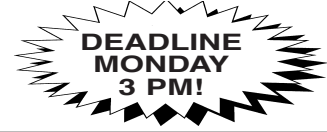


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City of New Prague

Parks Maintenance Worker

The City of New Prague is seeking applications for a full time Maintenance Worker in the Parks Dept. Position performs a variety of manual work installing, constructing, repairing and maintaining the City's parks, related structures and equipment.

Typical activities include building/grounds/athletic field maintenance; mowing; snow removal; landscape maintenance; performs minor plumbing/masonry/painting/carpentry; lawnmower/grounds equipment repair; pesticide application and building custodial.

Minimum qualifications include a H.S. Diploma or GED or a combination of education and/or experience in standard building trades, turf management and mechanical experience. A valid MN Class D Driver's License is required and the ability to obtain a CDL with air brake and tanker endorsement within 6 months of hire. An All-Terrain Vehicle Certificate is needed within 6 months of hire and an A-E&J Herbicide and Pesticide Applicator

License is needed within 1 year of hire.
Starting pay \$23.59 per hour plus benefits.
Pay range \$23.59 - \$30.94 per hour plus benefits.

City Application, Supplemental questionnaire, and job description are available at www.ci.new-prague.mn.us and at New Prague City Hall, 118 Central Ave. N., New Prague, MN 56071. Deadline for City application and questionnaire is 4:30 p.m. on April 5th, 2022.

Equal Opportunity Employer

City of New Prague

CITY PLANNER POSITION AVAILABLE

The City of New Prague is accepting applications for the position of full-time Planner. The expected starting salary is \$33.29/hr. The pay range for this position is \$33.29/hr. to \$43.68/hr. This position provides information and educates citizens and co-workers primarily on the City's Zoning and Subdivision Ordinances, City Codes and assists developers, internal staff, external agencies, and citizens with processing applications for building permits, sign permits and planned developments, rezoning, subdivisions, site plan reviews and landscaping. It also includes, but is not limited to supporting the City's Planning/Community Development Director in administering economic development activities, ensuring compliance with applicable rules and regulations of the City Code, performing research, code enforcement, GIS and map making, and grant writing activities for the City as a whole, and related work as apparent or assigned. Work is performed under the immediate supervision of the Planning / Community Development Director. All applicants must have a valid MN Class D driver's license; bachelors degree in planning, urban & regional studies or related field and relevant work experience, internship or combination totaling six (6) months required along with experience using ESRI GIS software. Job description and application are available at www.ci.new-prague.mn.us.

Applicants must submit City job application and resume to Planning / Community Development Director Ken Ondich at 118 Central Ave N., New Prague, MN 56071 or via e-mail to kondich@ci.new-prague.mn.us by 4:00 pm April 5, 2022.

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Le Sueur County 4-H

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Sunday, April 3rd
8:00 am — 12:00 pm

4-H Family Center
Le Center

Adult: \$7.00
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Le Sueur COUNTY

ENGINEERING TECHNICIAN III/INSPECTOR

LE CENTER HIGHWAY DEPARTMENT

The Le Sueur County Highway Department has an opening for a full time Engineering Technician III / Inspector.

The individual performs difficult technical work preparing and designing road, bridge and culvert projects, inspecting projects in progress, making sure projects stay within confines of local, state and federal ordinances, laws and statutes, and related work as apparent or assigned. Work is performed under the limited supervision of the Assistant Highway Engineer.

Associates/Technical degree in highway construction and design, civil engineering, or related field and considerable experience working with the design of highway construction, as a construction inspector, or equivalent combination of education and experience.

Special requirements include, a valid State of Minnesota Driver's License; Concrete field and plant certification within two (2) years; Grading and base certification within two (2) years.

Bridge inspector certificate within two (2) years; Bridge construction certificate within two (2) years; Bituminous street inspector certificate within two (2) years; Erosion and sediment certificate within two (2) years; Site management certificate within two (2) years. CPR/First Aid/Safety certification within six (6) months.

Training will be provided upon hire and must be completed within two (2) years to obtain above certifications. Training must be completed at hire and on an ongoing basis to maintain certifications.

