



New Richland City Council Regular Meeting Agenda

In Person & Online Via Go-To-Meeting

April 13th, 2026

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 matters unless requested by the City Council.

1. Approve Minutes of March 9th, 2026
2. Xcel Energy Permits

Public Comments

Notice: We welcome the attendance of residents of the City of New Richland at 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 to request to be placed on the agenda or sign up 10 minutes prior to the start of the meeting. At the mayor's discretion, the speaker may address the topic either during the public portion of the meeting or when the item is being addressed by the council. The mayor will call upon the speaker at the appropriate time. The speaker shall state their name and the topic to be addressed. Residents are expected to use proper etiquette, decorum, and respect when addressing the council.

Request and Presentations

1. Fidium Fiber Internet
 - a. Requesting a 1-year moratorium on permitting service drops
 - b. Permits for the full project
 - c. Offering \$5,000 dollars to the city to offset the cost of labor for locates and above permitting

Public Hearings

Ordinances and Resolutions

1. Ordinance 26-01 – An Ordinance Establishing Standards, Licensing, and Inspection Requirements for Bunkhouse Housing for Migrant Agricultural Workers, and Allowing Such Housing as a Conditional Use in Specified Districts
 - a. First Reading

Department Reports

1. Ambulance Report – In Writing
2. Fire Department Report – In Writing
3. Police Department Report – In Writing
4. Care Center Report – Bob Johannsen, Care Center Administrator
5. People Service Report – Shell Johnson, Operator

- a. Pump Maintenance Agreement – Requests \$1,310.00 per inspection on 8 pumps for a total of \$10,480.00
6. Maintenance & Utility Report – Eric Hendrickson, Maintenance Supervisor
7. Economic Development Authority – In Writing

Unfinished Business

1. December 2025 Check Register
2. January 2026 Check Register
3. February 2026 Check Register
4. Radio Link Internet – Discuss Contract

New Business

1. March 2026 Check Register

Miscellaneous

Administrator's Report

1. Deputy Clerk
2. City Hall Repainting/Mural
3. Homestake Subdivision
4. Minnesota Rural Water Seminar
5. Water Treatment Plant

Mayor/Council Comments

Adjournment

The next Regular City Council meeting will be held on Monday, May 11th, 2026



New Richland City Council Regular Meeting Minutes

In Person & Online Via Go-To-Meeting

March 9th, 2026

Members Present

Janda Ferguson
Matt Economy
Josh Warke
Jody Wynnemer

Members Absent

Jason Casey

Staff Present

Tyler Lendt – City Administrator
Jason Moran – City Attorney
Heather Christensen – Deputy
Clerk
Shell Johnson – People Service
Chad Neitzel – NRPD Chief
Tanyce Bruegger – NRPD Chief
Sarah Sundve – Ambulance
Director

Others Present

Bob Swenson
Pam Goehring
Larry Goehring
Marcia Berg
Kim Berg
Scott Piehn – RadioLink
Dan Petsinger – RadioLink
Stephanie Landsteiner
Heather McGinnis
Molly Hendrickson – Landman
Real Estate
Mike Nash – 909 Motorsports
Matt Holland – Holland Ag.
LLC
Keith Leonardo – JKR
Investments LLC
Melissa Leonardo – JKR
Investments LLC

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

Pledge of Allegiance

Approve Agenda

Motion made by Jody Wynnemer and seconded by Josh Warke to approve the agenda. Carried (4 yes, 0 no)

Consent Agenda Items

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

Public Comments

Heather McGinnis requested the council consider a new contract with RadioLink

Request and Presentations

1. Keith and Melissa Leonardo
 - Requested the city draft a bunkhouse ordinance for migrant workers. Motion made by Jody Wynnemer and seconded by Matt Economy to authorize City Administrator Lendt and City Attorney Moran to move forward. Carried (4 yes, 0 no)
2. Police Department – Tanyce Bruegger, Chief of Police
 - Requested \$1,670.00 for Officer Drew DeRaad to attend use-of-force instructor school. Motion made by Jody Wynnemer and seconded by Josh Warke to approve the request of

- \$1,670.00 to send Officer Drew DeRaad to the Use-of-Force Instructor School. Carried (4 yes, 0 no)
- Requested \$4,500.00 for annual membership to the South Central Drug Investigation Unit. Motion made by Jody Wynnemer and seconded by Matt Economy to approve the request of \$4,500.00 for annual membership in the South Central Drug Investigation Unit. Carried (4 yes, 0 no)
3. People Service – Shell Johnson
- Requested \$2,297.00 to install a preliminary screen at the wastewater plant to reduce the amount of refuse that enters the plant.
 - Requested \$3,431.00 to replace a ladder in a tank at the wastewater treatment plant.
 - Motion made by Matt Economy and seconded by Josh Warke to approve the request of \$2,297.00 to install a preliminary screen and \$3,431.00 for a replacement ladder at the wastewater treatment plant. Carried (4 yes, 0 no)
4. Tyler Lendt – City Administrator
- Requested \$833.00 to attend the MCMA Conference – (April 29th – May 1st) Motion made by Josh Warke and seconded by Matt Economy to approve the request of \$833.00 to attend the MCMA conference. Carried (4 yes, 0 no)
 - Requested \$33,672.00 on behalf of Maintenance Supervisor Eric Hendrickson to perform street overlay and patching on 1st St NW, Ash-Birch, & Patching at various locations. Motion made by Jody Wynnemer and seconded by Matt Economy to approve the request of \$33,672.00 to perform street overlay and patching on 1st St NW, Ash-Birch & Patching at various locations. Carried (4 yes, 0 no)

Public Hearings

None

Ordinances and Resolutions

1. Resolution 26-04 – A Resolution Approving the Appointment of a Commissioner to the Housing and Redevelopment Authority of New Richland
 - Motion made by Matt Economy and seconded by Josh Warke to adopt Resolution 26-04 – A Resolution Approving the Appointment of a Commissioner to the Housing and Redevelopment Authority of New Richland. Carried (4 yes, 0 no)
2. Resolution 26-05 – A Resolution Accepting Donations
 - Motion made by Matt Economy and seconded by Josh Warke to adopt Resolution 26-05 – A Resolution Accepting Donations. Carried (4 yes, 0 no)
3. Resolution 26-06 – A Resolution Accepting Donations
 - Motion made by Matt Economy and seconded by Josh Warke to adopt Resolution 26-06 – A Resolution Accepting Donations. Carried (4 yes, 0 no)

Department Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
 - a. Requested adding a new EMT pending background check.
 - Motion made by Matt Economy and seconded by Josh Warke to hire the new EMT. Carried (4 yes, 0 no)
 - b. Motion made by Matt Economy and seconded by Jody Wynnemer to accept the Ambulance Report. Carried (4 yes, 0 no)
2. Fire Department Report – Chad Neitzel, Fire Chief



New Richland City Council Regular Meeting Minutes

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March 9th, 2026

- a. Motion made by Josh Warke and seconded by Jody Wynnemer to accept the Fire Department Report. Carried (4 yes, 0 no)
3. Police Department Report – Tanyce Bruegger
 - a. Motion made by Matt Economy and seconded by Josh Warker to accept the Police Department Report. Carried (4 yes, 0 no)
4. Care Center Report – In Writing
 - a. Motion made by Josh Warke and seconded by Matt Economy to accept the Care Center Report. Carried (4 yes, 0 no)
5. People Service Report – Shell Johnson, Operator
 - a. Motion made by Matt Economy and seconded by Jody Wynnemer to accept the People Service Report. Carried (4 yes, 0 no)
6. Maintenance & Utility Report – In Writing
 - a. Motion made by Josh Warke and seconded by Jody Wynnemer to accept the Maintenance & Utility Report. Carried (4 yes, 0 no)
7. Economic Development Authority – In Writing
 - a. No action required

Unfinished Business

1. December 2025 Check Register
 - a. Will bring a different version to next month's meeting with vendor information included.
2. January 2026 Check Register
 - a. January 2026 Check Register unavailable
3. 213 Broadway Ave N Re-Zoning Request
 - a. Motion made by Jody Wynnemer and seconded by Josh Warke to approve the request to Re-Zone 213 Broadway Ave N and the city-owned property to C2. Carried (4 yes, 0 no)

New Business

1. Radio Link Internet - Discuss Contract
 - a. Motion made by Janda Ferguson not to enter into a contract with Radio Link and give ample time for notice of termination to customers, and time to safely decommission the site. Seconded by Matt Economy. Failed, (2 yes, 2 no)
 - b. Motion made by Jody Wynnemer to authorize Jason Moran to enter into contract negotiations with Radio Link. Seconded by Josh Warke. Failed (2 yes, 2 no)
 - c. Motion made by Jody Wynnemer to table these discussions 30 days and extend the decommissioning by 90 days from March 9th, 2026. Seconded by Matt Economy. Carried (4 yes, 0 no)
2. February 2026 Check Register
 - a. February 2026 Check Register unavailable
3. Personnel Policy Manual
 - a. Motion made by Josh Warke and seconded by Matt Economy to accept changes to the Personnel Policy Manual. Carried (4 yes, 0 no)

Miscellaneous

None

Administrator's Report

- a. Motion made by Matt Economy and seconded by Jody Wynnemer to accept the Administrator's Report. Carried (4 yes, 0 no)

Mayor/Council Comments

None

Closed Session – Pursuant to Minnesota Statute 13D.05, to discuss the employment status of a probationary firefighter.

1. Closed Session Started at 8:32
2. Closed Session Ended at 8:40

Personnel

Motion made by Jody Wynnemer to discharge the firefighter from probation and the roster, seconded by Josh Warke. Carried (4 yes, 0 no)

Adjournment

Motion made by Josh Warke to Adjourn at 8:41, seconded by Janda Ferguson. Carried (4 yes, 0 no)

The next Regular City Council meeting will be held on Monday, April 13th, 2026

RIGHT OF WAY PERMIT APPLICATION

City of New Richland
203 N Broadway PO Box 57
New Richland, MN 56072
Phone: (507)465-3514 Fax: (507)465-3375

Excavation Permit Obstruction Permit

REGISTRATION TYPE

Attached Plan submitted by (Utility Owner): Rachel Lyon

Joint Application

Please check whether you will be the Owner of equipment placed in the ROW or a contractor wishing to work in the ROW. If other please explain in next section.

