jason Casey to approve the purchase of filter media at a cost of \$2,020 from Northern Filter Media. Carried (3 yes, 0 no)
2. Council Member Appointment
 1. Motion made by Jody Wynnemer and seconded by Janda Ferguson to appoint Ryan Gehrke to the City Council opening. Carried (3 yes, 1 no, Casey)
3. February 2024 Check Register
 1. Presented as information only at this time, final to come next meeting
4. March 2024 Check Register
 1. Presented as information only at this time, final to come next meeting

Miscellaneous

- None

Administrators Report

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



New Richland City Council Regular Meeting Minutes

April 8th, 2024

- Motion made by Jason Casey and seconded by Jody Wynnemer to approve the City Administrators report. Carried (3 yes, 0 no)

Mayor/Council Comments

- Janda Ferguson wished to thank Chad Neitzel for his service as Mayor of New Richland.

Closed Meeting

- Motion made by Janda Ferguson and seconded by Jason Casey to close the council meeting to discuss the City Administrators performance at 7:06 pm. Carried (3 yes, 0 no)
- Meeting re-opened at 7:36 pm
- Motion made by Janda Ferguson and seconded by Jody Wynnemer to approve a Satisfactory Performance Review of the City Administrator but to withhold any step or performance increase until the study is returned from David Drown and Associates. Carried (3 yes, 0 no)

Adjournment – Motion for adjournment made by Janda Ferguson and seconded by Jody Wynnemer. Carried (3 yes, 0 no) 7:38 p.m.

Submitted by,

Anthony Martens
City Administrator



2024 Rental License

All properties have paid their rental inspection fee and have passed rental inspection.

403 Broadway Ave S	James Stringfield
415 Broadway Ave S	Keith Leonardo
103 SE 1 st Street	Jacob Dougherty
104 Broadway Ave S	Kaleb Jacobson
103 Broadway Ave N	State Bank of New Richland
121 W Division Street	Greg Jacobson
217 W Division Street	Bonnerup Funeral Home
406 W Division Street	Keith Leonardo
100 S Birch Ave	Keith Leonardo
112 NW 1 st Street	Keith Leonardo
405 Broadway Ave N	Keith Leonardo
509 Broadway Ave N	Alyson Olson
314 N Birch Ave	Laura Beckmann
401-407 NW 6 th Street	EDA/Lloyd MGMT
409-415 NW 6 th Street	EDA/Lloyd MGMT

2024 Mayoral Appointments

<u>Appointment</u>	<u>2024</u>	<u>2023</u>
Newspaper	NRHEG Star Eagle	NRHEG Star Eagle
Bank Depository	State Bank of New Richland	State Bank of New Richland
Deputy Mayor	Janda Ferguson	Loren Skelton
Streets/Parks	Jody Wynnemer	Jody Wynnemer
Water/Sewer	Janda Ferguson	Janda Ferguson
Police Liaison	Loren Skelton	Chad Neitzel
New Richland Care Center	Loren Skelton	Loren Skelton
Fire Chief	Josh Moen	Josh Moen
Fire Relief Board	Mayor	Mayor
Fire Relief Board	City Administrator	City Administrator
Attorney	Jason L. Moran	Jason L. Moran
Engineer	Cory Bienfang, Bolton-Menk	Jones, Haugh, & Smith
County Environmental Waste	Jason Casey	Jason Casey
County Economic Board	Janda Ferguson	Janda Ferguson
Fire Department Liaison	Ryan Gehrke	Chad Neitzel
Ambulance Liaison	Janda Ferguson	Janda Ferguson
Ambulance Executive Committee	Janda Ferguson	Janda Ferguson
Ambulance Executive Committee	Jody Wynnemer	Jody Wynnemer
Planning Commission	Jason Casey	Jason Casey
Historic Preservation Commission	Pam Goehring	Pam Goehring
Economic Development Authority	Janda Ferguson	Janda Ferguson
Economic Development Authority	Jody Wynnemer	Jody Wynnemer
Waseca Area Foundation	Ryan Gehrke	Chad Neitzel
MN Valley Council Of Governments	Jason Casey	Jason Casey

New Richland City Council

22 April 2024

New Richland Care Center

Operations:

Average census = 36.97 Current census is 40

Referrals: 38 Accepted 19, admitted 10. Denied 19. Discharged 8 (6 went home, 2 passed away)

Financials:

Income from Operations is \$24,841. A good month despite extensive use of agency staffing.