Wage range from \$26.51-\$36.70 per hour. Benefits include health insurance, retirement plans, vacation, sick and holiday pay.

A Le Sueur County application must be submitted to apply.
Download application from Le Sueur County's website: www.co.le-sueur.mn.us under Jobs.

Contact information: Cindy Westerhouse, Human Resources, 88 South Park Avenue, Le Center, MN 56057; Telephone: (507)-357-8517; Fax: (507)-357-8607

Deadline: Open until position is filled.
Equal Opportunity Employer

Housing Specialist - Project Based
(Property Management/Leasing)

The Scott County Community Development Agency (SC-CDA) in Shakopee, MN, is hiring for the full-time position of Housing Specialist-Project Based for properties located in Scott County. Responsibilities include but are not limited to managing project-based voucher, RAD, and/or workforce housing units; showing units; completing inspections; reviewing rental applications for program eligibility; managing waiting lists; marketing workforce units as needed, and cross-training on other project based units. Must be detail oriented and have exceptional client service skills. Job description can be found on the CDA website.

To apply: Applications may be obtained on <https://scottcda.org/employment/>, or mailed upon request by calling (952) 402-9022. Resumes without completed applications including the supplemental will not be accepted. If you require an accommodation under the Americans with Disabilities Act to apply for this position, contact the SC-CDA. Position Open Until Filled. **DEADLINE FOR First Review of Applicants: Tuesday, April 5, 12:00 p.m. EOE/AA**

Information Technology Manager/Specialist

This position is 50% management time where you will be managing every aspect of IT as a one-person shop, and 50% specialist time where you will be assisting a staff of 26 employees with help desk questions, provide technology support for our in-office staff, staff at an alternate location, and staff that are in the field, as well as providing regular hardware/software maintenance.

You will need at least 3-5 years of management of information technology and an Associate's Degree in Information Technology, computer science or related field. Bachelor's Degree preferable, or an equivalent amount of combined education and experience. IT certifications such as Microsoft, CompTIA, ISACA, or Adobe preferred. Previous employment in government/nonprofit, or housing related preferred.

To apply: Applications may be obtained on <https://scottcda.org/employment/>, or mailed upon request by calling (952) 402-9022. If you require an accommodation under the Americans with Disabilities Act to apply for this position, contact the SC-CDA. Position Open Until Filled. **DEADLINE FOR First Review of Applicants: Tuesday, April 5, 12:00 p.m. EEO/AA**

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SUNSHINE APARTMENTS Morristown open waiting list for 1, 2 & 3 BR smoke free apts. Rent based on 30% of monthly gross income. Includes off-street parking, on site laundry, heat, water, trash removal & wheelchair accessible unit. 507-451-8524, www.lifestyleinc.net, tdd 507-451-0704. Equal Housing Opportunity.

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Cards of Thanks

Thank You



The family of **Jo Bachinski** would like to thank everyone for their kindness during this difficult time. Our family truly appreciates the visits, food, flowers, donations, cards, and kind expressions of sympathy. Thank you to Father Eugene Theisen for the Mass and graveside service, and the musical contribution of the St. Wenceslaus Church Choir, Steve and Mary, Bruzek Funeral Home for their services and the KC Staff for the luncheon. We are grateful for the support of the community and many tributes to our beloved Mom/Grandma/ Great-Grandma that have been expressed to the family.

The Family of Jo Bachinski

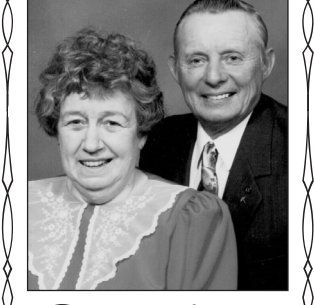
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Evelyn Ambroz



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and grandkids

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Public Notices

PUBLIC NOTICE ADVERTISEMENT FOR BID Site and Building

Improvements Project for Scattered Townhome Units at Scott County Community Development Agency (CDA) Evergreen Heights Kitchen Remodels 02-2022

The Scott County CDA will accept separate bids for the furnishing of all labor, materials, tools, equipment, and services necessary for the Site and Buildings Improvements Project listed above including all associated work required to remodel 16 kitchens the same as shown in bid documents. **Bids will be received until 12:00 PM (local time) April 18th, 2022** at the Scott County CDA Offices at, 323 Naumkeag Street South - Shakopee, MN 55379. At which time bids will be publicly opened and read aloud.

