



New Richland City Council Regular Meeting Agenda June 10th, 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 5/28/24 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

Public Hearings

Ordinances and Resolutions

1. Ordinance 205.01: Office of the City Administrator; Annual Audit – First Reading

Department Reports

1. Ambulance Department
2. Fire Department
3. Police Department

Unfinished Business

New Business

Miscellaneous

Administrators Report

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday June 24th, 2024.



New Richland City Council Regular Meeting Minutes

May 28th, 2024

Members Present

Loren Skelton
Ryan Gehrke
Jason Casey
Janda Ferguson

Staff Present

Shell Johnson-People Service
Bob Johannsen- Care Center Administrator
e-Tanyce Bruegger-Chief of Police

Others Present

Mike Abbott Sue Abbott
e-Brenda Routh

Members Absent

Jody Wynnemer

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

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda

- Administrator Martens asked that the following items be added to the agenda: #4 Renewal of Liquor Licenses for the Willows and New Richland Liquor under New Business, #5 NRPD Squad Computer and Docking Station Purchase under New Business and #6 Cedar Pointe Rent Increase under New Business.
- Motion made by Jason Casey and seconded by Janda Ferguson to approve the agenda. Carried (3 yes, 0 no)

Consent Agenda

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

Public Comments

- None

Requests and Presentations

- None

Public Hearings

- None

Ordinances and Resolutions (see attached)

1. Motion made by Jason Casey and seconded by Ryan Gehrke to adopt Resolution 24-12: A Resolution Ordering Preparation of a Feasibility Report. Carried (3 yes, 0 no)

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

May 28th, 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 Jason Casey 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 in writing.
 - Motion made by Jason Casey and seconded by Ryan Gehrke to approve Pearson Bros to provide sealcoating at a cost of \$33,995.43 out of the Capital Fund for Street Repairs. Carried (3 yes, 0 no)
 - Motion made by Jason Casey and seconded by Ryan Gehrke to approve John Hullopeter to replace the concrete on Cedar Pointe at 6th Street at a cost of \$1,585. Carried (3 yes, 0 no)
 - Motion made by Jason Casey and seconded by Janda Ferguson to approve the purchase of ArcGIS reimbursable by the Lead Line Grant at a cost of \$1,247. Carried (3 yes, 0 no)
 - Motion made by Ryan Gehrke and seconded by Jason Casey to approve the Maintenance Department report. Carried (3 yes, 0 no)

Unfinished Business

1. March 2024 Check Register – Final
 - a. Motion made by Jason Casey and seconded by Ryan Gehrke to approve March 2024 Check Register. Carried (3 yes, 0 no)
2. March 2024 Financials – Final
 - a. Motion made by Jason Casey and seconded by Ryan Gehrke to approve March 2024 Financials. Carried (3 yes, 0 no)
3. April 2024 Check Register
 - a. Motion made by Jason Casey and seconded by Janda Ferguson to approve April 2024 check register. Carried (3 yes, 0 no)
4. April 2024 Financials
 - a. Motion made by Jason Casey and seconded by Janda Ferguson to approve April 2024 Financials. Carried (3 yes, 0 no)
5. Classification and Compensation Study
 - a. Administrator Martens presented the updated Classification and Compensation Study along with budget impact information.
 - b. Motion made by Jason Casey and seconded by Ryan Gehrke to adopt the updated Classification and Compensation study as presented. Carried (3 yes, 0 no)

New Business

1. Lifeguard Hiring and Compensation
 - a. Motion made by Janda Ferguson and seconded by Ryan Gehrke to approve the hiring of lifeguards and compensation as presented by staff. Carried (3 yes, 0 no)
2. NRPD Union Negotiations
 - a. Council directed City Administrator to begin negotiations with LELS
3. Ordinance 205.01
 - a. Motion made by Janda Ferguson and seconded by Jason Casey to schedule the 1st Reading of Ordinance 205.01 on June 10th, 2024 and to schedule a public hearing for June 24th, 2024 at 6:35pm. Carried (3 yes, 0 no)



New Richland City Council Regular Meeting Minutes

May 28th, 2024

New Business Continued.

