



New Richland City Council Regular Meeting Minutes

April 22nd, 2024

Members Present

Loren Skelton
Ryan Gehrke
Jody Wynnemer
Janda Ferguson

Staff Present

Eric Hendrickson-Maintenance &
Utility Supervisor
Shell Johnson-People Service
Bob Johannsen-Care Center Administrator

Others Present

Sara Jo Vulcan

Members Absent

Jason Casey

The meeting was called to order by Mayor Loren Skelton at 6:30 p.m.

Roll Call - All members present

Pledge of Allegiance

Ryan Gehrke was given the Oath of Office and sworn in as Council Person for the City of New Richland by Administrator Martens

Approval of Agenda

- Administrator Martens asked that the following items be added to the agenda: #4 EDA Homestake Retention Pond under New Business, #5 ROW Permit for All Saints Catholic Church under New Business and #1 Introduce new Assistant Clerk under Requests and Presentations.
- Council Person Wynnemer asked to add #5 Library Repair under New business.
- Motion made by Jody Wynnemer and seconded by Ryan Gehrke to approve the agenda. Carried (3 yes, 0 no)

Consent Agenda

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

Public Comments

- None

Requests and Presentations

- Administrator Martens introduced Heather Christensen to the council. Heather is the new Assistant City Clerk and has taken Sara Jo Vulcan's position.

Public Hearings

- None

Ordinances and Resolutions (see attached)

- None

Reports

1. Care Center Report – Bob Johannsen, Care Center Administrator
 - Care Center report was presented by Bob Johannsen
 - Motion was made by Janda Ferguson and seconded by Ryan Gehrke to approve the Care Center Report. Carried (3 yes, 0 no)



New Richland City Council Regular Meeting Minutes

April 22nd, 2024

Reports continued.

2. People Service Report – Shell Johnson
 - People Service report was presented by Shell Johnson
 - Motion made by Ryan Gehrke and seconded by Jody Wynnemer to approve the People Service report. Carried (3 yes, 0 no)
3. Maintenance Report – Eric Hendrickson, Maintenance & Utility Supervisor
 - Maintenance & Utility Report was presented by Eric Hendrickson.
 - Motion made by Janda Ferguson and seconded by Jody Wynnemer to approve the purchase of up to 4 tons of cold mix at \$180/ton from W.W. Carried (3 yes, 0 no)
 - Motion made by Ryan Gehrke and seconded by Janda Ferguson to approve capital street repairs by Ulland Brothers in the amount of \$60, 218.25. Carried (3 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Janda Ferguson to purchase parts for gate valves from DSG at a cost of \$723.60. Carried (3 yes, 0 no)
 - Motion made by Ryan Gehrke and seconded by Jody Wynnemer to approve the purchase of a computer for Eric at a cost of \$549.69 to be split between the water and street departments. Carried (3 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the Maintenance Department report. Carried (3 yes, 0 no)

Unfinished Business

- None

New Business

1. Purchase Paper Folding Machine
 - a. Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the purchase of a paper folding machine at a cost of \$1,391.08. Carried (3 yes, 0 no)
2. Garden Club Landscape Agreement
 - a. Motion made by Jody Wynnemer and seconded by Ryan Gehrke to enter into a contract with the Town and Country Garden Club to maintain the city gardens. Carried (3 yes, 0 no)
3. Police Department Purchases
 - a. Motion made by Janda Ferguson and seconded by Ryan Gehrke to approve the purchase of training and duty ammunition at the cost of \$1,675.33. Carried (3 yes, 0 no)
 - b. Motion made by Ryan Gehrke and seconded by Janda Ferguson to approve the purchase and contract for PD body cameras. Carried (3 yes, 0 no)
4. EDA Homestake Retention Pond
 - a. Motion made by Jody Wynnemer and seconded by Ryan Gehrke to approve contracting with Dobberstein Backhoe to clean out the retention pond in the Homestake Subdivision at a cost of \$2,421. Carried (3 yes, 0 no)
5. ROW Permit – All Saints Catholic Church
 - a. Motion made by Janda Ferguson and seconded by Ryan Gehrke to approve the Right-of-way permit for All Saints Catholic Church. Carried (3 yes, 0 no)
6. Library Repair
 - a. Council person Wynnemer wanted to make sure that repairs to the library bricks are done prior to a painting being done at the library. Administrator Martens will work with Matt Harrington to make sure that gets accommodated.



New Richland City Council Regular Meeting Minutes

April 22nd, 2024

Miscellaneous

- None

Administrators Report

- Administrator Martens provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Ryan Gehke and seconded by Janda Ferguson to approve the City Administrators report. Carried (3 yes, 0 no)

Mayor/Council Comments

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Janda Ferguson. Carried (4 yes, 0 no) 7:22 p.m.

Submitted by,

Anthony Martens
City Administrator