



CITY COUNCIL AGENDA

January 11, 2016

6:30 PM

City of Norwood Young America
310 Elm Street West, PO Box 59, NYA MN 55368
(952) 467-1800

1. Call Meeting of City Council to Order

1.1 Pledge of Allegiance

2. Approve Agenda

3. Introductions, Presentations, Proclamations, Awards, and Public Comment

(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

4. Consent Agenda (Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

4.1 Approve minutes of December 28, 2015 meeting

4.2 Approve payment of Claims

4.3 Lawful gambling permit – Young America Baseball Club

4.4 Planning & Parks & Recreation Commissions Resignation – Karen Hallquist

5. Old Business

6. New Business

6.1 Resolution 2016-01 - Organization of the City of Norwood Young America

6.2 Bolton & Menk 2016 Engineering Services & Fee Schedule

6.3 Public Utility Operator I Hiring Recommendation

6.4 Sick Leave

6.5 Liability Insurance Coverage Waiver

6.6 City Administrator Annual Evaluation

6.7 Schedule Special Meeting

7. Council Member's Reports

8. Mayor's Report

9. Adjournment

*The following informational items have been included in the Council packet for informational purposes, council review and discussion. No action is required by the City Council: December building permit report

UPCOMING EVENTS

January 13	Safety Committee – 1:30 p.m.
January 13	Economic Development Commission – 6:30 p.m.
January 14	Senior Advisory Committee – 9 a.m.
January 19	Parks and Rec. Commission – 5:30 p.m.
January 25	EDA and City Council – 6:30 p.m.



City of Norwood Young America,
310 West Elm Street, PO Box 59
Norwood Young America, MN 55368
www.cityofnya.com
952/467-1800

CITY COUNCIL MINUTES
Monday, December 28, 2015 – 6:30pm

Council Members Present: Tina Diederick, Mike McPadden, Carol Lagergren, Dick Stolz, Craig Heher
Council Members Absent: None
City Staff Present: City Administrator Steve Helget, City Clerk Kelly Hayes, Public Works Director Brent Aretz
Also Present: Adam Gruenewald – NYA Times, Alyssa Heher, Charlie Storms

Call Meeting of City Council to Order by Mayor Diederick at 6:36pm.

Approve Agenda

Motion: DS/CH, all in favor to approve agenda. Motion carried.

Introductions, Presentations, Proclamations, Awards, and Public Comment
None

Consent Agenda

- 4.1 Approve minutes of December 14, 2015
- 4.2 Approve payment of claims
- 4.3 Agreement for Economic Development Coordinator Services
- 4.4 Agreement for Planning Consultant Services
- 4.5 Carver County 2016 GIS Specialist Shared Position Agreement
- 4.6 Accept Dorothy Bohnen's Resignation from Parks & Recreation Commission
- 4.7 Appoint Fire Department Officers
 - Treasurer – Mark Stender
 - Fire Chief 3 – Chris Glander
 - Search & Rescue Captain – Andy Wigfield

Motion: CL/DS, all in favor to approve consent agenda. Motion carried.

A special thank you to Dorothy Bohnen for her many years of service on the Parks & Recreation Commission.

Public Hearing

None

Old Business

- 6.1 Oak Lane Reduced Trunk Fees

Motion: CL/DS, all in favor to approve the extension of the water and sewer trunk fees totaling \$4,000 for the properties located at 410, 415 and 490 Oak Lane until one year after installation of sanitary sewer services. Motion carried.

The reduced rate for Trunk Fees for most Oak Lane residents will end on 12/31/15. Three properties currently do not have sewer access: 410, 415, 490 Oak Lane. Once sewer is available to these properties, residents will have one year to hook up to city water/sewer with the reduced trunk fee of \$4,000.

- 6.2 2016 Property Tax Levy and Budget Amendment

Motion: DS/CL, all in favor to approve Resolution 2015-30, a resolution amending Resolution 2015-28 adopting the Year 2015 Final Property Tax Levy for the City of NYA for collection in 2016. Motion carried.

Motion: MM/CL, all in favor to approve Resolution 2015-31 a resolution amending Resolution 2015-29, adopting Final General Fund Operating Budget for the City of NYA. Motion carried.

It was discovered that an error was made on the amount of the tax levy. The correct amount is \$1,992,161 (this amount is \$70,000 less than what the resolution stated). The correct amount was published in the NYA Times for the Truth-In-Taxation hearing.

6.3 Resolution 2015-32, Family Dollar Non-Conforming Parking Spaces Variance Amendment

Motion: CL/CH, all in favor to approve Resolution 2015-32, amending Resolution 2015-26 approving the variance to confirm legal non-conforming parking spaces at 713 Faxon Road. Motion carried.

Family Dollar requested a name change on Resolution 2015-26 to be changed from FD NYA MN Faxon Rd LLC to FD Norwood Young America Minnesota Faxon Road LLC.

New Business

7.1 Street Sweeper Mutual Agreement

Motion: CL/DS, all in favor to approve the amended Equipment Lease Sharing Agreement with the City of Waconia. Motion carried.

City of Waconia is leasing a Street Sweeper. City of NYA will be sharing this street sweeper equipment with Waconia. The agreement will be for 6 years. Years one and two, NYA will pay Waconia \$15,341.94 annually. The remaining four years NYA will be charged based on the hours of usage and plus an additional \$1,000 per year which represents 40% of the \$10,000 trade-in value/allowance for Waconia's old sweeper.

7.2 City Attorney Agreement

Motion: CL/CH, all in favor to approve the "consultant at will" arrangement with Rupp, Anderson, Squires and Waldspurger. Motion carried.

Legal service agreement with Rupp, Anderson, Squires and Waldspurger expires at the end of 2015. Jay Squires proposed a "consultant at will" approach versus a fixed term contract. The proposal includes a \$5/hr increase per hour for attorney fees. The City will utilize Jay Squires on an as-needed basis with no retainer.

7.3 Resolution 2015-33, 2015 Budget Amendment

Motion: CL/CH, all in favor to approve Resolution 2015-33 the 2015 Budget Amendment. Motion carried.

The City Council adopted the 2015 General Fund Budget on December 8, 2014. Significant changes of +/- \$5,000 or greater were made during the Fiscal Year 2015 as follows:

GENERAL FUND EXPENSES:

DEPARTMENT	LINE ITEM	BUDGET	AMENDED	REASON
City Clerk	Full-time Employees Regular	\$62,000	\$57,000	Clerk position open
	Miscellaneous	\$1,000	\$22,000	AEM Consulting during open position
	Maintenance Contract	\$22,000	\$30,000	Phone buy-out
Professional Services	Street Sweeping	\$20,000	\$15,000	Tried out Waconia Sweeper at no cost
	Legal Fees	\$20,000	\$30,000	
	Other Professional Services	\$12,500	\$20,000	Windows for Harbor (rec'd \$6500 pay today)
Gen Govt Build	Repair/Maint. Bldg. & Grounds	\$26,000	\$33,000	
Fire Dept	Part-time Employees (wages)	\$20,000	\$43,500	257 calls to date (2014 had 201 calls)
	Training Instructional	\$8,500	\$15,000	Additional firefighters hired
Build Inspect. Streets	Building Inspection Fees	\$40,000	\$25,000	
	Full-time Employees Regular	\$114,000	\$125,000	Vacation payout
	Full-time Employees Overtime	\$15,000	\$10,000	
	Motor Fuels	\$20,000	\$13,000	Decrease in fuel cost
Parks	Repair/Maintenance Equipment	\$30,000	\$35,000	Equipment Maintenance
	Street Materials	\$50,000	\$40,000	
	Full-time Employees Regular	\$43,500	\$49,000	Vacation payout
	Game Fund Disbursements	\$5,000	\$31,000	VFW Park
	Repair/Maintenance Bldg./Ground Imp. Other than buildings	\$10,000	\$15,000	Grounds repair
		\$1,000	\$43,000	Playground equip

GENERAL FUND REVENUES:

Gen Gov	Delinquent Taxes	\$15,000	\$38,000	
Building Insp	Building Permits	\$55,000	\$61,000	
Gen. Gov Build	Miscellaneous	\$0	\$6,500	
Streets, & Roads	State Aid.	\$0	\$44,000	State aid
Parks	Contributions	\$0	\$46,000	Lions donation for playground equip

STORM SEWER EXPENDITURES:

Storm Sewer	Repair/Main Bldg./Ground	\$2,500	\$13,500	fiber optic, generator, boiler work, repair lift stat.
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ENTERPRISE FUNDS EXPENDITURES:

Water	Full-time Employees Overtime	\$6,000	\$13,000	
	Repair/Maintenance Bldg./Ground	\$25,000	\$40,000	curb stop replacements
Sewer	Full-time Employees Overtime	\$6,000	\$13,000	
	Repair/Maintenance Equipment	\$10,000	\$18,000	
	Repair/Maintenance Bldg./Ground	\$15,000	\$70,000	fiber optic, generator, boiler work, repair lift stat.
	Capital Outlay	\$49,273	\$22,000	

ENTERPRISE FUNDS REVENUES:

Water	Water Trunk Fees	\$70,200	\$97,000
Sewer	Sewer Trunk Fees	\$70,200	\$101,000

Council Member Reports

CL – Handbook is finished, waiting for attorney response.

CH – Parks discussed Pavilion and Old Town updates, 2016 goals, NYA legacy greenway reviewed

Mayor’s Report

Public Utilities Operator interviews first week in January.

Adjournment

Motion: DS/CL, all in favor to adjourn at 7:44pm. Motion carried.

Respectfully Submitted,

Kelly Hayes – City Clerk Treasurer

Mayor

*The following informational items have been included in the Council packet for informational purposes, council review and discussion. No action is required by the City Council: Mediacom Notice of Rate Adjustments.

UPCOMING MEETINGS & EVENTS

January 11	City Council – 6:30 p.m.
January 13	Safety Committee – 1:30 p.m.
January 13	Economic Development Commission – 6:30 p.m.
January 14	Senior Advisory Committee – 9 a.m.
January 19	Parks and Rec. Commission – 5:30 p.m.; Planning Commission – 7:00 p.m.
January 25	EDA and City Council – 6:30 p.m.