4. Liquor License Renewals

- a. Motion made by Ryan Gehrke and seconded by Janda Ferguson to approve the renewal of liquor licenses for The Willows and the New Richland Liquor Company.
Carried (3 yes, 0 no)

5. NRPD Computer and Docking Station

- a. Motion made by Jason Casey and seconded by Ryan Gehrke to approve up to \$5,000 for a new computer and docking station for the NRPD Squad car to come out of the ERS Funds and grant from the New Richland Area Foundation Fund. Carried (3 yes, 0 no)

6. Cedar Pointe Rent Increase

- a. Motion made by Janda Ferguson and seconded by Ryan Gehrke to approve a \$25 rent increase for Cedar Pointe Town Homes. Carried (3 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 Jason Casey 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 Ryan Gehrke and seconded by Janda Ferguson.
Carried (3 yes, 0 no) 7:25 p.m.

Submitted by,

Anthony Martens
City Administrator

First Reading 06/10/2024

205.01 OFFICE OF THE CITY ADMINISTRATOR; ANNUAL AUDIT

(A) There is hereby established the position of City Administrator. The offices of City Clerk and City Treasurer are hereby combined pursuant to M.S. § 412.591, Subd. 2, as it may be amended from time to time. The City Administrator is hereby appointed to be the Clerk-Treasurer for the city and shall exercise all of the duties and responsibilities of a City Clerk and a City Treasurer as specified in M.S. Ch. 412 and elsewhere in the laws of the state and this code, as they may be amended from time to time. The City Administrator shall also be the City Zoning Administrator and shall execute all of the duties and responsibilities given this position by state law and this code, as may be amended from time to time.

(B) An annual audit of the city's financial affairs shall be conducted hereafter by the State Auditor or a public accountant in accordance with minimum procedures prescribed by the State Auditor. The Auditor shall be appointed by the City Council.

Ambulance Report June 2024

Crew

Abby has passed her EMT and is working to get signed off at as an EMT. There is a lot of things that are different going from EMT from EMR. I will be working with her this week and possibly try to get her on some ride time with North.

Karen and Brett are halfway through there EMR training and we will have the EMR refresher with them and have 3 that need it. Jordan, Jeff, and Shelby. I would like approval for them to complete their refresher.

EMSRB

The Crew received another certificate for EMSRB. It is for performing at a rate of 80% or higher on five or more of the Clinical Advisory Performance Measures for the calendar year 2023. (there is a copy with report)

MN Legislature has passed a bill providing Ambulance Service Aid Package to Rural ambulance Services at \$24,000,000. I have been in contact with Mark, and we are waiting for the application to apply for funds. Once this is available Sara Jo and myself will be filling out this application. It does not say how much will be available for us. It will be divided according to service area size. (There is a copy of this with report)

Director

I have turned in a few grants for the Lucas and a copy of the price is with report. I have not heard from any of the grants yet. A new Lucas is \$19,215.75 or trade in old one and price will be \$14,489.01.

I have went through the rig and replaced items that are about to expire. I have also been working on scheduling a Mock crash for the school year next year. We will be doing this before Homecoming week. Also, making sure to keep everything up-to-date.

Thank you,
Sarah Sundve
New Richland Ambulance Director



May 2, 2024

Dear Ambulance Service Manager

As you may be aware in 2022 the Emergency Medical Services Regulatory Board, in consultation with the Medical Director Standing Advisory Committee, implemented nine different Clinical Advisory Performance Measures. The implementation of these measures was a step towards improving and showcasing the already phenomenal care that is provided across the State of Minnesota every single day.

The EMSRB closely monitors performance related to these measures, and I am pleased to report that your ambulance service has performed at a level worthy of special recognition.

Due to your ambulance service performing at a rate of 80% or higher on five or more of the Clinical Advisory Performance Measures for calendar year 2023, it is my pleasure on behalf of the Board to award you the enclosed Certificate of Excellence.