Equipment Owner
 Contractor
 Other (Explain)

Plan No. _____
Project No. 115728079

Location: 423 Broadway Ave

From and To: 423 Broadway Ave

(Address and Intersection) 423 Broadway Ave

REGISTRATION INFORMATION (Company Information)

Applicant: Rachel Lyon Xcel Energy

Address: 825 Rice St

City: St. Paul State MN Zip 55117

Signature: Rachel Lyon

Phone # (816) 208-9143

Fax # _____

Date: 4/1/26

Contractor: Intercon Construction

Address: 5512 State Rd 19 & 113

City: Wauunakee State WI Zip 53597

Gopher State One-Call Reg. # 165678

Contact Person: Audrey Graes

Phone # (608) 215-0595

Pager # _____

24 HOUR EMERGENCY CONTACT INFORMATION

Name	Phone #	Pager #	Fax #
<u>Lights Out</u>	<u>(800) 895-4999</u>	_____	_____
_____	_____	_____	_____

CONSTRUCTION INFORMATION

Type of Utility:

Gas Electrical Telecom
 Heating Cooling Cable
 Traffic Water Sewer
 Other _____

Purpose of Construction

New
 Replacement
 Repair
 Other _____

Type of Construction

Trench Boring
 Hole Pole
 Chamber Other _____

Excavation Size: Length 5 Width 5 Depth 6 Total Linear Footage of Installation _____

Portion of ROW being used: Driving Lane _____ Parking Lane _____ Sidewalk _____ Boulevard

Other _____

CONSTRUCTION SCHEDULE

Number of Construction Days: 2

Construction Dates: 4/3/26 - 6/3/26

Weekend Dates: _____

After Hour Dates: _____

CERTIFICATES AND LICENSES

Please attach copies of certificates and licenses as required for registration

- 1) Certificate of Insurance
- 2) Certificate of Incorporation
- 3) Certificate of Authority form Minnesota Public Utilities Commission (MPUC)
- 4) Removal Bond (Equipment Owner Only)
- 5) Minnesota Contractors License

FOR OFFICE USE ONLY

Date Application Received: _____

Review Committee _____ Yes _____ No

Permit Number: _____

Committee Date: _____

Permit Fee: \$100.00

Date Received: _____

P1 SN# 15996836
ADDRESS: 423 Broadway Ave S, New Richland, MN 56072
COORDINATES: 43.88936 -93.493804
FEEDER: WAS092/AB/23.9 kV
 WAS092/A/13.8 kV
 WAS092/B/13.8 kV
WO#: 115728079



DESIGNER: Ethan Meulemans
 Ethan.Meulemans@xcelenergy.com
 (920) 391-9174

Work Order Information	
Service Request #	: 000015996836
Design Number	: 000001253451
Designer/Planner ID	: 328026
Designer/Planner Name	: ETHAN MEULEMANS
Designer/Planner Ph #	: (920) 391-9174
Manager Approval	: _____

Joint Utility	
E:	G:
T:	C:

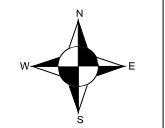
Design Location	
Division	: Mankato
County	: Waseca
City	: NEW RICHLAND (CITY)
Address	: SEE CALLOUT
T: 105N	R: 22W S: 20
Map #	: M11D10 Permit : SEE CALLOUT

Electric	
Feeder:	SEE CALLOUT Voltage:
Phase:	Bkup Dev ID:

Gas	
System	: Pressure :
Size	: Material :
Dead End	:

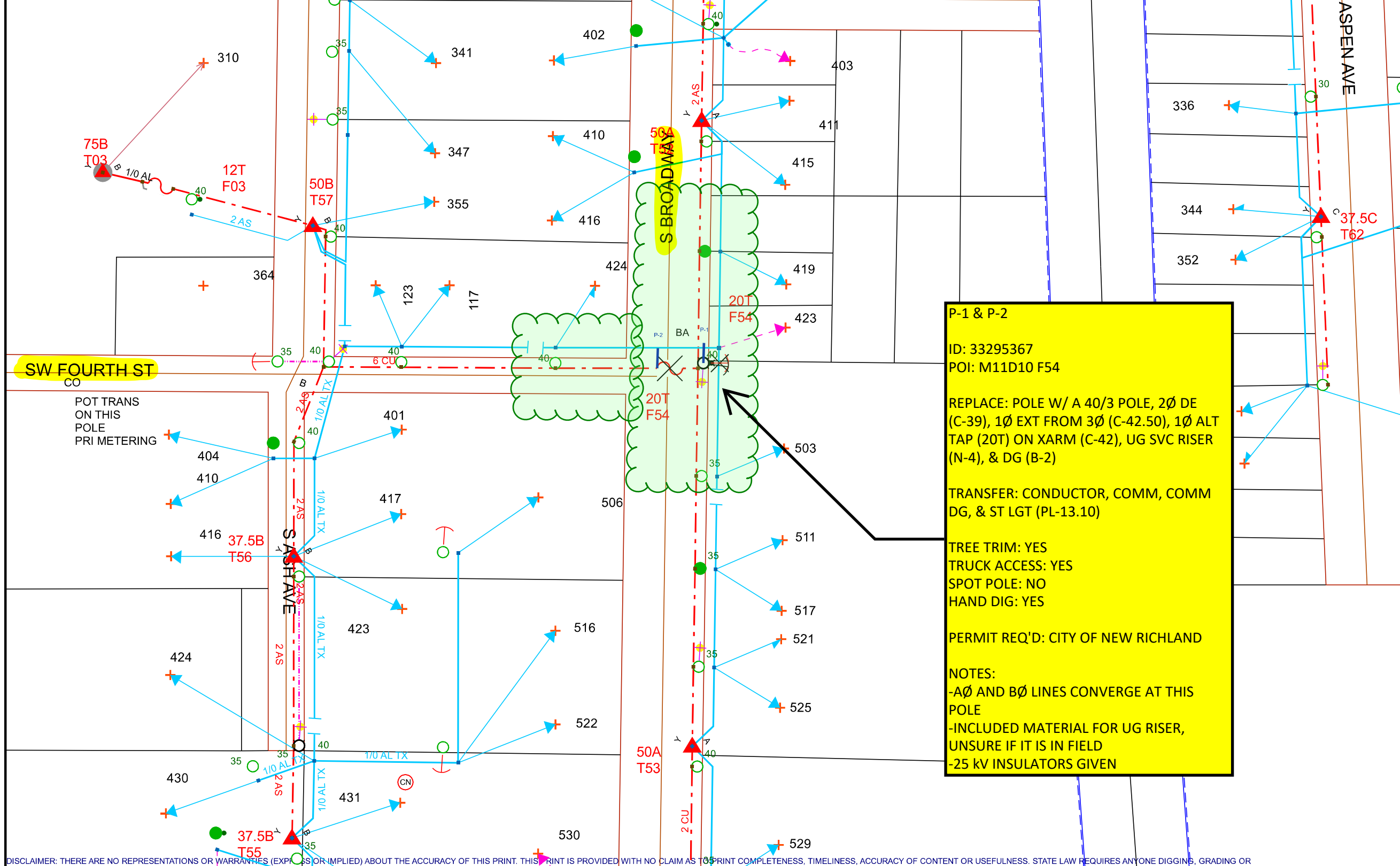
Work Order # : SEE CALLOUT

Date: 03/24/2026
 Sketch: 1 Of 1 Sketch Data
 Scale: 1" equals 100'



CONSTRUCTION USE ONLY
 NO CHANGES (BUILT AS DESIGNED)
 CHANGES MADE AS INDICATED
 (ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)

RFO _____
 FOREMAN _____ DATE _____
 TEAM LEADER _____



P-1 & P-2
 ID: 33295367
 POI: M11D10 F54

REPLACE: POLE W/ A 40/3 POLE, 2Ø DE (C-39), 1Ø EXT FROM 3Ø (C-42.50), 1Ø ALT TAP (20T) ON XARM (C-42), UG SVC RISER (N-4), & DG (B-2)

TRANSFER: CONDUCTOR, COMM, COMM DG, & ST LGT (PL-13.10)

