



New Richland City Council Regular Meeting Agenda

In Person & Online Via Go-To-Meeting

July 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 13 July 2026 Regular Council Meeting
2. Gambling Permit – Church of All Saints
3. Xcel Energy ROW Permit – Birch and SW 1st Street Project
4. Approve hiring of two firefighters

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. Waseca County Board Member Doug Christopherson – Discussing Waseca County Jail
2. Abdo – Preliminary Audit Presentation

Public Hearings

Ordinances and Resolutions

1. Resolution 26-11 – To Enact an Amendment to Appendix D Of the City of New Richland Code of Ordinances, Addressing Fee Schedule for the City of New Richland

Department Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
2. Fire Department Report – In Writing
3. Police Department Report – In Writing
4. Care Center Report – In Writing
5. People Service Report – In Writing
6. Maintenance & Utility Report – In Writing
7. Economic Development Authority – In Writing

Unfinished Business

1. Rear Entrance to City Hall
2. Water and Sewer Rates
3. City Dump

New Business

1. July 2026 Check Register
2. Begin Process of Selling Lots on Broadway for Commercial Purposes
3. North Memorial Proposal
4. League of Minnesota Cities – Clerk's Academy Lodging

Miscellaneous**Administrator's Report****Mayor/Council Comments****Adjournment**

The next Regular City Council meeting will be held on Monday, September 14th, 2026



New Richland City Council Regular Meeting Minutes

In Person & Online Via Go-To-Meeting

June 8th, 2026

Members Present

Janda Ferguson
Matt Economy
Josh Warke
Jody Wynnemer
Jason Casey

Staff Present

Tyler Lendt – City Administrator
Shell Johnson – People Service
Tanyce Bruegger – NRPD Chief
Sarah Sundve NR Ambulance Director
Bob Johannsen – New Richland Care Center

Others Present

Bob Swenson
Larry Goehring
Pam Goehring
Bandy Peterson
Eleanor Schlaak
Bob Battenfeld

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

Pledge of Allegiance

Approve Agenda

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

Consent Agenda Items

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

Public Comments

Public Comments

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Request and Presentations

1. Abdo – Preliminary Audit Presentation – Did not occur

Public Hearings

1. Public hearings for ordinances will be conducted alongside the reading and discussion of the ordinances.

Ordinances and Resolutions

1. Resolution 26-10 – A Resolution Appointing Election Judges for the August 11th, 2026 Primary Election and the November 5th, 2026 General Elections

- a. Jody Wynnemer moved to approve Resolution 26-10 – A Resolution Appointing Election Judges for the August 11th, 2026 Primary Election and the November 5th, 2026 General Elections, seconded by Matt Economy. Carried (4 yes, 0 no)
2. Ordinance 26-02 – An Ordinance Enacting a Code of Ordinances for the City of New Richland, Revising, Amending, Restating, Codifying and Compiling Certain Existing General Ordinances of the City and Repealing Prior Code
 - a. Matt Economy moved adopt Ordinance 26-02 – An Ordinance Enacting a Code of Ordinances for the City of New Richland, Revising, Amending, Restating, Codifying and Compiling Certain Existing General Ordinances of the City and Repealing Prior Code, with the omission of 110.38, seconded by Josh Warke. Carried (4 yes, 0 no)
3. Ordinance 26-03 – An Ordinance Amending the City Code by Adopting Regulations for Fences
 - a. Matt Economy moved to add language for in-ground pools to Ordinance 26-03 – An Ordinance Amending the City Code by Adopting Regulations for Fences, seconded by Josh Warke. Carried (4 yes, 0 no)
 - b. Matt Economy moved to adopt Ordinance 26-03 – An Ordinance Amending the City Code by Adopting Regulations for Fences, seconded by Jason Casey. Carried (4 yes, 0 no)
4. Ordinance 26-04 – An Ordinance Adopting “Operation Requirements for Recreational Vehicles”
 - a. Josh Warke moved to adopt Ordinance 26-04 – An Ordinance Adopting “Operation Requirements for Recreational Vehicles”, seconded by Jody Wynnemer. Carried (4 yes, 0 no)
5. Ordinance 26-05 – An Ordinance Repealing Ordinance 640.02: “Motorized Golf Cart Use” And Adopting and Replacing it with: “Motorized Golf Cart, Utility Task Vehicles, and Mini Truck Use” in its Place
 - a. Josh Warke moved to adopt Ordinance 26-05 – An Ordinance Repealing Ordinance 640.02: “Motorized Golf Cart Use” And Adopting and Replacing it with: “Motorized Golf Cart, Utility Task Vehicles, and Mini Truck Use” in its Place, seconded by Matt Economy. Carried (3 yes, 1 no (Jason Casey))

Department Reports

1. Ambulance Report – In Writing
 - a. Motion made by Josh Warke and seconded by Jody Wynnemer to accept the Ambulance Report. Carried (4 Yes, 0 no)
2. Fire Department Report – In Writing
 - a. Motion made by Matt Economy and seconded by Josh Warke to accept the Fire Department Report. Carried (4 yes, 0 no)
3. Police Department Report – Tanyce Bruegger, Chief of NRPD
 - a. Motion made by Jody Wynnemer and seconded by Matt Economy to accept the Police Department Report. Carried (4 yes, 0 no)
4. Care Center Report – Bob Johannsen, Care Center Administrator
 - a. Motion made by Matt Economy and seconded by Josh Warke to accept the Care Center Report. Carried (4 yes, 0 no)
5. People Service Report – In Writing
 - a. Motion made by Jody Wynnemer and seconded by Jason Casey to accept the People Service Report. Carried (4 yes, 0 no)
6. Maintenance & Utility Report – In Writing



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- a. Motion made by Matt Economy and seconded by Jason Casey to accept the Maintenance & Utility Report. Carried (4 yes, 0 no)
- 7. Economic Development Authority – In Writing
 - a. No Action Necessary

Unfinished Business

- 1. Legion Field Bleachers
 - a. Motion made by Matt Economy and seconded by Jason Casey to replace the bleachers at Legion Field Carried (4 yes, 0 no)

New Business

- 1. June 2026 Check Register
 - a. Will ensure that Sweetheart Bingo line item is reimbursed by Ambulance Department.
 - b. Motion Made by Matt Economy to approve the June 2026 Check Register, seconded by Jason Casey. Carried (4 yes, 0 no)
- 2. Switch from MSI to CBS for Printing and Document Storage
 - a. Motion made by Matt Economy to Switch from MSI to CBS for Printing and Document Storage, seconded by Jody Wynnemer. Carried (4 yes, 0 no)
- 3. Lawnmower Incident
 - a. No Council Action Required, City Administrator will write check to individual affected and report this to LMCIT
- 4. City Compost Dump
 - a. Discussion tabled for another meeting
- 5. Combining Departments for Accounting Purposes
 - a. Motion made by Matt Economy to Combine the following departments for budgeting and finance purposes: Skating Rink, Parks – St. Olaf Lake, and Recreation – Legion Field; seconded by Jason Casey. Carried (4 yes, 0 no)
- 6. Water and Sewer Rates
 - a. Discussion tabled for another meeting
- 7. I&I Near Water Tower make a policy for demolition of old buildings
 - a. City administrator advised to draft a policy for building demolition and disconnection of sewer and water pipes.
- 8. Rear Entrance to City Hall
 - a. Discussion tabled for another meeting
- 9. Emerald Ash Borer
 - a. Motion made by Matt Economy to engage Davey to treat the ash trees in New Richland, seconded by Jason Casey. Carried (4 yes, 0 no)
 - b. Motion made by Matt Economy to Authorize Dave Schmidt at CEDA to hunt for grants and fill out applications on behalf of the city for tree purposes, seconded by Jason Casey. Carried (4 yes, 0 no)
- 10. T-Mobile/Metronet Overbuild ME Jwa All
 - a. Motion made by Matt Economy to approve T-Mobile/Metronet Overbuild in the City of New Richland, seconded by Josh Warke. Carried (4 yes, 0 no)

Administrator's Report

1. Broadway Complaints
2. Homestake Addition Update
3. First Half Fund Disbursement
4. RadioLink Equipment
5. Resident Complaint – Lloyd Management ME Jwa All
 - a. Motion made by Matt Economy to accept the Administrator's Report, seconded by Josh Warke. Carried (4 yes, 0 no)

Mayor/Council Comments

Went into closed session 8:19

Came out of closed session at 9:18

Motion made by Janda Ferguson to place City Administrator Tyler Lendt on a Performance Improvement Plan, seconded by Josh Warke. Carried (4 yes, 0 no)

Adjournment

Motion made by Matt Economy to adjourn at 9:19 Josh Warke and seconded by Josh Warke. Carried (4 yes, 0 no)

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



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

Memorandum

Date: 28 July 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Church of All Saints Gambling Permit

The Church of All Saints is intending to hold a raffle before an event on September 27th 2026 at 307 1st St SW and need approval from the council for a permit before it can be sent to the state.

There does not appear to be any circumstances that may influence a decision.

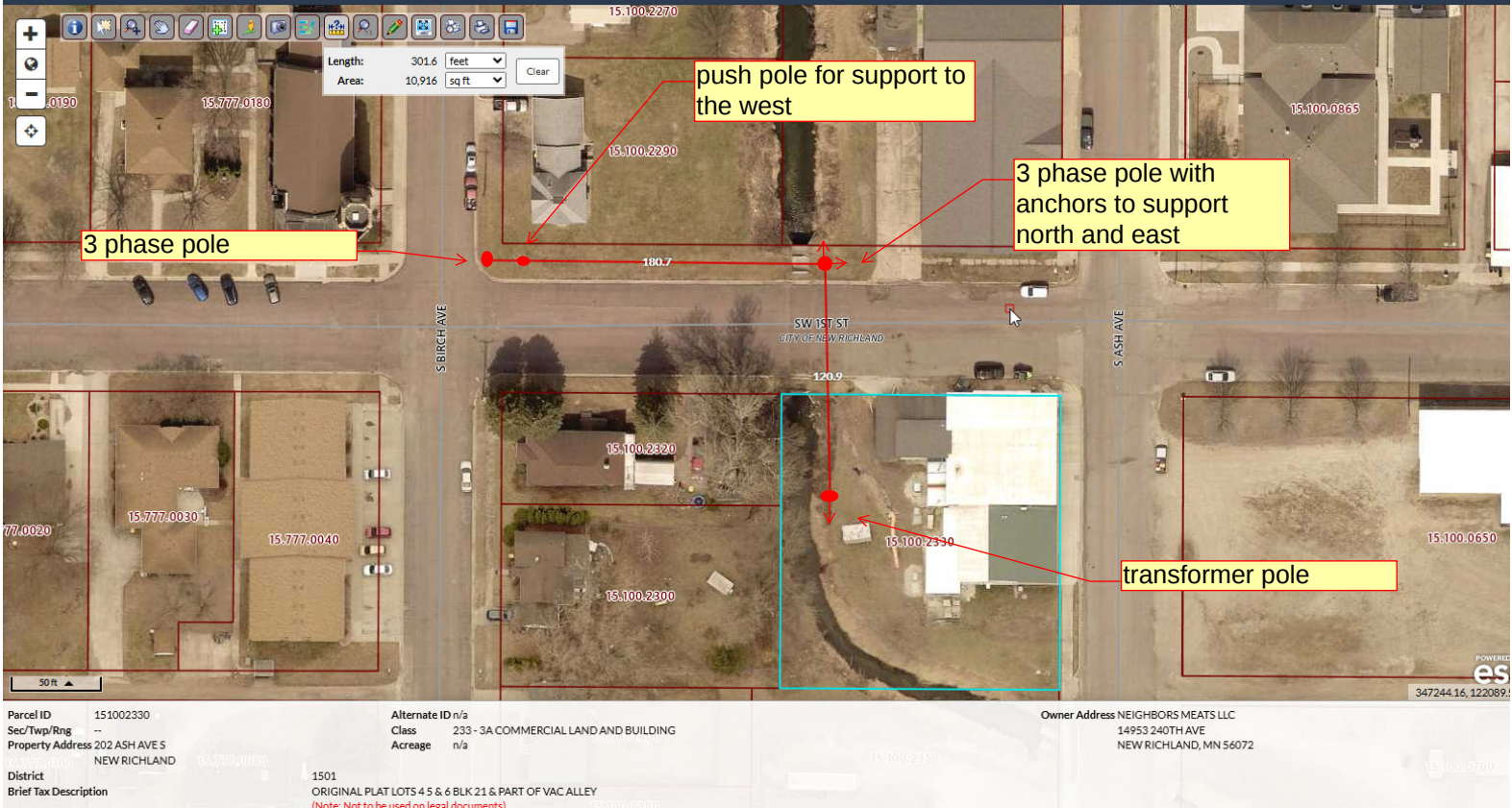
The City Administrator recommends approving the permit application.