CITY OF NORWOOD YOUNG AMERICA

**VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE**

To Be Approved: January 11, 2016

Pre-Paid Claims **\$112,522.55**
(Check Sequence #503493-503514; 25154-25225)

Claims Pending Payment **\$1,722,866.56**
(Check Sequence #25226-25251)

Grand Total **\$1,835,389.11**

CHECK #	NAME	DATE	ACTUAL
503493	Hayes, Kelly	31-Dec-15	\$1,580.45
503494	Heher, Craig	31-Dec-15	\$646.45
503495	Hormann, Duane	31-Dec-15	\$447.68
503496	McPADDEN, MICHAEL W.	31-Dec-15	\$1,100.52
503497	NEUBARTH, EDNA	31-Dec-15	\$59.10
503498	Neubarth, Julie	31-Dec-15	\$97.86
503499	NIESEN, CHRISTOPHER D.	31-Dec-15	\$1,217.66
503500	STORM, JENNIFER LYNN	31-Dec-15	\$644.78
503501	WINTER, RYAN P	31-Dec-15	\$1,950.82
503502	ARETZ, BRENT R	31-Dec-15	\$6,626.56
503503	Diedrick, Tina	31-Dec-15	\$1,562.52
503504	Keller, James R.	31-Dec-15	\$92.35
503505	KROELLS, RICHARD G	31-Dec-15	\$95.09
503506	Lagergren, Carol	31-Dec-15	\$1,100.52
503507	LENZ, DEBRA A	31-Dec-15	\$3,722.47
503508	MENZEL, ALICIA	31-Dec-15	\$2,984.83
503509	SCHRUPP, JOHN O	31-Dec-15	\$3,210.15
503510	STENDER, DANIEL H	31-Dec-15	\$5,934.68
503511	Stolz, Richard J	31-Dec-15	\$1,100.52
503512	Helget, Steven P	31-Dec-15	\$2,461.03
503513	KLOEMPKEN, JASON A	31-Dec-15	\$1,115.56
503514	Klein Bank Summary		\$37,751.60

CITY OF NORWOOD YOUNG AMERICA

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*Check Summary Register©

DECEMBER 2015 to JANUARY 2016

Name	Check Date	Check Amt	
10100 CHECKING			
Paid Chk# 025154	AMSTERDAM PRINTING & LITHO	12/11/2015	\$119.59 EMPLOYMENT APPS
Paid Chk# 025155	SUN LIFE ASSURANCE COMPAN	12/14/2015	\$341.94
Paid Chk# 025156	CARVER COUNTY RECORDER	12/15/2015	\$46.00 ROGO CUP
Paid Chk# 025157	CARVER COUNTY RECORDER	12/15/2015	\$46.00 STOLZ VARIANCE
Paid Chk# 025158	ABDO, EICK, & MEYERS	12/28/2015	\$1,500.00 LONG RANGE FINANCIAL PLAN
Paid Chk# 025159	ANCOMCOMMUNICATIONS, INC.	12/28/2015	\$556.50 PAGER REPAIRS
Paid Chk# 025160	BABER, DOANE	12/28/2015	\$20.00 EDC STIPEND
Paid Chk# 025161	BOLTON & MENK, INC	12/28/2015	\$357.50 RATE STUDY
Paid Chk# 025162	CARDMEMBER SERVICE	12/28/2015	\$432.05 PUMP WAGON
Paid Chk# 025163	CARVERLINK - CARVER CO BRO	12/28/2015	\$1,387.09
Paid Chk# 025164	CENTERPOINT ENERGY	12/28/2015	\$449.44 310 ELM ST W
Paid Chk# 025165	CONNELLY INDUSTRIAL ELECT	12/28/2015	\$1,277.07 CEMETERY LIFT STATION
Paid Chk# 025166	DELTA DENTAL	12/28/2015	\$1,004.15 DENTAL INSURANCE
Paid Chk# 025167	DELUXE	12/28/2015	\$86.06 DEPOSIT TICKETS
Paid Chk# 025168	DIEDRICK, TINA	12/28/2015	\$100.00 EDC STIPEND
Paid Chk# 025169	EHLERS AND ASSOCIATES, INC	12/28/2015	\$2,375.00
Paid Chk# 025170	FASTENAL COMPANY	12/28/2015	\$58.66 EYE NUT, TRUBOLT
Paid Chk# 025171	GRUNDAHL, WILLIAM	12/28/2015	\$225.00 PC STIPEND
Paid Chk# 025172	HALLQUIST, KAREN	12/28/2015	\$225.00 PC STIPEND
Paid Chk# 025173	HEALTH PARTNERS	12/28/2015	\$10,063.81 INSURANCE
Paid Chk# 025174	HEHER, CRAIG	12/28/2015	\$365.00 EDC STIPEND
Paid Chk# 025175	HILGERS PLUMBING & HEATING	12/28/2015	\$140.00 MAINT SHED
Paid Chk# 025176	HOERNEMANN, JR	12/28/2015	\$275.00 PC STIPEND
Paid Chk# 025177	HYDRO ENGINEERING INC	12/28/2015	\$284.69 SNOW PLOW BLADE REPAIR
Paid Chk# 025178	KEMP, CASSANDRA	12/28/2015	\$50.00 PC STIPEND
Paid Chk# 025179	LAGERGREN, MARK	12/28/2015	\$200.00 PC STIPEND
Paid Chk# 025180	LANO EQUIPMENT	12/28/2015	\$3,039.53 COUPLER
Paid Chk# 025181	LUND, CHRIS	12/28/2015	\$60.00 EDC STIPEND
Paid Chk# 025182	MATHWIG, BRUCE	12/28/2015	\$100.00 EDC STIPEND
Paid Chk# 025183	MCPADDEN, MICHAEL W	12/28/2015	\$70.00 EDC STIPEND
Paid Chk# 025184	MENARDS-HUTCHINSON	12/28/2015	\$170.62 PAVILION TABLE/CHAIR CART
Paid Chk# 025185	METRO WEST INSPECTION SER	12/28/2015	\$1,723.91 RENTALS
Paid Chk# 025186	MID-COUNTY CO-OP OIL ASSN	12/28/2015	\$403.35 WINTER DIESEL
Paid Chk# 025187	MINI BIFF	12/28/2015	\$44.42 WILLKOMMEN
Paid Chk# 025188	MINNESOTA RURAL WATER AS	12/28/2015	\$250.00 MEMBERSHIP DUES
Paid Chk# 025189	MINNESOTA VALLEY TESTING L	12/28/2015	\$89.00 COLIFORM
Paid Chk# 025190	MOLNAU, SARAH	12/28/2015	\$60.00 EDC STIPEND
Paid Chk# 025191	NORWOOD YOUNG AMERICA TI	12/28/2015	\$262.45
Paid Chk# 025192	PERA	12/28/2015	\$18,780.00 SVFP CONTRIBUTIONS
Paid Chk# 025193	PERFORMANCE PLUS LLC	12/28/2015	\$2,002.00 MEDICAL ESAMINATION
Paid Chk# 025194	QUILL CORPORATION	12/28/2015	\$369.20 TP, POST-ITS
Paid Chk# 025195	RUPP, ANDERSON, SQUIRES, P	12/28/2015	\$1,601.75 YAC
Paid Chk# 025196	SCHMIDT, JULIE	12/28/2015	\$100.00 EDC STIPEND
Paid Chk# 025197	STRICKFADEN, KYLE	12/28/2015	\$60.00 EDC STIPEND
Paid Chk# 025198	SUN LIFE ASSURANCE COMPAN	12/28/2015	\$310.18
Paid Chk# 025199	TROCKE MONUMENTS	12/28/2015	\$500.00 VETERANS PARK MONUMENT

CITY OF NORWOOD YOUNG AMERICA

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*Check Summary Register©

DECEMBER 2015 to JANUARY 2016

Name	Check Date	Check Amt	
Paid Chk# 025200 US POSTAL SERVICE	12/28/2015	\$490.00	STAMPS
Paid Chk# 025201 XCEL ENERGY	12/28/2015	\$12,698.36	
Paid Chk# 025204 BOND TRUST SERVICES CORP.	12/31/2015	\$0.00	2008A
Paid Chk# 025205 BRAUNWARTH PLUMBING & HE	12/31/2015	\$105.00	LIONS SHELTER BOILER
Paid Chk# 025206 CARVER COUNTY	12/31/2015	\$1,062.36	
Paid Chk# 025207 CENTURY LINK	12/31/2015	\$112.41	
Paid Chk# 025208 GLTC PREMIUM PAYMENTS	12/31/2015	\$98.76	LONG TERM CARE INSURANCE
Paid Chk# 025209 CUSTOMIZED FIRE/RESCUE TR	12/31/2015	\$2,324.00	WATER RESCUE, CONFINED SPACE
Paid Chk# 025210 DVS RENEWAL	12/31/2015	\$262.00	T5
Paid Chk# 025211 HACH COMPANY	12/31/2015	\$245.57	IRON ACCUVAC, ALKALINE CHLORI
Paid Chk# 025212 HOLIDAY FLEET	12/31/2015	\$386.83	FUEL
Paid Chk# 025213 HOME SOLUTIONS	12/31/2015	\$466.29	
Paid Chk# 025214 LANO EQUIPMENT	12/31/2015	\$16.20	CHAIN
Paid Chk# 025215 LEAGUE OF MINNESOTA CITIES	12/31/2015	\$808.33	SAFETY TRAINING
Paid Chk# 025216 LOFFLER COMPANIES, INC.	12/31/2015	\$296.31	COPIER RENT
Paid Chk# 025217 MID-COUNTY CO-OP OIL ASSN	12/31/2015	\$679.60	
Paid Chk# 025218 MN STATE FIRE CHIEFS' ASSOC	12/31/2015	\$200.00	MOLNAU SCHOOL
Paid Chk# 025219 NCPERS MINNESOTA	12/31/2015	\$20.00	LIFE INSURANCE
Paid Chk# 025220 NORTHERN SAFETY TECHNOLO	12/31/2015	\$336.15	LED FLASHER
Paid Chk# 025221 NORWOOD YOUNG AMERICA TI	12/31/2015	\$131.70	MINS
Paid Chk# 025222 PRO AUTO & TRANSMISSION RE	12/31/2015	\$1,367.13	PUMP
Paid Chk# 025223 QUILL CORPORATION	12/31/2015	\$221.96	BLACK INK
Paid Chk# 025224 TASC	12/31/2015	\$15.00	COBRA ADMIN FEE
Paid Chk# 025225 US POSTAL SERVICE	12/31/2015	\$406.80	JAN 2016 UTILITY BILLS
	Total Checks	\$74,770.95	

CITY OF NORWOOD YOUNG AMERICA

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DECEMBER 2015 to JANUARY 2016