A mandatory pre-bid walkthrough for this project is scheduled for March 28, 2022 at 12:00 pm (local time). Prime Contractors interested in bidding are required to attend. Meeting located at 1357 Norway Trail, Shakopee, MN 55397.

A set of plans may be obtained from Scott County CDA. It is the Agency's intention to award a single prime contract to the lowest bid for the project listed above, based on available funding. The project construction start is anticipated to be Spring 2022.

It is the Bidder's responsibility to inquire as to the addenda issued. A certified check or bank draft, payable to the order of the Scott County CDA or a satisfactory bid bond executed by the Bidder(s) and an acceptable surety, in the amount of five percent (5%) of the total bid, must be submitted with each bid.

Successful bidders must furnish and pay for satisfactory performance and payment bonds, in the penal sum of the full amount of the contract awarded. Bid award will be made to the lowest responsive and responsible bidder whose bid meets the requirements, subject to final approval by the Scott County CDA Board of Commissioners.

The Scott County CDA reserves the right to reject any and all bids at the complete discretion of the Agency. The Agency also reserves the right to cancel this solicitation in whole or in part at any time at its sole discretion. Advertisement for bids is pursuant to Minnesota Statutes Sections 375.2 1, 471.345 and 471.35.

Sealed Bids shall be addressed to:
Scott County CDA
Attn: Nick Gillette
Evergreen Heights Kitchen Remodels 02-2022
323 Naumkeag Street South, Shakopee, MN 55379
(Published in The New Prague Times, Thursdays, March 24, 31, April 7 and 14, 2022; No. T800-4-14)

Official Proceedings . . .

City of New Prague CITY COUNCIL PROCEEDINGS STATE OF MINNESOTA COUNTIES OF SCOTT AND LE SUEUR CITY COUNCIL MEETING MONDAY, MARCH 7, 2022

Mayor Duane Jirik called the meeting to order at approximately 6:00 p.m. with the following members present: Bass, Jirik, Ryan, Seiler, and Wolf.

Staff Present at Meeting: Joshua Tetzlaff, Jim Gareis, Ken Ondich, Matt Rynda, and Barb Ulschmid (on-line)

Others Present: Mona Schultz, 1319 Woodfire Tavern

Mayor Jirik called the meeting to order at 6:00 p.m. and asked if there were any additions/updates to the Council Agenda, there being none, motion by Ryan, seconded by Seiler to approve the Agenda. All voted in favor. Motion carried (5-0).

Mayor Jirik asked if there were any comments on the Consent Agenda. Wolf asked to move Item C - Approval of 2022-2023 Liquor, Beer, Wine and Misc. Licenses out of the Consent Agenda and treat as a separate item. After discussion, motion by Wolf and seconded by Ryan.

- CONSENT AGENDA** as follows:
- February 22, 2022 City Council Meeting Minutes
 - Claims for Payment: \$73,815.39 (March 7, 2022)
 - Approval of 2022-2023 Liquor, Beer, Wine, and Miscellaneous Licenses (*Moved out of Consent Agenda to discuss separately.)
 - LG220 MN Lawful Gambling for Exempt Permit for New Prague Ducks Unlimited, Chapter 263 on April 8, 2022 involving a raffle at the American Legion Post 45, 300 Lexington Ave. S., New Prague.

All voted in favor. Motion carried (5-0).

Council and Staff discussed the general process on the Approval of 2022-2023 Liquor, Beer, Wine, and Miscellaneous Licenses and Liquor License Violations. After discussion, motion by Ryan, seconded by Bass to **APPROVE THE 2022-2023 LIQUOR, BEER, WINE, AND MISCELLANEOUS LICENSES**. All voted in favor. Motion carried (5-0).