TREE TRIM: YES
TRUCK ACCESS: YES
SPOT POLE: NO
HAND DIG: YES

PERMIT REQ'D: CITY OF NEW RICHLAND

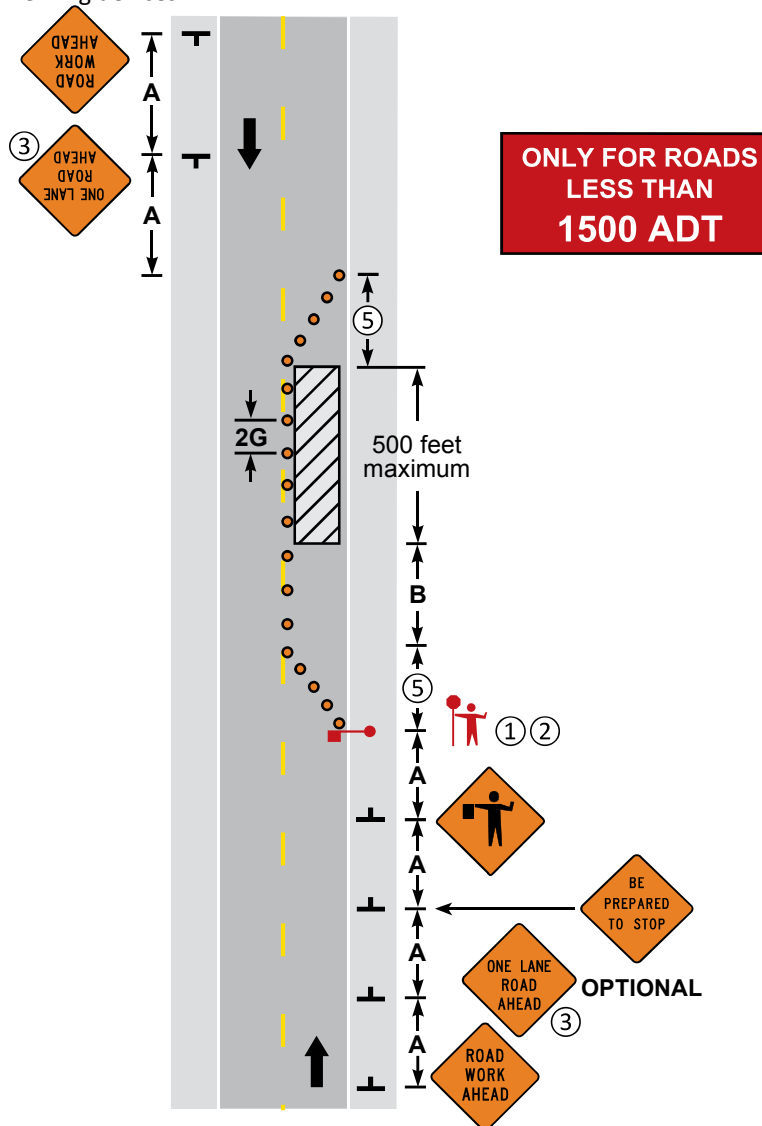
NOTES:
 -AØ AND BØ LINES CONVERGE AT THIS POLE
 -INCLUDED MATERIAL FOR UG RISER, UNSURE IF IT IS IN FIELD
 -25 kV INSULATORS GIVEN

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NOTES:

- ① The approach sight distance to the flagger shall be at least the Decision Sight Distance (**D**).
- ② If the flagger's ability to see oncoming motorists beyond the work space is less than the Decision Sight Distance (**D**), two flaggers shall be used - See [Layout 16](#).
- ③ The ONE LANE ROAD AHEAD sign may be omitted when the posted speed limit is 40 mph or less.
4. If the work space must be left unattended at night use [Layout 14](#).
- ⑤ The two-way taper should be 50 feet in length and using 5 equally spaced channelizing devices.



**LANE CLOSURE, ONE FLAGGER
TWO-LANE, TWO-WAY ROAD**

3 DAYS or LESS

6K-15

LAYOUT 15

Memorandum

Date: 13 April 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Fidium Fiber Internet Permitting

The City Administrator and Nick Sorensen, the OSP Manager of Engineering at Fidium, met on April 7th to discuss their upcoming project in New Richland.

One of the project bottlenecks is locating underground utility assets. The reduced availability of city employees this summer may affect the timeliness of locates.

Mr. Sorensen requested that the City Council place a 1-year moratorium on service drop permitting. He believes that the Council and City Hall may be inundated with permit applications, and waiting for approval would leave fiber exposed for longer than necessary. The City Administrator believes this to be accurate.

Mr. Sorenson proposes a one-time \$5,000.00 payment to cover permitting for the project, the 1-year moratorium on service drop permits, and to offset the time maintenance will spend on locates.

Once the moratorium expires, an annual right-of-way fee will be negotiated.

The City Administrator recommends accepting this offer as it would reduce bureaucratic load while fairly compensating the city for the activities.

Tyler T Lendt

**CITY OF NEW RICHLAND
WASECA COUNTY, MINNESOTA**

Ordinance No. [26-03]

**AN ORDINANCE ESTABLISHING STANDARDS, LICENSING, AND INSPECTION
REQUIREMENTS FOR BUNKHOUSE HOUSING FOR MIGRANT AGRICULTURAL WORKERS,
AND ALLOWING SUCH HOUSING AS A CONDITIONAL USE IN SPECIFIED DISTRICTS**

THE CITY COUNCIL OF THE CITY OF NEW RICHLAND ORDAINS AS FOLLOWS:

Section 1. Short Title.

This Ordinance may be cited as the **“Migrant Worker Bunkhouse Housing Ordinance.”**

Section 2. Purpose and Findings.

(a) **Purpose.** The purpose of this Ordinance is to allow and regulate bunkhouse housing used to accommodate migrant agricultural workers within the City, to safeguard health and safety, and to ensure compliance with applicable federal and state standards, including the Migrant and Seasonal Agricultural Worker Protection Act (MSPA) housing requirements and Minnesota’s migrant labor camp rules.

(b) **Findings.** The City Council finds:

1. Providing lawful, safe, and sanitary housing that supports agricultural operations and worker well-being;
2. The Migrant Seasonal Protection Act (MSPA) requires pre-occupancy inspections and ongoing compliance with housing standards;
3. Minnesota law regulates migrant labor camps and authorizes permits, sanitation, occupancy, and facility standards;
4. This Ordinance promotes public health, safety, and welfare.

Section 3. Authority.

This Ordinance is adopted pursuant to the City’s police powers and zoning authority under Minnesota law, including **Minn. Stat. Ch. 412** (statutory cities) and **Minn. Stat. § 462.357** (zoning).

Section 4. Definitions.

For purposes of this Ordinance:

- (a) **Bunkhouse.** A building or portion thereof used to house **migrant agricultural workers** in group sleeping quarters and shared common facilities (kitchen, sanitation, laundry), not intended for permanent residence.
- (b) **Migrant Agricultural Worker.** A worker as defined under MSPA: an individual employed in agricultural employment of a seasonal or temporary nature who is required to be absent overnight from his permanent place of residence.
- (c) **Operator.** The owner, agricultural employer, farm labor contractor, association, or other person who provides or controls the housing.
- (d) **MSPA Housing Standards.** Housing standards applicable under MSPA, including **OSHA temporary labor camp standards (29 C.F.R. § 1910.142)** or **ETA/H-2A housing standards (20 C.F.R. part 654, subpart E)** when applicable, and any **state/local standards** that are more protective.

Section 5. Use Allowance and Zoning.

- (a) **Districts.** A **bunkhouse** is allowed as a **Conditional Use** in the following districts: **A-Agricultural, R-Residential, and C-Commercial**, when serving lawful agricultural operations within or proximate to the City.
- (b) **Conditional Use.** When classified as a **Conditional Use**, approval shall be granted upon findings of compliance with Sections 6–11 of this Ordinance and the City’s general conditional use criteria (**New Richland City Code §1040.09**).
- (c) **Site Standards.**
1. **Setbacks/Buffering.** Shall be compliant with setbacks allowed by the current zoning of the building being utilized.
 2. **Parking & Access.** Off-street parking for residents and service vehicles; safe pedestrian access; emergency vehicle access; compliance with fire code.
 3. **Capacity.** Maximum occupancy is as approved in the license and consistent with applicable housing standards and egress capacity (fire code).
 4. **Full compliance with all provisions of the City’s Municipal Code, including, but not limited to, the City’s nuisance property Ordinances.**
 5. **Subject property must be in good standing regarding the payment of any governmental permit fees, utility fees, and the payment of real estate taxes and or assessments.**

Section 6. City Bunkhouse License (Annual).

(a) **License Required.** No person may operate a bunkhouse unless the City issues an **Annual Bunkhouse License** for the site and structure.

(b) **Application.** The operator shall file an application with the City Clerk including:

1. Site plan and floor plan (sleeping areas, sanitation, kitchen, laundry, egress, fire safety).
2. Expected occupancy and worker profiles (H-2A/non-H-2A).
3. Fire/life safety compliance documentation;
4. Water supply and sewage disposal documentation;
5. Management plan (house rules, complaint process, posting, maintenance);
6. Contact persons for 24/7 response;
7. Insurance and bond (if required by City Council resolution).
8. The payment of any fees required for the application.

(c) **Fees.** License fees shall be set according to the City's Fee Schedule, as it is amended from time to time.

(d) **Term & Renewal.** Licenses expire annually on **the 31st of May** and may be renewed upon showing continued compliance with this Ordinance and all applicable standards. The renewal fee shall be set according to the City's Fee Schedule, as it is amended from time to time.

(e) **Denial/Suspension/Revocation.** The City may deny, suspend, or revoke a license for noncompliance, misrepresentation, violation of the City's Municipal Code, or failure to maintain standards as set forth herein and as set forth pursuant to any Local, State, or Federal Laws or Rules or Regulations, following notice and hearing per Section 11.

Section 7. Pre-Occupancy Inspection; Certificate of Occupancy.

(a) **Pre-Occupancy Inspections Required.** The operator shall obtain all required **pre-occupancy housing inspections** and approvals **before any worker occupies the housing**, including:

1. **MSPA compliance**, demonstrated by inspection under applicable federal standards (OSHA 29 C.F.R. § 1910.142 or ETA standards), where applicable;
2. **City inspections** for life safety, building, and zoning compliance.

(b) **City Certificate of Occupancy.** Upon satisfactory inspections, the City shall issue a **Certificate of Occupancy for Bunkhouse Housing**, stating the **maximum occupancy**, effective [seasonal dates].

(c) **Posting.** The Certificate shall be **posted conspicuously** in the housing and maintained current at all times, consistent with MSPA disclosure requirements.

Section 8. Minimum Standards (Incorporation by Reference).

(a) **Standards Hierarchy.** Bunkhouse housing shall **meet or exceed** the most protective of:

1. **ETA/H-2A Housing Standards (20 C.F.R. part 654, subpart E)**, when applicable and as amended from time to time;
2. **City Building/Fire Codes** (Minnesota State Building/Fire Code as adopted by the City and as amended from time to time).