Staffing:

Openings:

Certified Nurse Aides FT/PT positions on days/evenings/overnights. Every other weekend. Beginning in May we will four nurse aides training and planning for certification by mid June. 6 college students will be returning for the summer.

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



Date: April 9, 2024

To: City of New Richland

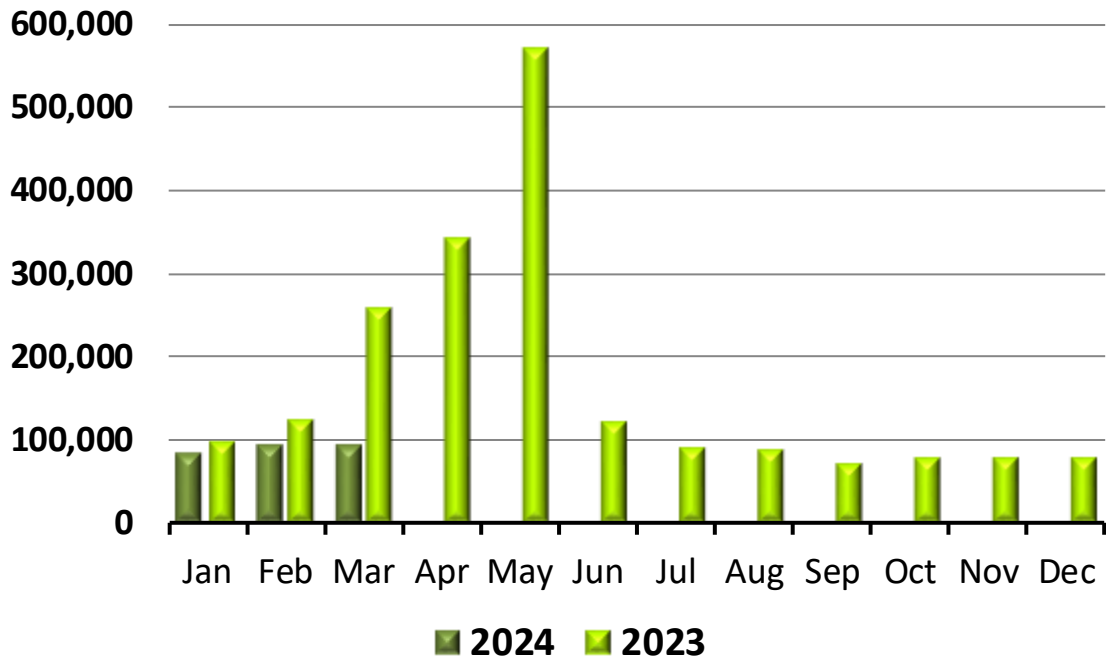
From: Shell Johnson, Operator

O & M Report: March 2024

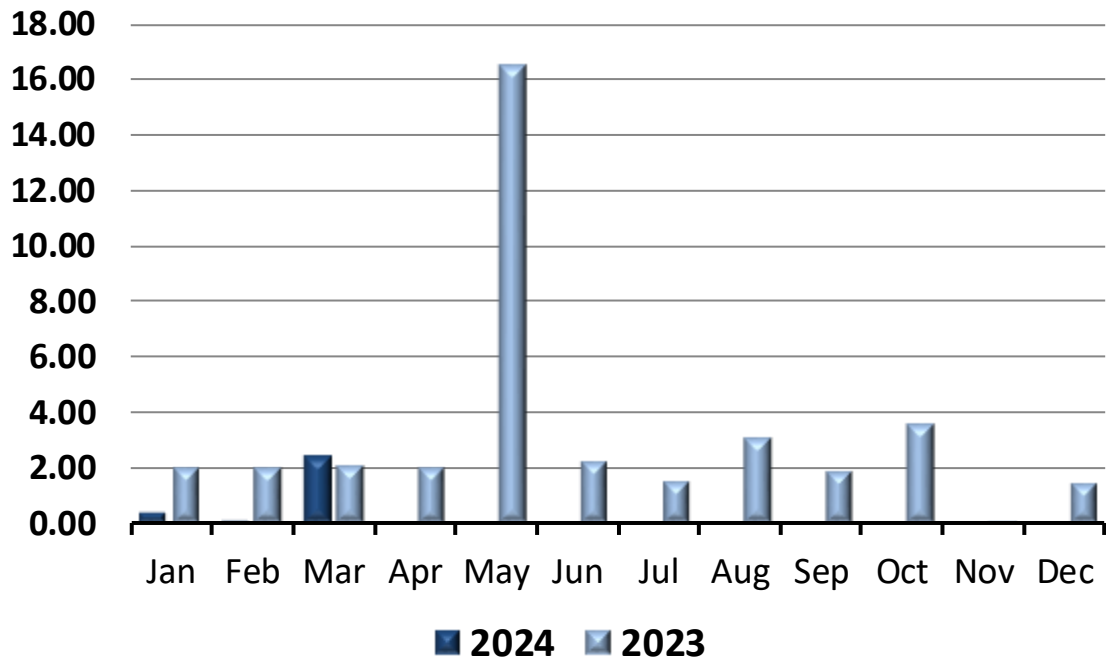
Wastewater Operation & Maintenance

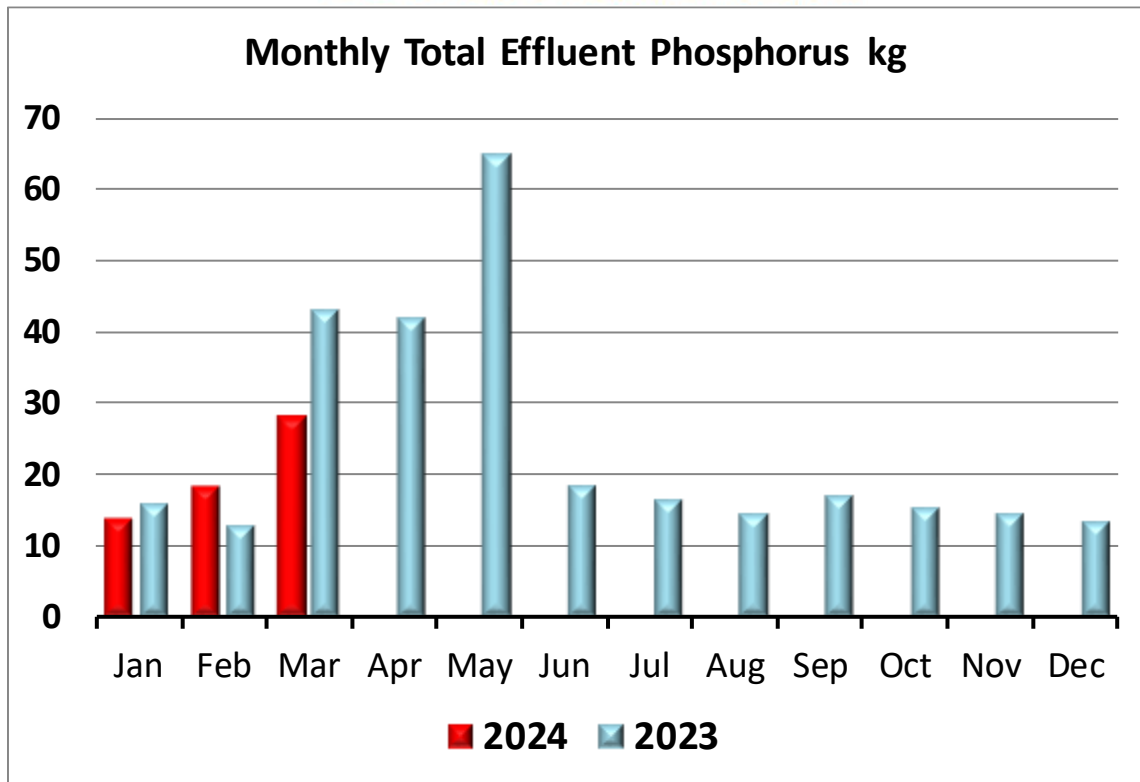
- March 6th – Bio-solids Samples were taken and sent to lab.
- March 7th - Gas chlorine, Sulfur dioxide and Ferric delivered for May-November chlorination.
- March 8th - Inspected all chemical meters and replaced hoses.
- March 11th - Started sidewalk edging, and work orders.
- March 12th - Overhead door opener installed.
- March 13th - Cut more trees and bushes from south and east fence line.
- March 22nd - Watermain break on Division. As soon as the water main was shut off, the basement quit flooding. As soon as water turned back on the basement was flooding water again. So, there is a leak on the south side of building, it has leaked for many years. It will need to be found and repaired. The city might need to get a leak service to find it. This might be what is causing the concrete out front of the main building to sag and the electric transformer.
- March 27th - There has been an odd occurrence with gas or air escaping through the old waste burner, it has never happened since I have been here. It will need to be inspected for gas leaks, which could be dangerous if left.
- The City of New Richland has received a Certificate of Commendation, Operational Award, recognition of exceptional compliance with the Minnesota Pollution Control Agency for the 2023 review period. There are approximately 1600 Municipal and Industrial Wastewater treatment facilities across MN. There were 767 facilities from communities of all sizes reviewed. 254 qualified for the outstanding operations recognition.