Check Amt Invoice Comment

10100 CHECKING

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
025226	1/11/2016	BOND TRUST SERVICES CORP.			
E 516-49330-611		Bond Interest	\$102,642.50	28075	2008A
E 601-49400-601		Debt Srv Bond Principal	\$176,832.50	28076	2008B
E 517-49330-611		Bond Interest	\$43,425.00	28077	2009A
E 501-49330-611		Bond Interest	\$49,352.50	28078	2010A
E 516-49330-611		Bond Interest	\$465,765.63	28079	2010B
E 519-49330-611		Bond Interest	\$227,415.63	28080	2011A
E 602-49450-611		Bond Interest	\$347,315.00	28081	2012A
E 517-49331-611		Bond Interest	\$114,425.00	28082	2013A
E 520-49330-611		Bond Interest	\$180,125.00	28083	2013B
E 516-49330-604		Bond Service Charge	\$450.00	28791	2008A
E 601-49400-604		Bond Service Charge	\$100.00	28792	2008B
E 603-49500-604		Bond Service Charge	\$550.00	28793	2010A
E 602-49450-604		Bond Service Charge	\$450.00	28794	2012A
E 517-49330-604		Bond Service Charge	\$450.00	28795	2013A
Total		BOND TRUST SERVICES CORP.	\$1,709,298.76		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
025227	1/11/2016	CARQUEST AUTO PARTS			
E 101-43100-221		Repair/Maintenance Equipment	\$171.90	5927-119097	HYD HOSE
E 101-43100-221		Repair/Maintenance Equipment	\$49.87	5927-119162	BACK-UP ALARM
E 101-43100-221		Repair/Maintenance Equipment	\$22.11	5927-119167	HYD HOSE
E 101-43100-221		Repair/Maintenance Equipment	\$67.87	5927-119232	MOTOR OIL
E 101-43100-221		Repair/Maintenance Equipment	\$49.99	5927-119267	BACK-UP ALARM
E 602-49450-210		Operating Supplies (GENERAL)	\$18.98	5927-119486	OIL
E 601-49400-210		Operating Supplies (GENERAL)	\$18.98	5927-119486	OIL
E 101-43100-221		Repair/Maintenance Equipment	\$16.59	5927-119508	CONVEX MIRROR
E 101-43100-221		Repair/Maintenance Equipment	\$101.75	5927-119555	HYD HOSE, PIPE
E 101-43100-221		Repair/Maintenance Equipment	\$17.71	5927-119572	OIL FILTER
E 101-43100-221		Repair/Maintenance Equipment	\$3.95	5927-119599	FPIPE
E 101-43100-221		Repair/Maintenance Equipment	\$148.32	5927-119701	HIR FILTER
E 101-43100-221		Repair/Maintenance Equipment	\$67.76	5927-119761	DEXRON
E 101-43100-221		Repair/Maintenance Equipment	\$3.99	5927-119766	AIR TOOL OIL
E 101-43100-221		Repair/Maintenance Equipment	\$26.48	5927-119784	WIPER BLADE
E 101-43100-221		Repair/Maintenance Equipment	\$6.81	5927-119812	TUNEUP GREASE
E 101-43100-221		Repair/Maintenance Equipment	\$36.78	5927-120304	PIGTAIL
E 101-45200-221		Repair/Maintenance Equipment	\$14.85	5927-120425	SNOW BLOWER
Total		CARQUEST AUTO PARTS	\$844.69		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
025228	1/11/2016	CARVER COUNTY FD MUTUAL AID A			
E 101-42200-433		Dues and Subscriptions	\$250.00	FD201608	ANNUAL DUES
Total		CARVER COUNTY FD MUTUAL AID A	\$250.00		

Paid Chk#	Date	Description	Check Amt
025229	1/11/2016	CENTER POINT	
E 602-49450-383		Gas Utilities	\$982.97
E 101-49860-383		Gas Utilities	\$23.72
E 601-49400-383		Gas Utilities	\$150.55
E 101-45200-383		Gas Utilities	\$323.03

CITY OF NORWOOD YOUNG AMERICA

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*Check Detail Register©

DECEMBER 2015 to JANUARY 2016

			Check Amt	Invoice	Comment
E 101-43100-383	Gas Utilities		\$512.00		
E 101-42200-383	Gas Utilities		\$113.96		
E 101-41940-383	Gas Utilities		\$382.83		
Total CENTER POINT			\$2,489.06		
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Paid Chk# 025230	1/11/2016	CITY OF WACONIA			
E 101-43100-224	Street Maint Materials		\$2,422.86		SALT BRINE
Total CITY OF WACONIA			\$2,422.86		
<hr/>					
Paid Chk# 025231	1/11/2016	CNH CAPITAL			
E 101-45200-221	Repair/Maintenance Equipment		\$549.02		MOWER REPAIRS
Total CNH CAPITAL			\$549.02		
<hr/>					
Paid Chk# 025232	1/11/2016	G & K SERVICES			
E 101-45200-417	Uniform		\$108.70		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$88.72		
E 101-43100-417	Uniform		\$253.62		
Total G & K SERVICES			\$451.04		
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Paid Chk# 025233	1/11/2016	GOPHER STATE ONE-CALL, INC.			
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$9.48	153990	LOCATES
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$9.47	153990	LOCATES
Total GOPHER STATE ONE-CALL, INC.			\$18.95		
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Paid Chk# 025234	1/11/2016	HACH COMPANY			
E 601-49400-216	Chemicals and Chem Products		\$171.75	9726186	FLUORIDE
Total HACH COMPANY			\$171.75		
<hr/>					
Paid Chk# 025235	1/11/2016	HD SUPPLY WATERWORKS			
E 601-49400-229	Water Meters		\$270.15	E691854	METER WIRE
Total HD SUPPLY WATERWORKS			\$270.15		
<hr/>					
Paid Chk# 025236	1/11/2016	HILGERS PLUMBING & HEATING, IN			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$140.00	10476	OAK GROVE UNIT HEATER
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$60.00	10482	AV ROOM AT CITY HALL
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$455.00	10503	SEWER PLANT
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$80.00	9877	HISTORY CENTER
Total HILGERS PLUMBING & HEATING, IN			\$735.00		
<hr/>					
Paid Chk# 025237	1/11/2016	HILGERS, LEONARD			
E 101-45200-432	Rental Refund		\$50.00		REIMBURSMENT OF CLAY BUILDING
Total HILGERS, LEONARD			\$50.00		
<hr/>					
Paid Chk# 025238	1/11/2016	JERRY S TRANSMISSION SERVICE			
E 101-42200-221	Repair/Maintenance Equipment		\$134.08	25338	1218 UNIT REPAIRS
Total JERRY S TRANSMISSION SERVICE			\$134.08		
<hr/>					
Paid Chk# 025239	1/11/2016	LAND EQUIPMENT			
E 101-45200-221	Repair/Maintenance Equipment		\$33.12	92611	LOCK KIT

CITY OF NORWOOD YOUNG AMERICA

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*Check Detail Register©

DECEMBER 2015 to JANUARY 2016

		Check Amt	Invoice	Comment
Total LANO EQUIPMENT		\$33.12		
Paid Chk#	025240	1/11/2016	LINDS HOMETOWN HARDWARE	
E	101-43100-221	Repair/Maintenance Equipment	\$44.94	
E	101-45200-221	Repair/Maintenance Equipment	\$21.52	
E	601-49400-221	Repair/Maintenance Equipment	\$11.67	
E	602-49450-221	Repair/Maintenance Equipment	\$16.95	
Total LINDS HOMETOWN HARDWARE		\$95.08		
Paid Chk#	025241	1/11/2016	MN DEPT OF LABOR & INDUSTRY	
G	101-21721	State Bldg Surcharge Fee	\$139.73	4TH QTR SURCHARGE REPORT
Total MN DEPT OF LABOR & INDUSTRY		\$139.73		
Paid Chk#	025242	1/11/2016	MN STATE FIRE CHIEFS ASSOC	
E	101-42200-207	Training Instructional	\$25.00	200000750 MOLNAU
Total MN STATE FIRE CHIEFS ASSOC		\$25.00		
Paid Chk#	025243	1/11/2016	MN VALLEY ELECTRIC COOPERATIVE	
E	601-49400-351	Electric Utilities	\$126.06	640 TACOMA BLVD
E	101-43100-380	Street Lighting	\$100.86	STREETLIGHTS
E	602-49450-381	Electric Utilities	\$33.66	LIFT STATION
Total MN VALLEY ELECTRIC COOPERATIVE		\$260.58		
Paid Chk#	025244	1/11/2016	PANNING, LARRY	
E	101-45200-220	Game Fund Disbursements	\$160.00	MILEAGE
Total PANNING, LARRY		\$160.00		
Paid Chk#	025245	1/11/2016	PRO IRRIGATION	
E	101-45200-223	Repair/Maintenance Bldg/Ground	\$150.00	2645 WINTERIZATION OF PAVILION & BALLFIELDS
Total PRO IRRIGATION		\$150.00		
Paid Chk#	025246	1/11/2016	SMITH OIL CO	
E	101-42200-212	Motor Fuels	\$146.59	FIRE DEPT FUEL
E	601-49400-212	Motor Fuels	\$76.93	
E	602-49450-212	Motor Fuels	\$76.92	
E	101-45200-212	Motor Fuels	\$91.12	
E	101-43100-212	Motor Fuels	\$212.61	
Total SMITH OIL CO		\$604.17		
Paid Chk#	025247	1/11/2016	US POSTAL SERVICE	
E	101-42200-430	Miscellaneous (GENERAL)	\$38.00	FIRE DEPT BOX RENT
Total US POSTAL SERVICE		\$38.00		
Paid Chk#	025248	1/11/2016	UTILITY CONSULTANTS	
E	602-49450-217	Lab Fees	\$746.75	90781 CBOD, TSS TESTING
Total UTILITY CONSULTANTS		\$746.75		
Paid Chk#	025249	1/11/2016	VERIZON WIRELESS	
E	601-49400-321	Telephone	\$146.88	

CITY OF NORWOOD YOUNG AMERICA

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***Check Detail Register©**

DECEMBER 2015 to JANUARY 2016

			Check Amt	Invoice	Comment
E 101-42200-321	Telephone		\$105.03		FIRE DEPT IPADS
E 101-45200-321	Telephone		\$63.60		
E 602-49450-321	Telephone		\$146.87		
E 101-43100-321	Telephone		\$148.40		
	Total VERIZON WIRELESS		\$610.78		
<hr/>					
Paid Chk#	025250	1/11/2016	WASTE MANAGEMENT		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$217.99		
	Total WASTE MANAGEMENT		\$217.99		
<hr/>					
Paid Chk#	025251	1/11/2016	WATER CONSERVATION SERVICE INC		
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$2,100.00	6495	LEAK LOCATES
	Total WATER CONSERVATION SERVICE INC		\$2,100.00		
	10100 CHECKING		\$1,722,866.56		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$7,997.78
501 2010 INFRA DEBT SERVICE	\$49,352.50
516 2008 DEBT FUND	\$103,092.50
517 Oak Grove Debt Service	\$158,300.00
518 2010B Gen OBLIGATION REFUNDING	\$465,765.63
519 2011A GO Debt Service	\$227,415.63
520 2013 INFRASTRUCTURE	\$180,125.00
601 WATER FUND	\$180,014.94
602 SEWER FUND	\$350,252.58
603 STORM WATER UTILITY	\$550.00
	\$1,722,866.56



City of Norwood Young America
310 West Elm Street, PO Box 59
Norwood Young America, MN 55368
www.cityofnya.com
952/467-1800

TO: Honorable Mayor Diedrick and Members of the City Council
CC: Steve Helget, City Administrator
FROM: Kelly Hayes, City Clerk/Treasurer
DATE: January 8, 2016
RE: Lawful Gambling Exempt Permit – The Young America Baseball Club Inc.

The Young America Baseball Club Inc. has submitted an application for a Lawful Gambling exempt permit. This permit authorizes the organization to conduct lawful gambling at Willkommen Park on July 9, 2016, using raffles. The Minnesota Gambling Control Board requires the City Council to approve the permit application before it issues the permit.

Recommendation: **A motion to approve an exempt lawful gambling permit for the Young America Baseball Club Inc. on July 9, 2016, at Willkommen Park.**

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: The Young America Baseball Club Inc. Previous Gambling Permit Number: X-10010-15-01

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 26-4682568

Mailing Address: 11 Central Avenue North

City: Norwood Young America State: MN Zip: 55397 County: Carver

Name of Chief Executive Officer (CEO): Chad D. Eischens

Daytime Phone: 952-467-9490 Email: cseischens@aol.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Willkommen Memorial Park

Address (do not use P.O. box): 21 Main Street

City or Township: Norwood Young America Zip: 55397 County: Carver

Date(s) of activity (for raffles, indicate the date of the drawing): July 9, 2016

Check each type of gambling activity that your organization will conduct:

Bingo* Paddlewheels* Pull-Tabs* Tipboards*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 9,000.00)

* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under **List of Licensees**, or call 651-539-1900.