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown Insurance Services, Inc. 901 Marquette Avenue Suite 1800 Minneapolis, MN 55402 USA		CONTACT NAME: Dawn Heinemann or Tom Newhouse PHONE (A/C, No. Ext): 612-333-3323 FAX (A/C, No): 612-373-7270 E-MAIL ADDRESS: dawn.heinemann@bbrown.com	
INSURED Xcel Energy Inc. Northern State Power Company; Public Service Company of CO and Southwestern Public Service Co. 414 Nicollet Mall, 401-4 Minneapolis, MN 55401 USA		INSURER(S) AFFORDING COVERAGE INSURER A: OLD REPUBLIC INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 24147	

COVERAGES**CERTIFICATE NUMBER: 752381957****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Subject to 2MM SIR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			MWZY5934725	11/01/25	11/01/26	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 3,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ N/A PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			MWTB2140625	11/01/25	11/01/26	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	MWC11718825	11/01/25	11/01/26	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Insurance.

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Insurance	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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RESOLUTION 26-11

To Enact an Amendment to Appendix D Of the City of New Richland Code of Ordinances, Addressing Fee Schedule for The City of New Richland

WHEREAS, The City Council of the City of New Richland has determined that the fee schedule for services of the city needs to be amended to reflect the current needs of the city and the addition of sections to the Code of Ordinances:

NOW THEREFORE, Appendix D of the City of New Richland Code of Ordinances is hereby amended as follows:

Appendix D Schedule of Fees and Charges:

Description		Fees
Licenses and Permits:		
On – Sale Liquor		\$1,250.00
Off – Sale Liquor		\$100.00
Sunday Liquor		\$200.00
Temporary On- Sale		\$25.00
Club Liquor		\$100.00
On – Sale 3.2		\$25.00
Off – Sale 3.2		\$5.00
Wine License		\$350.00
Transfer Fee		\$50.00
Animal License –Lifetime Fee		\$25.00
Lost Animal License Replacement		\$2.00
Animal Impound Release Fee		\$25.00
Rental Property up to 3 units		\$90.00
Rental Inspection Fee each additional unit		\$35.00
Rental Re-Inspection Fee per unit		\$80.00
VRBO-Short-Term Rental License		\$125.00
Bunkhouse Permit	June 1 st to May 31st	\$250.00
Building Permit		\$5.00 Administrative Fee + Fee Schedule Adopted by Resolution
Golf Cart Permit	Calendar Year All or Part	\$10.00
Elevation Benchmark		\$200.00
Zoning Permit		\$35.00
Variance		\$50.00
Conditional Use Permit		\$50.00

Right of Way Permit		\$100.00
Licenses and Permits Continued:		
Adult Entertainment		\$100.00
Exhibition Permit		\$25.00
Peddler Permit		\$50.00
Building Mover Permit		Bond
Emergency Service Charges		
Police Reports		\$10.00
CPR Training - Ambulance		\$76.00/person
Fire Department Rescue Auto Extrication and all rescues where tools or multiple vehicles and personnel are required		\$1000.00
Structure Fire Charge		\$1,500.00
Fire Service Charge Non Structure Fires		\$1,000.00
Provide Landing Zone, Traffic Control, Scene Safety and Cleaning Roads		\$500.00
For any Fire Incident over 3 hours in duration		Cost Up To The Actual Cost of Fuel Consumed
Foam Used in Fire Fighting Activity		Cost of Foam Consumed
Ambulance Call Base Rate		\$800.00
Per Loaded Mile		Medicare Approved Rate Plus 10%
Ambulance Call Base Rate Non-Primary Service Area		\$920.00
Per Loaded Mile Non-Primary Service Area		Medicare Approved Rate Plus 10%
No Transport City Limits		\$155.00
No Transport Outside City Limits		\$262.00
Intercept	Added to Other Charges	\$475.00
Lift Assist only		\$72.00
Charges for City Services		
Office Services		
Photo Copies Letter/Legal	B&W	.15 per page
Photo Copies 11X17	B&W	.35 per page
Fax Sending or receiving		\$1.00 per page
NSF Checks		\$30.00
Color Copies		.75 per page
Assessment Services		
TIF District		\$300 set up/\$150 per Year/\$200 modification
Delinquent Charges collected with taxes		\$10.00 per property charge certified
Special Assessments		\$5.00 per parcel



City Hall		
Hall Rent		\$125.00
Hall 3hr max meeting	Business Meeting rate	\$75.00
Water Department		
Residential Water Service Connection Fee		\$100.00
Commercial Water Connection Fee		\$200.00
Meter		Cost plus 10%
Clean Service Line		\$30.00
Shutoff Fee		\$25.00
Between Nov 15 & Mar 15		\$50.00
Turn on Fee		\$25.00
Between Nov 15 & Mar 15		\$50.00
Disconnect Notice Fee	(Resolution 21-01)	\$25.00
Late Payment Fee		5% of past due amount W/Min. \$3.00 per month
Water Rates		\$8.00 base connection fee plus \$10.00 per 1,000 gal.
Bulk Water Sales		\$11.64 per 1000 gal.
Capital Improvement Charge		\$2.00 per month
Outdoor Water Meter		\$200
Sewer Department		
Sewer Service Connection Fee		\$50.00
Late Payment Fee		5% of past due amount W/Min. \$3.00 per month
Sewer Rates		\$10.00 base connection fee plus \$12.00 per 1,000 gal. of water used
Flat Fee for Sewer Only		\$66.40 per Month
Capital Improvement Charge		\$3.00 per month
Trash Collection		
Trash Collection Charge		\$18.60 / Account
Maintenance Department		
Mowing		\$125/\$150/\$200 1 st /2 nd /3 rd + time / Season
Sidewalk Snow Removal		\$125/\$150/\$200 1 st /2 nd /3 rd + time / Season
Weed Control		\$125/\$150/\$200 1 st /2 nd /3 rd + time / Season
Sweeper		\$80.00 per hour
Skid Steer		\$100.00 per hour
Dump Truck		\$110 per hour
Sanding		Dump Truck Fee plus Sand Cost
Charge For Employee Labor		\$75.00 per hour

Administrative Offenses – Violation of City Code Section:		Penalty for Violation
Section 220	Abandoned Property	\$25.00
Section 230	Trees	\$25.00
Section 300	Animals	\$25.00
Section 310	Exhibitions	\$25.00
Section 330	Peddlers	\$50.00
Section 340	Building Movers	\$50.00
Section 350	Rental Housing	\$50.00
Chapter 4	Alcoholic Beverages	\$25.00
Chapter 5	Nuisances	\$25.00
Section 550.3	Unlawful Disposal	\$200.00
Section 610	Parking	\$25.00
Section 620	Snowmobiles	\$25.00
Section 630	Bicycles	\$25.00
Section 720	Right of Way Management	\$200.00
Section 800	Water	\$25.00
Section 810	Sewer	\$25.00
Chapter 9	Building and Housing	\$50.00
Chapter 10	Zoning	\$50.00
Chapter 11	Adult Uses	\$200.00

Passed by the City Council of the City of New Richland, Minnesota, this 8th Day of June 2026.

(Mayor)

ATTEST:

(City Administrator)

August Ambulance Report 2026

Crew: We have two first responders that need a refresher, the cost per person \$125 so a total of \$250. Would like approval to get their refresher done. Once these refreshers are complete I can file with the state to get reimbursement for this year's refreshers.

Maintenance: Ambulance has been called in to have an oil change and look at the alignment as the vehicle pulls to the right. They said they will try to try to get it in before he goes on vacation or it will be done right when he gets back.

Director: I have been working on calls times and response times and will be keeping this available for the crew to see. I am also working with SCEMS on a 6 month recruiting process. Sara Jo and I were in a zoom meeting on Monday night about a grant and protocols for a new program that will pay to treat in place. It is a good program that we are going to file for the grant and be part of the trial period. This would be great for our community.

Thank you

Sarah Sundve
New Richland Ambulance Director



NEW RICHLAND FIRE DEPARTMENT

MONTHLY COUNCIL REPORT

August 2026

1 Mutual Aid Fire Calls

2 Medical Calls

This month's training was preparing for Farm & City Days



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

Monthly Report

August 10th, 2026, Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to **92** calls for service for the month of July.

Total Calls through July 2026: 652

Total Calls through July 2025: 888

(20 traffic stops, 4 ordinance violations, 1 animal complaints, 3 suspicious circumstance, 16 directed patrols/lock checks, 19 assist other agencies. Other call types include civil, criminal damage to property, threats/assaults, and motor vehicle accidents.)

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 July

- Farm & City Days- The weekend went smooth, band was great, no issues
- ANCOM updated old/backup radios successfully

Training & Education

- Annual use of force and firearms training will take place this month.

Information

- 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](mailto:nrp@cityofnewrichlandmn.com)

Personnel

- Two applications have been received; interviews will be scheduled this week.

Purchases

- Posse security for Farm and City Days street dance- \$740.00

Squad Maintenance

- 270- A/C hose and misc- \$352.50

Upcoming Events / Important Items

- NRHEG's first day of school- September 1st

Respectfully Submitted,

Tanyce Bruegger, #261
Chief of Police

New Richland City Council

10 Aug 2026

New Richland Care Center

Operations:

Average Census

(Annual Average = 35.93) April = 35.60; May = 32.71; June = 34.63; July = 39.55

	April=	May=	June=	July=
Managed Care	3.83	1.65	3.57	5.10
Medicaid	22.0	23.06	22.27	22.16
Medicare A	4.00	2.13	3.33	5.06
Private	5.77	5.87	5.47	7.23

Current census of 40: 10 Medicare 7 Hospice 3 Private Pay 20 Medicaid

Financial:

	Revenue	Expense	Income
April	459,253	446,064	13,189
May	385,377	491,999	(106,622)
June	413,812	406,952	6,861

Staffing:

Recruitment is improving, we are down to just a few full-time openings in the nursing department.

Agency use is down significantly as a result.

Activities:

Residents have been to on bus trips to get ice cream.

Residents helped with the decoration of the float in our Farm and City days parade.

Big shout out to our volunteers who helped with the float and the parade.

A BBQ was held on a beautiful day and we were fortunate enough to eat outdoors and listen to some great music.

And it is SweetCorn Season!!! We have tried a couple different farms and looking for more.