(b) **Operations & Maintenance.** Operators shall:

1. Maintain facilities in sanitary, safe condition;
2. Provide potable water, adequate sewage disposal, and refuse service;
3. Ensure safe heating, ventilation, and electrical systems;
4. Provide one bed per occupant and sufficient floor area and egress consistent with the standards above;
5. Keep common kitchens, bathing, toilets, and laundry facilities functional and clean;
6. Implement pest control;
7. Maintain unobstructed exits and posted emergency procedures.
8. Ensure that the operation does not violate any Local, State, or Federal rules, regulations, codes, or statutes.
9. Ensure that the operation is fully compliant and in good standing with regard to payment of any city-related taxes, assessments, or utilities.

(c) **Transportation & Disclosure (if provided).** If the operator transports workers or collects housing charges, the operator shall comply with MSPA transportation and disclosure requirements, including truthful written terms and receipts.

Section 9. Worker Notices; Records.

(a) **Posting Requirements.** Operators shall post:

1. The City Certificate of Occupancy and **maximum occupancy**;

2. House rules and emergency contacts;
3. A notice of worker rights and complaint procedure consistent with MSPA;
4. Any MDH permit and inspection summaries, if required.

(b) **Recordkeeping.** Operators shall maintain for **three (3) years**:

1. License and inspection records;
2. Occupancy logs;
3. Maintenance/repair logs;
4. Any MSPA disclosures/receipts related to housing charges (if any).

Section 10. Complaints; Inspections; Enforcement.

(a) **Complaint Intake.** The City Administrator shall receive complaints regarding housing conditions and coordinate with MDH and DOL/WHd as appropriate.

(b) **Administrative Orders.** The City may issue orders to correct violations, stop-occupancy (if imminent health/safety hazard), and assess **administrative penalties** as authorized by City Code.

(c) **Coordination with State/Federal Agencies.** The City may refer violations and cooperate with **MDH** and **DOL/WHd** regarding MSPA enforcement.

(d) **Penalties.** Violations shall be subject to **administrative citations, civil penalties, or misdemeanor prosecution** as allowed by City Code and state law. Remedies include license suspension/revocation and denial of future licenses. Any violation of the terms and conditions of this Ordinance shall constitute a misdemeanor offense and be subject to a fine of up to \$1,000, incarceration of up to 90 days in the County Jail, and/or both. A separate violation shall occur for each such day that a violation exists.

Section 11. Appeals.

An operator may appeal a license action or administrative order to the **City Council** within **10 days** of notice. The Council shall hold a hearing and issue a written decision. This local appeal does not limit state or federal enforcement rights.

Section 12. Non-Retaliation.

Operators shall not discharge, evict, or retaliate against workers for good-faith complaints regarding housing conditions or for cooperation with inspections, consistent with MSPA anti-retaliation provisions.

Section 13. Severability.

If any provision of this Ordinance is found invalid, the remainder shall remain in effect.

Section 14. Effective Date.

This Ordinance takes effect upon **publication** as provided by law.

Passed by the City Council of the City of New Richland, Minnesota, this ___ day of _____, **2026.**

Dated this _____ day of _____, 2026.

Janda Ferguson, Mayor

ATTEST:

Tyler T. Lendt, City Administrator

Ambulance Report April 2026

Crew: Nothing to report new here.

Runs: We are at 21 runs for the year.

Cot: We have received the loading system for the new cot just waiting on the cot which they said should be delivered this week. Once that is delivered Holly from Ferno will get the installers scheduled.

They will be taking the old cot and try to get some money back from it. Also working on selling the old monitor, so that we can get some money back from that also. Hopefully that goes well.

This is all I have to report.

Thank you

Sarah Sundve
New Richland Ambulance



NEW RICHLAND FIRE DEPT.

203 N Broadway Ave 744 New
Richland, MN 56072

507-465-3514

April 8th, 2026

During the month of March, there were two medical calls and one fire call. The training activity was an LP burn.

Chad Neitzel; NR 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

April 13th, 2026 Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to **122** calls for service for the month of March.

Total Calls through March 2026: 303

Total Calls through March 2025: 376

(17 assist other agency, 25 lock check/directed patrol, 31 traffic stops, 7 animal complaints, 6 ordinance violations)

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 March

- Radio encryption has been completed; new radios are in use.

Information

- N/A

Training & Education

- N/A

Personnel

- N/A



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

Payments and Purchases

- CIS Shared Records annual payment \$1,385.00
- SCDIU annual payment \$4,500.00

Squad Maintenance

- 260 oil change

Equipment

- N/A

Upcoming Events / Important Items

- County wide “Bike Rodeo” Friday, May 7th 4-7pm @ Waseca County Fairgrounds. Activities include teaching kids proper bike safety, fitting helmets, food, and music.

Respectfully Submitted,

Tanyce Bruegger, #261
Chief of Police

New Richland City Council

13 April 2026

New Richland Care Center

Operations:

Average Census

January = 33.27 (Annual Average = 35.93); February = 37.29; March = 36.03

	January =	February =	March =
Managed Care	3.87	4.00	4.00
Medicaid	22.58	24.96	24.42
Medicare A	3.77	2.54	2.68
Private	3.87	5.79	4.94

Financial:

	Revenue	Expense	Income
January	445,004	425,380	19,624
February	438,570	444,557	(5,987)

There has been a significant decrease in the use of agency staffing. February however is a difficult month since there are only 28 billable days.

Staffing:

Continue to look for LPN/RN for evenings and overnights. Our roster has improved, we typically have 5 – 8 shifts open for CNA's per week, with 14 – 16 open nursing slots per week. Our current staff have been covering extra shifts to help eliminate agency use. We do have two more nurses coming in April. one will be part-time the other full-time.

Other

We went through our Annual State Survey last week. And we had a Deficiency Free Survey! An magnificent accomplishment for everyone. This will help bring our quality scores up and increase our reimbursement from the state.



SCHEDULED PUMP MAINTENANCE AGREEMENT

Date Prepared: 03/09/2026
Total Number of Stations: 2 & WWTP
Number of Inspections per Year: 1

Prepared By: Jason Draeger/Karen Becker
Number of Pumps to be Inspected: 8
Months Service be Performed: Customer Choice

Fee for this Service Agreement: \$1310.00 per Inspection

Maintenance for pumps. Pump info will be documented at time of service.

Customer Name: City of New Richland
Contact Name: Shell Johnson
Phone Number: 507-380-1460
Cell Phone: 507-438-7248
Email: ajohnson@peopleservice.com

Pump Brand(s): Various
Horsepower: Various

TERMS

Any additional repairs (service labor, parts and trip charges) will be performed only after authorization and will be an additional charge. Pumps in dry pit stations shall be inspected in the station, and not removed. **If confined space entry is required, an additional fee of \$175 per station entered shall be charged.**

This agreement price includes all trip charges, overnight stays and service time. A written report of the findings will be supplied to the owner. Prior to all inspections, the owner will be notified of our impending visit.

All unscheduled service or emergency calls and repairs are in addition to this periodic preventative maintenance agreement.

All parts and labor are subject to the manufacturer’s published warranty.

The fee for this maintenance agreement shall be guaranteed for two years and payable when the service is performed and billed. Payment terms are Net 30. **If you would like to elect a three year service agreement at the guaranteed pricing listed above, please check this box.**

Minnesota Pump Works assumes no liability for loss of use or for any direct, indirect or consequential damage of any kind with respect to the use or operation of pumps, any equipment or accessories covered in this agreement.

This agreement shall be effective from its signed date and shall continue in effect until termination by either party upon 30 days prior written notice.

The owner’s responsibility will be:

- A) Have a representative available to allow entry to pumps.
- B) Disposal of all waste.

Accepted by: _____ Title: _____ Date: _____

A signed and dated copy of this maintenance agreement must be faxed to (507) 645-7533 or emailed to us at info@midwestpumpworks.com. The effective date of the maintenance agreement will be the date the form is signed, dated and returned.

Date: April 2, 2026

To: City of New Richland

From: Shell Johnson, Operator

O & M Report: March 2026

Wastewater Operation & Maintenance

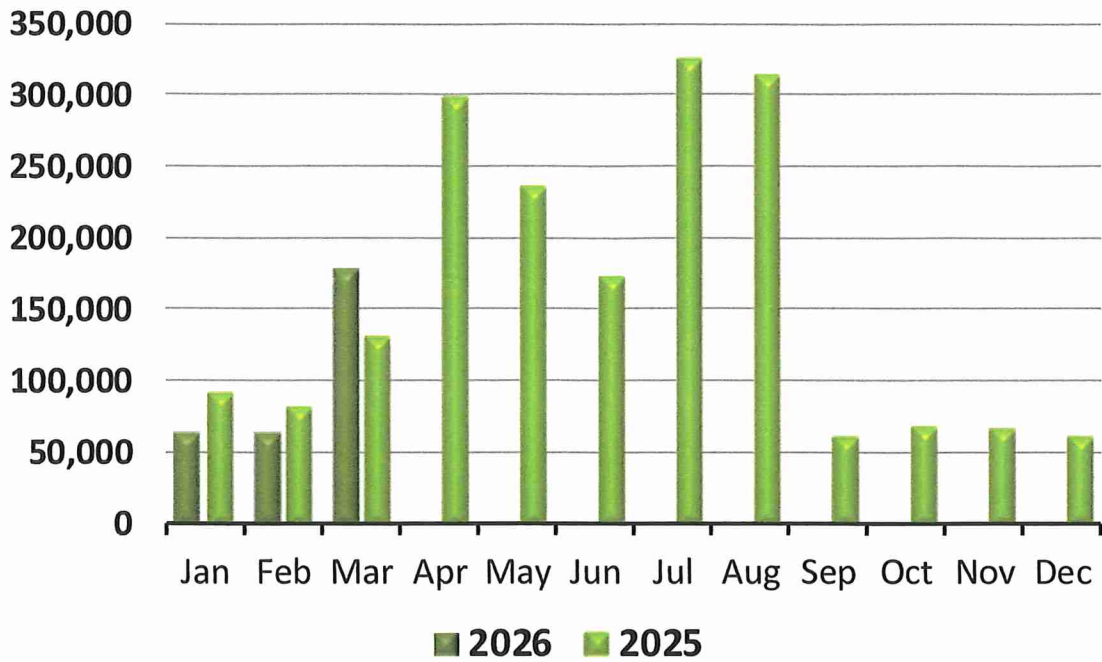
- ❖ 5,559,000 gallons of wastewater came into the plant/ 2,000,000 the well pumped. A lot of I/I
- ❖ Trickling Filter ladder and influent building bar screen should be coming soon
- ❖ Chlorine and Sulphur dioxide and Ferric arriving 4/2/26
- ❖ All required Samples per permit were done for march
- ❖ 2- Return pumps were shut down during Water main break at Division and Elm intersection, The 2 chicago pumps run water around seals to keep cool. These pumps run 24/7. Very important they have water. If they were to run without, they would get hot and burn out seals.
- ❖ Land applying biosolids will start in April.
- ❖ Still looking into different alarms for the Chlorine and the Sulphur chemical rooms and also for the preliminary building.