TO: Honorable Mayor Diedrick and City Council Members
FROM: Steve Helget, City Administrator
DATE: January 11, 2016
SUBJECT: Planning and Parks & Recreation Commissions Resignation

Karen Hallquist has submitted her resignation from the Planning Commission and Parks & Recreation Commission effective February 1, 2016 (see enclosure).

Suggestion Motion:

Motion to accept Karen Hallquist's resignation from the Planning Commission and Parks & Recreation Commission and to thank her for her service to the city.

City Admin

From: Karen Hallquist <pkhallquist@hotmail.com>
Sent: Thursday, January 07, 2016 7:17 PM
To: City Admin; Debbie Lenz
Subject: Resignation

Steve, Cynthia & Staff,

Please accept my resignation for Commissioner of the Planning Commission and Park & Rec Commission for the City of NYA effective Feb 1, 2016.

I have truly enjoyed the time and dedication spent with both of these Commissions, however, have recently needed to prioritize my work, health, family time and had to simplify my extra volunteer services.

My volunteer services will continue to be a major part of Stiftungsfest, the 2016 Stiftungsfest Parade, NYA West Carver Lions, and school clubs in which my daughters are a part of.

Kind Regards,
Karen Hallquist
213 Casper Cir
NYA, MN 55368
952-200-8431



TO: Honorable Mayor Diedrick and City Council Members
FROM: Steve Helget, City Administrator
DATE: January 11, 2016
SUBJECT: Resolution 2016-01, Organization of the City of NYA

In accordance with state statute, Cities at their first meeting of the year are required to perform certain functions. Specific items include: 1) designating the City's official newspaper for publishing ordinances and other matters as required by law; 2) select official depositories of City funds; 3) elect an acting mayor from among the councilmembers to perform the duties of the mayor in her absence; 4) review different council appointments to City commissions and boards; and 5) review the Council's bylaws or rules of procedures, and make any necessary changes.

Enclosed is Resolution 2016-01 which addresses the above items and other items historically addressed in the City's organizational resolution. Proposed is to review/discuss the resolution and approve it as presented or as modified by the Council.

Also enclosed is a copy of Chapter 2, Section 200 of the City Code which pertains to the organization of the City and City Council. Proposed is to review and determine if any amendments are necessary.

Suggested Motion:

Motion to approve Resolution 2016-01, a resolution relating to the organization of the City of Norwood Young America.

RESOLUTION 2016-01

RESOLUTION RELATING TO THE ORGANIZATION OF THE CITY OF NORWOOD YOUNG AMERICA

BE IT RESOLVED by the City Council of the City of Norwood Young America, Carver County, Minnesota (City) as follows:

Section 1. **Official Depository.** Pursuant to Minnesota Statutes, Chapter 118, the City Council designates the following financial institutions as official depositories for municipal funds:

- a) Citizens State Bank of Norwood Young America
- b) Klein Bank
- c) Bankers' Bancorporation
- d) U. S. Bank National Association

Investment Brokers:

- a) Morgan Stanley
- b) Northland Securities
- c) 4M Fund sponsored by LMC
- d) Edward Jones
- e) BBE Community Investment Partners
- f) U. S. Bank National Association

Section 2. **Official Newspaper.** Pursuant to Minnesota Statutes, Section 412.831, the City Council designates the following newspaper as the official newspaper of the City:

Norwood Young America Times

The Mayor and Clerk are authorized and directed to enter into agreements with the official newspaper for the publication of items required by law to be published.

Section 3. **Acting Mayor.** Pursuant to Minnesota Statutes, Section 412.121, Council member Carol Lagergren is appointed Acting Mayor and is to perform the duties of the Mayor during the Mayor's disability or absence from the city, or if there is a vacancy, until a successor has been appointed.

Section 4. **Acting City Administrator.** The City Clerk-Treasurer is appointed Acting City Administrator during the Administrator's absence from the city.

Section 5. **Employees: Officers: Identified/Appointed.**

City Administrator	Steven Helget
City Clerk/Treasurer	Kelly Hayes
Public Works Director	Brent Aretz
Public Utilities Director	Ryan Winter

Norwood Young America Fire Department:

Fire Chief	Steve ZumBerge
Chief 2	Mark Thomas
Chief 3	Chris Glander
Training Chief 4	Steve Noll
Secretary	Romie Wenisch
Treasurer	Mark Stender
Captain 1	Steve Ehrenberg
Captain 2	Kevin Raether
Captain 3	Andy Wigfield

Norwood Young America Firefighter's Relief Association:

President	Paul Lano
Vice-President	Kevin Raether
Secretary	Chris Glander
Treasurer	Mark Stender
Trustees	Steve Noll, Jason Franck

Section 6. **City Council Compensation.** Subdivision 1. The monthly salary of the Mayor is \$300. Subdivision 2. The monthly salary of each Council member is \$200. Subdivision 3. The salaries of the Mayor and Council members are payable in June and December of each year. Subdivision 4. The Mayor and each member of the Council may be reimbursed for actual and necessary expenses incurred in attending (1) meetings at which they represent the City in an official capacity; and (2) training sessions and other meetings at which attendance has been approved in advance by the Council.

Section 7. **Regular Council Meetings.** The regular meeting of the City Council of Norwood Young America is held on the second and fourth Monday of each month at 6:30 p.m. in the City Hall.

Section 8. **Regular Economic Development Authority Meetings.** The regular meeting of the Norwood Young America Economic Development Authority is held on the fourth Monday of each month at 6:30 p.m. in the City Hall.

Section 9. **City Attorney.** The firm of Rupp, Anderson, Squires, & Waldspurger, P.A. is designated as the City Attorney and provides civil legal services with Jay Squires as lead attorney.

Section 10. **Bond and Economic Development Counsel.** The firm of Kennedy & Graven Chartered is recognized as the City's Bond and Economic Development Counsel.

Section 11. **Financial Consultant.** The firm Ehlers & Associates, Inc. is recognized as the City's Financial Consultant.

Section 12. **Engineer.** The firm Bolton & Menk, Inc. is recognized as the City's general City Engineer.

Section 13. **Auditor.** The firm Abdo, Eick & Meyers LLP is the City's contracted auditor.

Section 14. **Insurance Agent.** Citizens Insurance Services is the insurance agent with Jeff Hebeisen as principal agent.

Section 15. **Building Official.** The firm of Metro West Inspection Services is the City's contracted provider of building official/inspector services.

Section 16. **Health Officer.** Lakeview Clinic is the health officer.

Section 17. **Emergency Management Director.** The Fire Chief is the Emergency Management Director.

Section 18. **Assessor.** Carver County is recognized as performing the functions as City Assessor.

Section 19. **Police.** Carver County Sheriff's Department is the City's contracted provider of law enforcement services.

Section 20. **Fee Schedule.** The fee schedule for the year 2016 was adopted as Ordinance 268 on November 23, 2015.

Section 21. **Township Fire Service Contracts.** The charge to participating townships for fire protection in the year 2016 shall be \$150.00 per unit for the townships of Young America, Hancock, Camden, Waconia, and Benton.

Section 22. **ACCEL.** Dick Stolz is appointed to the Association of Carver County Elected Leaders (ACCEL).

Section 23. **Local Government Workgroup.** Tina Diedrick is appointed to the Local Government Workgroup.

Section 24. **Southwest Corridor Transportation Coalition.** Mike McPadden is appointed to the Southwest Corridor Transportation Coalition.

Section 25. **Highway 5 Corridor Study Group.** Mike McPadden is appointed to the Highway 5 Corridor Study Group.

Section 26. **Stiftungsfest Board.** Mike McPadden is appointed to the Stiftungsfest Board.

Section 27. **MnDOT PAC.** Dick Stolz is appointed to the MnDOT Political Advisory Committee (PAC).

Section 28. **Personnel Committee.** Tina Diedrick and Carol Lagergren, City Council representatives, are appointed to the Personnel Committee.

Section 29. **Railroad Coalition.** Steve Helget is appointed to the Railroad Coalition.

Section 30. **Rental Housing License Appeals Board.** Carol Lagergren, City Council rep; Bill Grundahl, Planning Commission rep; and Steve ZumBerge, Fire Chief, are appointed to the Rental Housing License Appeals Board.

Section 31. **Planning Commission.** Craig Heher, City Council representative, is appointed to the Planning Commission.

Section 32. **Economic Development Commission.** Tina Diedrick, Mike McPadden, City Council reps, and Chris Lund, Chamber rep, are appointed to the Economic Development Commission. Sarah Molnau, Kyle Strickfaden, and Julie Schmidt are reappointed to the Economic Development Commission.

Section 33. **Parks & Recreation Commission.** Craig Heher, City Council rep, Karen Hallquist, Planning Commission rep; Julie Kuenzel, School District 108 rep; and are appointed to the Parks & Recreation Commission. Jim Zellmann is reappointed to the Parks & Recreation Commission.

Section 34. **Senior Advisory Committee.** Dick Stolz, City Council representative, is appointed to the Senior Advisory Committee. Carolyn Durbin, Gladys Pedersen, Lois Schultz, and Brenda Schmitz are reappointed to the Senior Advisory Committee.

Adopted by the City Council this 11th day of January 2016.

Tina Diedrick, Mayor

ATTEST:

Kelly Hayes, City Clerk-Treasurer

CHAPTER 2. ADMINISTRATION

Section 200 – In General

200.01 Authority. The City of Norwood Young America, located in Carver County, Minnesota is a municipal corporation incorporated by the laws of the State of Minnesota on January 1, 1997 and incorporates the former independent municipalities of Norwood and Young America. By virtue of its incorporation under the laws of the State, the City operates under the Minnesota Statutes Chapter 412, and any other applicable State Statutes conferring powers and duties upon municipalities.

200.02 Optional Plan "A." Having held an election on the subject, the City shall operate under the Optional Plan "A" form of government as authorized in Minnesota Statutes, Chapter 412.

200.03 Meetings of the Council.

Subd. 1 Regular Meetings. The City Council shall meet on the second and fourth Monday of every month at 6:30 p.m. in the City Hall. *(Amended by Ord. 164, 2/14/2005)*

Subd. 2 Special Meetings. A special meeting may be called by the Mayor or by any two councilmembers pursuant to the notice requirements of Minnesota Statutes § 471.705 at such time and place and for such purposes as stated in the notice of the meeting.

Subd. 3 Emergency Meetings. When the health, safety, or welfare of the city or its residents would be unduly endangered or subject to imminent harm by any delay, the Council may convene an emergency meeting without advance notice to discuss how to handle the emergency situation.

200.04 Address. The official address for the City shall be:

City of Norwood Young America
310 Elm Street West
Norwood Young America, MN 55368
(Amended by Ord. 226, 1/24/2011)

Section 210 – Elections

210.01 Date of Regular City Election. The regular City election shall be held biennially on the first Tuesday after the first Monday in November of every even-numbered year.

210.02 Terms of Mayor and Councilmembers. After the first regular biennial election, the term for the office of Mayor shall be two years and the terms for the offices of Councilmembers shall be four years. The terms of office for the first biennial election held in November 1996 shall be as provided by Special Law Chapter 302 of the 1996 Legislature.

