



New Richland City Council Regular Meeting Minutes

May 12th, 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
Bob Johannsen-Care Center Administrator

Others Present

Robert Swenson Alex Buckmeier
Pam Gehring Larry Gehring
Brianna Bleeker Kalisha Routh
Kermit Schoenrock Matt Harrington
Gary Peterson Gail Schmidt

Members Absent

None

The meeting was called to order by Mayor Janda Ferguson at 7:00 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 Jody Wynnemer and seconded by Josh Warke to approve the consent agenda.
Carried (4 yes, 0 no)

Public Comments

- None

Requests and Presentations

1. New Richland Area Foundation Fund Grant Presentations, Pam Goehring
 - a. City of New Richland - \$7,500 – ADA Bathroom Renovations
 - b. New Richland Library - \$500 - Summer Reading Program
 - c. New Richland Care Center - \$1,500 - Portable Vital Machine
2. 2025 Street Improvement Project – Cory Bienfang, Bolton & Menk
 - a. Motion made by Josh Warke and seconded by Matt Economy to adopt resolution 25-15: A Resolution Adopting Assessment Roll. Carried (3 yes, 1 no, Wynnemer)
 - b. Motion made by Matt Economy and seconded by Jason Casey to adopt resolution 25-16: A Resolution Accepting Bids and Awarding Contract. Carried (4 yes, 0 no)
 - c. Motion made by Matt Economy and seconded by Josh Warke to adopt resolution 25-17: A Resolution Providing for a Competitive Bond Sale. Carried (4 yes, 0 no)



New Richland City Council Regular Meeting Minutes

May 12th, 2025

Public Hearings

1. Ordinance 25-01: On Ordinance Amending Section 610 – Parking and Snow Removal – South Ash Avenue Parking Restrictions – 2nd Reading
 - a. Public hearing was opened by Mayor Ferguson at 7:18 pm.
 - b. Hearing no one wishing to speak, the public hearing was closed at 7:19 pm.
 - c. Motion made by Jason Casey and seconded by Jody Wynnemer to adopt ordinance 25-01: An Ordinance Amending Section 610 – Parking and Snow Removal – South Ash Avenue Parking Restrictions. Carried (4 yes, 0 no)
2. Petition to Detach – Lynn and Lane Wacholz Property
 - a. Public hearing was opened by Mayor Ferguson at 7:21 pm.
 - b. Hearing no one wishing to speak, the public hearing was closed at 7:24 pm.
 - c. Motion made by Matt Economy and seconded by Janda Ferguson to deny the petition to detach. Failed (2 yes, 3 no).
 - d. Motion made by ** and seconded by ** to approve the petition to detach. Carried (3 yes, 2 no, Ferguson, Economy)
 - e. Motion made by ** and seconded by ** to adopt resolution 25-22: A Resolution Approving a Petition to Detach. Carried (3 yes, 2 no, Ferguson, Economy)
3. Petition to Split Parcel – Gary Peterson
 - a. Public hearing was opened by Mayor Ferguson at 7:29 pm.
 - b. Hearing no one wishing to speak, the public hearing was closed at 7:30 pm.
 - c. Motion made by Jason Casey and seconded by Janda Ferguson to adopt resolution 25-18: A Resolution Granting an Administrative Split of a Parcel. Carried (4 yes, 0 no)

Ordinances and Resolutions (see attached)

1. Motion made by Matt Economy and seconded by Jason Casey to adopt resolution 25-19: A Resolution Declaring May 23rd as Poppy Day. Carried (4 yes, 0 no)
2. Motion made by Matt Economy and seconded by Jody Wynnemer to adopt resolution 25-20: A Resolution Adopting and Updated Fee Schedule. Carried (4 yes, 0 no)

Reports

1. Ambulance Department
 - Ambulance report was presented in writing by Ambulance Director Sundve.
 - Motion made by Matt Economy and seconded by Jason Casey to approve the Ambulance Report. Carried (4 yes, 0 no)
2. Fire Department
 - Fire Department report was presented in writing by Chief Moen
 - Motion made by Matt Economy and seconded by Josh Warke 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 Josh Warke and seconded by Matt Economy 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 Jason Casey and seconded by Matt Economy to approve the Care Center Report. Carried (4 yes, 0 no)



New Richland City Council Regular Meeting Minutes

May 12th, 2025

Reports Continued....

5. People Service Report – Shell Johnson
 - People Service report was presented by Shell Johnson
 - Motion made by Matt Economy and seconded by Jason Casey to approve \$14,000 to Empire for annual cleaning and televising out of capital fund. Carried (4 yes, 0 no)
 - Motion made by Jody Wynnemer and seconded by Jason Casey to approve the People Service report. Carried (4 yes, 0 no)
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 Jason Casey to approve up to \$1,400 to replace the PTAC unit in the Maintenance office. Carried (4 yes, 0 no)
 - Motion made by Matt Economy and seconded by Josh Warke to approve the Maintenance Department report. Carried (4 yes, 0 no)

Unfinished Business

- None

New Business

1. Heather Christensen Job Titel Change/Job Description Change
 - a) Motion made by Josh Warke and seconded by Matt Economy to update Heather Christensen's title and job description to Deputy Clerk. Carried (4 yes, 0 no)
2. Facsimile Signatures
 - a) Motion by Matt Economy and seconded by Jody Wynnemer to adopt resolution 25-21: A Resolution Authorizing Facsimile Signatures. Carried (4 yes, 0 no)
3. Swimming Lessons/Lifeguard Discussion / Decision
 - a) Motion made by Josh Warke and seconded by Janda Ferguson to cancel swimming lessons for the 2025 season and to issue refunds to those registered. Carried (4 yes, 0 no)
4. CEDA Contract Discussion
 - a) Council directed the City Administrator to begin looking into the possibility of a contract with CEDA for the 4th Quarter of 2025 and for 2026
5. Department Head Purchase Policy
 - a) Council directed the City Administrator to update the policy with language to reflect restrictions to day to day operations and not things like training and conferences
6. Approve EDA Business Improvement Grant
 - a) Motion made by Matt Economy and seconded by Josh Warke to approve the EDA Business Improvement Grant to Thompson Auto Body. Carried (4 yes, 0 no)

Miscellaneous

- City Hall Closed – Memorial Day – May 26th, 2025

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)



New Richland City Council Regular Meeting Minutes

May 12th, 2025

Mayor/Council Comments

- Council Member Warke discussed the fencing at the WWTP
- Council Member Casey discussed business insurance in New Richland

Adjournment – Motion for adjournment made by Jody Wynnemer and seconded by Matt Economy.
Carried (4 yes, 0 no) 8:32 p.m.

Submitted by,

Anthony Martens
City Administrator