Thank you,

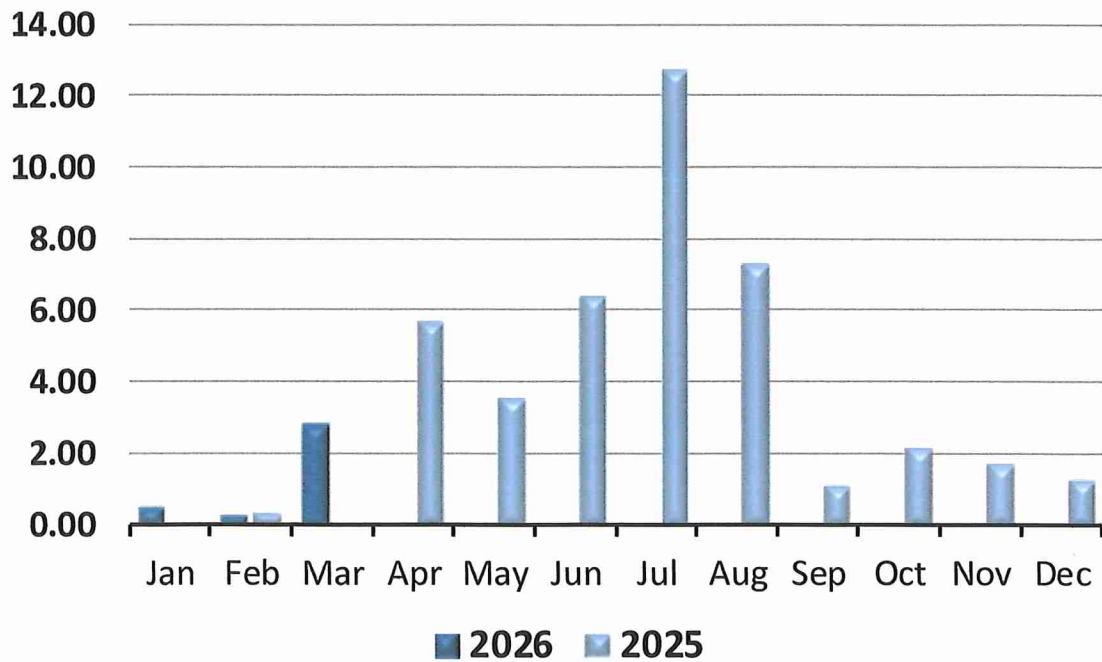
Shell Johnson

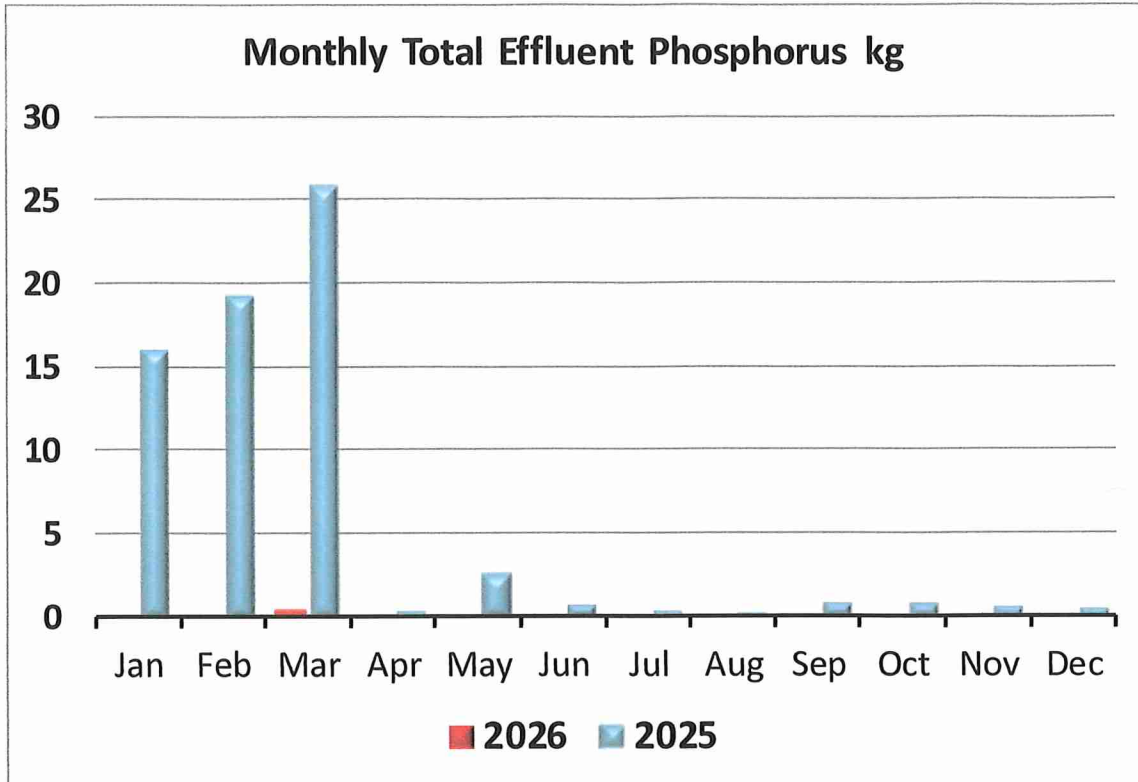
Peopleservice

Average Daily Wastewater Pumped - In Gallons



Total Monthly Precipitation





Water	Units	February-26	January-26	February-25
Wastewater				
CBOD				
CBOD Influent	mg/L	231	241	191
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	1.8	1.3	1.7
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	0.6	0.4	0.7
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	99%	99%	99%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	251	1,400	586
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	1	4	4
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	0.3	0.4	1.5
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	97%	99%	98%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	3.85	5.56	4.80
Phos Effluent	mg/L	0.85	0.89	2.21
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	0.00	0.00	19.27
Phos Effluent kg Per Year	kg	168.10	181.51	113.38
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
Fecal Coliform				
Fecal Effluent	ml	N/A	N/A	N/A
Fecal Effluent Permit Limit	ml	N/A	N/A	N/A
Dissolved Oxygen				
DO Effluent	mg/L	6.02	5.83	5.22
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	65,000	64,000	82,000
Maximum Daily	gallons	104,000	113,000	110,000
Total Monthly	gallons	2	1,975,000	2,304,000
Precipitation Monthly Total	inches	0.30	0.52	0.35
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$7,968.00	\$571.00	7%	17%
Total	\$7,968.00	\$571.00	7%	17%



City of New Richland Maintenance & Utilities Council Report

April 2026

PROJECTS COMPLETED

- 5 Blue cards were issued to residents this month.
- 0 Shut offs, due to lack of payment of blue cards.
- Weekly maintenance of Legion Field, City Park, City Hall, City Shop, Library, Water Plant, and St. Olaf Lake.
- Finished sweeping streets
- Arnolds came to fix the Kubota 3/18/26 there was debris in the fuel line that plugged up the orifices.
- This year we plowed snow nine times, had Tim's trucking move snow from MainStreet four times, and maintenance department move snow on MainStreet three times.
- 3/13/26 we had a big tree on 4th Street South that knocked down power lines and cleaned up.
- Cleaned up some piles at the St Olaf park
- Replaced the water tank on the sweeper
- 3/24/26 water break on Division South, Olsen's did the repair
- Burned the dump 3/26/2026
- We blew a tire out on the blue truck. Mikes repair put a new tire on and said he would recommend both sides replaced because of safety; the tires were 30 years old. 3/31/26

FUTURE PROJECTS

- Started with the water plant updates and controls 7/1/25, accepted to be done on 9/16/25
- J and R exercise valves
- Beach sand \$19 per ton (truck holds 18 tons)
- Getting ready for spring
- Empire to jet and televise South Broadway
- Hydrant flushing
- Turn water on at the Legion Field

Respectfully Submitted: *Eric Hendrickson*, Maintenance & Utility Supervisor

City of New Richland

Water System Monthly Report

Month: March Year: 2026

I. Water System / Monthly Pumpage / Performance

Well No. 1

Total Monthly Pumpage	Gals/Month	0
Average Daily Pumpage	Gals/day	0
Maximum Daily Pumpage	Gals/day	0
Total monthly hours	Hrs./month	0
Well Efficiency (GPM)	Gals/min	0

Well No. 2

Total Monthly Pumpage	Gals/Month	
Average Daily Pumpage	Gals/day	
Maximum Daily Pumpage	Gals/day	
Total monthly hours	Hrs./month	
Well Efficiency (GPM)	Gals/min	250

Well No. 3

Total Monthly Pumpage	Gals/Month	2,187,000
Average Daily Pumpage	Gals/day	70,548
Maximum Daily Pumpage	Gals/day	243
Total monthly hours	Hrs./month	160
Well Efficiency (GPM)	Gals/min	250