Section 220 – Mayor and Councilmembers Salaries

220.01 Mayors Salary. The salary of the Mayor shall be \$300 per month.

220.02 Councilmembers Salary. The salary of each Councilmember shall be \$200 per month.



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: January 11, 2016

SUBJECT: Bolton & Menk 2016 Engineering Services & Fee Schedule

Jake Saulsbury of Bolton & Menk will be present to review their services and fee schedule for 2016 (see enclosure). For comparison, also enclosed is a copy of their 2015 fee schedule.



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172
Phone (952) 448-8838 • Fax (952) 448-8805
www.bolton-menk.com

December 15, 2015

City of Norwood Young America
Attn: Mr. Steve Helget
310 Elm Street W., P.O. Box 59
Norwood Young America, MN 55368

RE: 2016 Professional Engineering Services

Dear Mr. Helget:

We are pleased to once again offer professional engineering services to the City of Norwood Young America for 2016 in accordance with the attached Fee Schedule. We look back with great satisfaction on the important projects we have been able to complete with you and your staff at the direction of the City Council. I have every confidence that our long-term knowledge of the Community and understanding of the City's needs coupled with cooperation and hard work will result in the successful completion of the projects identified by the City for 2016.

Once again, despite many rapidly increasing business expenses, we are proposing only minor modifications to our rate structure. This highlights our ongoing intentional goal of providing the wide array of services and expertise the City needs as cost effectively as possible. It is this commitment that has led to a five year average, aggregate fee increase of just slightly above 2% per year. **Moreover, it is my pleasure to inform you that we will continue offering the "municipal discount" for key staff members serving your City at the same hourly rate. This rate has remained unchanged for over 5-years.** This discount applies to day-to-day general engineering items and tasks not related to specific City projects or private development projects. As these fees are usually paid out of the City's General Fund, it is our intent that this municipal discount will help to minimize the engineering impact on the General Fund budget. Further, we have not changed our fee for City Council and Planning Commission meeting attendance. **Finally, please note our project design fees for 2016 City projects will also remain unchanged as they have for in excess of 5-years.**

The fee structure items identified above reflect our continued commitment to provide you high quality and full service municipal engineering services with increasing value and efficiency.

Please review the attached information and contact me with any questions you may have. **We are committed to providing you with the superior service you expect and require!**

Respectfully Submitted,
BOLTON & MENK, INC.

Kreg J. Schmidt, P.E.
Vice President

KJS/kjs

2016 CITY OF NORWOOD YOUNG AMERICA FEE SCHEDULE

January 1, 2016

Staff Position	Experience (Years)	2016 Hourly Rates (\$ / hr unless otherwise noted)*
Sr. Principal Engineer / Surveyor		\$170-\$240
<i>Kreg Schmidt:</i>	25+	**First 30 hrs/month @ \$60/hr
Sr. Project Manager - Principal Engineer / Surveyor		\$127-\$180
<i>Jake Saulsbury:</i>	15+	**First 20 hrs/month @ \$55/hr
Senior Transportation / Aviation Planner		\$125-175
Project Manager (Inc. Landscape Architect)		\$106-\$170
Project / Design Engineer / Planner / Landscape Architect		\$52-\$170
Licensed Surveyor		\$94-\$165
Project Surveyor		\$82-\$130
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)		\$47-\$140
Senior Technician (Inc. Survey)		\$72-\$165
Technician (Inc. Survey)		\$33-\$140
Administrative Support & Clerical		\$29-\$110
City Council Meeting / Planning Commission Attendance		\$60 / Meeting
Municipal Project Design Fee - Final Plans and Specifications (Well Defined Scope)		6%
Municipal Project Design Fee - Final Plans and Specifications (State Aid & Federally Funded Projects)		8%
Additional Items:		
GPS / Robotic Survey Equipment		No Charge
CAD / Computer Usage		No Charge
Routine Office Supplies		No Charge
Routine Photo Copying / Reproduction		No Charge
Field Supplies / Survey Stakes & Equipment		No Charge
Mileage		No Charge

Notes:

*City Hourly Rates Apply to Hourly Services Completed on Behalf of The City for Municipal Projects.

**Applies to Non-Project Specific, General Day-To-Day City Engineer Related Work Items & Tasks.



2015 CITY OF NORWOOD YOUNG AMERICA FEE SCHEDULE

January 1, 2015

Staff Position	Experience (Years)	2015 Hourly Rates (\$ / hr unless otherwise noted)*
Sr. Principal Engineer / Surveyor		\$120-\$210
<i>Kreg Schmidt:</i>	27	**First 30 hrs/month @ \$60/hr
Sr. Project Manager - Principal Engineer / Surveyor		\$100-\$165
<i>Jake Saulsbury:</i>	17	**First 20 hrs/month @ \$55/hr
Senior Transportation / Aviation Planner		\$110-180
Project Manager (Inc. Landscape Architect)		\$100-\$155
Project / Design Engineer / Planner / Landscape Architect		\$60-\$135
Licensed Surveyor		\$70-\$135
Project Surveyor		\$60-\$110
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)		\$70-\$120
Senior Technician (Inc. Survey)	10+	\$70-\$145
Technician (Inc. Survey)		\$50-\$98
Administrative Support & Clerical		\$35-\$80
City Council Meeting / Planning Commission Attendance		\$60 / Meeting
Municipal Project Design Fee - Final Plans and Specifications (Well Defined Scope)		6%
Municipal Project Design Fee - Final Plans and Specifications (State Aid & Federally Funded Projects)		8%
<i>Additional Items:</i>		
GPS / Robotic Survey Equipment		No Charge
CAD / Computer Usage		No Charge
Routine Office Supplies		No Charge
Routine Photo Copying / Reproduction		No Charge
Field Supplies / Survey Stakes & Equipment		No Charge
Mileage		No Charge

Notes:

*City Hourly Rates Apply to Hourly Services Completed on Behalf of The City for Municipal Projects.

**Applies to Non-Project Specific, General Day-To-Day City Engineer Related Work Items & Tasks.





City of Norwood Young America
310 West Elm Street, PO Box 59
Norwood Young America, MN 55368
www.cityofnya.com
952/467-1800

TO: Honorable Mayor Diedrick and Members of the City Council
FROM: Kelly Hayes, City Clerk / Treasurer
DATE: January 7, 2016
RE: Approve Hiring Public Utilities Operator I

At the November 23, 2015 Council Meeting, the Council approved the posting of a full-time Public Utilities Operator I. This position would replace the current part-time Public Utilities Operator I position.

Fourteen applications were received for the position. Four candidates were interviewed by the Personnel Committee and Public Utilities Director Ryan Winter. The interviewing committee recommends appointing Chris Niesen, a current Public Works employee, to the Public Utilities Operator I position, and compensating him per the Norwood Young America Salary Chart at Pay Grade 6, Step 2.

Due to the vacancy this creates in the Public Works department, the Personnel Committee recommends posting the position of full-time Public Works Operator I position.

RECOMMENDATION:

1. **A motion to appoint Chris Niesen to full-time Public Utilities Operator I position for the Public Utilities department at Pay Grade 6, Step 2 of the City of Norwood Young America Salary Chart.**
2. **A motion to approve the posting of the vacant full-time Public Works Operator I position for the Public Works department.**



City of Norwood Young America
310 West Elm Street, PO Box 59
Norwood Young America, MN 55368
www.cityofnya.com
952/467-1800

TO: Honorable Mayor Diedrick and Members of the City Council
FROM: Kelly Hayes, City Clerk / Treasurer
DATE: January 8, 2016
RE: Sick Time

At the City Council Meeting on December 10, 2012, a motion was made and approved to eliminate vacation and sick time and switch to PTO (Personal Time Off). According to the proposal, vacation time earned that was not used by December 31, 2015, would be paid out.

Regarding sick time, it states that upon separation of employment with the city after January 1, 2013, pay out of ½ of accrued sick time under the existing rules will still be allowed. The proposal does not specifically state what will happen to the sick time on December 31, 2015.

Due to the unclear proposal, it is recommended to clarify what should happen with the accrued sick time balances prior to January 1, 2013.

If a one-time payout was to occur, the cost to the city at ½ of the accrued sick time would be \$26,871.59.

RECOMMENDATION:

1. **A motion to payout the accrued sick time balances at _____ %.**
- OR
2. **A motion to payout the accrued sick time balance at _____ % upon the separation with the city if the employee remains in good standing.**

Norwood Young America City Council Minutes

December 10, 2012

Council Present: Tina Diedrick, JR Hoernemann, Jim Keller, Dick Stolz, Carol Lagergren (arrived at 6:37).

Council Absent: None

City Staff Present: City Administrator Thomas Simmons, City Clerk-Treasurer Diane Frauendienst, Community Development Director Chelsea Alger

Also Present: Paul Downer, Mike McPadden, Town Deputy James Fogarty,

Mayor Diedrick called the meeting to order at 6:30 p.m.

All present stood for the Pledge of Allegiance

Approve Agenda

Motion: DS/JK, all in favor to approve the agenda as presented.

Introductions, Presentations, Proclamations, Awards, and Public Comment: Mayor Diedrick presented outgoing council member JR Hoernemann with a clock and thanked him for his years of service for the City of Norwood Young America

Town Deputy Report Deputy Fogarty reported on November activities and answered council questions on those activities and the speed trailer. Council Member Stolz asked if statistics on solved crimes were available.

Consent Agenda

Motion: CL/HH; all in favor, to approve the consent agenda as written.

- 5.1 Approve minutes of November 26, 2012
- 5.2 Approve payment of claims
- 5.3 Resolution approving contributions – Resolution 2012-49
- 5.4 Faxon Road Improvement Project – final payment request
- 5.5 Approve amended Resolution 2012-40 Feasibility Study
- 5.6 Approve bingo permit for Knights of Columbus

Bob Saarloos questioned the Council on the Feasibility Study for the 2013 Rehab Project and the need for public input

Public Hearings

6.1 Open public hearing 2012 Tax Levy and 2013 General Fund Operating Budget. Mayor Diedrick opened the public hearing at 6:46 p.m. City Administrator Tom Simmons reviewed the budget process to get to the final tax levy amount and reviewed cuts that were made. There was no public comment.

Motion: DS/CL; all in favor to close public hearing at 6:57 p.m.

Comments from Council member Stolz regarding concerns for 2014 budget with all of the cuts and use of other funds to cover the expenses for 2013.

Motion: CL/ JK; CL, JK, TD, HH in favor, DS opposed, motion carried to approve Resolution 2012-50, a resolution adopting the year 2012 levy for the City of Norwood Young America for collection in 2013

Motion: CL/JK; CL, JK, TD, HH in favor, DS opposed, motion carried to approve Resolution 2012-51 a resolution adopting the year 2013 General Fund Operating Budget for the City of Norwood Young America.

Old Business

7.1 Wastewater and Water Treatment System Services Agreement with Watertown. City Administrator Tom Simmons reviewed the formal agreement with the City of Watertown to provide an

operator to the City of Norwood Young America four hours a week to operate and maintain the wastewater and water treatment systems, and answered questions regarding the proposed agreement.
Motion: DS/HH, all in favor to approve the agreement to provide Wastewater and Water Treatment System service by the City of Watertown to the City of Norwood Young America

New Business

8.1 Approve employee handbook changes. Administrator Simmons reviewed the proposed handbook changes in regards to the cost sharing of health benefit costs and the elimination of vacation and sick time by switching to Personal Time Off (PTO).

Motion: CL/JK all in favor to approve changes to the employee handbook in regards to the elimination of vacation and sick time by switching to the attached personal time off (PTO) schedule and the employee cost sharing of health benefits schedule.