Date: August 4, 2026

To: City of New Richland

From: Shell Johnson, Operator

O & M Report: July 2026

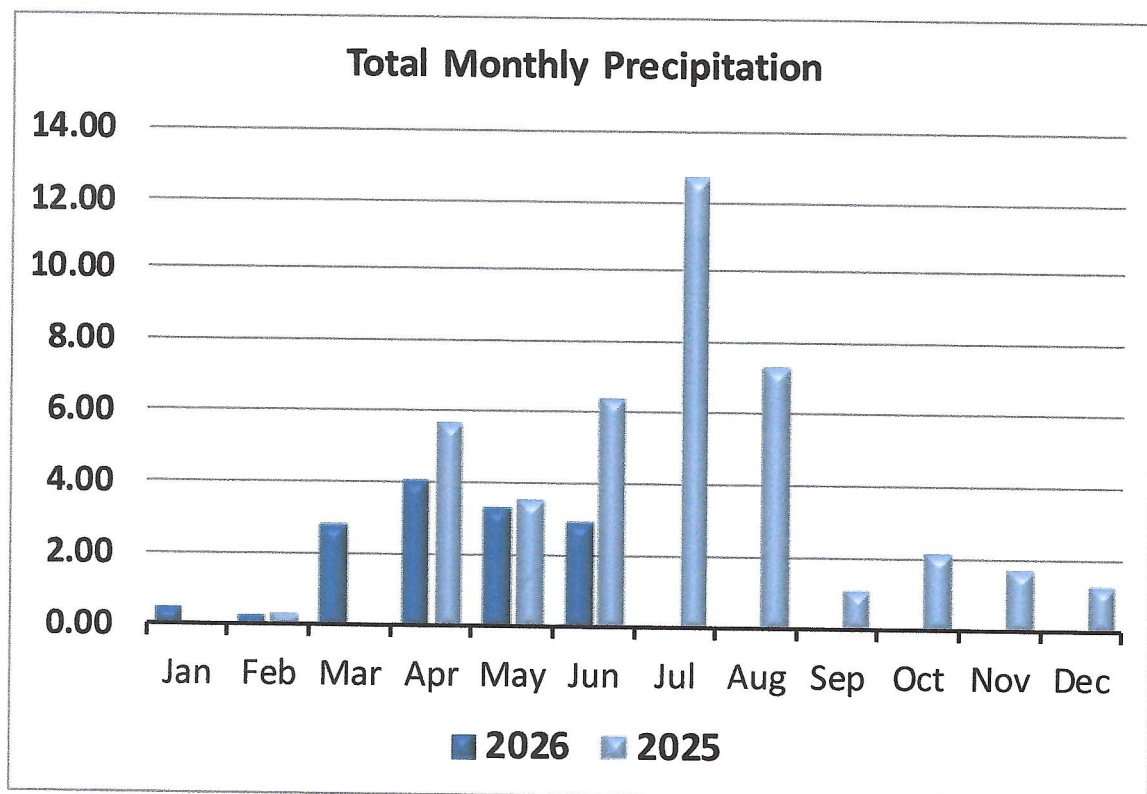
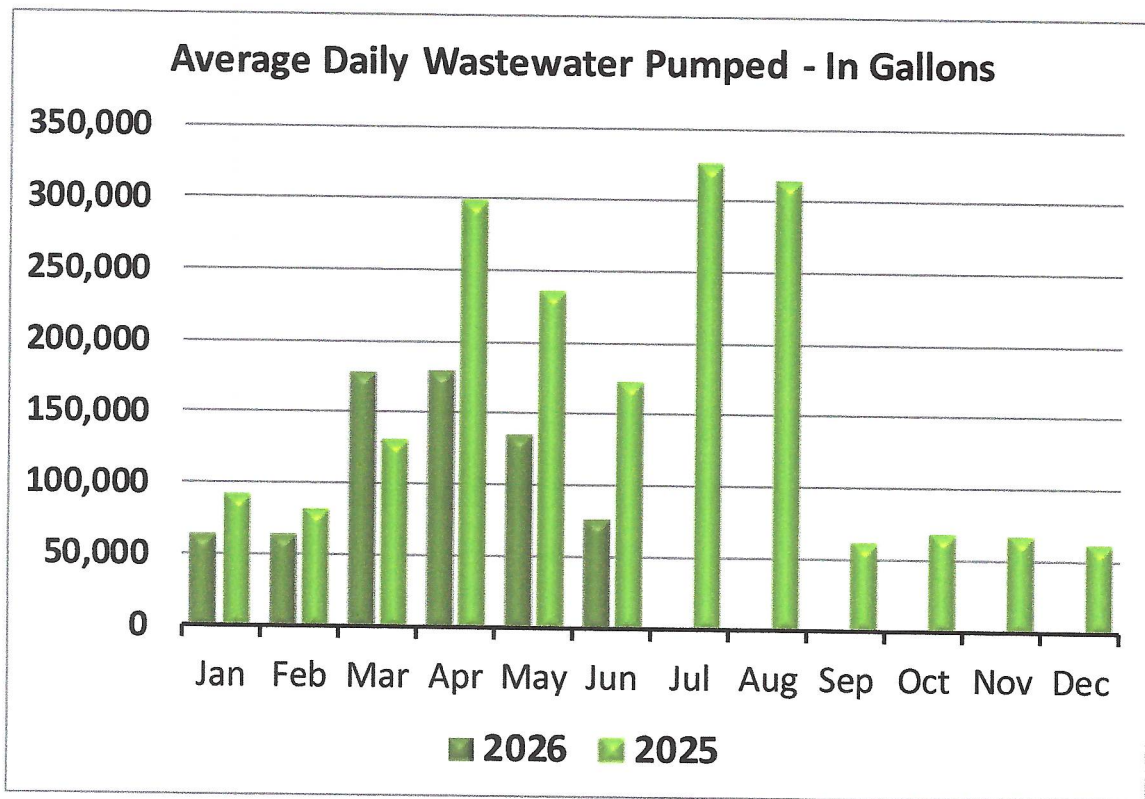
Wastewater Operation & Maintenance

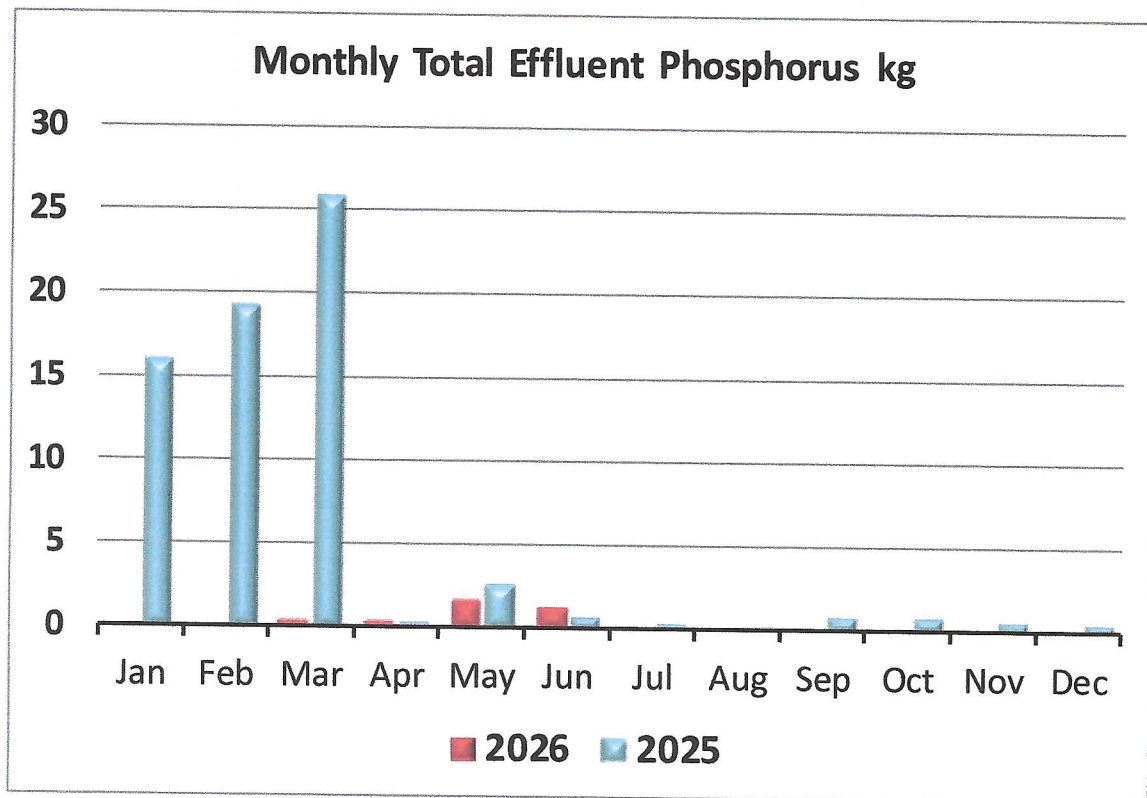
- ❖ **July 2026-10.27 inches of rain/ wastewater flows- 5,670,000 million gallons/ well pumped 2,183,000 gallons (3,500,000 gallons of I/I)**
- ❖ **July 2025 12.79 inches of rain/ wastewater flows-10,125,000 million gallons**
- ❖ Rain Events- 1st, 2nd, 4th, 8th, 20, 31st Rain totals-10.27 inches
- ❖ July 8th-a little over inch of rain, inspected down all streets, flows were around 400 gallons a minute, the storm pipe going by west of school was about ½ full.(5ft storm)
- ❖ Sulphur Dioxide exhaust fan repaired
- ❖ July 14th- Effluent Mercury Samples taken per permit
- ❖ July 15th- attended a water training class, Rushford,
- ❖ July 20th- 2.12 inches rain, flows were 856 gpm, dropped down to 285 gpm . Herb Krueger was here for the rain event
- ❖ August- Biosolids sampling, PFAS, Soil Samples per permit
- ❖ **July sample reports are not all back to report on the graph sheets.**
- ❖ All work orders were completed on time
- ❖ Monthly cyber security training **completed on time**

Thank you, Shell Johnson ,Peopleservice

Shell Johnson

If you have any questions, call 1-507-993-7117





		June-26	May-26	June-25
Water	Units			
Wastewater				
CBOD				
CBOD Influent	mg/L	225	190	363
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	2.4	1.1	3.5
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	0.8	0.6	2.6
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	98%	99%	100%
CBOD % Removal Permit Limit	%	85%	85%	85%
TSS				
TSS Influent	mg/L	265	292	4,440
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	4	3	1
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	1.4	1.5	0.6
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	98%	98%	100%
TSS % Removal Permit Limit	%	85%	85%	85%
Phosphorus				
Phos Influent	mg/L	3.96	3.19	1.97
Phos Effluent	mg/L	0.40	0.69	1.03
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	1.23	1.54	0.70
Phos Effluent kg Per Year	kg	156.26	165.77	182.80
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
Fecal Coliform				
Fecal Effluent	ml	5	77	7
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	4.85	3.99	5.32
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
Average Daily	gallons	77,000	136,000	173,000
Maximum Daily	gallons	114,000	173,000	292,000
Total Monthly	gallons	2,293,000	4,213,000	5,179,000
Precipitation Monthly Total	inches	2.91	3.29	6.43
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$7,968.00	\$2,540.00	32%	50%
Total	\$7,968.00	\$2,540.00	32%	50%



City of New Richland

Maintenance & Utilities

Council Report

Aug 2026

PROJECTS COMPLETED

- 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.
- Water plant updates 90% done
- Finish up on the street project
- Got everything completed for farm and city days
- Mower is still in the shop
- 7/31 Tree blew down and well 3 problems, due to storm

FUTURE PROJECTS

- Started with the water plant updates and controls 7/1/25, expected to be done on 9/16/25
- Dismantle Pavilion at the Legion Field
- Dismantle bleachers and set up the new ones
- Get quotes on new check in the water plant
- Start shutting down the Legion field and the lake.
- Water tower clean out.