This award is a credit to your organization, leadership, the involvement of your Medical Director, and most of all the exemplary care and documentation performed by your dedicated crew members. You should be proud of the care that your organization provides to the communities and citizens you serve.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dylan J. Ferguson', followed by a long horizontal flourish.

Dylan J Ferguson
Executive Director, Emergency Medical Services Regulatory Board



EMSRB Memo

Date: May 21, 2024

To: Minnesota Ambulance Services, Minnesota EMS Regional Systems

From: Dylan Ferguson, Executive Director

RE: 2024 Legislative Update

By now, many of you are aware of the EMS-related changes passed by the Minnesota Legislature on Sunday. While not yet signed into law, the legislative passage of HF4738 brings the potential for many changes to Minnesota EMS. As ambulance service managers, I know you have many questions. In the coming weeks, as more information becomes available, EMSRB staff is dedicated to answering as many of those questions as we can.

Many of the programs and policies contained within HF4738 require the development of processes and procedures. EMSRB is committed to ensuring that these processes are implemented efficiently and transparently.

During this transition, **please monitor your emails closely**. Your assigned EMS specialist and I will communicate additional information as we receive it. Please ensure that your contact information is up to date and correct in the E-License Portal.

Ambulance Service Aid Package

HF4738 appropriates \$24,000,000 in ambulance service aid. This aid will be distributed to ambulance services based on a formula that considers the square mileage of Primary Service Areas in addition to response volume.

While estimates and projections may be made, the final aid amounts to be received by each ambulance service cannot be confirmed until the application window closes and calculations are performed by the Department of Revenue. These calculations will be based on the number of eligible ambulance services that apply, the information provided on the application, and data points provided to the Department of Revenue by EMSRB.

More information regarding the application process will be provided as it becomes available. The bill specifies that the application deadline will be **September 16, 2024**.

Ambulance Staffing Standards

HF4738 also makes multiple changes to the staffing standards of ambulances, particularly for BLS ambulances. The legislation creates a BLS ambulance variance process, allowing ambulance services to apply for a variance to operate a BLS ambulance with an Emergency Medical Technician (EMT) tending to the patient and a non-clinical individual driving the ambulance, similar to the emergency waivers that were in place until they expired on December 31, 2023. **This process is not automatic; an application and approval of your medical director and the Board is required.** We will provide more information related to this and other related changes as soon as it becomes available.

Regulatory Structure Changes

Finally, HF4738 makes changes to the state agency that regulates EMS in Minnesota. Effective January 1, 2025, the Emergency Medical Services Regulatory Board will be replaced by a new entity named the Office of Emergency Medical Services. This new office will have an agency head appointed by the Governor. There will be three separate advisory boards, each with a different focus on the EMS system, to advise the new office.

In the interim the EMSRB remains dedicated to our mission of protecting the public's health and safety through regulation and support of the state's EMS system. We will continue this mission with dedication and professionalism as we work to ensure a smooth and orderly transition and maintaining continuity in the operation of the statewide EMS system.

If you have additional questions, please reach out to your assigned EMS Specialist or email emsrb@state.mn.us

In closing, I would like to thank each of you for your dedication to the communities you serve. You, as EMS providers, are the backbone of our EMS system and provide a valuable service to your communities and patients. The EMSRB wishes you all a safe and happy 2024 EMS Week.



