



New Richland City Council Regular Meeting Minutes

July 14th, 2025

Members Present

Janda Ferguson
Matt Economy
Jason Casey
Josh Warke
e) Jody Wynnemer

Staff Present

Anthony Martens-City Administrator
Heather Christensen-Deputy Clerk
Shell Johnson-People Service
Bob Johannsen-Care Center Administrator
Tanyce Bruegger-Chief of Police
Eric Hendrickson-Maintenance & Utility Supervisor

Others Present

Robert Swenson
Pam Gehring
Vanessa Ziemke
Gail Schmidt

Larry Gehring
Vanessa Ziemke
e) Brenda Routh
Audrey Wieske

Members Absent

None

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

Roll Call - All members present except Jody Wynnemer

Pledge of Allegiance

Approval of Agenda

- Motion made by Jason Casey and seconded by Matt Economy to approve the agenda as amended. Carried (3 yes, 0 no)

Consent Agenda

- Motion made by Matt Economy and seconded by Jason Casey 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 Matt Economy and seconded by Josh Warke to adopt resolution 25-24: A Resolution Reducing a Special Assessment for the 2025 Street and Utility Improvement Project. Carried (3 yes, 0 no)
2. Motion made by Matt Economy and seconded by Jason Casey to adopt resolution 25-25: A Resolution Accepting a Donation from the Byron Township Community Fund to the New Richland Ambulance in the amount of \$524. Carried (3 yes, 0 no)
3. Motion made by Josh Warke and seconded by Jason Casey to adopt resolution 25-26: A Resolution Accepting a Donation from the State Bank of New Richland/FHLB to the City of New Richland for City Hall in the amount of \$10,000. Carried (3 yes, 0 no)
4. Motion made by Jason Casey and seconded by Josh Warke to adopt resolution 25-27: A Resolution Accepting a Donation from the State Bank of New Richland/FHLB to the City of New Richland to strengthen its tree maintenance program in the amount of \$20,000. Carried (3 yes, 0 no)



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Ordinances and Resolutions continued...

5. Motion made by Matt Economy and seconded by Jason Casey to adopt resolution 25-28: A Resolution Accepting a Donation from the State Bank of New Richland/FHLB to the City of New Richland for updates to the City-Owned public library in the amount of \$40,000. Carried (3 yes, 0 no)
6. Motion made by Matt Economy and seconded by Josh Warke to adopt resolution 25-29: A Resolution Accepting a Donation from the Town of Byron to the New Richland Ambulance in the Amount of \$300. Carried (3 yes, 0 no)
7. Motion made by Matt Economy and seconded by Jason Casey to set a public hearing for Ordinance 25-02: An Ordinance to Enact an Amendment to Section 600 for Monday August 11th, 2025, at 6:35 pm. Carried (3 yes, 0 no)

Council Member Jody Wynnemer Arrived at 6:35 pm via Go-To-Meeting virtually

Reports

1. Ambulance Department
 - Ambulance report was presented in writing by Ambulance Director Sundve.
 - Council members questioned at what rate the non-licensed drivers were being compensated at. Administrator Martens will follow up with the Ambulance Director.
 - Motion made by Josh Warke and seconded by Matt Economy 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 made by Matt Economy and seconded by Jason Casey 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 Matt Economy and seconded by Jason Casey 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 Josh Warke 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 Matt Economy and seconded by Josh Warke to approve up to \$3,320 to replace the mini split at the WWTP. Carried (4 yes, 0 no)
 - Motion made by Jason Casey and seconded by Matt Economy 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 Jason Casey to approve the purchase of gate valves from DSG at a cost of \$4,565.92. Carried (4 yes, 0 no)
 - Motion made by Matt Economy and seconded by Josh Warke to approve the replacement of sidewalk on Birch Ave by John Hulloper at a cost of \$2,653. Carried (4 yes, 0 no)
 - Motion made by Josh Warke and seconded by Matt Economy to approve the Maintenance Department report. Carried (4 yes, 0 no)

Unfinished Business

1. Creek Path / Private Property Issue
 1. Motion made by Jason Casey and seconded by Matt Economy to establish a community committee made up of 3 property owners and staff to develop a plan for a trail with Gail Schmidt being one of those property owners. Carried (4 yes, 0 no)
2. Golf Carts – Parks
 1. Motion made by Matt Economy and seconded by Jason Casey to allow a medical exemption approved by the Chief of Police for golf cart use in Legion Field on a case-by-case basis. Carried (4 yes, 0 no)

New Business

1. June 2025 Check Register
 - a. Motion made by Matt Economy and seconded by Jason Casey to approve the June 2025 check register. Carried (4 yes, 0 no)
2. June 2025 Financials
 - a. Discussion regarding concerns with ambulance revenue. Administrator Martens and Deputy Clerk Christensen have a meeting with Ambulance Billing Company soon
 - b. Motion made by Josh Warke and seconded by Matt Economy to approve June 2025 Financials. Carried (4 yes, 0 no)
3. 2025 Street & Utility Project Pay Estimate #2
 - a. Motion made by Matt Economy and seconded by Jason Casey to approve the 2025 Street & Utility Project Pay Estimate #2. Carried (4 yes, 0 no)
4. USDA Siren Grant Discussion
 - a. Motion made by Matt Economy and seconded by Jason Casey to table discussion to August meeting. Carried (4 yes, 0 no)
5. Houston Engineering Contract – Flood Mitigation MPCA Grant
 - a. Motion made by Matt Economy and seconded by Josh Warke to approve the Houston Engineering Flood Mitigation Contract. Carried (4 yes, 0 no)
6. Building Inspector Proposal – Award
 - a. Motion made by Josh Warke and seconded by Matt Economy to approve contracting with Prokore Inspection Services for building inspection services for the City of New Richland. Carried (4 yes, 0 no)
 - b. Motion made by Josh Warke and seconded by Jason Casey to adopt resolution 25-30: A Resolution Adopting an Updated Building Permit Fee Schedule. Carried (4 yes, 0 no)
7. EDA CEDA Grant – Panther Powerhouse

Miscellaneous

- None



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Administrators Report

Administrator Martens tendered his resignation as the City Administrator for the City of New Richland. His last day will be August 15th, 2025.

- Motion made by Matt Economy and seconded by Josh Warke to accept the resignation of the City Administrator. Carried (3 yes, 1 no, Casey)
- Motion made by Jason Casey and seconded by Jody Wynnemer to approve the updated job description and benefits of the city administrator position.
- Motion made by Matt Economy and seconded by Josh Warke to contract with South Central Services Cooperative for City Administrator search services at a cost of \$12,500. A special meeting to go over details with Mike Humpal will be held Monday July 21st, 2025 at 5:00 pm. Carried (4 yes, 0 no)
- 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

Adjournment – Motion for adjournment made by Matt Economy and seconded by Josh Warke. Carried (4 yes, 0 no) 8:09 p.m.

Submitted by,

Anthony Martens
City Administrator