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

City of New Richland

Water System Monthly Report

Month: July 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	28
Well Efficiency (GPM)	Gals/min	250

Well No. 3

Total Monthly Pumpage	Gals/Month	2,183,000
Average Daily Pumpage	Gals/day	70,419
Maximum Daily Pumpage	Gals/day	252
Total monthly hours	Hrs./month	166
Well Efficiency (GPM)	Gals/min	250

Total Combined Monthly Pumpage	Gals/Month	2,183,000
Average Combined Daily Pumpage	Gals/day	70,419
Total Combined Monthly Hours	Hrs./month	166
Booster Pump 1 Monthly Hours	Hrs./month	113
Booster Pump 1 daily Avg. Hours	Hrs./day	5.3
Booster Pump 1 efficiency (GPM)	Gals/min.	250
Booster Pump 2 Monthly Hours	Hrs/month	38
Booster Pump 2 Daily Avg. Hours	Hrs/day	1.22
Booster Pump 2 efficiency (GPM)	Gals/min	250
Total Chlorine Consumption	Lbs./month	52.7
Average Chlorine daily Consumption	Lbs./day	1.7
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			2,094,000		2,094,000
May			2,166,000		2,166,000
June			2,460,000		2,460,000
July			2,183,000		2,183,000
Aug					
Sep					
Oct					
Nov					
Dec					
	last				
total					

Sign/

Date/

New Richland,MN Water Production Log Sheet July 2026

Date	Well Pumpage Data										Fluoride		Chlorine			Tower level	Comments
	Well and Booster Usage										Tank Rdg		Left Tank	Right Tank			
	Well Hours			Water Usage		Booster Usage		Checked	East Tank	West Tank		Gal Used	Lbs	Lbs	Lbs Used		
	RTM 1	RTM 2	RTM 3	Reading	Usage	Booster 1	Booster 2										
last day	6818	12297	11923	62944	80	4844	11226	BT	Checked	Checked			38.6	148.5	1.5	25.5	
1	6818	12302	11926	63015	71	4844	11228	BT	Checked	Checked		0	34	146	2.5	26.2	over with a new con
2	6818	12305	11926	63051	36	4844	11234	BT	Checked	Checked		0	34	145	1		
3																	
4																	
5																	
6	6818	12322	11926	63303	252	4844	11251	BT	Checked	Checked		0	34	138.3	6.7	25.1	
7	6818	12328	11926	63391	88	4844	11257	BT	Checked	Checked		0	34	136.2	2.1	25.1	
8	6818	12332	11926	63457	66	4844	11259	BT	filled	Checked		0	34	134.4	1.8	25.3	110 gallons
9	6818	12337	11926	63518	61	4844	11263	BT	Checked	Checked		0	34	133.4	1	27.2	
10	6818	12341	11926	63588	70	4844	11267	BT	Checked	Checked		0	34	131.1	2.3	25.3	
11																	
12																	
13	6818	12354	11926	63776	188	4844	11280	EH	Checked	Checked		0	34	126.1	5	24.2	
14	6818	12362	11926	63886	110	4844	11288	BT	Checked	Checked		0	34	123.5	2.6	24.4	
15	6818	12366	11926	63948	62	4844	11292	EH	Checked	Checked		0	34	121	2.5	24.6	
16	6818	12371	11926	64014	66	4844	11297	BT	Checked	Checked		0	34	120.5	0.5	25.3	
17	6818	12376	11926	64099	85	4844	11303	EH	Checked	Checked		0	34	117.7	2.8	25.5	
18																	
19																	
20	6818	12392	11926	64323	224	4844	11321	EH	Checked	Checked		0	34	112.2	5.5	25.9	
21	6818	12398	11927	64413	90	4844	11325	EH	Checked	Checked		0	34	109.6	2.6	25.5	
22	6818	12403	11928	64485	72	4844	11330	BT	Checked	Checked		0	34	108	1.6	27.4	
23	6818	12407	11928	64544	59	4844	11337	BT	Checked	Checked		0	34	107	1	25.7	
24	6818	12414	11928	64652	108	4849	11339	BT	Checked	Checked		0	34	104.3	2.7	25.4	
25																	
26																	
27	6818	12427	11936	64839	187	4862	11339	BT	Checked	Checked		0	34	99.7	4.6	27.5	
28	6818	12433	11938	64921	82	4868	11339	BT	Checked	Checked		0	34	97.6	2.1	28.4	
29	6818	12438	11938	64996	75	4873	11339	BT	Checked	Checked		0	34	95.7	1.9	26.2	
30	6818	12443	11938	65060	64	4878	11339	BT	Checked	Checked		0	34	94	1.2	26.3	
31	6818	12448	11938	65127	67	4882	11339	BT	Checked	Checked		0	34	92.80	1.2	26.8	
Totals	0	151	15		2183	38	113					0			52.7	25.87	

New Richland EDA Agenda

July EDA Specialist's Report

July Activity

- Follow up on business surveys
- Grant research for Odd Fellows feasibility study
- Reviewed New Richland work plan
- Reviewed new SMIF Grant guidelines
- Communication with First Children's Finance on RCCIP
- CEDA Regional Meeting in New Richland

Training/Meetings Attended in July

- Kristin Lukes/DEED - Demolition Loan/Redevelopment Grant - July 3
- Julie Dahloff/MBFC - July 6
- Paygo TIF training - July 14
- Jessica Beyers/Region 9 - July 20
- CEDA Regional Meeting - July 23
- FCF/RCCIP meeting - July 27
- Vacation July 29-31

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



Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Phone: (507) 208-4332
Bolton-Menk.com

July 6, 2026

Tyler Lendt
City of New Richland

RE: City Hall Entrance Recommended Repairs
City of New Richland

Tyler,

Please see the attached recommended repair plan for the City Hall entrance based on our recent site visit on June 16, 2026.

In general, the recommended work includes removal and replacement of the existing sidewalk, replacement of damaged exterior CMU (concrete masonry unit) block face shells along the sidewalk grade, extension of the condensate pipe, and preparation/coating of the wall or repair section.

We estimate the construction cost for this repair work to be approximately \$20,000 to \$25,000. The final cost will depend on the extent of damage found below grade and the amount of work completed by City staff.

We recommend completing a visual inspection immediately after the sidewalk is removed and the wall is excavated to confirm the condition of the below-grade CMU and determine the final scope of repairs needed.

If the City would like to move forward with the repairs, we can assist with next steps, including coordinating with local contractors, reviewing the intended repair approach, and helping confirm the final scope of work after excavation.

Please feel free to reach out with any questions.

Sincerely,

Bolton & Menk, Inc.

Drew Weber PE (MN, IA)

Memorandum

Date: 7 August 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Water and Sewer Rates

The 2025 General Obligation Bond for the street project will have its first full year of payment in 2027. The amount is roughly \$240,000 with the street portion coming from the levy, while the utilities portion is to come from the water fund. These amounts are approximately equal. The \$120,000 to come from the water fund equals approximately \$240.00 per connection to be made up in either the base connection fee or the usage rates.

The 2014 General Obligation Bond has an amount due in 2027 of \$270,000 with approximately half coming from the levy with the other half coming from the sewer fund.

The current rates for water and sewer are as follows:

	Connection	Capital Improvement	Per 1k Gallons
Water	\$7.00	\$2.00	\$9.00
Sewer	\$11.50	\$3.00	\$13.50

Using the 2025 numbers, without adjusting the connection fee or capital improvement charge, the water rate would need to be \$10.75 (+1.75) per 1k gallons, and the sewer rate needs to be \$12.25 (-1.25) to break even on the price to process the water and sewage.

Unfortunately, given the state of the underground infrastructure in the city, and the rate at which it is currently being replaced, the city is losing ground on maintaining its assets. There are about 101 blocks worth of streets with underground infrastructure in the city, and we replace about 12 blocks every 15 years. This schedule means that it would take the city about 125 years to complete a cycle, when a considerable portion of the system is already overdue.

Improving the pace to about 15 blocks every 15 years brings the cycle to about 100 years to complete which is well beyond the high end for the current equipment, though the new

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk

materials being put into the ground are projected to have a 100-year service life. Achieving this will require putting aside three million dollars every 30 years. To do this, you would need to adjust the water and sewer rates to \$12.71 (+3.71) per 1k gallons for water and \$14.23 (+0.73) per 1k gallons for sewer.

Improving the pace to about 18 blocks every 15 years brings the cycle down to 75 years, which is still on the high end for the current equipment. Achieving this will require putting aside three million dollars every 15 years. To do this, we would need to adjust the water and sewer rates to \$14.67 (+5.67) per 1k gallons for water and \$16.22 (+2.72) per 1k gallons for sewer.

Sampling of households	Usage	Current rates			Rates to Break Even to Process		
		Water	Sewer	Total Bill	Water	Sewer	Total Bill
Fixed Income Household	1260	9	13.5	78.68	10.75	12.25	79.31
Two Person Household	2950			116.705			118.18
Two Adult, Two Teenager Household	5510			174.305			177.06
		Rates with 50k +50K			Rates with 100k +100K		
		Water	Sewer	Total Bill	Water	Sewer	Total Bill
Fixed Income Household	1260	12.71	14.23	84.2744	14.67	16.22	89.2514
Two Person Household	2950			129.803			141.4555
Two Adult, Two Teenager Household	5510			198.769			220.5339
				4			

I acknowledge that this will have a significant impact on household finances, but if the city invests this money into Certificates of Deposit, over the long term, the impact to residents will be less than relying on bonds.

I will be happy to field all questions from the public on this topic.

Tyler T Lendt

Memorandum

Date: 7 August 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: City Compost Dump

The city compost dump has the potential to be a self-sustaining asset to the city. As of right now, the financials are grouped with the streets/maintenance department. The city administrator is proposing to separate the financials into a separate enterprise fund by creating a new city department. The dump would stay free to use for residents but charge a fee to individuals who are not residents. Additionally, improved unlawful dumping fees would be placed into this fund. The per load fees to dump would be as follows:

UTV – Car	\$5.00
Pickup, Van - <8ft Trailer	\$10.00
<= 12ft Trailer	\$15.00
>12ft Trailer – Truck >1ton	\$20.00

Out of town individuals who use the compost dump would have 24 hours to remit payment at the drop box at city hall or use the online payment portal. Anyone who does not remit payment in that time, or uses the dump improperly, would be subject to a \$200.00 fine.

These funds would continue to pay for the cameras, manhours spent at the dump, and the occasional hiring of a bulldozer to push the ash pile.

The maintenance supervisor and city administrator agree that this is not likely to significantly impact the out-of-town use of the compost dump.

I am asking permission to draft an ordinance establishing a dump department and a resolution modifying the fee schedule.

This was recently misreported by the NR Star Eagle as having passed and affecting residents. It should be stressed that only the illegal dumping fines would apply to those living within city limits, while all fines and fees would affect non-residents.