8.2 Approve rezoning Oak Lane properties – Ordinance 240. Community Development Director Chelsea Alger informed the Council members on the requirement of rezoning newly annexed properties. The properties in the Oak Lane area will be annexed on January 1, 2013 and are Transition/Agriculture to R-1 Low-Density Single Family Residential.

Motion: CL/DS all in favor to approve Ordinance 240 - Rezoning Oak Lane properties from TA-Transition/Agriculture, to R-1, Low-Density Single Family Residential

8.3 Approve summary publication – Ordinance 240

Motion: CL/DS all in favor to approve the summary publication of Ordinance 240

Council Member Reports

JR.-Provided information on the meeting with the Peace Villa Board and Senior Advisory Committee with USDA Rural Development regarding expansion of senior housing options in the community

JK- Nothing to report

CL-Nothing to report

DS-Nothing to report

Mayor's Report

Mayor Diedrick summarized meeting with local mental health organization, local Girl Scouts will be caroling for cans this Saturday. Thanks to Council Member JR Hoernemann for his years of service, and welcoming Mike McPadden.

Adjournment

Motion: CL/DS, all in favor, to adjourn the meeting at 7:24 p.m.

Respectfully Submitted,

Diane Frauendienst
City Clerk

Tina Diedrick
Mayor

City of Norwood Young America

To: Mayor and City Council

From: Tom Simmons

Cc: Diane Frauendienst and Chelsea Alger

Date: 12/10/12

Re: Approve Employee Handbook Changes

The proposed changes to the employee handbook are in regards to cost sharing of health benefit costs and the elimination of vacation and sick time by switching to Personal Time Off (PTO).

We are asking the council to approve these changes. Actual employee handbook language incorporating these changes will be forthcoming in the near future.

Recommendation: A motion to approve changes to the employee handbook in regards to the elimination of vacation and sick time by switching to the attached personal time off (PTO) schedule and the employee cost sharing of health benefits schedule also attached.

PROPOSED CHANGES TO EMPLOYEE HANDBOOK

Existing accrued vacation and sick time will still be administered under the existing rules.

All accrued vacation time earned prior to January 1st, 2013 must be used by December 31st, 2015 or it will be cashed out.

Upon separation of employment with the city after January 1st, 2013 pay out of ½ of accrued sick time under the existing rules will still be allowed.

Effective January 1st, 2013 full time employees will earn Personal Time Off (PTO). Personal Time Off (PTO) replaces vacation and sick time.

<u>Year of Employment</u>	<u>Monthly PTO Accrual</u>
Less than one full year	8 hours per month
One through five years	11 hours per month
Six through ten years	14 hours per month
Eleven years through nineteen years	18 hours per month
Twenty years and over	21 hours per month

An employee will be allowed to carry over one times the amount of PTO time earned in the previous year.

Upon separation of employment accrued PTO time will be paid out to the departing employee.

Health Benefits (Health Insurance, HSA, Dental, Short & Long Term Disability)

Single and family health benefit coverage costs will be shared by the employee and the employer based on the following schedule.

<u>Year</u>	<u>Employee</u>	<u>Employer</u>
2013	7%	93%
2014	11%	89%
2015	12%	88%
2016	13%	87%
2017	14%	86%
2018	15%	85%

This is an extended year plan to be reviewed annually. The intent is to give to those eligible a step increase or the equivalent in salary each year over the extended period of the plan.



TO: Honorable Mayor Diedrick and City Council Members
FROM: Steve Helget, City Administrator
DATE: January 11, 2016
SUBJECT: Liability Insurance Coverage Waiver

Enclosed is a Liability Coverage Waiver Form. Each year with the City's renewal of its Property and Liability Insurance, the Council is asked whether or not it wishes to waive or not waive the statutory monetary limits for how much an individual claimant could sue the City for. State statute sets the limit at \$500,000 for any claim. In the past the Council has chosen not to waive the statutory limit. If it does the City hypothetically could be sued for more than \$500,000. Proposed is to not waive the monetary limits set by state statute.

Jeff Hebeisen will be present to review the City's current insurance policy with the League of MN Cities Insurance Trust (LMICT) and also to discuss his agent's fee (see enclosed letter).

Suggested Motion:

Motion to not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

January 5th, 2016

City of Norwood Young America
PO Box 59
Norwood Young America, MN 55368

Dear Mayor and Council Members,

Since moving to the community in 1997 it has been my pleasure to serve as the insurance agent for the City Norwood Young America

During the time, I have been a very hands on agent – literally have measured every building and fence the city own to evaluate the coverage. Every year we do a sit down review with the city administrator and some years clerk – starting with Roberta, then Tom, and now Steve. In addition, I try to do an annual update with the city council – and in some years that has meant multiple meetings when we were proposing coverage changes. To keep myself educated, I always attend the LMCIT Loss Control Safety workshop to stay on the insurance product and the needs of the city

In addition I have a great support staff that has worked very well with the City staff. Many of you know and have worked with Marsha in particular.

As the appointed agent the LMCIT pays the agent a commission. The base commission recommended by the league is 10%.

So – A quick history of the current commission. All of this was in the range of years 1997 – 1999.

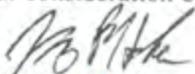
When the Cities combined the account was “bid” with both prior agencies submitting bids . Norwood Agency was awarded the account with a bid for a 5% commission. Casualty Assurance – previously owned by and located in the State Bank of Young America was the other agent.

Dave Elling left Norwood Agency to start Apple Agency and a year later asked that the account be bid again I was new and did not want to lose the account so I did bid it at that same 5%. The only other bid was from Casualty Assurance at 10%.

So bottom line is I believe this agency has been doing a very good job for the city and is very accessible with hands on service. I am requesting the city consider catching up the commission paid to the recommended 10% over a the next couple of years. This would include the current renewal be calculated at a 7.5% and the full recommended 10% a year from now. I appreciate being your agent and really do believe I do a good job for the city and truly do earn the compensation the league pays.

I have attached a Information Memo Regarding “The Agents Role and Compensation in LMCIT” for your review and to support my request. I would welcome the opportunity to visit with any of you on this issue.

Your consideration of this request is appreciated



Jeffrey R. Hebeisen
Citizens Insurance Services
enc



INFORMATION MEMO

The Agent's Role and Compensation in LMCIT

Understand the role of agents and their compensation in the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty and workers' compensation programs.

RELEVANT LINKS:

I. Agent's role and compensation

The League of Minnesota Cities Insurance Trust (LMCIT) property/casualty and workers' compensation programs are designed to operate through a local agent. LMCIT is a cooperative self-insurance pool of cities and other entities, further referred to as the member, and is not an insurance company by traditional standards. Because of this, there sometimes is confusion and uncertainty about the role of the agent.

II. Key points of the agent relationship

Following are some key points to keep in mind with respect to the agent's role and compensation in LMCIT.

- As a condition of participating in the property/casualty program, members are required to designate an insurance agent. Members have the option not to use the services of an agent for the workers' compensation program, although most do.
- Members can select whichever licensed agent it wants. The selection of the agent is entirely up to the member, and any licensed agent is eligible to participate.
- The agent's role with LMCIT is different than it is for commercial carriers. From an LMCIT standpoint, the agent's role is more of as an adviser and service provider to the member, rather than as a salesperson for LMCIT.
- The agent's fee or commission is negotiable between the member and the agent. The member and agent can negotiate any commission or flat fee arrangement that works best for a particular member-agent relationship.
- The services an agent provides is negotiable between the member and the agent. The level and types of services that members ask and expect their agent to provide vary. It's important to make sure that everyone involved understands and agrees on what duties and responsibilities the agent will perform, and to make sure that both parties are comfortable with the compensation the agent receives for those services.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

RELEVANT LINKS:

Underwriting Dept.
651.281.1200
800.925.1122

C. Agent fees and commissions

LMCIT's practice is to include an allowance for a 10 percent agent's fee in the premium for property/casualty coverage. LMCIT then pays that fee to the agent. However, the member and the agent are free to agree on a higher or lower percentage fee, or on a different basis for compensating the agent.

If the member and agent agree on a different percentage fee, the member should notify its LMCIT underwriter. The premium quote will then reflect that change. Any increase or decrease in the agent's compensation will flow through directly as a dollar-for-dollar increase or decrease in the member's premium.

Another possibility is for the member and agent to agree on a different compensation basis instead of the percent-of-premium approach. A flat annual or monthly retainer fee or hourly rate for services performed are some of the possibilities. When the member and agent move to this sort of arrangement, it generally works best for the member to compensate the agent directly. In that case, LMCIT would provide the property/casualty coverage quote on a "net of commission" basis.

LMCIT workers' compensation rates include an allowance for a 2 percent agent's fee. If the member chooses not to use an agent for workers' compensation, or if the agent's services on workers' compensation are included and compensated under a direct contract for service, the 2 percent agent fee allowance is refunded to the member.

D. Agent services

LMCIT believes it's important for members and agents to periodically discuss the agent's role. The critical points are to make sure that everyone involved understands and agrees on what duties and responsibilities the agent will perform, and to make sure that both parties are comfortable with the compensation the agent receives for those services.

Again, services vary greatly, but here's a list of services a member might wish to ask its agent to provide.



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

_____ selects liability coverage limits of \$_____ from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____ Position _____



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: January 11, 2016

SUBJECT: City Administrator Annual Evaluation

In accordance with my employment contract the City Council is to give a performance review of me annually. Mayor Diedrick and Councilmember Lagergren will provide a summary of that evaluation which took place in December 2015.



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steve Helget, City Administrator

DATE: January 11, 2016

SUBJECT: Schedule Special Meeting

Proposed is to schedule a special City Council meeting for the purpose of reviewing staff's and commission's proposed 2016 goals & objectives. Possible dates include: January 26, 27, 28, or February 1, 2, 3, or 4.