Average Daily Wastewater Pumped - In Gallons



Total Monthly Precipitation





		March-24	February-24	March-23
Water	Units			
Wastewater				
CBOD				
CBOD Influent	mg/L	339	175	95
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	1.5	0.9	7.0
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	0.6	0.3	7.7
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	99%	100%	91%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	429	515	229
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	4	3	8
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	1.3	1.1	7.4
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	98%	99%	91%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	4.05	3.50	2.70
Phos Effluent	mg/L	2.63	1.80	1.40
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	27.89	18.18	43.00
Phos Effluent kg Per Year	kg	59.87	31.98	72.00
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
Fecal Coliform				
Fecal Effluent	ml	N/A	N/A	N/A
Fecal Effluent Permit Limit	ml	N/A	N/A	N/A
Dissolved Oxygen				
DO Effluent	mg/L	7.70	8.91	0.75
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	90,000	92,000	260,000
Maximum Daily	gallons	167,000	115,000	790,000
Total Monthly	gallons	2,802,000	2,668,000	8,074,000
Precipitation Monthly Total	inches	2.39	0.10	2.10
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$7,482.00	\$1,480.00	20%	25%
Total	\$7,482.00	\$1,480.00	20%	25%

Datecompleted	Equipment	Location	Notes	Task	Taskdesc
3/11/2024	Final Clarifier NO 2	30052 WW New Richland, MN	greased, cleaned front vent filter, sprayed down all railings and vents and catwalks	Monthly PM	Grease, clean air vent for gear box skimmer. Give 3-4 shots of grease each zerk.
3/11/2024	Effluent Sampler	30052 WW New Richland, MN	Checked hoses , temps, i do believe the sampler sounds different, we need to take off back screen to see if it is just the fan.	Monthly PM	Clean, inspect pump hose & check dessicant on unit. See manual
3/11/2024	East Ras Flowmeter	30052 WW New Richland, MN	you cannot read digital, go by the %. usually around 20%	Monthly PM	Clean unit & check following: 1. If #'s are visable in totalizer display window 2. Red needle in percent of flow display window actuates. 3. #'s on the totalizer are changing with the flow.
3/11/2024	Eyewash Station	30052 WW New Richland, MN	weekly checks and run stale water out.	Monthly PM	Inspect eyewash for proper operation. Located at lab sink.
3/11/2024	FIRE EXTINGUISHERS	30052 WW New Richland, MN	all marked and inspected	Fire Extinguisher Monthly	Make sure clear path to extinguisher, gauge is in green, pin is in place. Remove from wall mount and turn upside down several times. Document back of inspection tag with month and initials.
3/11/2024	Gas Detector	30052 WW New Richland, MN	brand new, does not need calibrated yet.	Monthly PM	Turn on, check batteries and if calibration is due.
3/11/2024	Gas Mask	30052 WW New Richland, MN	mask is a small, filter good, will order a new one soon.	Annual PM	Inspect mask seal and lens for abnormal
3/11/2024	Office Air Conditioner	30052 WW New Richland, MN	not in service yet	Monthly PM	Clean filter & unit. May need more cleaning during heavy use.
3/11/2024	Influent Sampler	30052 WW New Richland, MN	the influent hose will need to be replaced soon, temp works well <4 c	Monthly PM	Clean, inspect pump hose
3/11/2024	Final Clarifier NO 1	30052 WW New Richland, MN	greased all oils checked, front vent clean, sprayed down wall vents walls, stairs, catwalk, railings.	Monthly PM	Grease, clean air vent for gear box skimmer. refer to manual, numerous tasks. Give 3-4 shots to each zerk to grease.