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

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk

CITY OF NEW RICHLAND

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***Check Summary Register©**

JULY 2026

Name		Check Date	Check Amt	
10100	GENERAL CHECKING			
6116e	PERA	07/08/26	\$2,527.47	06172026PAYROLL
6117e	PERA	07/08/26	\$2,683.20	070126-PAYROLL
6118e	PERA	07/15/26	\$2,612.42	071526payroll
6120e	CENTRAL FARM SERVICE	07/28/26	\$826.81	VEHICLE MAINTENANCE
6121e	XCEL ENERGY	07/02/26	\$1,406.64	ELECTRIC
6122e	AMAZON.COM	07/03/26	\$13.98	ADAPTOR FOR CAMERAS
6123e	AMAZON.COM	07/03/26	\$25.98	HDMI PORTS FOR CAMERAS AT LAKE
6124e	STEELE-WASECA COOP ELECTRIC	07/06/26	\$95.38	ELECTRIC
6125e	PANTHEON COMPUTER SYSTEMS	07/07/26	\$1,962.00	COMPUTER EXPENSE
6126e	MN ENERGY RESOURCES CORP	07/08/26	\$53.59	LIBRARY
6127e	MN ENERGY RESOURCES CORP	07/09/26	\$59.91	LIBRARY
6128e	MN ENERGY RESOURCES CORP	07/09/26	\$104.90	LIBRARY
6129e	MN ENERGY RESOURCES CORP	07/09/26	\$18.00	GAS
6130e	MN ENERGY RESOURCES CORP	07/10/26	\$20.03	LIBRARY
6131e	TRAVELERS CL REMITTANCE CENTER	07/13/26	\$100.00	INSURANCE
6132e	COMPANION LIFE INSURANCE	07/01/26	\$587.26	SUPPLEMENTAL BENEFITS
6133e	BOMGAARS	07/07/26	\$15.18	PVC CONDUIT
6134e	BOMGAARS	07/07/26	\$272.50	PVC, MANIFOLD KIT, PUMP
6135e	BOMGAARS	07/09/26	\$41.64	HOSE CLAMP, COUPLING
6136e	HEALTH EQUITY	07/09/26	\$4.00	HSA FEE'S
6137e	STATE BANK OF NEW RICHLAND	07/10/26	\$212.91	RETURNED UTILITY PMT
6138e	MINNESOTA REVENUE	07/13/26	\$1,052.00	TAXES
6139e	AMPION	07/13/26	\$1,235.54	302810968 - 220 ASPEN AVE S
6140e	MN ENERGY RESOURCES CORP	07/14/26	\$109.90	GAS
6141e	MIDCO	07/14/26	\$183.36	222 S ASPEN
6142e	HEALTH EQUITY	07/15/26	\$533.36	HSA
6143e	AMAZON.COM	07/16/26	\$127.00	CONES
6144e	POSTMASTER	07/16/26	\$409.50	UTILITY BILL
6145e	LEAGUE OF MN. CITIES	07/17/26	\$250.00	TY
6146e	MIDCO	07/17/26	\$44.09	LIBRARY
6147e	MIDCO	07/17/26	\$456.14	PHONE/INTERNET
6148e	MIDCO	07/17/26	\$500.23	PHONE/INTERNET
6149e	TRIZETTO PROVIDER SOLUTIONS	07/20/26	\$46.00	COMPUTER EXPENSE
6150e	Consolidated Communications	07/20/26	\$61.42	PHONE
6151e	ASSURITY	07/21/26	\$330.90	DISABILITY INSURANCE
6152e	DOLLAR GENERAL STORE#16420	07/22/26	\$20.00	FRAMES FOR CERTIFICATES
6153e	DOLLAR GENERAL STORE#16420	07/22/26	\$36.00	WRONG SIZE-NEW FRAMES
6154e	BOMGAARS	07/22/26	\$102.34	FORGED TURNBUCKLE
6155e	NATIONWIDE	07/23/26	\$100.00	SUPPLEMENTAL BENEFITS
6156e	POSTMASTER	07/24/26	\$5.55	CERTIFIED MAILING
6157e	DOLLAR GENERAL STORE#16420	07/24/26	\$23.80	WINDSHIELD WASH
6158e	GRAINGER	07/24/26	\$53.12	FILTER ELEMENT FOR WATER PLANT
6159e	U.S. BANK EQUIPMENT FINANCE	07/27/26	\$165.00	METRO PRINTER PAYMENT
6160e	VERIZON WIRELESS	07/27/26	\$377.10	CELL PHONES
6161e	POSTMASTER	07/28/26	\$6.37	CERTIFIED MAILING
6162e	CENTRAL FARM SERVICE	07/29/26	\$826.81	VEHICLE MAINTENANCE
6163e	Hach Company	07/30/26	\$162.64	WATER TESTING SUPPLIES
6164e	XCEL ENERGY	07/30/26	\$1,409.58	ELECTRIC
6165e	PAYA SERVICES	07/31/26	\$7.00	SERVICE CHARGE
6166e	STATE BANK OF NEW RICHLAND	07/31/26	\$1.00	MONTHLY SERVICE CHARGE
6167e	AMAZON.COM	07/27/26	\$48.26	ANIMAL WASTE DISPOSAL BAGS
6169e	STATE BANK OF NEW RICHLAND	07/14/26	\$951.32	RETURNED PMT
6170e	ISOLVED	07/09/26	\$5,366.35	07-10-26AMBULANCE PAYROLL
6171e	ISOLVED	07/14/26	\$16,624.90	07-15-26 PAYROLL

CITY OF NEW RICHLAND

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***Check Summary Register©**

JULY 2026

	Name	Check Date	Check Amt	
6172e	ISOLVED	07/28/26	\$17,443.50	07-28-26 PAYROLL
30658	ALDEN POOL & MUNICIPAL SUPPLY	07/10/26	\$187.00	WATERPLANT
30659	BOLTON & MENK	07/10/26	\$391.54	STREET PROJECT
30660	BOUND TREE MEDICAL , LLC	07/10/26	\$94.40	AMBULANCE SUPPLIES
30661	BUDACH IMPLEMENT	07/10/26	\$142.97	LOCK
30662	CEDA	07/10/26	\$4,100.00	EDA
30663	CHRISTIAN, MORAN & WHIPPS	07/10/26	\$795.00	EDA
30664	LAW ENFORCEMENT LABOR SERVICES	07/10/26	\$73.00	UNION DUES
30665	MASTER PLUMBING	07/10/26	\$7,140.00	BATHROOM REMODEL
30666	NEW RICHLAND AUTO REPAIR	07/10/26	\$352.50	REPLACE A/C HOSE-RECHARGE
30667	NRHEG STAR EAGLE	07/10/26	\$990.00	NOTICE OF PUBLIC HEARING 05/21
30668	QUILL CORPORATION	07/10/26	\$37.78	CLEANING SUPPLIES
30669	SAM BARTELT TREE SERVICE	07/10/26	\$1,100.00	TREE AND STUMP REMOVAL
30670	STRAIGHT RIVER ELECTRIC, LLC	07/10/26	\$3,213.10	VARIABLE FREQUENCY DRIVES
30671	THOMPSON SANITATION, INC	07/10/26	\$11,254.43	Garbage
30672	WAGNER FOODS	07/10/26	\$130.51	BATTERIES
30677	ANCOM	07/21/26	\$778.75	CODEPLUG TEMPLATE
30678	BRENT SOLAND	07/21/26	\$500.00	VEHICLE EXTRICATION TRAINING
30679	MCFOA TREASURER	07/21/26	\$50.00	TYLER LENDT ANNUAL MEMBERSHIP
30680	METRO SALES INC	07/21/26	\$97.24	QTR BASE RATE
30681	SCHWICKERTS TECTA AMERICA LLC	07/21/26	\$3,930.00	WWTP
30682	U.S. BANK EQUIPMENT FINANCE	07/21/26	\$330.00	LEASE BUYOUT
30683	VANMELDEGHEM, KELLY	07/21/26	\$890.40	REIMBURSEMENT FOR DAMAGE TO VEHICLE
30684	WASECA HARDWARE	07/21/26	\$1,013.69	STREETS
30685	U.S. BANK (BOND PAYMENT)	07/22/26	\$60,808.75	CTYNRICHLAND2025
30686	BOLTON & MENK	07/28/26	\$7,657.00	STREET PROJECT
30687	BOUND TREE MEDICAL , LLC	07/28/26	\$426.23	GLUCAGON
30688	CEDA	07/28/26	\$4,100.00	2ND QUARTER NOT SENT INVOICE
30689	CHRISTIAN, MORAN & WHIPPS	07/28/26	\$150.00	EMAILS REGARDING POLICE QUESTION
30690	DAKOTA SUPPLY GROUP	07/28/26	\$23.78	SPEARS-1X3/4 SPGXS FLS
30691	DELANE NELSON	07/28/26	\$664.00	LED LAMPS @ LIBRARY
30692	DEPT. OF HUMAN SERVICES	07/28/26	\$14,130.95	ECPN PAYMENT CARE CENTER
30693	EMPIRE PIPE SERVICES, INC	07/28/26	\$4,647.00	BROKEN PIPE, STORMLINE BORED THROUGH-BROADWA
30694	EMS MANAGEMENT & CONSULTANTS	07/28/26	\$150.50	TRIPS CODED-7
30695	GENUINE PARTS COMPANY-NAPA	07/28/26	\$75.65	OIL CHANGE OLD TRUCK
30696	HAWKINS WATER TREATMENT GROUP	07/28/26	\$56.21	CHLORINE
30697	JOBS PLUS INC	07/28/26	\$210.38	CLEANING CONTRACT
30698	L & D AG SERVICE	07/28/26	\$53.01	SAMPLES
30699	METRO SALES INC	07/28/26	\$330.00	PAYOFF AMOUNT
30700	NCPERS Group Life Insurance	07/28/26	\$16.00	ERIC H
30701	PEOPLES SERVICE, INC.	07/28/26	\$14,597.00	WASTEWATER
30702	Pro-Vision USA	07/28/26	\$42.98	STORAGE OVERAGES
30703	RENT N SAVE PORTABLE SERVICES	07/28/26	\$1,430.00	St. Olaf
30704	SASCS. LLC	07/28/26	\$4,530.91	BABCOCK
30705	STRAIGHT RIVER ELECTRIC, LLC	07/28/26	\$460.00	GENERATOR SERVICE CALL-FAN IN CHLORINE ROOM
30706	THOMPSON AUTO BODY SHOP LLC	07/28/26	\$222.06	PAINT THINNER & SHAKER
30707	THOMPSON ELECTRIC	07/28/26	\$5,070.97	FILTER BUILDING CONTROL CONTRACT
30708	UTILITY SERVICE CO INC	07/28/26	\$2,145.25	PEDISPHERE CITY TANK-MONTHLY
30709	WALDORF WELDING & MACHINE	07/28/26	\$1,070.93	REPAIR GRILL @ST. OLAF
30710	WASECA COUNTY SHERIFFS POSSE	07/28/26	\$740.00	FAIR SECURITY FOR F&C DAYS
30711	XCEL ENERGY SOLUTION	07/28/26	\$5,133.68	302169077
Total Checks			\$229,249.43	

CITY OF NEW RICHLAND

08/06/26 11:09 AM

Page 3

*Check Summary Register©

JULY 2026

Name	Check Date	Check Amt
<u>10100 GENERAL CHECKING</u>		
101 GENERAL FUND		\$89,784.72
203 RURAL FIRE FUND		\$3,128.00
210 ECONOMIC DEVELOPMENT AUTHORITY		\$8,815.00
401 CAPITAL IMPROVEMENT REVOLVING		\$7,140.00
425 2025 STREET RECONSTRUCT		\$68,623.25
601 WATER UTILITY FUND		\$17,584.27
602 SEWER UTILITY FUND		\$25,262.46
603 GARBAGE		\$8,911.73
		\$229,249.43

Memorandum

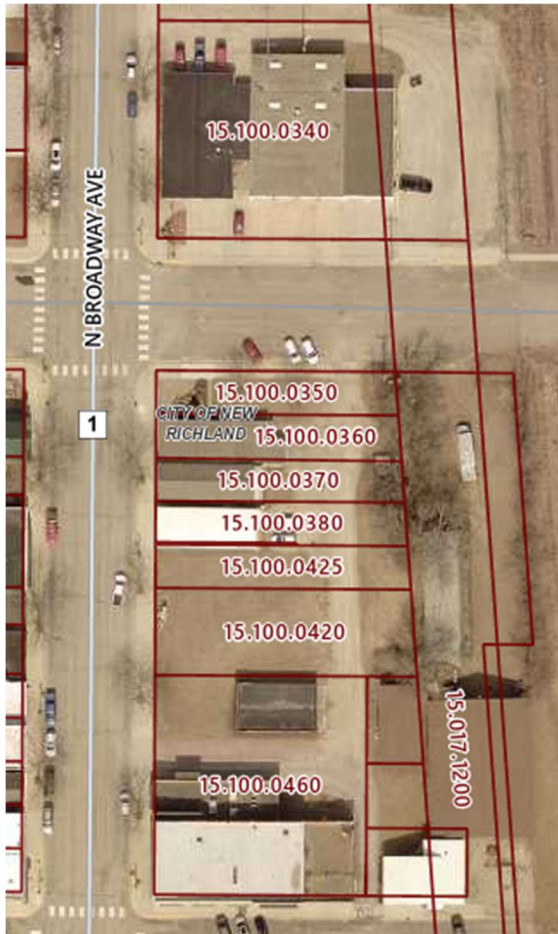
Date: 29 July 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: Sale of City Owned Property on Broadway

The City Administrator would like to begin the process of selling the city owned lots (15.100.0425 & 15.100.0420). These lots are located between the CPA's office and the garage on the bank's lot.