Suggested Motion:

**Motion to schedule a special City Council meeting for 6:30 p.m., _____
_____, 2016.**

2015 Building Permit Report - December

PERMIT #	NAME	ADDRESS	PURPOSE	DATE	PERMIT FEE	PLAN CHECK		
						FEE	SURCHARGE	VALUE
2015001	Curtis Heldt	217 Main St E	Replace bsmt floor	1/12/2015	\$153.25	\$99.61	\$3.50	\$7,000.00
2015002	Joe Laumann	114 Hill St W	Reroof	1/14/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015003	Mike Green	812 Martingale Drive	Furnace changeout	1/20/2015	\$60.00	\$0.00	\$5.00	\$0.00
2015004	Jim Louwagie	940 Preserve Blvd	Water Heater	1/29/2015	\$15.00	\$0.00	\$5.00	\$0.00
2015005	McDonalds	410 Faxon Road	Renovations	2/23/2015	\$430.45	\$279.79	\$12.50	\$25,000.00
2015006	Urho Rahkola	226 Oak St S	Reside gable ends	2/6/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015007	Steve Helget	415 Emma St	New Home	4/1/2015	\$15,432.36	\$1,315.18	\$140.50	\$251,000.00
2015008	Del Brejle	205 1st Ave SE	Rewindow	2/13/2015	\$42.65	\$27.72	\$1.00	\$1,000.00
2015009	City of NYA	417 Elm St W	Dug-outs	2/13/2015	\$91.65	\$59.57	\$1.50	\$2,600.00
2015010	Paul Meyer	838 Elm St W	Demo Basement	2/27/2015	\$211.65	\$59.57	\$11.50	\$2,500.00
2015011	Principle Mfg	118 Railroad St W	Plumbing	2/27/2015	\$122.45	\$79.59	\$2.50	\$5,000.00
2015012	Jeff Morphew	706 Martingale Drive	Furnace changeout	3/2/2015	\$60.00	\$0.00	\$5.00	\$0.00
2015013	Jesse Erpelding	201 4th St SW	Plumbing	3/2/2015	\$90.00	\$0.00	\$5.00	\$0.00
2015014	Kevin Oelfke	510 Devonshire Dr	Rewindow	3/3/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015015	NationStar Mortgage	312 Washington St	Reroof	3/4/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015016	Stan Albrecht	640 RR Drive Ste 700	Fire Sprinkler	3/4/2015	\$52.73	\$34.27	\$1.00	\$1,250.00
2015017	M. Sinnen	407 4th Ave SW	Reroof	3/4/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015018	M. Gieseke	22 1st St NE	Reroof	3/9/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015019	Eileen McGee	520 Morse St	Reside/Rewindow	3/9/2015	\$110.00	\$0.00	\$10.00	\$0.00
2015020	All Saints	526 Morse St	Demo	3/9/2015	\$100.00	\$0.00	\$5.00	\$0.00
2015021	Henry Ohnstad	1015 Fox Crossing	Finish Basement	3/12/2015	\$91.65	\$59.57	\$1.50	\$3,000.00
2015022	Gael-Herrmann	405-Webster-St-SW	Wall-Anchors	-	\$407.05	\$69.58	\$2.00	\$500-work-cancelled
2015023	Brian Diedrick	223 Franklin St N	Plumbing	3/17/2015	\$60.00	\$0.00	\$5.00	\$0.00
2015024	Principle Mfg	118 Railroad St W	Alterations	3/18/2015	\$107.05	\$69.58	\$2.00	\$4,000.00
2015025	Todd Schultz	450 Oak Lane	Garage Addition	3/19/2015	\$276.45	\$179.69	\$7.50	\$15,000.00
2015026	Family Dollar	713 Faxon Road	New Construction	4/29/2015	\$6,984.36	\$3,304.83	\$396.00	\$791,445.00
2015027	Matt Palaia	314 2nd St SW	Fire Repair	3/30/2015	\$1,901.52	\$1,118.99	\$116.00	\$201,164.57
2015028	Evan Bunn	110 2nd Ave SW	Fence	3/25/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015029	Ross Schneider	410 Emma St	Pool	3/27/2015	\$486.00	\$315.90	\$15.00	\$30,000.00
2015030	Shannon Smith	19 Central Ave S	Rewindow/Reside	3/30/2015	\$110.00	\$0.00	\$10.00	\$0.00
2015031	Chris Goetz	115 Wilson St W	Reroof	3/30/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015032	Thomas Hoppe	409 2nd Ave SE	Water Softener	3/30/2015	\$15.00	\$0.00	\$5.00	\$0.00
2015033	Steve Lemke	119 Elm St W	Reroof	3/31/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015034	Jeff Bishop	1010 Fox Crossing	Finish Basement	4/1/2015	\$182.45	\$79.59	\$7.50	\$4,500.00
2015035	Teresa Johnson	218 Hill St E	Plumbing	4/3/2015	\$132.65	\$27.72	\$16.00	\$1,000.00
2015036	Chad Morningstar	1000 Fox Crossing	Finish Basement	4/6/2015	\$137.85	\$89.60	\$3.00	\$5,600.00
2015037	Mark Gieseke	22 1st St NE	Windows	4/6/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015038	Gestach & Paulson	422 Elm St W	Reroof	4/7/2015	\$137.85	\$0.00	\$3.00	\$6,000.00

2015 Building Permit Report - December

PERMIT #	NAME	ADDRESS	PURPOSE	DATE	PERMIT FEE	PLAN CHECK		
						FEE	SURCHARGE	VALUE
2015039	Principle Mfg.	118 Railroad St W	Plumbing	4/7/2015	\$125.81	\$0.00	\$1.00	\$2,000.00
2015040	Pete Luskey	614 Elm St W	Foundation Repair	4/16/2015	\$91.65	\$59.57	\$1.50	\$2,500.00
2015041	Merlin Grimm	111 Wilson St W	Reside	4/13/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015042	Jerry McVeigh	121 Mulrfield Circle	Replace doors	4/14/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015043	Dan Alsleben	116 4th St W	Reroof	4/14/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015044	Carla Reichman	420 Devonshire Drive	Fence	4/14/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015045	Rafael Lozada	905 Meadows Blvd	Finish Basement		\$197.85	\$89.60	\$8.00	\$6,000.00
2015046	Loomis Investments	765 Lakewood Trail	New Home	4/17/2015	\$16,731.56	\$1,139.01	\$113.50	\$206,800.00
2015047	Family Dollar	713 Faxon Road	Demo	4/17/2015	\$200.00	\$0.00	\$5.00	\$0.00
2015048	Dan Barthel	613 Casper Circle	Fence	4/20/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015049	Mike Knodt	522 Faxon Road	Sign	4/24/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015050	Dean Werner	108 Central Ave N	Reside	4/27/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015051	City of NYA	21 Main St E	Demo - restrooms	4/28/2015	\$200.00	\$0.00	\$5.00	\$0.00
2015052	Family Dollar	713 Faxon Road	Plumbing	5/1/2015	\$452.67	\$294.24	\$13.50	\$27,000.00
2015053	Mark Gieseke	22 1st St NE	Pb/g/Mechanical	4/28/2015	\$75.00	\$0.00	\$10.00	\$0.00
2015054	Tom Kaeter	308 2nd St SW	Reroof	4/28/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015055	Julee Arndt	206 Trilane Dr	Reroof	4/29/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015056	Sherri Schultz	18 Main St E	Reroof	5/4/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015057	Tim Schroeder	614 Elm St W	Furnace/H2O Heater	5/4/2015	\$75.00	\$0.00	\$5.00	\$0.00
2015058	Family Dollar	713 Faxon Road	Mechanical	5/8/2015	\$563.77	\$366.45	\$18.50	\$36,900.00
2015059	Nick Schoen	886 Meadows Blvd	Deck	5/6/2015	\$137.85	\$89.60	\$3.00	\$6,000.00
2015060	Paulette Kostecka	120 Hilltop Circle	Foundation Repair	5/18/2015	\$184.05	\$119.63	\$4.50	\$8,810.00
2015061	Good Times	400 Faxon Road	Damage Repair	5/5/2015	\$199.45	\$129.64	\$5.00	\$10,000.00
2015062	Justin Swanson	840 Fox Court	Deck	5/29/2015	\$199.45	\$129.64	\$5.00	\$10,000.00
2015063	Family Dollar	713 Faxon Road	Sign-store front	5/12/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015064	Family Dollar	713 Faxon Road	Sign-Morse St	5/12/2015	\$107.05	\$69.58	\$2.00	\$4,000.00
2015065	Family Dollar	713 Faxon Road	Sign-Faxon Rd	5/12/2015	\$107.05	\$69.58	\$2.00	\$4,000.00
2015066	Family Dollar	713 Faxon Road	Sign-N. side of blog	5/12/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015067	Dairy Queen	511 Morse St	Fence	5/12/2015	\$122.45	\$79.59	\$2.50	\$4,460.00
2015068	Ron Winter	234 Lake St	Reroof	5/8/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015069	Mark Stockman	814 Martingale Drive	Reroof	5/8/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015070	Cathryn Fahey	717 Elm St W	Reroof	5/8/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015071	Larry Wittsack	817 Elm St W	Reroof	5/8/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015072	Tony Reno	885 Fox Court	Fence	5/8/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015073	Dennis Schmidt	411 Lake St W	Reroof	5/11/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015074	Loomis Investments	775 Lakewood Trail	New Home	5/15/2015	\$16,619.52	\$1,062.93	\$104.00	\$187,260.00
2015075	Loomis Investments	950 Meadows Blvd	New Home	5/13/2015	\$16,756.56	\$1,139.01	\$113.50	\$206,270.00
2015076	Jeff Pleschke	509 Devonshire Drive	Reroof	5/14/2015	\$55.00	\$0.00	\$5.00	\$0.00

2015 Building Permit Report - December

PERMIT #	NAME	ADDRESS	PURPOSE	DATE	PERMIT FEE	PLAN CHECK		
						FEE	SURCHARGE	VALUE
2015077	Howard Johnson	214 Webster St	Reeroof	5/15/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015078	Brian Moser	815 Martingale Drive	Deck	5/18/2015	\$137.85	\$89.60	\$3.00	\$6,000.00
2015079	Jason Huntley	885 Meadows Blvd	Fence	5/22/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015080	Michelle Eckenrode	121 West St N	Reeroof	5/26/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015081	The Haven	600 Railroad Drive	New Construction	5/29/2015	\$131,597.05	\$12,543.08	\$1,426.56	\$4,265,635.20
2015082	Carolyn Durbin	528 Devonshire Dr	Furnace changeout	5/29/2015	\$60.00	\$0.00	\$5.00	\$0.00
2015083	Carver County CDA	110 Oak St S	Fire Repair	6/4/2015	\$608.21	\$395.34	\$20.50	\$40,686.00
2015084	Christabel Castro	23 2nd Ave SW	Remodel	8/11/2015	\$276.45	\$239.69	\$12.50	\$15,385.00
2015085	John Vogt	426 Railroad St	Demo - trailer	6/10/2015	\$100.00	\$0.00	\$5.00	\$0.00
2015086	Jamie Thompson	835 Fox Court	Deck	6/23/2015	\$168.65	\$109.62	\$4.00	\$7,560.00
2015087	Charles Storms	118 Hazel St S	Garage Furnace	6/12/2015	\$60.00	\$0.00	\$5.00	\$0.00
2015088	Brandon Malz	716 Quail Road	4 season porch	6/18/2015	\$413.45	\$229.74	\$15.00	\$20,000.00
2015089A	Mark Lagergren	513 Devonshire Drive	Replace patio doors	6/18/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015089B	Grady Kruse	28 Industrial Blvd	Addition	6/23/2015	\$862.50	\$560.43	\$35.00	\$70,000.00
2015090	Citizens Bank	180 Industrial Blvd	Remodel	7/6/2015	\$122.45	\$79.59	\$2.50	\$5,000.00
2015091	Bev Feltman	512 Vahalla Dr	Reeroofing	6/22/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015092	Tanya Edwards	826 Elm St W	Reeroofing	6/23/2015	\$55.00	\$0.00	\$5.00	\$0.00
2015093	Cindy Zabel	402 Adams Dr	Desk Addition	6/25/2015	\$122.45	\$79.59	\$2.50	\$5,000.00
2015094	Herbert Lopez	318 2nd St SW	Replace A/C	6/24/2015	\$60.00	\$0.00	\$5.00	\$3,500.00
2015095	Holiday Station	502 Faxon Rd	Sign	8/3/2015	\$199.45	\$129.64	\$5.00	\$10,000.00
2015096	Tim Gieske	22 1st St NE	Remodel	7/7/2015	\$274.05	\$129.64	\$5.00	\$10,000.00
2015097	William Anderson	313 Webster St SW	Deck	7/2/2015	\$184.05	\$119.63	\$4.50	\$8,400.00
2015098	Loomis Homes	765 Lakewood Trail	bathroom finish	6/30/2015	\$137.85	\$89.60	\$3.00	\$6,000.00
2015099	Tim Gieske	22 1st St NE	bathroom remodel	7/2/2015	\$60.00	\$0.00	\$1.00	\$4,000.00
2015100	Robert Romos	1125 Preserve Blvd	Deck	7/23/2015	\$338.05	\$219.73	\$9.50	\$19,000.00
2015101	Larry Whitaker	419 Hill St W	AC Replacement	7/2/2015	\$60.00	\$0.00	\$1.00	\$0.00
2015102	Gloria Klein	214 Faxon Rd S	ReRoof	7/7/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015103	Alexandra Hollingsworth	1020 Fox Crossing	Fence	7/9/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015104	Alan Ische	409 Webster St W	Water Heater Replace	7/13/2015	\$15.00	\$0.00	\$1.00	\$0.00
2015105	Citizens Bank	180 Industrial Blvd	Paint booth	7/16/2015	\$463.78	\$301.46	\$14.00	\$28,000.00
2015106	Citizens Bank	315 Elm St W	ReRoof	7/29/2015	\$276.45	\$179.69	\$7.50	\$15,000.00
2015107	John Redden	19 3rd Ave NE	ReRoof	7/17/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015108	Peace Villa	600 Railroad Drive	move gas line	7/21/2015	\$60.00	\$0.00	\$1.00	\$400.00
2015109	The Haven	600 Railroad Drive	Plumbing	7/28/2015	\$4,403.76	\$1,575.44	\$158.00	\$315,600.00
2015110	Dan Handy	250 5th Ave NE	ReRoof	7/29/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015111	Ethel Johnson	243 Upper Dr	Deck	7/31/2015	\$122.45	\$79.59	\$2.50	\$4,900.00
2015112	Leland Klitzke	205 Casper St	Garage	7/31/2015	\$184.05	\$119.63	\$4.50	\$8,400.00
2015113	Mark Storms	319 Lake St	ReRoof	7/31/2015	\$55.00	\$0.00	\$1.00	\$0.00