RESOLUTION:
Planning/Community Development Director Ken Ondich presented a request for a Conditional Use Permit #C1-2022 to allow an outdoor seating area for a restaurant/drinking establishment at 125 E. Main Street in the B-1 Central Business District (1319 Woodfire Tavern). This request was reviewed at the Planning Commission meeting on February 23, 2022 and was recommended for approval by a vote of 4-0.

A public hearing was held, and a nearby resident addressed his concerns regarding loud music from previous owners. Adam Schultz, owner of 1319 Woodfire Tavern reassured that they do not plan to have anything but acoustic music on the patio. Also, outdoor music is limited to 10 p.m. and cannot be audible beyond 50' of the patio area. Plus, there are also other decibel limits referred to in the City Code.

Motion by Ryan, seconded by Seiler to **APPROVE RESOLUTION #22-03-07-01 APPROVING CONDITIONAL USE PERMIT**

#C1-2022 TO ALLOW AN OUTDOOR SEATING AREA FOR A RESTAURANT/DRINKING ESTABLISHMENT AT 125 E. MAIN ST., IN THE B-1 CENTRAL BUSINESS DISTRICT, NEW PRAGUE, MN. All voted in favor. Motion carried (5-0).

Mona Schultz spoke on behalf of 1319 Woodfire Tavern and shared that they hope to have the kitchen up and running within 2-3 weeks, just waiting for a back-ordered part. Council wished them well.

GENERAL BUSINESS:

A. **Vendor Recommendation for IT Risk Assessment** - Director Ondich explained that the completion of the IT Risk Assessment had been on the "To Do" list since CTS completed the City's network and computer system upgrades in 2020. The IT Risk Assessment involved reviewing major components of the City's IT system in terms of security risks and included: 1. Administrative Controls; 2. Physical Controls; 3. Internal Technical Controls; and 4. External Technical Controls. Being this is the City's first IT Risk Assessment, there could be quite a few recommendations. Upon completion of the Assessment, they will come back to the Council and present an overview on how everything looked. The two firms that submitted proposals included: FRSecure for \$40,000 and True North Consulting Group for \$16,243. A big proposal price difference because True North had been the City's consultant for the RFP process and as a result has all the background details on all twenty facilities, very familiar with what the City already has.

The City's current IT firm is CTS. Since it would not work to assess their own work, getting a third-party assessment was used. Some discussion also took place on Vendor Risk Assessment Audits.

After discussion, motion by Bass, seconded by Wolf to **APPROVE THE PROPOSAL FOR AN IT RISK ASSESSMENT FROM TRUENORTH CONSULTING GROUP IN THE AMOUNT OF \$16,243 TO BE PAID FOR FROM THE REMAINING CARES ACT MONEY WHICH IS CURRENTLY IN A FUND BALANCE**. All voted in favor. Motion carried (5-0).

B. **Authorization to Advertise for Planner Position in Planning Department** - Director Ondich explained that at the November 1, 2021 City Council budget workshop, the Council agreed to include funding for a new Planner position with a start date of on or after 5/1/22 with the agreement that the position would be brought back to the City Council before advertising. As May 1, 2022 is fast-approaching, staff is seeking authorization to advertise for the new Planner position. The job description was reviewed with the starting wage range at Grade 12/\$33.29/hr., this is more of an entry level position. **COUNCIL AGREED TO AUTHORIZE STAFF TO ADVERTISE FOR A PLANNER POSITION FOR THE PLANNING DEPARTMENT**.

C. **City Administrator Review Summary** - Mayor Jirik provided Staff with a summary of City Administrator Tetzlaff's 6-month review and reported that the City Council had conducted an evaluation of Mr. Tetzlaff on February 22, 2022 and talked about his goals going forward. It was a unanimous decision by the Council that City Administrator Tetzlaff has done a satisfactory job for the City of New Prague since his hire in August 2021. Mayor Jirik shared, "Mr. Tetzlaff really likes this community and is looking forward to living/working here for many years."

After discussion, motion by Jirik, seconded by Seiler to approve, **PER THE CONTRACT, THAT CITY ADMINISTRATOR JOSH TETZLAFF RECEIVE THE NEXT STEP PAY INCREASE BASED ON HIS SATISFACTORY EVALUATION**. All voted in favor. Motion carried (5-0).