I would recommend developing a covenant to attach to the sale, and a claw-back clause stipulating construction begin within 18 months (longer than a standard residential claw-

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

back due to extra requirements for commercial buildings) and an additional 12 months to complete construction once it has begun.

The process should be similar to how the Homestake Addition application works. A purchasing entity must prove that they have the funds, or pre-approval for a loan, submit rough plans, and fill out an application. The city would then sell the parcel, or parcels if the purchaser would like to build a larger space, for \$1.

This activity would benefit the city in two ways. Currently, the city is paying to maintain the lots, while not generally gaining any utility from them. Having buildings constructed on the lots would make the lots productive from a tax perspective, potentially adding \$4,000 dollars a year in total taxes (city, school, and county). Plus, any additional economic benefit derived from additional businesses in the city.

If approved, the city administrator would work with Dave Schmidt from CEDA to advertise the opportunity to prospective purchasers.

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk

Memorandum

Date: 7 August 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: North Memorial Proposal

In the process of the draft review for the audit, the city administrator was encouraged to investigate other possibilities for the future of the ambulance department. One of these possibilities involved reaching out to North Memorial to find out what it would cost the city to have this entity take over the department and PSA.

The proposal they submitted is included in the council packet, but the summary is that North Memorial would purchase all durable equipment (ambulance, cot, defibrillator, etc.) for \$1.00 and cover the area for free, in perpetuity.

However, after conferring with the Ambulance Director and Assistant Ambulance Director, as well as the Ambulance Department Liaison from the City Council, and a representative from Abdo, the City Administrator does not believe it is in the best interest of the city to pursue this course.

There are several programs and funding opportunities that may be available to the New Richland Ambulance Department that have not been fully explored yet, including, but not limited to, state reimbursement for runs that do not result in transporting patients, and obtaining funding assistance from townships in the PSA the New Richland Ambulance serves.

Some changes can be made to the budget this year that will minimize the budgetary impact, without affecting the service the department renders to New Richland and the surrounding area.

Tyler T Lendt



Ambulance Service



AMBULANCE SERVICE

Proposal

New Richland

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North Memorial Health
3300 Oakdale Ave. N
Robbinsdale, MN 55422
Main: (763) 520-5200
northmemorial.com

North Memorial Health Ambulance Services is pleased to offer a proposal to provide ambulance services to New Richland and the communities as outlined in the Primary Service Area License (PSA).

North Memorial Health Ambulance (NMHAS) started in 1961. In 2025, utilizing a team of over 800 skilled team members, we transported over 100,000 patients. We have successfully collaborated with many communities on custom solutions that fit with their interests and resources. Our goal is to establish long-term partnerships. We do that by leveraging our resources, collaborating with other public safety agencies in the community, and by operating ethically in all business dealings.

The team at NMHAS starts with extraordinary medical leadership. Our Medical Directors are residency trained, Board Certified Emergency Physicians. They also possess subspecialty board certifications in EMS (Emergency Medical Services) Medical Direction. They ensure our staff is well trained and that every policy, procedure, medication, and piece of medical equipment is deployed based on the finest evidence-based medical literature available.

Our staff are motivated, caring, and compassionate caregivers; in fact, 98% of our patients and their families rate their interaction with us as either good or very good. Our customer service survey scores consistently put us among the highest achievers in the country. Our teams have risen to every occasion with courage and professionalism whether it is a complicated 911 call, tornado, missing person, or a multi-agency response. Our strength in emergency management principles is second to none among industry peers.

Our leading-edge quality management system is based on world class ISO principles that are commonly utilized in many of the most successful companies in the world. We are proud to be ISO 9001 Certified. This ensures that the quality of the service is delivered with precision, quality, and consistency. We are also accredited by the Commission on Accreditation of Ambulance Services (CAAS). CAAS standards are very demanding and independently assure communities deal with a company that cares about being much better than simply good enough. We believe in excellence in EMS.

Finally, I would like to point out the value of dealing with an organization that is independent. Healthcare is deeply personal. There are exciting new healthcare options being introduced into the community over the next couple of years. Ideally, your ambulance service should be agnostic to the interests of powerful health care organizations or insurance companies. The team should be unconflicted to preserve individual patient and family choice. Our absence of other business interests in the community allows us the latitude to always do the right thing.

Respectfully submitted,

Scott Sampey
Vice President / Chief
North Memorial Health Ambulance Services

INTRODUCTION TO THE PROPOSAL

North Memorial Health Ambulance understands that New Richland is seeking a proposal for ambulance services.

North Memorial Health Ambulance is confident that it can provide high-quality ambulance services to New Richland and its surrounding communities. North Memorial will offer a proposal that will meet all the requirements set forth by the Office of Emergency Medical Services and the city of New Richland.

CONTRACTOR INFORMATION

North Memorial Health Ambulance Service
4501 68th Ave North
Brooklyn Center, MN 55429

Contact persons

Scott Sampey
Vice President / Chief
North Memorial Health Ambulance Services
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Brent Custard
Ambulance Operations Director / Assistant Chief
North Memorial Health Ambulance Services
Office (763) 581-9925
Fax (763) 581- 9901
Brent.Custard@NorthMemorial.com

Tax ID
Federal EIN – 41-0729979

ORGANIZATIONAL STRUCTURE

North Memorial Health Ambulance Service (NMHAS) is a business line of North Memorial Health, a 501(c)(3) nonprofit organization. With a legacy spanning over 60 years, NMHAS has established itself as a leader in the industry, delivering responsible and dedicated service to the community. Annually, NMHAS responds to more than 100,000 service requests.

The NMHAS Central Administrative Offices are located at 4501 68th Avenue North in Brooklyn Center. This 45,000-square-foot facility houses essential support services, including dispatch communications, quality assurance, billing, vehicle maintenance, materials management, education, and administration.

As one of the largest hospital-based ambulance services in the United States, NMHAS provides comprehensive medical transportation solutions across Minnesota and Western Wisconsin, including:

- **Ground Ambulance Services** – Advanced Life Support (ALS), Basic Life Support (BLS), wheelchair transportation, and Critical Care
- **Helicopter Emergency Medical Services**
- **Community Paramedicine**

To ensure excellence in service, NMHAS has obtained ISO 9001 certification and accreditation from the Commission on Accreditation of Ambulance Services (CAAS). We take pride in being one of only three accredited ambulance services in Minnesota and one of four in Wisconsin. The CAAS accreditation represents the "gold standard" in the medical transportation industry, exceeding typical state and local licensing requirements. Achieving this distinction means NMHAS has met more than 150 rigorous performance standards set by a panel of industry experts. Additionally, our Air Care service holds accreditation from the National Accreditation Alliance of Medical Transport Applications (NAAMTA).

COMMUNITY INVOLVEMENT

At NMHAS, we believe that our long-standing success is rooted in the relationships we build with the communities we serve. We are committed to active community engagement and regularly participate in local events. While we typically provide these services at no charge, exceptions may apply for private promotions or commitments requiring extended time and resources.

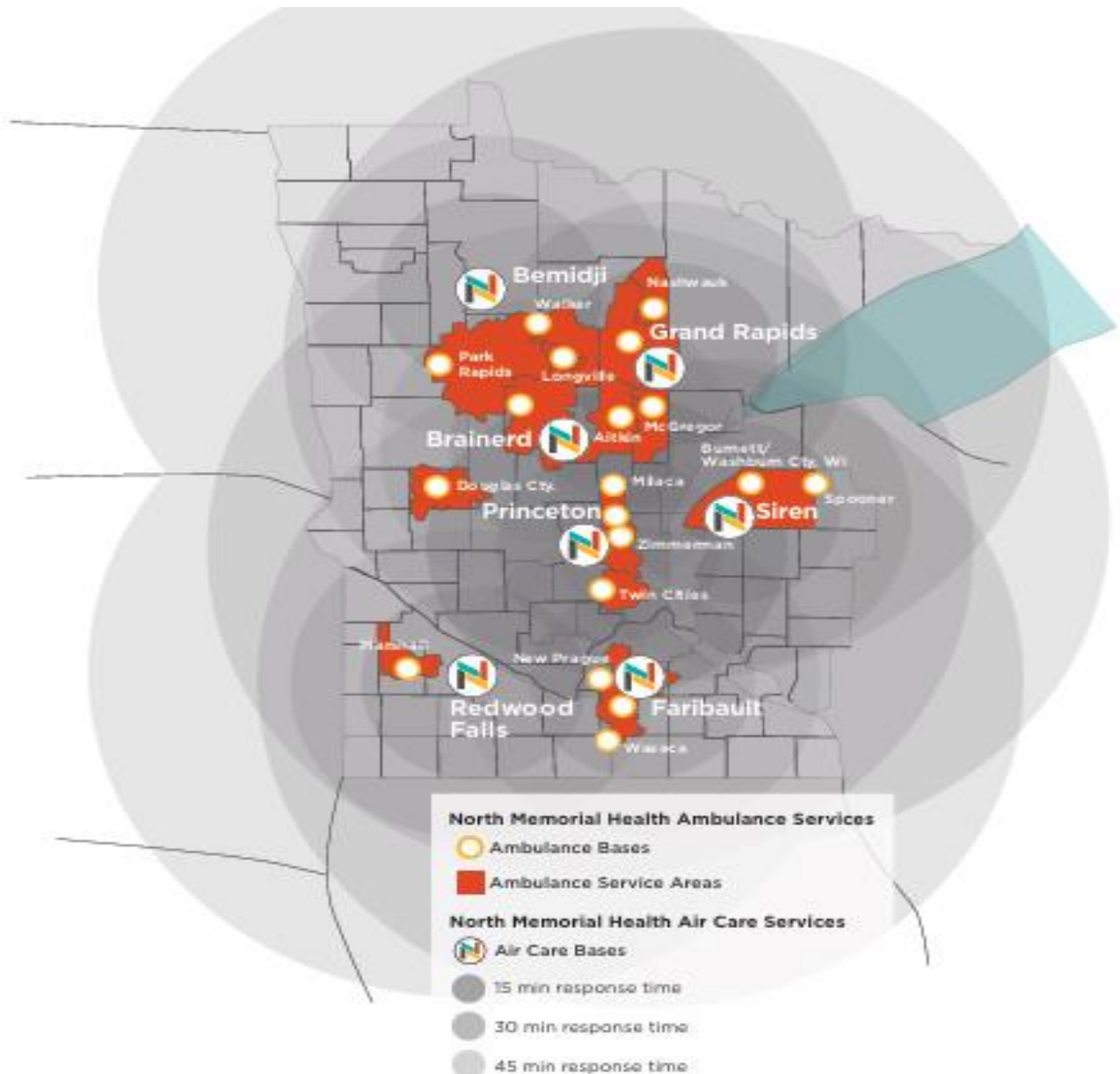
Our community involvement includes, but is not limited to:

- Dedicated standby services and fire standbys
- Community days and parades
- Safety camps and school visits
- Career days
- Injury prevention programs
- Civic group collaborations
- Community and industrial education initiatives

Through these efforts, NMHAS remains dedicated to not just providing emergency medical care but also enhancing the well-being and safety of the communities we serve.

