



New Richland City Council Regular Meeting Minutes

April 14th, 2025

Members Present

Janda Ferguson
Matt Economy
Jason Casey
Josh Warke
Jody Wynnemer

Staff Present

Anthony Martens-City Administrator
Shell Johnson – People Service
Eric Hendrickson – Maintenance &
Utility Supervisor
Cory Bienfang – Bolton & Menk
Jason Moran – City Attorney
Heather Christensen-Assistant City Clerk

Others Present

Robert Swenson Alex Buckmeier
Pam Gehring Larry Gehring

Members Absent

None

The meeting was called to order by Mayor Janda Ferguson at 6:30 p.m.

Roll Call - All members present

Pledge of Allegiance

Approval of Agenda

- Administrator Martens asked that EDA Business Improvement Grant to be added to New Business agenda item #6.
- Motion made by Jody Wynnemer and seconded by Jason Casey to approve the agenda as amended.
Carried (4 yes, 0 no)

Consent Agenda

- Motion made by Jason Casey and seconded by Josh Warke to approve the consent agenda.
Carried (4 yes, 0 no)

Public Comments

- None

Requests and Presentations

- 1) 2025 Street Improvement Project – Cory Bienfang, Bolton & Menk
 - a) City Engineer Cory Bienfang shared information about the bid opening process, costs to be assessed and the order and preparation of the assessments for the 2025 Street Project.
 - i) Motion made by Josh Warke and seconded by to adopt Resolution 25-13: A Resolution Declaring Cost to Be Assessed and Ordering Preparation of Proposed Assessment for the 2025 Street & Utility Improvements Project. Carried (4 yes, 0 no)
 - b) City Engineer Cory Bienfang shared information about the assessment hearing for the 2025 Street Improvement Project
 - i) Motion made by Jody Wynnemer and seconded by Matt Economy to adopt resolution 25-014: A Resolution Ordering the Assessment Hearing for the 2025 Street & Utility Improvements Project. Carried (4 yes, 0 no)

Public Hearings

- None



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Ordinances and Resolutions (see attached)

1. Ordinance 25-01: An Ordinance Amending Section 610 – Parking and Snow Removal – South Ash Avenue Parking Restrictions – 1st Reading
 - Motion made by Jody Wynnemer and seconded by Jason Casey to set a public hearing for May 12th, 2025, at 7:05 pm. Carried (4 yes, 0 no)

Reports

1. Ambulance Department
 - Ambulance report was presented by Ambulance Director Sundve.
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve an additional \$200 reimbursement for Laura Beckmann's educational expenses. Carried (4 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve \$320 to cover the cost of new pager batteries. Carried (4 yes, 0 no)
 - Motion made by Matt Economy and seconded by Josh Warke to approve the Ambulance Report. Carried (4 yes, 0 no)
2. Fire Department
 - Fire Department report was presented by in writing by Chief Moen
 - Motion by Jason Casey and seconded by Matt Economy to approve \$15,722 to Heiman Fire Equipment for turnout gear and supplies. Carried (4 yes, 0 no)
 - Motion made by Josh Warke and seconded by Matt Economy to approve the Fire Department Report. Carried (4 yes, 0 No)
3. Police Department
 - Police Department report was presented by Chief Bruegger
 - Motion made by Jason Casey and seconded by Josh Warke to approve the Police Department report. Carried (4 yes, 0 no)
4. Care Center Report – Bob Johannsen, Care Center Administrator
 - Care Center report was presented by Bob Johannsen
 - Motion was made by Matt Economy and seconded by Jason Casey to approve the Care Center Report. Carried (4 yes, 0 no)
5. People Service Report – Shell Johnson
 - People Service report was presented by Shell Johnson
 - Motion made by Jody Wynnemer and seconded by Matt Economy to approve \$4,485.27 to General Repair Service for Diaphragm Pump repair parts. Carried (4 yes, 0 no)
 - Motion made by Matt Economy and seconded by Jason Casey to approve the People Service report. Carried (4 yes, 0 no)



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Reports Continued....

6. Maintenance & Utility Report – Eric Hendrickson, Maintenance & Utility Supervisor
 - Maintenance & Utility Report was presented by Eric Hendrickson, Maintenance and Utility Supervisor.
 - Motion made by Matt Economy and seconded by Josh Warke to approve Bargan's to crack fill streets at a cost of approximately \$12,500-\$14,000 out of Capital Street Funding. Carried (4 yes, 0 no)
 - Motion by Matt Economy and seconded by Josh Warke to approve Pearson's to seal coat streets at a cost of \$28,650 out of Capital Street Funding. Carried (4 yes, 0 no)
 - Motion made by Matt Economy and seconded by Josh Warke to approve Ulland Brothers for Street Overlays at a cost of \$26,650 out of Capital Street Funding. Carried (4 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve the Maintenance Department report. Carried (4 yes, 0 no)

Unfinished Business

- None

New Business

1. March 2025 Check Register
 - a) Motion made by Matt Economy and seconded by Jason Casey to approve the March 2025 check register. Carried (4 yes, 0 no)
2. March 2025 Financials
 - a) Motion made by Josh Warke and seconded by Jody Wynnemer to approve the 2025 March financials. Carried (4 yes, 0 no)
 - b) Motion made by Matt Economy and seconded by Jason Casey to approve ACH payments for normal monthly payments as presented by the City Administrator. Carried (4 yes, 0 no)
3. Storm Sewer Fund Charing Clarification
 - a) Administrator Martens provided clarification regarding the charging for the storm sewer fund. Council took no action.
4. Petition to Detach Parcel – Lynn & Lane Wacholz
 - a) Motion made by Jody Wynnemer and seconded by Matt Economy to refer the petition to detach Planning and Zoning on 4/17/2025 at 6:30 pm and to set a public hearing for May 12th, 2025, at 7:10 pm. Carried (4 yes, 0 no)
5. Petition to Separate Parcel – Gary Peterson – 358/352 Cypress Ave S
 - a) Motion made by Matt Economy and seconded by Josh Warke to refer the petition to separate parcel to Planning and Zoning on 4/17/2025 at 6:30 pm and to set a public hearing for May 12th, 2025, at 7:15 pm. Carried (4 yes, 0 no)
6. Approve EDA Business Improvement Grant
 - a) Motion made by Jody Wynnemer and seconded by Matt Economy to approve the EDA Business Improvement Grant. Carried (4 yes, 0 no)

Miscellaneous

- City Wide Garage Sales – Saturday April 26th, 2025
- Community Cleanup Day – Saturday May 10th, 2025



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Administrators Report

- Administrator Martens provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Josh Warke and seconded by Matt Economy to approve the City Administrators report. Carried (4 yes, 0 no)

Mayor/Council Comments

- None

Closed Meeting

Meeting was closed at 7:35 pm pursuant to MN Statute section 13D.05, subd. 3 (a) to evaluate the performance of the City Administrator.

At 8:05 pm Mayor Ferguson reopened the City Council meeting.

Motion made by Matt Economy and seconded by Josh Warke to provide a merit increase to the city administrator based on a successful performance review. Grade 8, Step 5, \$44.92/HR, effective 4/17/25. Carried (4 yes, 0 no)

Adjournment – Motion for adjournment made by Josh Warke and seconded by Jody Wynnemer. Carried (4 yes, 0 no) 8:06 p.m.

Submitted by,

Anthony Martens
City Administrator