3/11/2024	NO 1 RAS	30052 WW New Richland, MN	not in service yet, waiting until approval from council on monday march 25th, parts will be installed then	Monthly PM	Grease the zirks on the pump if the pump running this month.
3/11/2024	Blower NO 2	30052 WW New Richland, MN	it is off at this time.	Blower Monthly	Check oil level and belt tension, Check filter and clean/replace if needed. inspect units for abnormal wear and leaks.
3/11/2024	Primary Clarifier	30052 WW New Richland, MN	added top and bottom oils, greased, scrubbed down all weirs, baffle and launder, and cleaned out scum box. sprayed down cat walk railings, arms and inner bowl.	Monthly PM	Check oil levels, add as required Grease all fittings Open drain valve 9 under the worm housing(upper reservoir) and open valves 7 & 8 (lower reservoir) and dra off small quantity of oil to remove any accumulated water. Lubricate drive chain
3/11/2024	Eye Wash Station	30052 WW New Richland, MN	heat on , initialed, it will need new water come april. and need eye wash sign hung up outside.	Flush Eyewash Station	1.Clean portable eyewash station 2.Rinse with potable water 3. Add entire 40z preservative bottle and fill the station with potable water to the bottom of the cap opening 4. Date inspection tag and apply tamper seal over the cap 5. Change solution every 90 days minimum 6. Follow manufactures instructions for testing the portable eyewash station.
3/11/2024	IBC Boiler	30052 WW New Richland, MN	Not on much since warm temps. running at 30BTU 181 temp and 17.3 psi and 2.5 in site glass	Blower Monthly	Check the inlet pressure, the BTU and return temp. Check site tube on the water tank.
3/13/2024	Air Compressor	30052 WW New Richland, MN	oils filters checked a little water leaking again from the water valve piece.	Monthly PM	Check oil, belt tension, relief valves & drain water. See manual.
3/13/2024	Telescoping Valves	30052 WW New Richland, MN	zhirks greased and it is moved down to 46 inches, greased digester at same time	Inspection	Inspect and grease if needed.

3/15/2024	Emergency Generator	30052 WW New Richland, MN	Straight river did some work to the battery trickle charge, it was set wrong. also noticed that the wiring is not what it should be. Gss was here the same day to do an inspection. City will keep GSS for all biannual inspections	Generator Monthly	Check all fluids including fuel. Inspect unit for leaks or abnormal wear. Exercise under load and document hour meter. Please run generator twice a month.
3/20/2024	Alarms	30052 WW New Richland, MN	Pulled floats alarm called	Test alarm dialer	1. Test alarm function and verify communications equipment can reach emergency contact personnel for the WWTP at your project. 2. Trip the high level float and clean if necessary in sump pump un basement.
3/25/2024	Lift Station #2 - 3rd Street	30052 WW New Richland, MN	MN pump does this safety inspection	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
3/25/2024	Air Compressor	30052 WW New Richland, MN	ordered 2 new small filters not sure if they will work, hard to find.	Air Compressor Annual	Change oil in Motor, if possible document hours ran since last oil change. Grease zirks if needed.
3/25/2024	NO 3 RAS	30052 WW New Richland, MN	all greased, safety cages checked	Monthly PM	Grease the zirks on the pump if the pump running this month.
3/25/2024	Lift Station #1 - WWTP	30052 WW New Richland, MN	MN pump does this safety inspection	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
3/25/2024	Lift Station #3 - Elm Ave	30052 WW New Richland, MN	MN pump coming to pull pump, there has been an issue with times on the floats. we will check to see if the floats are not working as they should.	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
3/25/2024	Lift Station #3 - Elm Ave	30052 WW New Richland, MN	MN pump does this service inspection	LS Quarterly PM	TAKE AMP READING FROM EACH PUMP. ARC FLASH PPE REQUIRED
3/25/2024	NO 2 RAS	30052 WW New Richland, MN	this pump has worked well. greased and safety cage checked. As soon as RAS 1 gets done, Ras 2 will be taken out of service for cleaning	Monthly PM	Grease the zirks on the pump if the pump running this month.

3/25/2024	Blower NO 1	30052 WW New Richland, MN	oils checked belt fine. this blower has always had a different sound the blower 2. notice nothing different.	Monthly PM	Check belt tension, check motor, air filters ect. See manual Belt Dayco Wedge-Band belt #R5VX630-2
3/25/2024	Basement Sump Pump	30052 WW New Richland, MN	pulled high water float, alarm service called, and sound worked.	Monthly PM	Open pit, turn on pump in controls and verify pump pumps water down.
3/25/2024	Trickling Filter	30052 WW New Richland, MN	Arm is even, Lots of debris lately. The exhaust fan will not be on till end of april	Monthly PM	Make sure the flow on the arm is even. Marathon Electric Cat N- K004 Model YVF56T17D2092E HP- 1 RPM-1725 Belt Size- A33 /9002 2033
3/29/2024	Lift Station #2 - 3rd Street	30052 WW New Richland, MN	Pump 1 and pump 2 floats not working at together. Mn pump coming to look at soon	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.
3/29/2024	Lift Station #1 - WWTP	30052 WW New Richland, MN	Alarms do not work pork when u pull floats. Mn pump will b checking for a solution soon. Degreased chain and floats	LS Monthly PM	1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project. 2. Inspect and clean floats. 3. If level indicator verify operating properly. 4. Inspect overall condition of lift station.