OPERATIONAL LOCATIONS

NMHAS has numerous operational sites throughout Minnesota and Western Wisconsin as illustrated on the map below. In total, we cover an area larger than the state of Massachusetts. We have urban, rural, and super rural sites. There are full-time and part-time on-site staffing models. Response times vary accordingly. We are proud of our success in providing excellent response times and customer service to the areas we serve. We are excited at the potential of providing similar services to New Richland.



MANAGEMENT



Scott Sampey, MSMT, RN
Vice President / Chief

Scott Sampey joined North Memorial Health in 2020 as Vice President and Chief of Ambulance Services. Scott provides executive leadership for 911 and critical care ground transport, the Air Care aeromedical program, community paramedicine, and the services that support these programs, all of which work together to deliver care to patients across Minnesota and northwestern Wisconsin. Prior to joining North Memorial Health, Scott served in a variety of EMS, nursing, air medical, and hospital leadership roles across the country.



Brent Custard, MBA, NRP
*Director / Assistant Chief,
Ground Ambulance Operations*

Brent has over 20 years of EMS experience working as an EMT, Paramedic, Field Training Officer, Operations Supervisor, Educator, and Manager of Quality and Clinical Development. Currently he is the Director of Ambulance Operations. Brent is responsible for the oversight of North Memorial's Ambulance Service ground operations that are spread throughout Minnesota and Wisconsin.



Terry Nelson, BS, NRP, CMPA

Manager Outstate Operations / District Chief

Faribault, New Prague, and Waseca Ground Ambulance Operations

Terry has more than 30 years of experience in emergency medical services, serving as an EMT, Paramedic, Community Paramedic, EMS Instructor and Operations Supervisor in both rural and urban settings. In 2014, Terry joined North Memorial Ambulance Service as an Operations Manager in the Forest Lake region. He currently oversees ambulance operations serving the Faribault, Waseca, and New Prague communities. Terry resides in Medford with his family and remains committed to supporting the communities he serves.



Shimon Cohen, DHSc, MBA, RN, NRP, CMTE

Director / Assistant Chief

Air Care Clinical Services

Shimon brings over 25 years of experience in emergency services, including more than 20 years with North Memorial's Air Care division. Throughout his career, he has served in various roles as a Paramedic and Registered Nurse in both rural and urban settings, to include holding experience with fire rescue and military service. As part of the leadership team for North Memorial Ambulance Services, Shimon is responsible for oversight across seven helicopter bases in Minnesota and Wisconsin.



Mari Moran, MBA

*Director,
Financial Integration Ambulance Services*

Mari began her career with North Memorial in 2012 as a senior financial analyst supporting various departments throughout her tenure such as Patient Care, IT, Home Health and Hospice, and Ambulance Services. Mari leads the financial planning and analysis functions for Ambulance Services as well as work closely with the Billing Director to assure billing processes are optimized and compliant with all regulatory authorities.



Kevin Lee, BS NRP

Emergency Services Relationship Specialist

Kevin is the Emergency Services Relationship Specialist for North Memorial. Kevin formerly served as the District Chief in the Brainerd Region for 15 years. Kevin has over 40 years of experience in EMS as an EMT, Paramedic, Flight Paramedic, Supervisor, and Manager. Kevin focuses and excels in building and nurturing strong relationships with customers, partners, and stakeholders to foster long-term partnerships and maximize support for our team and customers. Kevin lives in rural Brainerd.

MEDICAL DIRECTION

The effectiveness of any medical enterprise will be directly correlated to the experience, commitment, and time allotted to the medical director's function. To that end, NMHAS has invested significant resources to ensure that our medical direction is the foundation from which everything else flows.



Dr. Peter Tanghe

Pete is North Memorial Health Ambulance Service's Medical Director. This includes operational support of North Memorial's Air Care, Ground Ambulance and Community Paramedic programs. He also works clinically at both North Memorial's Robbinsdale Hospital Emergency Department (Level 1 trauma center) and Maple Grove Hospital's Emergency Department, and in WI - Spooner Health Hospital (Critical Access). He is an ATLS and CALS instructor and is committed to education and the evolution of EMS. Before becoming a physician, he worked as an EMT in various rural and urban settings. In some capacity he has been involved in EMS for 30+ years. His special interests include teamwork, population health, telemedicine, medical education, and tactical/wilderness emergency medicine.

Pete is board certified in both Emergency Medical Services and Emergency Medicine. He is a graduate of St John's University/College of St Benedict's and attended Medical School at the University of Minnesota. He completed an Emergency Medicine Residency at Region's Hospital. He has additional training in quality improvement, LEAN methodology, and EMS operational medical direction.



Dr. Zachary Finn

Zach is board certified Emergency Medical Services and Emergency Medicine physician. He was born and raised in Minnesota. He attended undergraduate at Emory University in Georgia and then medical school at Duke University in North Carolina. He missed his Minnesota roots and returned to complete his Emergency Medicine Residency and subsequent EMS fellowship at Regions Hospital in Saint Paul.

He has served in his role as an EMS physician/Associate Medical Director with North Memorial Health Ambulance Services since 2021. His role involves the support of the clinical, operational, educational, and quality arms of the North's ground, air, and community paramedicine systems. He works his ER shifts at North Memorial's Robbinsdale Hospital, a level one trauma center, and North Memorial's Maple Grove Hospital, a community hospital.

He has worked as an ER physician in many facilities throughout MN, including rural Minnesota. He has a distinct interest in quality improvement work, especially as it relates to prehospital airway management and cardiac arrest care. NMHAS Medical Directors also serve as Medical Directors for many allied agencies in the areas we serve.

CLINICAL CARE

North Memorial Health Ambulance has a long-standing reputation as a leader in emergency medical care. As one of the first ambulance services in Minnesota to carry heart monitors and provide advanced care, we continue to pioneer advancements in emergency and trauma medicine. Our cutting-edge capabilities include:

- 12-lead EKGs
- Mechanical CPR devices
- Video laryngoscope advanced airway management
- Hamilton Ventilators
- Specialized pediatric equipment
- Advanced medical protocols

Under the guidance of our Medical Directors and in collaboration with our administrative and clinical teams, NMHAS has participated in numerous national studies, contributing to the development of innovative patient care practices. Additionally, we provide both air and ground neonatal transportation, ensuring specialized care for our most vulnerable patients.



QUALITY

Overview

North Memorial Health Ambulance Services is dedicated to maintaining excellence through a robust Quality Management System (QMS), utilizing data-driven approaches, industry standards, and a culture of accountability to enhance performance, patient outcomes, and operational efficiency.

Quality Monitoring and Staff Development

- **KPI Monitoring:** Continuous tracking of key performance indicators (KPIs) to assess service quality.
- **Data Analysis & QA Process:** Identifies trends and areas for improvement.
- **Targeted Training Programs:** Clinical Development team, in partnership with Medical Directors, develops training to enhance staff performance and patient care.

Commitment to Industry Standards

- **ISO 9001:** Ensures consistent quality management practices.
- **Det Norske Veritas (DNV):** Promotes a culture of continuous improvement.
- **Commission on Accreditation of Ambulance Services (CAAS):** Maintains high standards of care and compliance.
- **IAED ACE Accreditation:** Internationally recognized standards for excellence in emergency dispatch protocols, quality assurance, and patient care.

Innovative Quality Improvement Approaches

- **Lean Six Sigma:** Reduces variability and eliminates inefficiencies.
- **Just Culture Principles:** Balances system accountability with individual actions.
- **Specialized Training:** Quality Improvement team trained by the National Association of EMS Physicians to ensure consistent and effective quality initiatives.

Just Culture: Driving Risk Management and Process Improvement

- **Balanced Accountability:** Evaluates system design and individual behaviors to address errors effectively.
- **Root Cause Analysis:** Identifies systemic and individual factors contributing to errors.
- **Proactive Risk Management:** Ensures continuous quality improvement and safer outcomes.

QAPI Framework for Continuous Improvement

- **Quality Assurance (QA):** Ongoing monitoring to ensure compliance with established standards.
- **Performance Improvement (PI):** Data-driven identification opportunities for enhancement.
- **Metrics Assessment:** Evaluation of response times, patient outcomes, and staff protocol adherence.
- **Collaborative Approach:** Multidisciplinary teams implement and monitor evidence-based solutions.

Commitment to Excellence

- **Proactive Strategy:** Continuous improvement through data analysis, targeted interventions, and adherence to best practices.
- **Community Impact:** Ensuring high-quality care and operational efficiency that directly benefits the communities we serve.

TRAINING AND EDUCATION

New team members undergo a comprehensive training academy, beginning with two weeks of onboarding at our Education Center in Brooklyn Park, Minnesota. Training includes:

- Our mission, vision, and values
- Clinical assessment protocols
- Certified Emergency Vehicle Operations (CEVO) training
- Hands-on skills training and equipment competency validation
- Scenario-based critical thinking exercises
- Safety

Training is led by our Clinical Development Team, including educators, quality specialists, Medical Directors, and Field Training Officers (FTOs).

Following the academy, team members participate in:

- Clinical field training and regional orientation with an assigned field training officer
- Daily performance evaluations conducted by the FTO and local leadership
- A final Capstone event, featuring:
 - Mass Casualty Incident (MCI) training
 - Scenario-based evaluations
 - Clinical competency assessments with the Medical Director

North Memorial Health Ambulance Services employs the Field Training Evaluation Program (FTEP), a nationally recognized, standardized framework that guides field training officers in delivering consistent training experiences for new team members. This program ensures that recruits are assessed based on clear, objective standards.

Continued training includes:

- In-person skills labs
- Interactive case reviews
- Individual feedback and monitoring
- Quarterly online education
- Evaluations by Medical Directors (at least annually)

We also provide specialized EMS training in Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and Basic Life Support (BLS), as well as Emergency Medical Responder (EMR) training for law enforcement and fire departments.

BILLING & COLLECTIONS

As a service primarily funded through user fees, efficient billing practices are crucial to financial sustainability. Our dedicated billing department ensures all processes are:

- Aggressive yet compassionate in collections
- Compliant with complex regulatory standards
- Efficient processing approximately 8,000 new transports per month

The Billing Department, based in Brooklyn Center, Minnesota, includes:

- Rosie Anderson, Director of Billing
- Kris Suhon & Sherri Dzuik, Billing Supervisors
- 20 Plus Billing Team Members

Our team is frequently consulted by the Minnesota and Wisconsin Ambulance Associations for industry best practices.

VEHICLE FLEET

North Memorial Health Ambulance operates a fleet of 110+ ambulances, along with specialized non-transport vehicles, including:

- 12 Medical Director & Supervisor response vehicles
- 5 Community Paramedic vehicles
- 2 UTVs for special event coverage
- 29 other support/maintenance vehicles

Our Vehicle Maintenance Department, staffed by six experienced mechanics (each averaging 13+ years in ambulance maintenance), operates from bases in Brooklyn Center and Brainerd, with additional support from local businesses. Our fleet redundancy ensures rapid vehicle replacement when needed.

COMMUNICATIONS CENTER

Our ACE Accredited Communications Center is a leader in EMS dispatch, ensuring rapid, cost-effective service for 911 callers and hospital facilities.

