



New Richland City Council Regular Meeting Minutes

June 24th, 2024

Members Present

Loren Skelton
Ryan Gehrke
Jason Casey
Janda Ferguson
Jody Wynnemer

Staff Present

Shell Johnson-People Service
Bob Johannsen- Care Center Administrator
Eric Hendrickson-Maintenance &
Utility Supervisor
Sarah Sundve-Ambulance Director
Sara Jo Vulcan-Asst. Ambulance Director

Others Present

Mike Abbott Sue Abbott
Pam Goehring Larry Goehring
Brian Vairma

Members Absent

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 Audit presentation by ABDO be removed from the agenda as they had a conflict and were unable to attend.
- Administrator Martens asked that Item #3 Resolution 24-14: A Resolution Extending a Local Emergency Declaration be added to Ordinances and Resolutions and #6 2023 Final Audit be added to New Business.
- Motion made by Janda Ferguson and seconded by Ryan Gehrke to approve the agenda as amended. Carried (4 yes, 0 no)

Consent Agenda

1. Motion made by Jody Wynnemer and seconded by Janda Ferguson to approve the consent agenda Carried (4 yes, 0 no)

Public Comments

2. Larry Goehring thanked the Maintenance and WWTP for their hard work during the flooding.

Requests and Presentations

- None

Public Hearings

1. Mayor Skelton opened the public hearing on Ordinance 205.01: Office of the City Administrator; Annual Audit at 6:33 pm. No one in attendance wished to speak at this time.
2. Mayor Skelton closed the public hearing on Ordinance 205.01 at 7:30pm. No one in attendance wishes to be heard.

Ordinances and Resolutions (see attached)

1. Motion made by Janda Ferguson and seconded by Ryan Gehrke to adopt Resolution 24-13: A Resolution Updating the City Fee Schedule. Carried (3 yes, 1 no - Wynnemer)
2. Motion made by Jody Wynnemer and seconded by Janda Ferguson to adopt ordinance 205.01. Carried (4 yes, 0 no)
3. Motion made by Janda Ferguson and seconded by Jason Casey to adopt resolution 24-14: A Resolution Extending a Mayor Declared Local Emergency. Carried (4 yes, 0 no)



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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 Jason Casey to approve the Care Center Report. Carried (4 yes, 0 no)
 - Administrator Martens read a letter from Brian Vairma, President of the Care Center Advisory Board. The Care Center Advisory Board has completed a performance review of the Care Center Administrator and are making a recommendation to the City Council that he receive a 6% increase as he has not received any increase since he was hired over 2 years ago while other employees have seen 2 3 % wage increases and other bonuses.
 - Motion made by Jody Wynnemer and seconded by Ryan Gehrke to approve a performance increase to Bob Johannsen to Step 7 at \$54.47 which is approximately a 5.9% increase. Carried (4 yes, 0 no)
2. People Service Report – Shell Johnson
 - People Service report was presented by Shell Johnson
 - Motion made by Janda Ferguson and seconded by Jody Wynnemer to approve the People Service report. Carried (4 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 removal of 2 trees and stumps at a cost of \$800. Carried (4 yes, 0 no)
 - Motion made by Janda Ferguson and seconded by Jason Casey to approve the Maintenance Department report. Carried (4 yes, 0 no)

Unfinished Business

- None

New Business

1. May 2024 Check Register
 - a. Motion made by Jason Casey and seconded by Ryan Gehrke to approve May 2024 Check Register. Carried (4 yes, 0 no)
2. May 2024 Financials
 - a. Motion made by Jody Wynnemer and seconded by Ryan Gerke to approve May 2024 Financials. Carried (4 yes, 0 no)
3. Purchas Lucas Device for Ambulance
 - a. Motion made by Jason Casey and seconded by Janda Ferguson to approve the purchase of a new Lucas device at a cost of \$19,215.75. Carried (4 yes, 0 no)
4. Ambulance Pay Discussion
 - a. Council discussed an increase to ambulance wages.
 - b. Motion made by Jody Wynnemer and seconded by Jason Casey to approve increasing the Ambulance on-call wages during the week to \$3/hour, on-call wages during the weekend to \$4/hour, and per call stipend to \$35 effective August 1st, 2024. Carried (4 yes, 0 no)
 - c. Motion made by Jason Casey and Ryan Gehrke to approve a 3% performance increase to Director Sarah Sundve's wages effective immediately. Carried (4 yes, 0 no)



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New Business continued...

5. Broadway Lighting

- a.** Motion made by Jason Casey and seconded by Ryan Gehrke to approve \$5,000 to repair the Broadway LED lighting in time for F & C Days. Carried (4 yes, 0 no)

6. 2023 Final Audit

- a.** Motion made by Jason Casey and seconded by Ryan Gehrke to approve the 2023 Final Audit. 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 Ryan Gehrke and seconded by Janda Ferguson to approve the City Administrators report. Carried (4 yes, 0 no)

Mayor/Council Comments

- Council Member Casey asked if staff would be willing to address election questions from the public. Administrator Martens suggested that we reach out to Tammy Spooner at the county and see if she would be willing to setup something.

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Janda Ferguson. Carried (4 yes, 0 no) 7:32 p.m.

Submitted by,

Anthony Martens
City Administrator