New Richland Amb LUCAS

Quote Number: 10921588

Version: 1

Prepared For: NEW RICHLAND AMB
Attn: Sarah Sundve
nramb@cityofnewrichlandmn.com
(507) 465-3514

Rep: Peter Swetkovich
Email: pete.swetkovich@stryker.com
Phone Number: 763-312-0470

Quote Date: 05/14/2024

Expiration Date: 08/12/2024

Delivery Address

Name: NEW RICHLAND AMB
Account #: 20155386
Address: 203 BROADWAY AVE N RM 2
NEW RICHLAND
Minnesota 56072-2021
Attn: Sarah Sundve

Sold To - Shipping

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

Equipment Products:

#	Product	Description	U/M	Qty	Sell Price	Total
1.0	99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	PCE	1	\$18,013.50	\$18,013.50
2.0	11576-000071	LUCAS External Power Supply	PCE	1	\$369.00	\$369.00
3.0	11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	PCE	1	\$693.75	\$693.75
4.0	11576-000046	LUCAS Disposable Suction Cup (3 pack)	PK	1	\$139.50	\$139.50
Equipment Total:						\$19,215.75

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TIM-LUC2-LUC3	TRADE-IN-STRYKER LUCAS 2 TOWARDS PURCHASE OF LUCAS 3.1	1	-\$5,000.00	-\$5,000.00



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Quote Number: 10921588

Version: 1

Prepared For: NEW RICHLAND AMB

Attn: Sarah Sundve

nramb@cityofnewrichlandmn.com

(507) 465-3514

Rep: Peter Swetkovich

Email: pete.swetkovich@stryker.com

Phone Number: 763-312-0470

Quote Date: 05/14/2024

Expiration Date: 08/12/2024

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$273.26
Grand Total:	\$14,489.01

Prices: In effect for 30 days

Terms: Net 30 Days

Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/Index.html.



NEW RICHLAND FIRE DEPARTMENT

MONTHLY COUNCIL REPORT

MONTH: MAY YEAR: 2024

FIRE CALLS: 1

MEDICAL CALLS: 2

TOTAL CALLS: 3

TRAINING COMPLETED DURING THE MONTH:

Pump TRAINING

ADDITIONAL INFORMATION:

Respectfully Submitted: *Josh Moen*, Fire Chief



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)

Monthly Report

June 10th, 2024 Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to *** 156 *** calls for service for the month of May.

Total Calls through May 2024: 1,208

Total Calls through May 2023: 487

Most calls requiring additional follow up have been completed. As always, we remind people to get in touch with us if they have any information regarding any incidents that have occurred in the City of New Richland or surrounding areas.

Items Completed in May

- N/A

Information

- Grass clippings- another reminder that you CAN NOT blow your grass clippings into the street. It's a driving hazard and causes issues with the sewer/water systems.

Training & Education

- Officer DeRaad attended and completed Firearms Instructor course in St. Cloud May 6th-10th



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:nrp@cityofnewrichlandmn.com)

Personnel

- One interview on May 24th. Background packet has been sent.

Purchases

- Computer and mount for 260 has been ordered

Squad Maintenance

- 270 went in for an oil change on May 31st.

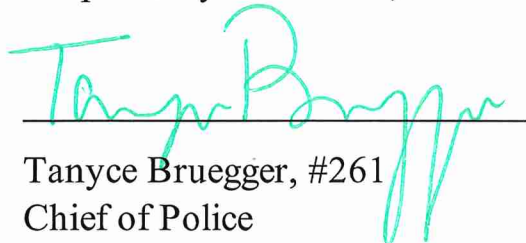
Equipment

- N/A

Upcoming Events / Important Items

- N/A

Respectfully Submitted,


Tanyce Bruegger, #261
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

June 10th, 2024, City Council Meeting

Attended Hydrology Study meeting. Initial thinking is approximately a 5-7 million project

Met with Jeanne Poppe from Tina Smith's office regarding Federal Funding and opportunities for the City of New Richland. Interested in helping small communities access aid.

Continue to monitor EMS Service Aid Package 24 million to Rural EMS

Attended and hosted Emergency Preparedness Team meeting.

Reviewed initial audit information from ABDO. Audit presentation will be at the second meeting in June.

Participated in interviews of 2 potential PT Police Officer Candidates w/ Chief Bruegger.

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

EMPLOYEE ANNIVERSARIES

6/14 - Mallory Schlinger – St. Olaf – 2 YRS

6/20 - Abbie McGuiggan – AMB – 1 YR