D. **TECHNOLOGY NEEDS FOR COUNCILMEMBERS** - Councilmember Bass requested City staff to consider issuing City-Issued computers and possibly phones vs using their personal phones and computers. Due to the level of Council interaction with the community, City is growing, social issues are growing, more problems are arising, Bass feels it's time the Councilmembers are issued City equipment to conduct City business matters. Talked about the possibility of their personal phones and computers getting confiscated should there be a big investigation and Council doesn't want that to happen. Furthermore, are the Councilmembers' personal computers protected properly with antivirus software? Administrator Tetzlaff shared some numbers on what it would cost to provide the five Councilmembers with phones and laptops. Wolf shared his concerns on the infrastructure, policies, and the staff it would take to manage the Council's computers and phones.

After discussion, Director Tetzlaff shared he will provide a recommendation at the next City Council meeting on March 21, 2022.

MISCELLANEOUS:

- Meeting Minutes** - Informational only (Golf, Planning, and Utilities).
- Rynda** - Provided an update on a fuel leak at Holiday. Shared that Holiday is taking the necessary precautions to correct the issue.
- Gareis** - Interviewing 8 candidates on Thursday for the Police Dept.
- Tetzlaff** - 1. Building Inspector interviews wrapping up. Hope to have a recommendation for hire at the next Council meeting. 2. Parks Dept position to be published soon. 3. Sent out the Vision/Goal Setting list to Councilmembers for Thursday's meeting at 4:30.
- Wolf** - 1. Extended an invite to the annual New Prague Area Historical Society meeting at Giesenbräu on April 6th where MN Valley Breeder's Association will be the highlighted agenda items. 2. Asked when the Veteran's Memorial dedication will take place? Mayor will forward those details to Council and Staff; it is a couple weeks before Memorial Day.
- Seiler** - 1. Wanted to confirm the CDA report will be in the upcoming EDA packet. Encouraged staff to share with the Councilmembers as well. 2. Extended a "Thank-You" to those that took care of the City's snow removal this winter, did a great job and greatly appreciated.

There being no additional business, motion by Seiler, seconded by Jirik to adjourn at approximately 7:25 p.m. All voted in favor. Motion carried (5-0).

ATTEST:
Duane J. Jirik, Mayor
Joshua M. Tetzlaff, City Administrator
(Published in The New Prague Times, Thursday, March 31, 2022; No. T806-3-31)

Official Proceedings . . .

City of New Prague CITY COUNCIL PROCEEDINGS STATE OF MINNESOTA COUNTIES OF SCOTT AND LE SUEUR SPECIAL CITY COUNCIL MEETING THURSDAY, MARCH 10, 2022

Mayor Duane Jirik called the special meeting to order at approximately 6:00 p.m. with the following members present: Bass, Jirik, and Wolf.

Absent: Ryan and Seiler
Staff Present: Joshua Tetzlaff, Jim Gareis, Ken Ondich, Robin Pikal, Bruce Reimers, and Matt Rynda

Mayor Duane Jirik called the Special Meeting to order at 4:30 p.m.

City Administrator Tetzlaff indicated that this meeting would give Staff and Councilmembers the opportunity to share ideas that they would like to see the City advancing towards. Topics that the Council reviewed and discussed included:

- Items the City Council wanted the staff to research
 - Items significant to the Administration staff
 - Items significant to the City Parks
 - Items significant to the City Streets
 - Items significant to the City Police
- Administrator Tetzlaff shared that this was the first of what would be at least a few meetings to further clarify the projects and services the City Council wanted to see the staff working on.

7:00 p.m. Ryan arrived at the meeting.
Council and Staff agreed to end for the evening and schedule the next Vision/Goal-Setting meeting at the upcoming Council meeting on March 21st. Mayor Jirik adjourned the meeting at approximately 7:30 p.m.

ATTEST:
Duane J. Jirik, Mayor
Joshua M. Tetzlaff, City Administrator
(Published in The New Prague Times, Thursday, March 31, 2022; No. T807-3-31)

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