City of New Richland

Maintenance & Utilities

Council Report

April 2024

PROJECTS COMPLETED

- 25 Blue cards were issued to residents this month.
- 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.
- Bleachers were put back into place.
- J and R water utility services finished exerciser. Finished with 49 gate values.
- Finished sweeping streets.
- 4/17 64 bags of anthracite in the filter of the water plant
- Put snow equipment away.
- 4/18 Generator is back to normal. (Transfer Switch)
- Well House two is ready, waiting for the new meter.

FUTURE PROJECTS

- Started report on Lead and copper.
- Flush Hydrants
- Clean up for spring.
- Get water ready at Legion Field and St Olaf
- Putting in new water meter and spool in the water plant.

SEEKING RECOMMENDATION

Cold mix for W.W. \$180 per Ton (3-4 ton)

Ulland brothers \$60,218.25 patches included.

W.W. \$60,355.95 with no patches included.

DSG \$723.60 (Parts for new gate values)

Olsen's to put in 3 need gate values.

Pearsons, Waiting for bid.

Respectfully Submitted: *Eric Hendrickson*, Maintenance & Utility Supervisor



2024 Landscape Maintenance Agreement

The City of New Richland is proud to have two beautiful gardens in our city. The New Richland Highway Garden located on Highway 30 across from the NRHEG High School and the New Richland City Hall Garden, just outside of City Hall.

The New Richland Town and Country Garden Club does hereby agree to maintain and continue to promote civic beautification through their adoption of the New Richland Highway Garden along Highway 30 near NRHEG High School and the New Richland City Hall Garden.

This agreement includes:

Spring cleaning, preparation, design, and planning.

Ordering, purchasing, planting, installations.

Ongoing weeding, watering, feeding, maintenance, cleaning, mowing, trimming.

Fall cleanup, winter preparation, disposal.

All labor associated with all above activities.

The City of New Richland agrees to compensate the New Richland Town and Country Garden Club **\$1,000** in 2024 to maintain the cities gardens for the calendar year.

On behalf of the Garden Club

Signature

Title

Date

On behalf of the City of New Richland

Signature

Title

Date



New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: [nrpd@cityofnewrichlandmn.com](mailto:nrpdcityofnewrichlandmn.com)

Mr. Mayor and city council members,

I am asking approval to purchase and order ammunition and two body worn cameras. The cost on those are as follows:

Ammunition

9mm Duty Ammo- 1,000 rounds \$675.00

9mm Range Ammo- 1,000 rounds \$269.99

.223 Ammo- 1,000 rounds \$490.00

12-gauge Buckshot- 25 rounds x 4 @ \$16.98/box = \$67.92

12-gauge Slug- 10 rounds x 10 @ \$9.25/box = \$92.50

12-gauge Birdshot- 25 rounds x 8 @ \$9.99/box = \$79.92

TOTAL= \$1,675.33

Provision Body Worn Cameras \$100.00/month after receiving them. That cost will not start until after the 5-year contract is signed and software is deployed.

Thank you,

X

Tanyce C. Bruegger
Chief of Police



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

April 22nd, 2024, City Council Meeting

Continue working with new utility payment vendor. Utility Payments Live.
PSN End date is May 12th.

Continuing to work on CEDA grant with the State on behalf of the EDA. Met with our representation. He will be coming to New Richland to put together a report about the community and what he sees as opportunities/challenges.

Continue to work on the Service Line program

Working to finish up details on cleanup day.

Onboarding of Assistant City Clerk / Training.

Had some struggles with printing of utility bills, computers and our folding machine for the last round of utility bills. Plans in place to fix those issues for the next bill. Problems caused an approximate additional day and a half extra staff time.

Next priority will be working through the financial training and responsibilities associated with entering bills, working through bank reconciliations and printing checks. This will be a significant task but we have an extended time before the next council meeting to attack and complete.

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

5/6 - Ernesto Quezada – AMB

5/9 - Sara Jo Vulcan - AMB

EMPLOYEE ANNIVERSARIES