Total Combined Monthly Pumpage	Gals/Month	2,187,000
Average Combined Daily Pumpage	Gals/day	70,548
Total Combined Monthly Hours	Hrs./month	160
Booster Pump 1 Monthly Hours	Hrs./month	148
Booster Pump 1 daily Avg. Hours	Hrs./day	4.7
Booster Pump 1 efficiency (GPM)	Gals/min.	250
Booster Pump 2 Monthly Hours	Hrs/month	
Booster Pump 2 Daily Avg. Hours	Hrs/day	
Booster Pump 2 efficiency (GPM)	Gals/min	250
Total Chlorine Consumption	Lbs./month	55.1
Average Chlorine daily Consumption	Lbs./day	1.77
Total Fluoride Consumption	Gals/month	.0
Average Fluoride daily Consumption	Gals/day	.0

New Richland Water Usage 2026

	First	Well 2	Well 3		Total
Jan	49848	2,097,000			2,097,000
Feb			1,838,000		1,838,000
Mar			2,187,000		2,187,000
Apr					
May					
June					
July					
Aug					
Sep					
Oct					
Nov					
Dec					
	last				
total					

Sign/

Date/

New Richland EDA Agenda

March EDA Specialist's Report

March Activity

- March EDA Meeting
- Discussion with Bob Johanssen w/New Richland Care Center and facility tour
 - Research on funding for medical van services
 - Research on potential childcare facility
 - Reasearch on potential housing units
- Conversation with business owner about potential food truck funding options
- Conversations with engineer on feasibility study of Odd Fellows building
- Conversation with business owner looking to update facility to accommodate another potential tenant

Training/Meetings Attended in March**

- U of M Public Engagement Conference - Mar 3
- Meeting with Rep. Brad Finstad's office - Mar 6
- Meeting with Marci Goodwin with Smart Start - Mar 6
- Blandin Foundation Grant meeting - Mar 13
- AMC Legislative Update Zoom - Mar 23
- What's Happening in Minnesota's Economy Zoom - Mar 24
- SMIF Loans Department Meeting - Mar 27

**Training hours do not count against contract hours. All training is a benefit to communities served.

CITY OF NEW RICHLAND

*Check Summary Register©

DECEMBER 2025

Name	Check Date	Check Amt	
10100 GENERAL CHECKING			
5728e PERA	12/03/25	\$2,705.05	12-03-2025 PAYROLL
5729e ISOLVED	12/03/25	\$17,826.85	12-03-2025 PAYROLL
5730e MINNESOTA REVENUE	12/02/25	\$1,037.79	SALES TAX
5760e ISOLVED	12/10/25	\$5,780.91	AMBULANCE PAYROLL 12-10-2025
5761e NATIONWIDE	12/10/25	\$100.00	AMBULANCE PAYROLL 12-10-25
5762e MINNESOTA REVENUE	12/10/25	\$723.00	SALES TAX
5763e ISOLVED	12/17/25	\$16,911.56	12-17-2025 PAYROLL
5764e PERA	12/17/25	\$2,702.39	PERA
5767e PERA	12/31/25	\$2,678.93	12/31/2025 PAYROLL
5768e ISOLVED	12/31/25	\$17,349.40	12/31/2025 PAYROLL
5769e ISOLVED	12/31/25	\$3,084.26	12/31/2025 COUNCIL
5771e CARHARTT	12/05/25	\$116.74	STREETS-CLOTHING
5772e STEELE-WASECA COOP ELECTRIC	12/05/25	\$70.23	ELECTRIC-ST. OLAF
5773e XCEL ENERGY	12/05/25	\$1,367.27	ELECTRIC
5774e AMAZON.COM	12/08/25	\$59.97	BATHROOM REMODEL
5775e AMAZON.COM	12/08/25	\$89.61	MOWER PARTS
5776e HEALTH EQUITY	12/08/25	\$2.00	HEALTH INSURANCE
5777e AMPION	12/11/25	\$848.37	302810968 - 220 ASPEN AVE S
5778e HOME DEPOT	12/12/25	\$84.93	AMBULANCE
5779e MIDCO	12/12/25	\$183.53	PHONE/INTERNET
5780e Pro-Vision USA	12/15/25	\$102.00	BODY CAMERA
5781e COMPANION LIFE INSURANCE	12/15/25	\$429.38	SUPPLEMENTAL INSURANCE
5782e AMAZON.COM	12/16/25	\$24.97	MOWER PARTS
5783e ADOBE	12/17/25	\$59.88	COMPUTER EXPENSE
5784e ADOBE	12/17/25	\$257.57	MEMBERSHIP FEE'S
5785e POSTMASTER	12/17/25	\$388.50	WATER BILLS
5786e MIDCO	12/17/25	\$4.62	PHONE/INTERNET
5787e MN ENERGY RESOURCES CORP	12/18/25	\$22.48	GAS
5788e MN ENERGY RESOURCES CORP	12/18/25	\$146.45	GAS
5789e MN ENERGY RESOURCES CORP	12/18/25	\$83.79	GAS
5790e MN ENERGY RESOURCES CORP	12/18/25	\$181.78	GAS
5791e MN ENERGY RESOURCES CORP	12/18/25	\$260.26	GAS
5792e MN ENERGY RESOURCES CORP	12/18/25	\$119.10	GAS
5793e MN ENERGY RESOURCES CORP	12/18/25	\$132.66	GAS
5794e HOME DEPOT	12/18/25	\$96.01	BATHROOM REMODEL
5795e BOMGAARS	12/19/25	\$33.48	MOWER
5796e Consolidated Communications	12/19/25	\$61.59	PHONE
5797e ASSURITY	12/19/25	\$511.20	SUPPLEMENTAL BENEFITS
5798e AMAZON.COM	12/22/25	\$33.95	CITY HALL
5799e TRIZETTO PROVIDER SOLUTIONS	12/22/25	\$46.00	COMPUTER EXPENSE
5800e U.S. BANK EQUIPMENT FINANCE	12/26/25	\$165.00	METRO PRINTER PAYMENT
5801e VERIZON WIRELESS	12/26/25	\$377.10	CELL PHONES
5802e AMAZON.COM	12/30/25	\$9.99	FACE MASK
5803e POSITIVE PROMOTIONS	12/31/25	\$998.76	POLICE
5804e PAYA SERVICES	12/31/25	\$7.00	MONTHLY FEE
5805e STATE BANK OF NEW RICHLAND	12/31/25	\$1.00	MONTHLY FEE
5806e CENTRAL FARM SERVICE	12/31/25	\$918.51	GAS
5807e CENTRAL FARM SERVICE	12/31/25	\$1,079.02	GAS
5808e STATE BANK OF NEW RICHLAND	12/04/25	\$189.45	RETURNED PMT
5809e MIDCO	12/17/25	\$4.60	PHONE/INTERNET
5816e ISOLVED	12/03/25	\$266.96	12-03-2026 PAYROLL-PERA
5817e ISOLVED	12/17/25	\$266.95	12-17-25PAYROLL-PERA
5818e ISOLVED	12/31/25	\$266.96	12-31-25PAYROLL-PERA
30347 ALADTEC, INC	12/08/25	\$1,953.00	AMBULANCE YEARLY FEE

CITY OF NEW RICHLAND

*Check Summary Register©

DECEMBER 2025

Name	Check Date	Check Amt	
30348	BANYON DATA SYSTEMS, INC	12/08/25	\$590.00 CONTRACT FEE
30349	BLUE CROSS/BLUE SHIELD	12/08/25	\$1,341.56 HEALTH INSURANCE
30350	BOHLEN PLBG, HTG & A/C	12/08/25	\$200.00 4 TRANE FILTERS
30351	BOLTON & MENK	12/08/25	\$31,739.00 2025 STREET PROJECT
30352	CHRISTIAN, KEOGH, MORAN & KING	12/08/25	\$870.00 LEGAL FEES
30353	DEPT. OF HUMAN SERVICES	12/08/25	\$5,094.08 ECPN PAYMENT CARE CENTER
30354	ECOLAB PEST ELIMINATION	12/08/25	\$137.82 PEST CONTROL
30355	EMS MANAGEMENT & CONSULTANTS	12/08/25	\$150.00 AMBULANCE RUNS
30356	HANSEN, CAROL	12/08/25	\$25.10 OVERPAYMENT
30357	HILLS GARDENS, INC	12/08/25	\$239.42 LANDSCAPING SUPPLIES
30358	Houston Engineering, Inc	12/08/25	\$17,244.25 TELEVISIONS
30359	JJD COMPANIES, LLC	12/08/25	\$134,396.47 2025 STREET PROJECT
30360	JOBS PLUS INC	12/08/25	\$142.37 CLEANING CONTRACT
30361	L & D AG SERVICE	12/08/25	\$21.00 TESTING/SHIPPING
30362	LAW ENFORCEMENT LABOR SERVICES	12/08/25	\$73.00 DERAAD
30363	MN DEPT OF HEALTH	12/08/25	\$1,280.00 WATER METER SURCHARGE
30364	NCPERS Group Life Insurance	12/08/25	\$16.00 ERIC H
30365	NEW RICHLAND AUTO REPAIR	12/08/25	\$151.94 SQUAD MAINTENANCE
30366	NR FARM & HOME SUPPLY	12/08/25	\$57.96 STREETS/CITY HALL
30367	PEOPLES SERVICE, INC.	12/08/25	\$14,172.00 WASTEWATER
30368	RICHLAND DIESEL, LLC	12/08/25	\$1,484.64 VEHICLE MAINTENANCE
30369	STREICHER'S	12/08/25	\$153.98 POLICE UNIFORMS ALLOWENCE
30370	TERI KORMANN	12/08/25	\$29.59 UTILITY REIMBURSEMENT
30371	THOMPSON SANITATION, INC	12/08/25	\$11,033.75 Garbage
30372	UTILITY SERVICE CO INC	12/08/25	\$1,698.68 PEDISPHERE CITY TANK-MONTHLY
30374	AIRGAS USA, LLC	12/17/25	\$592.50 Cylinder Rentals
30375	BOUND TREE MEDICAL , LLC	12/17/25	\$298.74 MEDICAL SUPPLIES
30376	DG Minnesota CS 2021, LLC	12/17/25	\$44.16 302644135
30377	GOPHER STATE ONE-CALL, INC.	12/17/25	\$14.85 LOCATES
30378	HAWKINS WATER TREATMENT GROUP	12/17/25	\$36.50 CHEMICALS
30379	MADISON ENERGY INFASCTURE	12/17/25	\$7.07 SOLAR
30380	METRO SALES INC	12/17/25	\$68.73 CONTRACT FEE'S
30381	MOTOROLA SOLUTIONS	12/17/25	\$25,606.76 RADIOS
30382	USA BLUE BOOK	12/17/25	\$744.65 MONITORING SYSTEM
30383	XCEL ENERGY SOLUTION	12/17/25	\$4,250.88 302169077
30384	BROOKS SAFETY EQUIPMENT	12/31/25	\$507.53 HYDRANT MAINTENANCE
30385	CHRISTIAN, KEOGH, MORAN & KING	12/31/25	\$180.00 ATTORNEY FEE'S
30386	FERNO-WASHINGTON, INC.	12/31/25	\$55,660.90 COT & LOAD SYSTEM
30387	JOBS PLUS INC	12/31/25	\$142.37 CLEANING CONTRACT
30388	MASTER MEDICAL EQUIPMENT	12/31/25	\$20,169.58 MONITOR
30389	THOMPSON SANITATION, INC	12/31/25	\$11,033.75 Garbage
30390	UTILITY SERVICE CO INC	12/31/25	\$1,698.68 PEDISPHERE CITY TANK-MONTHLY
30391	WAGNER FOODS	12/31/25	\$36.29 SANITIZER FOR WATER
30392	WASECA HARDWARE	12/31/25	\$625.57 STREETS
Total Checks			\$427,284.88