Staffing:

- 1 Operational/Communications Director
- 1 Operational/Communications Manager
- 4 Operational/Communications Supervisors
- 9 Communications Training Officers (CTOs)
- 40 Certified EMDs (IAED-certified)

Operations:

- Two 24/7 staffed communications centers (Brooklyn Center & Robbinsdale)
- Coordination of 12 ambulance service regions
- Dispatch for 7 helicopters across MN & WI
- Oversight of 3 Fixed-Wing Aircraft (2 in ND & one in MT)
- 130,000+ service requests processed in 2025
- Collaboration with 30 Public Safety Answering Points (PSAPs)
- Pre-Arrival Instructions & T-CPR support for 10 counties across MN & WI

Benefits to Residents:

- “Zero response time” – Calls are immediately transferred to NMHAS for direct dispatch.
- Highly trained dispatchers – EMDs determine the most appropriate response, from BLS to ALS or helicopter transport.
- Safety-focused dispatching – Reducing unnecessary lights-and-sirens responses to prevent roadway accidents.

AIR CARE

Since 1985, North Memorial Air Care has provided helicopter emergency medical services (HEMS) with nine twin-engine helicopters equipped with:

- Helicopter Terrain Awareness & Warning Systems (HTAWS)
- Night Vision Goggles (NVG)
- On-board color radar for weather tracking

Our flight nurses and paramedics hold advanced specialty certifications, and our highly trained pilots utilize Instrument Flight Rules (IFR) for safe, all-weather navigation.

We operate seven air bases in Minnesota and Wisconsin, ensuring that 80% of medical facilities in Minnesota and Northwest Wisconsin are under a 30-minute flight time.

EMERGENCY MANAGEMENT

North Memorial Health Ambulance is fully integrated into emergency preparedness efforts, providing:

- All-Hazard emergency preparedness & incident management training
- Incident monitoring & response coordination
- Dedicated Internal Incident Management Team

We actively participate in statewide preparedness initiatives, with trained specialists in:

- Emergency Management & Incident Command
- Infection Prevention & Highly Infectious Disease Transport (ISOPDS)
- Ambulance Strike Team Leadership

HIRING AND RETENTION

When acquiring a new ambulance service coverage area, our priority is to maintain relationships with existing local agencies.

Each region has its own:

- Recruitment & Retention work plan
- Core staff & Management team
- Community integration strategy, with leaders involved with civic groups

North Memorial Health Ambulance Service has a labor management & scheduling team. This allows for dynamic staffing models to be implemented based on the current volume trends.

- 1 Manager of Labor and Business development
- 4 Scheduling Coordinators

Our low turnover rate reflects our commitment to staff retention and development.

PROPOSED OPERATIONS PLAN

Throughout this document, you will see that we do not believe in a standard formula or a cookie-cutter approach to the needs of any community. We have systems that utilize two paramedics, a paramedic and an EMT, or two EMTs per vehicle. We believe in a community-based EMS model; therefore, the community should have input into what they want. We use our experience with all these models to share with the communities the positive and negative of each model and the cost differences.

Whatever the model, each area has its own core staff, management, and other support to retain the community-based relationship necessary to be effective. Our philosophy is that our team should be integrated into the community. This includes living in or close to the area.

Work Plan

North Memorial Health Ambulance Service (NMHAS), following discussions with the City Administrator and after gaining a thorough understanding of the community's needs and expectations, is pleased to provide the following ambulance service option for consideration.

Proposed Option

Currently, North Memorial Ambulance provides service to the New Richland Primary Service Area through a Coverage Agreement established with the Office of EMS (OEMS).

Under this proposal, North Memorial Health Ambulance Service (NMHAS) would become the ambulance service provider for the New Richland PSA. The City of New Richland would work collaboratively with NMHAS and the Minnesota Office of Emergency Medical Services (OEMS) to incorporate the New Richland PSA into the Faribault PSA, as reflected in the attached PSA map.

NMHAS would respond to all 911-dispatched calls for service within the New Richland area from its Waseca base of operations. NMHAS would maintain an average response time of 20 minutes for all emergent (Code 3, lights and sirens) 911 calls. Calls impacted by severe weather, ambulance crashes, or animal strikes would be excluded from the response time calculation.

As part of the transition, NMHAS would purchase the following vehicles and medical equipment currently owned and operated by the New Richland Ambulance Service for the sum of one dollar (\$1):

- All ambulances currently owned and operated by the New Richland Ambulance Service
- Cardiac monitor/defibrillators
- Automated CPR devices
- Stretchers and auto-load systems

NMHAS would assume ownership of the vehicles, including all titles and responsibility for required maintenance throughout the remaining service life of the vehicles.

Assets Available to NMHAS

The City of New Richland would agree to provide NMHAS access to its existing crew quarters and facilities at no cost should NMHAS proceed with a system status management deployment plan. Under this arrangement, the ambulance would not be permanently housed or stationed at the facility but would have access to the crew accommodations and supporting infrastructure as needed.

Costs

The City of New Richland will not be charged for ambulance service under this proposal.

The services provided under this agreement will be accounted for within the Faribault cost center. Revenue will be recorded through NMHA's accounts receivable system, with receivables based on the units of service directly delivered to patients.

The costs associated with providing these services will be categorized as either direct or indirect expenses. Direct expenses will be tracked and reported through NMHA's internal accounting system. These expenses include payroll and benefits, supplies, purchased services, utilities, maintenance and repairs, rentals, other operating expenses, and depreciation.

Billing Patients or Third-Parties Payers

NMHAS will be responsible for billing and collections.

When required or permitted by applicable law, Provider will bill the Patient, the Patient's financially responsible party, or any available third-party payer for Ambulance Transport Services provided under this agreement. This includes transport that Provider is authorized to bill under Medicare and Medicaid, and that are covered under the applicable coverage criteria of those programs.

NMHAS does not charge for the ambulance to respond or for a patient to be evaluated on scene.

NMHAS is committed to operating in good faith financially. Our rates are based on anticipated service volumes, collection rates, and operating expenses, ensuring a transparent and sustainable approach to service delivery.

Our goal is to provide high-quality emergency medical services at a sustainable rate. Sustainability includes both operational and capital costs, and we believe it is essential that all parties have a clear understanding of the costs associated with operating an ambulance service.

Mutual Aid Agreements

NMHAS will seek mutual aid agreements with surrounding agencies as required by OEMS regulations.

Implementation Schedule

The implementation schedule can be finalized and discussed during future meetings. All dates and timelines are negotiable and may be adjusted by mutual agreement.

<u>Task</u>	<u>Estimated Completion</u>
Execute Contract for Services	30–45 days
Consolidate Ambulance PSA(s)	30–90 days
Assume PSA and Operational Responsibility	January 1, 2027

First Responder Training

Our Professional Education team includes dedicated educators and EMS professionals who deliver training for all levels of prehospital care. Training schedules are flexible and can be coordinated directly with our Professional Education Department.

Most departments schedule two four-hour training sessions each year, providing a total of eight hours of in-person instruction. Training dates and times can be arranged in partnership with our education staff.

The typical cost for this program is \$108 per participant, which includes eight hours of in-person training, continuing education units (CEUs), and American Heart Association (AHA) CPR certification. We would be happy to discuss training options and develop a schedule that works best for your department.

Please note that other AHA (ACLS, PALS) certification courses are available for an additional fee and are not included as part of the standard First Responder training program.

Professional Education also offers initial First Responder and EMT certification courses. These programs are delivered in a hybrid format, combining online coursework with in-person instruction at our Robbinsdale facility.

We look forward to working with your department to identify the training options that best meet your needs.

Medical Direction

NMHAS offers Medical Direction services to the First Responder agencies within the communities we serve. These services are provided at no cost, and there are no fees associated with participation.

Community First Responders

NMHAS understands and supports the need for local First Responders and recognizes the critical role they play in delivering high-quality EMS services to our communities. Their knowledge of local needs, rapid response capabilities, and ongoing collaboration with EMS providers are essential components of an effective emergency response system.

As discussions move forward regarding the new proposal, we hope that the important role of local First Responders will continue to be recognized and supported. Maintaining their involvement will help ensure continuity of service, strong community partnerships, and the continued delivery of high-quality patient care.

Conclusion

The proposed option has been developed to meet the identified service requirements while maintaining NMHAS's commitment to delivering reliable, high-quality emergency medical care. We welcome the opportunity to review the proposal in greater detail and discuss how this approach aligns with the City's operational needs and community objectives.

Please feel free to contact us with any questions or to schedule a follow-up discussion.

Thank you for your time and consideration of our proposal. We appreciate the opportunity and look forward to working together. Please let us know if you need any additional information, clarification, or would like to schedule a follow up session.



REFERENCES

Josh Stevenson- Cass County Administrator
303 Minnesota Ave. W, Walker, MN 56484
218-547-7204
josh.stevenson@casscountymn.gov

Mark Wedel- Aitkin County Board Chair
307 2nd St. NW, Aitkin, MN 56431
218-838-9324
mark.wedel@co.aitkin.mn.us

Joshua Tetzlaff- New Prague City Administrator
118 Central Ave. N, New Prague, MN 56071
952-758-4401
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April Kurtrock- Nashwauk City Administrator
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Memorandum

Date: 7 August 2026

From: Tyler T Lendt, City Administrator

To: New Richland City Council

Subject: League of Minnesota Cities – Clerk’s Academy – Hotel Request

The League of Minnesota Cities is putting on a Clerk’s Academy as an introductory course to the role that I feel would be valuable and benefit the city. I have already registered for the course. The cohort that I will be in is in St. Paul From September 17th-18th. I could make the drive up and back both days but would prefer to have a hotel room so that I can participate in the networking opportunities as well.

The block lodging is at the Holiday Inn in downtown St. Paul and costs \$114/night with a \$21 daily onsite parking fee. I would only stay on the night of the 17th.

I am asking for approval to book lodging for this event.

Tyler T Lendt

ADMINISTRATOR'S REPORT

AUGUST 2026

This month I made sure to put extra effort on learning the deputy clerk's tasks, including ensuring they are properly documented. The following are the tasks I learned, or had demonstrated:

- Code bills into fund accounting
- Receive/enter cash receipts
- Prepare and make bank deposits
- Conduct bank reconciliation
- Process/mail utility bills
- Receive/enter utility bill payments including transferring PSN data
- Import utility billing transfers into fund accounting
- Receive/process/file Building permits
- Receive/process/file Zoning permits
- Receive/process/file Right-of-way permits
- Receive/process/file Golf Cart permits
- Receive/process/file Animal licenses
- Receive/process/file Solicitation permits

The following are the tasks I have not yet learned:

- Complete warning and shut off notices
- Calculate penalties for past due utility bills
- Download utility accounts into meter reader for maintenance staff to read meters
- Bulk water invoice processing
- Building permit quarterly and annual reports
- Assessment notices quarterly and annually

As the opportunity to train on these items arises, I will do so and ensure they are documented for future individuals in these roles.

I also attended the CEDA meeting and made some good contacts in fields of childcare and had conversations about initiatives that could be undertaken here.

The Homestake Addition property sales are complete, and construction should begin in earnest this week

We discovered that most of our computer issues are being caused directly by Banyon. I don't personally understand all the technical details, but many cities are suffering through the same struggles. I have been in discussions with several other entities that provide similar services. Nearly all these solutions are web-based, meaning data is stored securely elsewhere, but is accessible from anywhere. The appeal of one company is that it would seamlessly integrate payroll, utility billing, fund accounting, and point-of-sale, and online payments into one tool, and in the process dramatically improve our efficiency. This option is not the cheapest of them all but having had a demonstration and used software by the same company in the past, I feel it is the best option. Unfortunately, there is significant setup cost and time, meaning if we got started on it next year, we would be double paying for software for a whole year. I will be presenting this to council as I get more firm information.

Met with members of the EDA and the Farm and City Days committee about grant ideas for the quickly approaching SMIF grant.