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PERMIT #	NAME	ADDRESS	PURPOSE	DATE	PERMIT FEE	PLAN CHECK		
						FEE	SURCHARGE	VALUE
2015114	Rosemary Storms	420 5th St Ct	ReRoof	8/3/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015115	Andrea Krause	120 Wilson	ReRoof	8/3/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015116	Matt Mann	955 Preserve Blvd	New Home	8/10/2011	\$17,299.72	\$1,443.31	\$143.50	\$282,720.00
2015117	Mayonna Brenke	420 Oak Lane	Reroof	8/4/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015118	Cathy Laboone	408 Central Ave S	Reroof	8/5/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015119	NYA Economic Dev	300 Faxon Road N	Replace Windows	8/5/2015	\$49.37	\$0.00	\$1.00	\$1,200.00
2015120	Rita Boettcher	403 Shady Lane	Egress Window	8/5/2015	\$91.65	\$59.57	\$1.50	\$3,000.00
2015121	Peace Villa	600 Railroad Drive	Mechanical	9/21/2015	\$1,776.96	\$1,155.02	\$105.50	\$210,400.00
2015122	Citizens Bank	180 Industrial Blvd	Plumbing	8/12/2015	\$25.85	\$16.80	\$0.50	\$500.00
2015123	Sarah Schneewind	825 Elm St W	ReRoof	8/13/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015124	Nate Boyer	519 Preserve Blvd	Fence	8/14/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015125	Janet Christiansen	316 2nd Ave SE	Deck	8/24/2015	\$353.45	\$229.74	\$10.00	\$19,460.00
2015126	Ron Kroells	403 5th St Ct SW	Reside	8/26/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015127	Elise Lamb	201 Main St E	Reroof	8/31/2015	\$137.85	\$0.00	\$3.00	\$6,000.00
2015128	Todd Bigaouette	214 South St	Reroof	8/31/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015129	John Vohnoutka	106 1st St NE	Deck	9/3/2015	\$107.50	\$69.58	\$2.00	\$3,500.00
2015130	Loomis Investments	875 Meadows Blvd	New Home	9/8/2015	\$16,873.60	\$1,215.08	\$115.00	\$225,620.00
2015131	Sharon Thomas	816 Elm St W	Steel Roof	9/3/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015132	Doane Baber	714 Elm St W	Foundation Repair	9/18/2015	\$199.45	\$129.64	\$5.00	\$10,285.00
2015133	Nate Olson	107 4th St	Roof/Window/Siding	9/9/2015	\$165.00	\$0.00	\$1.00	\$0.00
2015134	Troy Johnson	391 Lower Brand Lk Dr	Reroof	9/9/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015135	Dan Handy	250 5th Ave NE	Plumbing	9/11/2015	\$60.00	\$0.00	\$1.00	\$0.00
2015136	Team 316 Properties	306 Hwy 212 W	Alterations	9/10/2015	\$153.25	\$99.61	\$3.50	\$6,500.00
2015137	Jim Mulville	119 4th St SW	Steel roof	9/11/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015138	Linda Harms	227 Elm St W	Reroof	9/14/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015139	Gloria Klein	214 Faxon Rd S	Reside	9/14/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015140	St. Johns (T-Mobile)	416 5th Ave NE	Tower Upgrades	9/17/2015	\$276.45	\$179.69	\$7.50	\$15,000.00
2015141	NYA Economic Dev	300 Faxon Road N	1 window	9/16/2015	\$25.85	\$0.00	\$0.50	\$400.00
2015142	L. Goetze	102 1st Ave SE	Water Heater	9/16/2015	\$15.00	\$0.00	\$1.00	\$0.00
2015143	Citizens Bank	180 Industrial Blvd	Fire Suppression	9/21/2015	\$153.25	\$99.61	\$3.50	\$7,000.00
2015144	Dick Stolz	308 1st St NE	Demo-shed	9/17/2015	\$49.00	\$0.00	\$1.00	\$0.00
2015145	Gerald Wischnack	138 South St E	Reroof	9/22/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015146	Erik Chester	115 Hill St E	Fence	9/23/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015147	Holiday Station	502 Faxon Rd	Fascia on Bldg/canopy	10/5/2015	\$674.87	\$438.67	\$23.50	\$46,515.00
2015148	Milford Matzke	218 2nd Ave SE	Fence	9/25/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015149	Loomis Homes	850 Lakewood Trail	New Home	9/28/2015	\$16,752.72	\$1,143.01	\$106.00	\$208,000.00
2015150	Loomis Homes	860 Lakewood Trail	New Home	9/28/2015	\$16,752.72	\$1,143.01	\$106.00	\$208,000.00
2015151	Chuck Allison	317 Elm St E	Reroof	9/28/2015	\$55.00	\$0.00	\$1.00	\$0.00

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						FEE	SURCHARGE	VALUE
2015152	Gary Bierstedt	226 Hazel St	Reroof	9/29/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015153	Dewey Horman	210 1st St NE	Reroof	10/2/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015154	Joe Laumann	114 Hill St W	Deck	10/7/2015	\$153.25	\$99.61	\$3.50	\$7,000.00
2015155	Adam Hathaway	827 Elm St W	Reroof	10/5/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015156	Orland Feltmann	506 Devonshire Dr	Reroof	10/9/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015157	Diane Bleichner	315 Shady Lane	Reroof	10/9/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015158	John Lewandowski	306 7th St SW	Reroof Shed	10/14/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015159	Kathy LaBoone	408 Central Ave S	Foundation Repair	10/14/2015	\$107.05	\$69.58	\$2.00	\$3,300.00
2015160	Richard Stolz	308 1st St NE	Garage	10/15/2015	\$322.65	\$209.72	\$9.00	\$17,666.00
2015161	Tim Gronseth	310 Lincoln St	Fireplace	10/15/2015	\$50.00	\$0.00	\$1.00	\$0.00
2015162	Kathy Koopman	505 Central Ave S	Reroof	10/15/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015163	Nate Olson	107 4th St SW	Remodel	10/26/2015	\$413.45	\$229.74	\$11.00	\$20,000.00
2015164	KJS Properties	219 Elm St W	Reroof	10/30/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015165	Mike Fischer	119 Brush St S	Reroof	11/3/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015166	Dan Drevlow	326 2nd Ave SE	Reroof	11/3/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015167	The Haven	600 Railroad Drive	Fire Sprinkler	11/5/2015	\$1,085.50	\$705.58	\$49.50	\$98,571.00
2015168	Dale Bruers	1015 Preserve Blvd	Fireplace	11/4/2015	\$60.00	\$0.00	\$1.00	\$0.00
2015169	The Haven	600 Railroad Drive	Fire Alarm	11/12/2015	\$214.85	\$139.65	\$5.50	\$10,965.00
2015170	Nate Haasken	715 Elm St W	Replace AC	11/10/2015	\$60.00	\$0.00	\$1.00	\$0.00
2015171	Samantha Bufalino	234 Railroad St E	Replace Furnace	11/12/2015	\$60.00	\$0.00	\$1.00	\$0.00
2015172	Annette Quaes	102 2nd Ave SW	Replace Door	11/16/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015173	Josh Winkelman	834 Elm St W	Replace Door	11/17/2016	\$55.00	\$0.00	\$1.00	\$0.00
2015174	Dan Weinand	608 Casper Circle	Garage Addition	11/17/2015	\$245.65	\$159.67	\$6.50	\$12,651.00
2015175	Sarah schneewind	825 Elm St W	Reside	11/24/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015176	Russ Schlueter	314 Hill St W	Water Softener	11/25/2015	\$15.00	\$0.00	\$1.00	\$0.00
2015177	George Holden	404 Central Ave S	Reroof	12/1/2015	\$619.32	\$0.00	\$21.00	\$42,000.00
2015178	Rich Schug	305 Lincoln St	Replace water heater	12/7/2015	\$15.00	\$0.00	\$1.00	\$0.00
2015179	Holiday Station	502 Faxon Rd	Alterations	12/22/2015	\$91.65	\$59.57	\$1.50	\$2,800.00
2015180	Lisa Klaers	633 Meadow Lane	Garage Heater	12/14/2015	\$60.00	\$0.00	\$10.00	\$0.00
2015181	321 Elm NYA	321 Elm St W	2 Heaters	12/14/2015	\$107.05	\$0.00	\$2.00	\$4,000.00
2015182	Randy Rannow	317 Hill St W	Rewindow	12/16/2015	\$55.00	\$0.00	\$1.00	\$0.00
2015183	Merlin Loge	525 Meadow Lane	Replace Footings	12/17/2015	\$122.45	\$79.59	\$2.50	\$4,500.00
2015184	Rick Armstrong	110 Morse St	Remodel	12/29/2015	\$52.73	\$34.27	\$1.00	\$1,250.00
2015185	Tim Gronseth	310 Lincoln St	Replace Furnace	12/29/2015	\$60.00	\$0.00	\$1.00	\$0.00
2015186	Family Dollar	713 Faxon Road	Coolers & Freezers	12/29/2015	\$107.05	\$69.58	\$2.00	\$3,500.00
2015187	Lyle Bren	329 Casper Circle	Rewindow/Patio Door	12/31/2015	\$55.00	\$0.00	\$1.00	\$0.00