CITY OF NEW RICHLAND

*Check Summary Register©

DECEMBER 2025

Name	Check Date	Check Amt
<u>10100 GENERAL CHECKING</u>		
101 GENERAL FUND		\$199,727.46
203 RURAL FIRE FUND		\$746.67
425 2025 STREET RECONSTRUCT		\$166,165.47
601 WATER UTILITY FUND		\$20,846.19
602 SEWER UTILITY FUND		\$22,522.20
603 GARBAGE		\$17,276.89
		<hr/>
		\$427,284.88

CITY OF NEW RICHLAND

*Check Summary Register©

JANUARY 2026

Name	Check Date	Check Amt	
10100 GENERAL CHECKING			
5770e MINNESOTA REVENUE	01/06/26	\$750.00	STATE TAXES
5810e POSITIVE PROMOTIONS	01/07/26	\$100.00	PERMITS/MEMBERSHIP
5819e HEALTH EQUITY	01/02/26	\$266.68	HEALTH INSURANCE
5820e COMPANION LIFE INSURANCE	01/02/26	\$429.38	SUPPLEMENTAL BENEFITS
5821e XCEL ENERGY	01/05/26	\$1,406.53	ELECTRIC
5822e AMAZON.COM	01/07/26	\$175.09	SUPPLIES FOR BATHROOMS
5823e HEALTH EQUITY	01/08/26	\$2.00	HEALTH INSURANCE
5824e AMAZON.COM	01/09/26	\$129.98	STREETS/UNIFORM ALLOWENCE
5825e ALLIED MEDICAL TRAINING, LLC.	01/09/26	\$175.50	AMBULANCE/SCHOOLING
5826e QUILL CORPORATION	01/09/26	\$161.50	FRAMES FOR BATHROOMS
5827e AMAZON.COM	01/12/26	\$41.98	STREETS
5828e AMAZON.COM	01/12/26	\$91.94	MIRROS
5829e AMPION	01/12/26	\$603.36	302810968 - 220 ASPEN AVE S
5830e MIDCO	01/13/26	\$183.54	PHONE/INTERNET
5831e MIDCO	01/20/26	\$44.34	PHONE/INTERNET
5832e MIDCO	01/20/26	\$460.01	PHONE/INTERNET
5833e MIDCO	01/20/26	\$504.35	PHONE/INTERNET
5834e HEALTH EQUITY	01/15/26	\$266.68	HEALTH INSURANCE
5835e Pro-Vision USA	01/16/26	\$102.00	BODY CAMERA
5836e TRIZETTO PROVIDER SOLUTIONS	01/20/26	\$46.00	AMBULANCE/COMPUTER
5837e POSTMASTER	01/21/26	\$388.50	WATERBILLS
5838e Consolidated Communications	01/21/26	\$61.59	PHONE/WASTEWATER
5839e NATIONWIDE	01/21/26	\$100.00	SUPPLEMENTAL
5840e AMAZON.COM	01/23/26	\$20.15	CITY HALL
5841e MN ENERGY RESOURCES CORP	01/23/26	\$2,381.36	GAS
5842e U.S. BANK EQUIPMENT FINANCE	01/26/26	\$165.00	METRO PRINTER PAYMENT
5843e VERIZON WIRELESS	01/26/26	\$377.10	CELL PHONES
5844e AMAZON.COM	01/28/26	\$109.00	SCALE FOR WATER PLANT
5845e WASECA COUNTY LICENSE BUREAU	01/30/26	\$1.92	TABS CITY VEHICLES
5846e WASECA COUNTY LICENSE BUREAU	01/30/26	\$89.25	4 VEH & TRAILER-MAINTENANCE
5847e HOME DEPOT	01/30/26	\$22.50	WOOD FOR TRAILER
5848e HOME DEPOT	01/30/26	\$55.84	PARTS FOR TRAILER
5849e PAYA SERVICES	01/31/26	\$14.00	MONTHLY FEE
5850e STATE BANK OF NEW RICHLAND	01/31/26	\$1.00	MONTHLY SERVICE CHARGE
5851e MIDCO	01/13/26	\$183.53	PHONE/INTERNET
5852e STATE BANK OF NEW RICHLAND	01/14/26	\$850.51	RETURNED PMT
5853e STATE BANK OF NEW RICHLAND	01/07/26	\$169.87	RETURNED PMT
5854e ISOLVED	01/08/26	\$6,346.30	01-08-2026AMBULANCE PAYROLL
5855e ISOLVED	01/12/26	\$15,922.05	011226-PAYROLL
5856e ISOLVED	04/10/26	\$16,629.97	01262026-PAYROLL
30393 BLUE CROSS/BLUE SHIELD	01/12/26	\$1,566.49	HEALTH INSURANCE
30394 DEPT. OF HUMAN SERVICES	01/12/26	\$14,130.95	ECPN PAYMENT CARE CENTER
30395 MINNESOTA PUMP WORKS	01/12/26	\$2,785.36	WASTEWATER MAINT
30396 THOMPSON SANITATION, INC	01/12/26	\$11,033.75	Garbage
30397 WASECA SOIL & WATER	01/16/26	\$240.00	DEPOSIT FOR TREES
30398 BLUE CROSS/BLUE SHIELD	01/26/26	\$6,930.38	HEALTH INSURANCE
30399 BOLTON & MENK	01/26/26	\$6,121.50	2025 STREET PROJECT
30400 BUDACH IMPLEMENT	01/26/26	\$286.02	MAINT
30401 BUREAU OF CRIMINAL APPREHENSIO	01/26/26	\$600.00	CJDN ACCESS FEE (BCA)
30402 CHRISTIAN, KEOGH, MORAN & KING	01/26/26	\$210.00	ATTORNEY FEE'S
30403 ECKBERG LAMMERS, P.C.	01/26/26	\$4,200.00	POLICIES360 BY LETAC
30404 ECOLAB PEST ELIMINATION	01/26/26	\$137.82	PEST CONTROL
30405 EMS MANAGEMENT & CONSULTANTS	01/26/26	\$106.88	AMBULANCE RUNS
30406 GALLS, LLC	01/26/26	\$662.19	BADGES FOR 262/263

CITY OF NEW RICHLAND

*Check Summary Register©

JANUARY 2026

Name	Check Date	Check Amt	
30407	GENERATOR SYSTEM SERVICES, INC	01/26/26	\$836.96 WATERPLANT
30408	HAWKINS WATER TREATMENT GROUP	01/26/26	\$1,380.00 CHEMICAL/SPRAY
30409	Houston Engineering, Inc	01/26/26	\$18,273.00 TELEVISIONING
30410	JOBS PLUS INC	01/26/26	\$204.27 CLEANING CONTRACT
30411	L & D AG SERVICE	01/26/26	\$46.00 WATERPLANT
30412	LEAGUE OF MN. CITIES	01/26/26	\$2,132.00 MEMBERSHIP DUES-POP 1,212
30413	LOKEN EXCAVATION & DRAINAGE	01/26/26	\$2,526.85 GRAVEL/ROCK
30414	MASTER MEDICAL EQUIPMENT	01/26/26	\$4,161.80 TEMPUS BENCH
30415	MCCLUNE'S TREE SERVICE	01/26/26	\$1,000.00 TREE TRIMMING
30416	MCMA	01/26/26	\$112.80 MEMBERSHIP FEE
30417	MID-AMERICAN RESEARCH CHEMICAL	01/26/26	\$517.83 DISINFECT, SPEED WIRES, ERADICATOR
30418	NANCY JANES BAKERY	01/26/26	\$35.00 DONUTS FOR TRAINING
30419	NCPERS Group Life Insurance	01/26/26	\$32.00 ERIC H
30420	PANTHER POWERHOUSE	01/26/26	\$1,500.00 CONCRETE REPAIR
30421	PEOPLES SERVICE, INC.	01/26/26	\$29,194.00 WASTEWATER
30422	RICHLAND DIESEL, LLC	01/26/26	\$556.28 SNOW PLOW
30423	SAM BARTELT TREE SERVICE	01/26/26	\$7,525.00 TREES AT ST. OLAF
30424	STATE OF MN DEPT OF P. SAFETY	01/26/26	\$100.00 MEMBERSHIP FEE
30425	TOWN WEB DESIGN, LLC	01/26/26	\$2,015.00 CITY WEBSITE FEE
30426	UTILITY SERVICE CO INC	01/26/26	\$1,698.68 PEDISPHERE CITY TANK-MONTHLY
30427	WAGNER FOODS	01/26/26	\$6.39 DRANO FOR KITCHEN SINK
30428	WASECA COUNTY ATTORNEY	01/26/26	\$4,005.00 2ND HALF OF 2025
30429	WASECA COUNTY NEWS	01/26/26	\$154.60 ANNUAL SUBSCRIPTION
30430	WASECA HARDWARE	01/26/26	\$26.98 PO SENT TO SCHOOL
30431	XCEL ENERGY SOLUTION	01/26/26	\$1,419.44 304156104

Total Checks \$178,301.52

10100 GENERAL CHECKING

101 GENERAL FUND	\$99,200.15
203 RURAL FIRE FUND	\$283.27
210 ECONOMIC DEVELOPMENT AUTHORITY	\$1,500.00
425 2025 STREET RECONSTRUCT	\$6,121.50
601 WATER UTILITY FUND	\$19,735.49
602 SEWER UTILITY FUND	\$42,930.36
603 GARBAGE	\$8,530.75
	<hr/>
	\$178,301.52

Proposal for Water Tower Lease Agreement

To: New Richland City Council

From: Radio Link Internet (RLI)

Date: April 10, 2026

Subject: Proposed Final 5-Year Term for Water Tower Infrastructure

Radio Link Internet (RLI) respectfully submits the following proposal regarding the contract negotiations for equipment located on the New Richland water tower. In light of the City's current position, RLI proposes a final five-year lease agreement based on the terms and requirements of the previous contract, with the following definitive transition plan:

The Proposal

- **Term:** A non-renewable five-year contract.
- **Exit Strategy:** RLI commits to completely vacating the New Richland water tower by the conclusion of this five-year term.

Key Benefits of this Agreement

- **Alignment with City Goals:** This plan honors the City's desire to eventually remove RLI equipment from the tower while providing a clear, legally binding exit date.
- **Community Continuity:** It prevents service disruptions for the New Richland residents and businesses who rely on RLI, ensuring a seamless transition of their internet service to a new location.
- **Support for Local Business:** This timeline allows New Richland's only locally owned ISP to remain viable during the transition process.
- **Operational Necessity:** Constructing new fiber and wireless infrastructure requires significant lead time for permitting and construction; this window ensures the move is handled professionally and safely.
- **Efficiency for the City:** Approval of this final term would immediately reduce ongoing legal fees and free up Council time to focus on other pressing municipal matters.

Conclusion

RLI intends to present this plan at the April 13th Council meeting. We believe this compromise serves the best interests of all parties by formalizing the removal of our equipment while ensuring that the infrastructure transition is managed without harming the local community's connectivity.

Thank you, The Radio Link Internet Team



203 N. Broadway Ave - PO Box 57
New Richland, Minnesota 56072
Tel (507) 465-3514 - Fax (507) 465-3375
www.newrichlandmn.gov

Memorandum

Date: 13 April 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Deputy Clerk Heather Christensen

The City Administrator conducted the Deputy Clerk's annual performance review on April 6th.

Together, we discussed her performance and the expertise she brings to the City of New Richland, and developed a plan to further her growth in her role and prepare her for the next step when she decides to take it.

It is the City Administrator's position that my current level of achievement is due to the stability and professionalism the Deputy Clerk brings to her desk daily. Her value to the community can not be overstated.

Currently, the Deputy Clerk is pay grade 3, step 3 (\$23.78/hr), and receiving a \$5.00/hr stipend while the City Administrator comes up to speed. I recommend discontinuing the stipend, but advancing Deputy Clerk Heather Christensen to pay grade 3 step 7, (\$26.90/hr).

Unfortunately, this change in grade was not budgeted for, and will need to be sorted out. While the budgeted potential raise for the City administrator from \$46.27/hr to \$48.12/hr (\$1.85/hr difference) does not cover the \$3.12/hr difference in the proposed increase for the Deputy Clerk, the City Administrator is willing to forgo an increase this year to ensure that the Deputy Clerk is compensated at a level equal to what she brings to the position.

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk

Memorandum

Date: 13 April 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: City Hall Repainting/Mural

The addition to the City Hall building has become an eyesore. Paint is peeling from the cinder block wall all around the building. This can accelerate damage to the building.

The City Administrator is requesting permission to obtain current contractor estimates. The Maintenance Supervisor obtained one last year for \$5,500.00 in labor and believes that all the supplies would cost well under \$10,000.00.

Once that work is complete, the city administrator would like to partner with NRHEG to run a student contest to develop mural designs specific to New Richland and give students an opportunity to express their creativity. Designs would then be chosen by the council, and the city would provide paint supplies for the students to install the artwork.

If this mural project is successful, it may be reasonable to open another wall up for the students to design one for first responders, and later one for another cause, in an effort to make the building more attractive, and to make another reason for people to visit the community in general, or city hall in particular.

Tyler T Lendt

Memorandum

Date: 13 April 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: New Construction in Homestake Subdivision

The City Administrator met with Members of the EDA to discuss the intent of the Homestake Subdivision project, as we are now more than a decade into the process.

We determined after a phone call with former City Administrator Wayne Billing that it would not be against the spirit of the project to allow builders to come into the city to build homes and then sell them to interested parties. Additionally, it would return properties to the tax roll, and help recover costs associated with development.

On March 24th, the City Administrator met with representatives of Miller Homes to discuss their needs and intent with the project, then toured one of their homes in Ellendale. It appeared to be a very high-quality build of standard construction methods that would fit in well in the Homestake subdivision.

Over the following days, the City Administrator had conversations with a representative of Lindee Homes, a modular construction company, about their interest in the project. They assured the City Administrator that modular homes are of a quality at or above that of standard construction methods.

Both companies expressed interest in building two homes this summer in the Homestake Subdivision, bringing the total to four, with the possibility of additional homes in subsequent years.

It is the position of the City Administrator that both companies should be allowed to enter the community and begin building homes.

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk



203 N. Broadway Ave - PO Box 57
New Richland, Minnesota 56072
Tel (507) 465-3514 - Fax (507) 465-3375
www.newrichlandmn.gov

Memorandum

Date: 13 April 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Minnesota Rural Water Grants Seminar

The City Administrator registered for a free seminar hosted by Minnesota Rural Water on financing community projects. The seminar is scheduled for April 23rd, 2026, from 8:30 to 3:00 at the Nisswa Community Center. The City Administrator booked himself a hotel room using his personal funds totaling \$80.82.

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk



FW: April 23rd Financing Your Community Projects

From Deputy Clerk <deputyclerk@janesvillemn.gov>

Date Tue 3/24/2026 8:15 AM

To Tyler Lendt <tlendt@newrichlandmn.gov>; Janda Ferguson <jferguson@newrichlandmn.gov>; Jason Casey <jcasey@newrichlandmn.gov>

You all probably got this email...but in case you did not!

From: Minnesota Rural Water Association <kaleigh.johnson@mrwa.com>

Sent: Monday, March 23, 2026 3:45 PM

To: Deputy Clerk <deputyclerk@janesvillemn.gov>

Subject: April 23rd Financing Your Community Projects



FINANCING YOUR COMMUNITY PROJECTS

A green callout box with a white border and a drop shadow, containing the text 'FREE EVENT' in white, bold, sans-serif capital letters.

FREE EVENT

April 23, 2026

8:30 am - 3:00 pm

Nisswa Community Center

25628 Main Street

Meeting the demands of repairing and replacing water and wastewater infrastructure is taking its toll on many small utility systems. MRWA is bringing together several entities that offer funding for small systems in this session.

[Agenda](#)

[Register Here](#)

THIS IS A "DON'T MISS" SESSION IF YOU ARE LOOKING TO FUND A PROJECT FOR 2027!

Our objective is to promote awareness of funding sources, the rules, regulations, application processes, names, addresses, and "HOW TO'S" all under one roof. Your attendance will greatly benefit your community for years to come.



Programs to be discussed will include USDA Rural Development, Drinking Water Revolving Loan Fund, Clean Water Revolving Fund, Public Facilities Authority, Long Term & Interim Financing, and the grants process.

Learn how these funding entities are working together to put affordable projects together for communities. Acquiring funding for needed infrastructure improvements is time-consuming and complex. Learn how to do your research and *"homework"*.

Groups targeted for participation in these sessions are mayors, administrators, economic development personnel, utility superintendents, engineers, water and wastewater operations specialists, and others involved or interested in the financial stability of municipal and rural water systems.

Minnesota Rural Water Association | 217 12th Avenue SE | Elbow Lake, MN 56531 US

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Memorandum

Date: 13 April 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Water Treatment Plant

The City Administrator and the Maintenance Supervisor have been keeping a close eye on the progress of the work in the water treatment plant.

Unfortunately, one of the chosen contractors has made little progress, leaving the work unfinished well after the expected completion date.

The contractor was paid \$9,121.33 on April 8th of 2025, of a total contract value of \$27,364.00. To the City Administrator's knowledge, there was no signed contract with established timelines, though the Maintenance Supervisor believes a September 2025 completion date was discussed.

Shortly after the City Administrator started, the contractor approached him for an additional payment, for which the City Administrator could find no evidence of being due under previous agreements, and little work had been done. The City Administrator determined that no further payment should be rendered until the project was completed.

Since September, the Maintenance Supervisor has been documenting all instances in which the contractor stated he would show up and complete the work but failed to either appear or make any progress.

This has been coming to a head and has resulted in a signed form on the contractor's letterhead stating that if the work was not done by March 18th, 2026, there would be no final invoice. This deadline has been missed.

The City Administrator has had discussions with the City Attorney about whether this is actionable or what steps the City of New Richland needs to take next.

Pursuing legal actions to recover funds spent on work not delivered may be necessary.

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk