

City of Norwood Young Agenda - City Council Agenda
January 23, 2016 – 6:00 p.m. Workshop; followed by EDA / City Council Meeting

1. **Call Meeting of City Council Workshop to Order**

2. **Approve Agenda**

- 2.1 City Council Seat Interviews
- 2.2 2018 Comprehensive Plan

3. **Adjournment**

1. **Call Meeting of Economic Development Authority to Order**

- 1.1 Pledge of Allegiance

2. **Approve Agenda**

- 2.1 Nomination and election of officers – Resolution 1701
- 2.2 Approve minutes of November 28, 2016

3. **Adjournment**

1. **Call Meeting of City Council to Order**

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.)

- a) Fire Department Year In Review Report

4. **Consent Agenda** (NOTE TO THE PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

- 4.1 Approve minutes of January 9, 2017 meeting
- 4.2 Approve payment of claims
- 4.3 Economic Development Commission Appointment

5. **Public Hearings**

6. **Old Business**

- 6.1 Contract for 2017 Police Services
- 6.2 Approve payment for Community Education Summer Programs

7. **New Business**

- 7.1 Pavilion Architectural History Evaluation
- 7.2 Ordinance No. 279, Amending Chapter 12, Section 1260, Signs
- 7.3 Ordinance No. 280, Amending Chapter 6, Section 600, Nuisances
- 7.4 Ordinance No. 281, Amending Chapter 12, Adult Uses
- 7.5 City Council Appointment
- 7.6 City Administrator Evaluation

8. **Council Member & Mayor Reports**

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:

UPCOMING MEETINGS/EVENTS

February 9	Senior Advisory Committee – 9:00 a.m.
February 13	City Council – 6:30 p.m.
February 14	Parks and Rec. Commission – 5:30 p.m.
February 15	Planning Commission – 6:00 p.m.; Economic Development Commission – 6:30 p.m.
February 27	City Council Workshop – 6:00 p.m.; EDA and City Council – 7:00 p.m.



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: January 23, 2017
SUBJECT: 2018 Comprehensive Plan

According to Minnesota Statute 462.355 and 473.864, cities are required to adopt and update from time to time a comprehensive municipal plan. The Metropolitan Council requires its member cities and counties to update their respective comprehensive plans every ten years. A comprehensive plan is a dynamic planning tool intended to guide the future growth and development of the city. The plan will be used to determine future public policy for land use, transportation, utilities, housing, recreation, etc. The process for updating the plan is generally lead by the planning commission or a special work group/task force which may involve elected officials, appointed officials, staff, community organizations, consultants, and citizens at large.

Components of the plan include demographic characteristics, land use and growth, transportation, housing, parks & trails, water and sewer systems, economic development, goals, and long-range plans.

Tentative Schedule:

February 2017	Solicit Consultant proposals
March 2017	Hire Consultant and establish work group/task force
May 2017	Commence process/meetings
Winter/Spring 2018	Complete draft comprehensive plan and submit to Townships for review/comments
Fall/Winter 2018	Submit final comprehensive plan to Metropolitan Council for review/approval (due by December 31, 2018).

The City was awarded a grant from the Metropolitan Council for \$32,000 to assist with updating the comprehensive plan. Attached is a Work Plan which includes cost estimates.

DESTINATION NORWOOD YOUNG AMERICA 2040 WORK PLAN

Work Plan Item	Grant Funded Costs	City Funded Costs	Estimated Total Cost
Update inventory/analysis	\$ 5,000.00	\$ 2,000.00	\$ 7,000.00
Update/create GIS maps as appropriate	\$ 1,000.00	\$ 4,000.00	\$ 5,000.00
Review and as necessary revise land use plan	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00
Review and as necessary revise the transportation plan; transportation modeling completed by Carver County pursuant to land use plan as specified above.	\$ 6,000.00	\$ 2,000.00	\$ 8,000.00
Review and as necessary revise park/recreation plan	\$ 3,000.00	\$ 1,000.00	\$ 4,000.00
Review water resources plans	\$ 3,500.00	\$ 1,500.00	\$ 5,000.00
Review and as necessary revise the housing plan, including incorporation of affordable housing need allocation as specified by the Metropolitan Council.	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00
Review and as necessary revise economic development plan	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Review and as necessary revise implementation strategies	\$ 2,500.00	\$ 500.00	\$ 3,000.00
Coordinate public input, public review, adjacent jurisdiction review, and Metropolitan Council review processes	\$ 2,000.00	\$ 5,000.00	\$ 7,000.00
Revise document design, create electronic (primary distribution method) and paper versions, assemble & distribute plan, market plan and planning effort	\$ 3,500.00	\$ 500.00	\$ 4,000.00
Project oversight and coordination	\$ 1,000.00	\$ 4,000.00	\$ 5,000.00
TOTAL	\$ 32,000.00	\$ 25,000.00	\$ 57,000.00

City of Norwood Young America - EDA Minutes
November 28, 2016 – 7:00pm

Council Members Present: President Tina Diedrick, Craig Heher, Carol Lagergren, Mike McPadden, Dick Stolz
City Staff Present: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, City Attorney Jay Squires
Others Present: Charlie Storms, Bill Grundahl, Steve Curfman

1. Call Meeting of Economic Development Authority to Order

1.1 Pledge of Allegiance

Meeting was called to order by President Diedrick at 7:01pm.

2. Approve Agenda

Motion: Lagergren to approve the agenda. Second Stolz. Vote 5 – 0. Motion carried.

2.1 Approve minutes of October 24 and November 14, 2016

Motion: McPadden to approve the agenda. Second Heher. Vote 5 – 0. Motion carried.

3. Adjournment

Motion: Lagergren to adjourn at 7:03pm. Second Stolz. Vote 5 – 0. Motion carried.

Respectfully Submitted,

President

Kelly Hayes City Clerk / Treasurer



FIRE DEPARTMENT

P. O. Box 85 + Norwood Young America MN 55368
(952) 467-1840

To: City of Norwood Young America
From: Romie Wenisch, Norwood Young America Fire Department Secretary
Re: Total of call hours and meeting/drill attendance for current firefighters 2016

All members except 4 made their 14 required drills, 4 required meetings, 1 required form of fire prevention and their 20 percent of calls this year. These members were also exceptions.

- Logan Brincefield- Resigned
- Noah Gansen- Resigned
- Leland Brincefield- Rescue Reserve
- Steve Buckentin- Rescue Reserve
- Kevin Sullivan- Rescue Reserve
- Joe Kube- Rescue Reserve

There are 7 reports as follows:

- Call hours- Gives end percentages of calls for the year as well as total of call hours made by each member for end of the year and the number of drills they have made for payment
- Spreadsheet of drills and meetings for the year
- Incident type report- shows what type of calls made up the 248 total calls that we responded to for 12/01/15 to 11/30/2016
- Incident type report by districts
- Incident type report by districts (Each township/ city is listed separately showing what type of calls were responded to in their district)
- Officers meeting minutes
- General meeting minutes.

Joe Kube is now part of the rescue reserve . Leland Brincefield and Noah Gansen resigned from the department they both have moved out of town.

If you have any questions or concerns, please feel free to call me at (952) 649-9766

Thank you,

Romie Wenisch

Norwood Young America Fire Department

Call Hours

From 12/01/15 To 11/30/16

Report Printed on: 11/30/16

Name	# of Calls	Call Hours	# of Drills	Total Paid Hours	% of Calls
Robbie Baumann	93	103	14	117	38
Rollin Beaver	112	125	15	140	46
Leland Brincefield	1	1		1	41
Logan Brincefield	1	1		1	41
Brad Droege	150	171	24	195	61
Steve Ehrenberg	130	145	28	173	53
Jason Franck	153	172	22	194	62
Chris Glander	131	145	20	165	53
Jessie Hackbarth	69	83	19	102	28
Steve Kanduth	52	57	15	72	21
Todd Karels	97	117	20	137	39
Tedi Keller	62	63	15	78	25
Joe Kube	13	17		17	5
Paul Lano	159	179	20	199	65
Pete Luskey	52	61	14	75	21
James Martin	44	50	18	68	18
Tony Meuleners	76	89	14	103	31
Jesse Molnau	74	85	17	102	30
Justin Nelson	52	61	18	79	21
Steve Noll	72	86	20	106	29
Dave Orr	101	119	20	139	41
Melissa Pasqualette	112	117	21	138	46
Kevin Raether	114	133	19	152	46
Matt Smith	40	44	19	63	17
Pat Stacken	103	121	21	142	42
Mark Stender	39	43	15	58	16
Chad Stockman	40	46	17	63	16
Kevin Sullivan	2	2		2	81
Mark Thomas	145	162	21	183	59
Wesley Thomas	80	93	21	114	33
Alyssa Ulrich	59	66	20	86	24
Mike Villalva	61	77	16	93	25
Romie Wenisch	129	158	21	179	52
Andy Wigfield	85	99	20	119	35
Steve Zumberge	168	195	24	219	68
Grand Total	248	3,286		3,874	

NYA FIRE DEPARTMENT
2016 BUDGET VS ACTUAL

EXPENSES	BUDGET	ACTUAL	DIFFERENCE
E 101-42200-103 Part-Time Employees	\$35,000.00	\$38,720.00	-\$3,720.00
E 101-42200-105 Fire Department Officers	\$18,000.00	\$17,525.00	\$475.00
E 101-42200-122 FICA	\$4,100.00	\$4,095.15	\$4.85
E 101-42200-151 Workers Comp: Insurance Prem	\$6,000.00	\$13,082.59	-\$7,082.59
E 101-42200-200 Office Supplies (GENERAL)	\$500.00	\$301.02	\$198.98
E 101-42200-207 Training Instructional	\$9,500.00	\$8,836.04	\$663.96
E 101-42200-208 Medical-Physicals	\$2,200.00	\$2,332.00	-\$132.00
E 101-42200-210 Operating Supplies (GENERAL)	\$4,500.00	\$3,964.35	\$535.65
E 101-42200-212 Motor Fuels	\$4,500.00	\$2,067.92	\$2,432.08
E 101-42200-221 Repair/Maintenance Equipment	\$33,000.00	\$33,302.69	-\$302.69
E 101-42200-223 Repair/Maintenance Bldg/Ground	\$5,000.00	\$4,829.13	\$170.87
E 101-42200-240 Small Tools and Minor Equip	\$1,500.00	\$766.79	\$733.21
E 101-42200-305 Other Professional Fees	\$1,000.00	\$313.90	\$686.10
E 101-42200-321 Telephone	\$3,600.00	\$3,837.99	-\$237.99
E 101-42200-323 Radio Units	\$3,000.00	\$2,742.54	\$257.46
E 101-42200-331 Travel/Meeting Expense	\$2,500.00	\$1,367.36	\$1,132.64
E 101-42200-350 Print/Publishing/Postage	\$300.00	\$278.27	\$21.73
E 101-42200-360 Insurance (GENERAL)	\$8,500.00	\$7,912.44	\$587.56
E 101-42200-365 Insurance Claims	\$0.00	\$0.00	\$0.00
E 101-42200-381 Electric Utilities	\$3,500.00	\$2,926.47	\$573.53
E 101-42200-383 Gas Utilities	\$2,500.00	\$789.84	\$1,710.16
E 101-42200-417 Uniform	\$1,000.00	\$850.25	\$149.75
E 101-42200-430 Miscellaneous (GENERAL)	\$500.00	\$229.56	\$270.44
E 101-42200-433 Dues and Subscriptions	\$1,500.00	\$1,430.03	\$69.97
E 101-42200-437 Maintenance Contract	\$800.00	\$383.40	\$416.60
E 101-42200-444 Fire Relief	\$3,400.00	\$0.00	\$3,400.00
E 101-42200-542 FD Equipment	\$3,800.00	\$4,883.94	-\$1,083.94
TOTALS	\$159,700.00	\$157,768.67	\$1,931.33

REVENUES	BUDGET	ACTUAL	DIFFERENCE
R 101-42200-32180 Other Licenses/Permits	\$ 100.00	\$ 209.00	\$ 109.00
R 101-42200-33423 OTHER GRANTS	\$ 5,000.00	\$ 4,800.00	\$ (200.00)
R 101-42200-34202 Rural Fire Protection	\$ 75,000.00	\$ 73,950.00	\$ (1,050.00)
R 101-42200-34203 Accident/Rescue Call Fees	\$ 1,000.00	\$ 1,000.00	\$ -
R 101-42200-36200 Miscellaneous Revenues	\$ 500.00	\$ -	\$ (500.00)
R 101-42200-36230 Contributions and Donations	\$ 17,100.00	\$ 17,453.33	\$ 353.33
R 101-42200-36231 Reimbursement for expense	\$ 100.00	\$ 1,667.00	\$ 1,567.00
TOTALS	\$ 98,800.00	\$ 99,079.33	\$ 279.33

NYA FIRE DEPARTMENT
2017 BUDGET

EXPENSES	BUDGET
E 101-42200-103 Part-Time Employees	\$45,000.00
E 101-42200-105 Fire Department Officers	\$18,000.00
E 101-42200-122 FICA	\$4,800.00
E 101-42200-151 Workers Comp: Insurance Prem	\$13,500.00
E 101-42200-200 Office Supplies (GENERAL)	\$300.00
E 101-42200-207 Training Instructional	\$9,500.00
E 101-42200-208 Medical-Physicals	\$2,500.00
E 101-42200-210 Operating Supplies (GENERAL)	\$4,500.00
E 101-42200-212 Motor Fuels	\$4,000.00
E 101-42200-221 Repair/Maintenance Equipment	\$32,000.00
E 101-42200-223 Repair/Maintenance Bldg/Ground	\$2,500.00
E 101-42200-240 Small Tools and Minor Equip	\$1,500.00
E 101-42200-305 Other Professional Fees	\$500.00
E 101-42200-321 Telephone	\$3,500.00
E 101-42200-323 Radio Units	\$3,000.00
E 101-42200-331 Travel/Meeting Expense	\$2,500.00
E 101-42200-350 Print/Publishing/Postage	\$300.00
E 101-42200-360 Insurance (GENERAL)	\$8,500.00
E 101-42200-381 Electric Utilities	\$3,500.00
E 101-42200-383 Gas Utilities	\$2,500.00
E 101-42200-417 Uniform	\$1,000.00
E 101-42200-430 Miscellaneous (GENERAL)	\$500.00
E 101-42200-433 Dues and Subscriptions	\$2,200.00
E 101-42200-437 Maintenance Contract	\$500.00
E 101-42200-444 Fire Relief	\$3,300.00
E 101-42200-500 Capital Outlay (GENERAL)	\$25,000.00
E 101-42200-542 FD Equipment	\$4,000.00
TOTAL BUDGETED EXPENSES	\$198,900.00
REVENUES	BUDGET
R 101-42200-32180 Other Licenses/Permits	\$100.00
R 101-42200-33423 OTHER GRANTS	\$5,000.00
R 101-42200-34202 Rural Fire Protection	\$75,000.00
R 101-42200-34203 Accident/Rescue Call Fees	\$1,000.00
R 101-42200-36200 Miscellaneous Revenues	\$500.00
R 101-42200-36230 Contributions and Donations	\$100.00
R 101-42200-36231 REIMBURSEMENT FOR EXPENSE	\$100.00
TOTAL BUDGETED REVENUE	\$81,800.00



FIRE DEPARTMENT

P. O. Box 85 • Norwood Young America MN 55368
(952) 467-1840

Fire District Overview General Expenses

Jurisdiction	Units	% of Total Budget	Amount Budgeted
Norwood Young America	NA	53%	\$81,103.60
Benton Township	104	10%	\$15,600.00
Camden Township	116	11.2%	\$17,400.00
Hancock Township	38	3.6%	\$5,700.00
Waconia Township	51	4.9%	\$7,650.00
Young America Township	184	17.8%	\$27,600.00
TOTAL FOR 2016		100%	\$155,053.67

*** Based on \$150/unit

Jurisdiction	Units	% of Total Budget	Amount Budgeted
Norwood Young America	NA	62.8%	\$124,950.00
Benton Township	104	7.8%	\$15,600.00
Camden Township	116	8.7%	\$17,400.00
Hancock Township	38	2.9%	\$5,700.00
Waconia Township	51	3.9%	\$7,650.00
Young America Township	184	13.8%	\$27,600.00
TOTAL FOR 2017		100%	\$198,900.00

*** Based on \$150/unit

Equipment Replacement Expenses

Jurisdiction	Units	% of Units	Cost Responsibility
Norwood Young America	1486	75%	\$99,772.50
Benton Township	104	5.2%	\$6,890.00
Camden Township	116	5.7%	\$7,552.50
Hancock Township	38	1.9%	\$2,517.50
Waconia Township	51	2.6%	\$3,445.00
Young America Township	184	9.3%	\$12,322.50
TOTAL -Mini Pumper	1979	100%	\$132,500.00



FIRE DEPARTMENT

P. O. Box 85 • Norwood Young America MN 55368
(952) 467-1840

Year	2016	2015	2014
Norwood Young America	186	182	140
Benton Township	9	17	14
Camden Township	6	16	10
Hancock Township	5	3	2
Waconia Township	8	3	7
Young America Township	21	27	25
TOTAL Calls for service	248	257	201

Jurisdiction	Units	% of Units	Cost Responsibility
Norwood Young America	NA		
Benton Township	107		
Camden Township	117		
Hancock Township	40		
Waconia Township	56		
Young America Township	195		
TOTAL FOR 2018			



Incident Type Report (Summary)
 From 12/01/15 To 11/30/16
 Report Printed On: 12/04/2016

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Fire, other (100)	2	0.81%	\$0.00	\$0.00	\$0.00	0.00%
Building fire (111)	11	4.45%	\$0.00	\$0.00	\$0.00	0.00%
Off-road vehicle or heavy equipment fire (138)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Natural vegetation fire, other (140)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Forest, woods or wildland fire (141)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Brush or brush-and-grass mixture fire (142)	2	0.81%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish, trash or waste fire (151)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
3 Rescue & Emergency Medical Service Incident						
Person Down (3009)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	139	56.28%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	7	2.83%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle/pedestrian accident (MV Ped) (323)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with no injuries (324)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Search for person in water (342)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Hazardous condition, other (400)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Gasoline or other flammable liquid spill (411)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Electrical wiring/equipment problem, other (440)	2	0.81%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	3	1.21%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (463)	2	0.81%	\$0.00	\$0.00	\$0.00	0.00%
5 Service Call						
Person in distress, other (510)	34	13.77%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	4	1.62%	\$0.00	\$0.00	\$0.00	0.00%
Assist police or other governmental agency (551)	4	1.62%	\$0.00	\$0.00	\$0.00	0.00%
Unauthorized burning (561)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Dispatched and cancelled en route (611)	11	4.45%	\$0.00	\$0.00	\$0.00	0.00%
Authorized controlled burning (631)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
7 False Alarm & False Call						
False alarm or false call, other (700)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	3	1.21%	\$0.00	\$0.00	\$0.00	0.00%
CO detector activation due to malfunction (736)	2	0.81%	\$0.00	\$0.00	\$0.00	0.00%
Unintentional transmission of alarm, other (740)	1	0.40%	\$0.00	\$0.00	\$0.00	0.00%
8 Severe Weather & Natural Disaster						
Severe weather or natural disaster standby (815)	4	1.62%	\$0.00	\$0.00	\$0.00	0.00%

Norwood Young America Fire Dept Drills and Meeting 2015/2016

	Total # of Drills	Total# of Equi Drills	Total # of Meetings	Total # of Fire Prevention	Total # of Community Service
Rob Baumann	11	3	6	1	2
Rollin Beaver	13	2	4	1	1
Brad Droege	16	8	5	2	2
Steve Ehrenberg	16	12	6	1	6
Jason Franck	14	8	6	1	3
Chris Glander	14	8	5	2	
Jesse Hackbarth	15	4	5	1	1
Steve Kanduth	13	2	4	1	1
Todd Kareis	14	5	4	1	2
Ted Keller	14	1	4	1	1
Joe Kube					
Paul Lano	16	4	6	1	
Pete Luskey	11	3	4	1	1
James Martin	13	5	6	2	1
Tony Meulners	12	2	4	1	
Jesse Mohau	15	2	6	1	
Justin Nelson	16	2	6	1	
Steve Noll	13	7	4	1	1
Dave Ort	14	6	4	1	1
Melissa Pasquarette	13	8	5	1	3
Kevin Raether	14	5	6	1	2
Matt Smith	16	3	4	1	1
Patrick Stacken	14	7	6	1	2
Mark Stender	12	3	6	1	
Chad Stockmann	14	3	5	1	
Mark Thomas	16	3	6	1	
Wesley Thomas	15	6	6	1	
Alyssa Ulrich	14	6	5	1	1
Mike Villalva	14	2	5	1	
Ronnie Werlich	14	7	6	1	2
Andy Wigfield	16	4	4	2	1
Steve Zumberge	16	8	5	1	2

NYA Fire Department
Officers Meeting
January 25th, 2016

Attendance Steve Z, Steve N, Steve E, Mark T, Chris G, Kevin R, Andy W, Mark S
Physical are done for the first group, others will be next year

Goals for this year

Get quotes for quick attack pumper vehicle

Look at fixing apron in front of NYA Station #2

Look into duty crews for non life threatening calls. Maybe have one station one week the other the next week responding to them. Still looking to see how it would benefit us

Cologne will cover for us from 6p.m.-12a.m and Plato from 12a.m-6a.m for our banquet

EMR Refresher has been setup

Everything is on schedule for the active shooter class

Everything went good at the township meeting. Next year the meeting will be January 18th, 2017

County is looking at a county wide RIT bag

Discussed the FEMA Grant money for the water damage done from the flooding last summer

Discussed the color of the meeting room, if it should be changed or left the color it is

Dispatch whats everyone to check in saying dispatch from NYA then chief or truck # we need to work on it. They want the whole county to do it the same way

Dispatch will be doing 20 minutes para checks on every call need to give them updates. On medicals we can tell them no need for anymore para checks

We will still do para checks every 20 minutes for fires with our accountability boards

Steve N will be getting a I-Pad for Rescue 11

Skid unit has been installed on Rescue 11. Final price was \$19,476.33 minus \$3,000 from Ag-Star grant \$16,476.33 and when we receive the \$5,000 from the DNR grant it will be \$11,476.33

Discussed getting pricing for LED lights for the back of the tankers.

LED lights for the front of Engine 11 have been installed

Discussed changing the way detail is being done at NYA Station #2

We need to pull everything out of the trucks and see what we have and label the truck, we also need to get pricing for a stokes basket to put in Utility 21

Ryder Cup will be asking for help, they say this will have more of a party atmosphere

Dispatch will be filling 3 positions they have open

County has a county wide weather alert app you can sign up for to get weather alert updates

Leadership dues are \$96.00

Scholarships for anyone with kids graduating let Kevin Raether know. Approved scholarship of \$150.00 for Rilie Stender

Name tags and badges have been ordered for Jesse Hackbarth, Tony Meuleners, James Martin, Mike Villalva, and Alyssa Ulrich anyone else see Steve Noll

Andy Wigfield, Pat Stacken and Robbie Baumann will be getting new turnout gear this year

We will be setting up fit testing

Ford tanker is leaking on the top, we will need to look at what it will cost to fit it

Andy W ordered a 16" and 14" chain saw

Andy W has the duty shirts done

Norwood Young America Fire Dept
Officer meeting minutes March 28th, 2016

Minutes taken by Chris Glander

Members present: Andy Wigfield, Steve Ehrenberg, Steve Zumberge, Mark Thomas, Steve Noll,
Kevin Raether, Mark Stender, Chris Glander

Old Business

Chris is still getting estimates for the painting of the south station exterior, and we already have the estimate for the new concrete apron.

EMR Refresher- everyone is in compliance right now

Active Shooter classes will be taking place Saturdays in April. We are responsible for supplying drinks on April 23rd. Andy Wigfield will be going that day and will take them with.

Township meetings:

- YA asked about the station replacement because they have put money aside.
- They all asked that we show in reports what the Stiftungsfest money has purchased

Station flood update:

- Steps are going to be replaced with metal ones that are open underneath to allow air to circulate
- New bottom cabinets have been ordered and will be attached to the existing uppers.
- These two repairs will bring the total to \$1500 over what insurance paid for and will be taken from building fund

Regional meeting was March 8th in Wayzata

Rescue 11 now has an Ipad in it

Tanker light replacement- Steve Ehrenberg is getting prices

Peace Villa fire drill will be June 13th this year at 6:00 with the residents

Steve Zumberge is working with Peace Village management and Carver County dispatch to figure out what can be done about the addresses not popping up when 911 calls are made. It is a Century Link issue, and they are being contacted.

Box Alarm update- Dispatch is getting closer to getting the issues resolved, but they are getting closer. Steve Zumberge and Chris Glander have met with county to look at test addresses- they are hoping to have this on line April 4th. If Plato responds to our station, and we want them to the scene, contact them on fireground channel that we are given.

New chainsaws that Pete purchased and put on Rescue 11 and track machine are for cutting trees only. They are not meant for cutting roofs or other structure components. Both of them need new chains after the last drill at Bongards house.

New Business

Truck committee is going to St Louis Park to look at their used ones that are for sale- downfall is that they are regular cab only and not crew cabs like we talked about earlier. We will keep looking for other options as well.

Summer convention- no one seemed interested in going? Will be brought up at meeting.

Discussed meeting with newer firefighters to cover their 1 year checklists.

Vaccinations- Is everyone up to date?

Norwood Young America Fire Department
Officers Meeting
April 25th, 2016

Members Present: Steve Z, Steve E, Mark T, Chris G, Kevin R, Andy W

Chris G gave an update on painting the South Station. He has a bid from Erik's Painting for \$1,900 and is still waiting to hear from Master Chore Painters. We will look at painting it to look like the north station. It is in the budget for this year

From the active shooter classes the county will be donating mega movers and a small medical bag with supplies in them in case of a active shooter event to each department

We will be meeting with the townships and council to discuss the mini pumper and also take them down to the South Station to show them the concrete and how bad it needs repair

Still waiting on the rear lights for the tankers

We will be having a drill at Peace Villa on June 13th at 6:00 p.m. before our General Meeting
The Harbor, Peace Villa and the New Haven are still working with Centry Link about the phone lines and addresses, so when we are paged we will know which building to go to.

New box alarms will start May 2nd

We need to do the firefighter checklist with the new 1st year members

We will look at doing a drill with neighboring fire department on lost or missing victims that are injured and maybe way off the beaten path

We will be doing a hot roll up drill in June and we will see if Plato would like to do it with us

Weather Spotting Class will be May 12th need to register on line

John Robinson is the key holder for the elevator at the New Haven, Their will be a training on Tuesday April 26th at 4:30 p.m.

The Manager at the Oak Grove building would like someone to come and give a safety talk
In the alarm box at the Oak Grove building their is a list of residents and their room number that are in need of assistance in case of a fire

In case of a vehicle accident don't cut the battery cables unless you have to and don't move anything move than you have to. It will help with reconstructing the accident

There is a new drip torch to use for starting back fires. We will look to mount it on the track machine

Some of the Popular Ridge buildings don't have a lock box mounted on them.

We need to make sure at a cardiac arrest the DNR papers are signed, if confused and not sure start CPR

We will replace 150 ft of life safety rope

Ben Barth was the scholarship winner this year

Andy W got some new respirators that are for grass fire only, they are not for overhaul and they need to be tested every year

We are still on the schedule to have the ladders tested

Light on the back of the Engine 11 needs to be fixed

NYA Fire Department
Officers Meeting Minutes
July 10th 2016

Attendance Steve Z, Steve N, Steve E, Mark T, Chris G, Andy W, Kevin R

July

11th Drill Wash and Wax Trucks. Also update pictures

19th Taste of NYA

23rd Plato House Burn

25th Officers Meeting

August

1st Drill

2nd National Night Out

8th General Meeting

15th Stiftungsfest Meeting

22nd - 24th Stiftungsfest Setup 6:30

26th - 28th Stiftungsfest Celebration

29th Cleanup 8:00 am and 6:30 pm

Old Business

The outside of NYA Station 2 has been painted, Andy W is working on a new sign and we will be putting up new lights. We will look at replacing the concrete apron and the parking lot with tar. Andy W is working on replacing the rear lights on the tankers to make them more visible.

Tanker 22 has been fixed, they replaced the belt

Utility 21 also had a belt replaced

Peace Villa drill went well. We received the fire stop for the stove hoods at Peace Villa. We will need to find a time to install them.

We have put the 10% down on the mini pumper we looked at. On January 1st we will take possession of the truck. The truck committee will see what we have to supply the truck and what we will need to purchase. They will be going back down to see what we will be able to purchase that is already on the truck.

Image Trend class went well. We have to do a better job in our narration of the call, so we will need to do a better job in fill out the run sheets

The Chiefs will be talking to dispatch on what it will take to start the on call station process

The Explorers will do auto extrication at the Taste of NYA. The Explorers will also help with National Night Out. And they would like to put a float in the parade and hand stuff out

New Business

We will be putting the new thermal imaging camera in Engine 11

Waconia will be having their 15th year anniversary for 911 event

Chiefs 1,2 and 3 will have a credit card to use at Quick Trip and other placing if you need to purchase something see them about it.

We will be looking at a new short piercing nozzle. We will get a demo out to look at

Filters for the masks for grass fires have come in.

We need to get more liquid smoke for the smoke trailer

We will look at doing a rescue drill, where will need to locate the victims and get them out

NYA Fire Department
Officers Meeting Minutes
July 25th 2016

Attendance: Steve Z, Steve E, Steve N, Chris G, Mark T, Mark S, Andy W, Kevin R

Ryder Cup Sept 30th 5:30 a.m-1:30 p.m. Mark T, Jesse H, Todd K

Ryder Cup Oct. 2 from 1:00p.m.- 8:00p.m. Tedi K, Alyssa U, Jason F

Training for the Ryder Cup will be Sept 19th or 22nd on the site

Old Business

South Station has been painted, they still has one more coat to put on the doors. We haven't gotten the invoice yet, when he is all done they will get it to us

We have budgeted \$37,500 next year to remove and replace the concrete pad at the South Station.

We will also be looking at getting bids to replace it with tar instead to see if we can save money

Andy W will be making a new sign for the south Station . We will be adding new lighting too

Rear lights are done on the one tanker. Andy is working on the lights for the other one

The first payment check was sent for the new Quick Attack Vehicle

The truck committee will be going back to look at the truck and see what we will need for it and what we have for it. We will look to set this truck up the way we want it right out off the gate and not just throw things in at with intent to straighten it out later

Image Trend training went well, we still need to work on changing the way we do somethings when entering the runs

Steve Z will be going to talk to Walsh at Dispatch about the Station on call, how the new tones will work, what we need to do to check in

Stiftungsfest work schedule are done Steve Z will look them over and then get the handed out

New Business

We purchased a new Binder Lift to use for lift assist

August drill we will be doing back to the basic drill

We need to put the new fire stops in Peace Villa. They in the range hoods to prevent kitchen fires

We will be getting a short piercing nozzle to try out

Bug shield on Rescue 11 was taken off

We need to get extra masks to leave in the trucks

National Night Out we will be using the track machine and look at getting a bouncy house.

We will look at maybe purchasing a bouncy house. Each time we rent one it cost us \$150-\$200

Budget Ideas

Looking at replacing air packs \$20,000 a year for five years

600 ft of 1 3/4" pre connect hose for Ladder 11

Each Officers will be making up a wish list for the budget and give it to Steve Z and he can go through it and add somethings to his budget list for the city council

National Night Out we will be using the track machine and look at getting a bouncy house.

Officers up for election this year are Chief 1(Steve Z), Chief 2(Mark T), Capt 1 Search and Rescue (Andy W), Capt 3 Engine (Steve E), Secretary (Romie)

Andy purchased smoke for the smoke machine

Steve N will look at getting a new blood pressure cuff and he will look at getting a new pulse ox

There is masks for grass fires behind the seats of grass 21, tanker, 21 tanker 22 and rescue 11

NYA Fire Department
Officers Meeting
September 5th, 2016

September 19th and 22nd training for Ryder Cup at Chaska Fire Station
September regional at Loretto Steve Z Mark S. Chad S and Wes T.

Waconia standby October 1st. 1800- midnight. Steve E, Jesse H, Rollin B. Andy W, Romie W,
and Steve Z,

Positions up for election: Chief 1 / Steve Z.
Chief 2/ Mark T.
Captain 1/ Steve E.
Captain 3/ Andy W.
Secretary / Romie W.
Captain 4/ New.

Selection for election committee. Chris G, Jason F, Steve N, James M.

Update our detail list.

New checklist will be placed inside the compartment doors.

Firemen involved in making the new lists. Andy W, Chris G, Brad D, Steve E, Alyssa U.

Rear scene lights are replaced on Chevy tanker. Andy is working on the rear lights for the Ford
tanker.

No change for station on-call yet.

Will get estimates for drivers side on Rescue 11.

Two apartments in Peace Villa need a different style fire stops put in because they have
microwaves instead of range hoods.

September drill half will work on bus, half will search for people.

October drill switch halves.

Get Haz-Mat team from Hopkins. When we need to call for Haz-Mat. We will follow their
instructions and take notes until their arrival.

We have an elevator repairman in town. He is willing to train with us.

October 3-7 was fire prevention week.

911 memorial at Waconia city square at 5pm.

Melissa will do safety training for McDonalds.

We will get new quotes for leased to own SCBAs .

We will look at demos.

We will look at putting in our budget, \$6000. For turnout gear each year.

October 1st. Hamburg steak fry.

Discuss the gas leak on Morse Street.

Mark Stender said there are multiple businesses going into the former YA Corp. Building. We
should look at touring it.

The 1925 parade truck needs a new transmission, or we need to look at brazing the current one.

Chris G. Said the light tower doesn't auto park on utility 21.

Look at getting helmet flashlights for firefighters that don't have one.

We need to make sure we put the radios in the chargers correctly.

**NYA Fire Department officer's meeting
September 26th, 2016**

Members present: Steve Ehrenberg, Steve Zumberge, Mark Thomas, Steve Noll,
Andy Wigfield, Mark Stender, Chris Glander

Minutes taken by Chris Glander

Old Business-

Truck detail- Ladder 11 and Engine 11 have been organized and new detail lists are being written to correspond.

South station- Andy has sign ready and is ready to hang. City was given a quote for new asphalt as opposed to previous estimate for concrete.

Tanker rear lights are being worked on, but not done yet

Truck committee- Fire Safety USA was contacted and asked to set up a meeting with St Louis Park to look at the mini pumper again and see what tools/ hose we are interested in purchasing from them and to start looking at what is needed to equip it so it can be put into service once we get it.

Ryder cup- volunteer badges are in

Image Trend issues- Romie is working on getting them resolved

Station on call update- Looking at a possible start date of Dec 1st. Once programming of our pagers for new tones is complete, we should be ready to go.

Waconia stand by Oct 1st, 6-12pm.

Regional meeting- State Fire Marshal office is hiring more local reps.

Reimbursement money for training is up again, but there will be less available next year. We will be taking advantage of this money.

Discussed September drill- Talked about good and bad feedback that was received, and how we can make future drills better.

Pump testing will take place Wednesday morning

Officer selection committee- Applications will be at stations and city hall October 17- November 7th and will be due back November 10th.

New Business-

Training ideas- Railroad, Officer boot camp

Waconia 911 ceremony was very nice. Gerber and Hayes gave speeches

Fire prevention dates- Central October 7th, St Johns October 14th. Melissa is in contact with McDonalds for their upcoming fire prevention date.

Budget updates- nothing has changed

Walkthrough for Rob's dad's wake is 6:15 Tuesday night

Discussed adding a training captain. This will be included in this year's selection process, and will be on a 1 year trial and will be an unpaid position. Their job will be in aiding Chief 4 in training ideas and helping new members that join in the future if they have questions. After seeing how it works, it could turn into a 2 year position alternating years with Chief 4. Bylaws would

NYA FIRE DEPARTMENT
GENERAL MEETING
FEBRUARY 8th, 2016

Meeting called to order by Steve Z

Roll call taken by Mark T

Motion to accept minutes by Justin N 2nd by Paul L. Motion carried

Treasurers report given by Mark S

December 2015 General Fund	January 2016 General Fund
Checking \$ 1,585.08	Checking \$18,203.69
Savings \$ 32,417.67	Savings \$12,042.67
Total \$ 34,002.75	Total \$30,246.36

Motion to accept treasurers report by Paul L 2nd by Kevin R. Motion carried

Old Business

EMR make up class at Cologne Feb. 17th at 7:00 p.m.

Township meetings went well. We discussed what we look at budgeting for in the next few years.

The townships are in the 1st of their two year contracts

Dispatch will be starting to do 20 minute Para check on every call. So we need give them a status when they call and if we still need them to continue with the Para check

Everything is ready for the Banquet

Vent on tanker was leaking it has been fixed.

Mark T will have the parking brake on the Chev looked at

Chris G will look at the garage door opener in Station #2

We need to meet with the people who do the calendars and discussed the problems we had with them this year, so we can make sure it doesn't happen next year

We need to make sure everyone has stop at the city and filled out their I-9 form so the city has it

In June we should receive the DNR Grant for \$5000.00

New Business

Need to talk to dispatch about duty crews. How it would work and if it would be beneficial for us

Waconia and Victoria are looking at going to duty crews

The Harbor and Peace Villa buildings are working at fixing the phone problems, that will help to make sure we will be dispatched to the right building when we have a call to them.

We will look at going through the new Memory Care Building

Active shooter class dates have been set up, so please sign up to go to one of them

Anyone with kids going to college please see Kevin R about the Scholarships

Jesse M gave an update from the classes he went to.

We should go through our preplans, so we all know where they are and how to find them

Look at maybe doing a MCI this year

We will not be burning the house in Bongards, the smoke would go in the air vents at the creamery

Joe K gave his letter of resignation from the fire department, but would like to stay on the rescue reserve. It will go into affect on March 1st, 2016

Motion to adjourn by Pete L 2nd by Joe K. Motion carried. Roll call by Mark T

Norwood Young America Fire Department
General Meeting Minutes
April 11th 2016

Meeting called to order by Steve Zumberge

Roll call taken by Kevin Raether

Motion to accept minutes by Paul L 2nd by Jason F. Motion carried

Treasurers report given by Mark Stender

February 2016 General Fund		March 2016 General Fund	
Checking	\$ 4,081.58	Checking	\$ 2,576.58
Savings	\$ 9,042.67	Savings	\$ 9,583.93
Total	\$ 13,124.25	Total	\$12,160.51

Motion to accept treasurers report by Jason F 2nd by Kevin R. Motion carried

Thank you to the truck committee for their work in looking for a used truck that would fit our needs and save the tax payers about \$100,000. St Louis Park has two mini pumpers that they looked. They are both standard cabs and each is set up a little different. After measuring the bay at the south station we don't think a squad cab would fit. Steve Z will be talking to the city about the trucks

We will be working with dispatch on box alarm. Dispatch have move the test page from 6:00p.m to 5:30p.m. Because they have a shift change at 6:00 p.m.

Station on call is moving forward for non-life threatening calls. We will have different pager tones for which station is on call and one for both stations

Paul L gave an update from the regional meeting he went to. They discussed hazards spills and Materials. Anything over 5 gallons should be reported.

Active shooter classes are going good. They will be giving each department mega movers and a small bag with other supplies in it in case of a active shooter incident

April 17th Pork Chop Dinner in Hamburg

April 18th the boy scouts will be having a helicopter landing zone at Central Elementary School

April 25th Steak Fry at Cologne

May 2nd Hose Test

June 5th is Firefighter Day Out at the Twins Game

June 10th - 12th Winstock Tickets Jason Franck won them

Chains on the chain saws have been replaced they are to be used for trees and wood only. For roofs use the chain saw in the utility truck

Brake parking light in the Chev tanker is still coming on when the parking brake is off

We have 3 people on a waiting list to get on the department. We will be looking at possibly adding two new firefighters a year.

Motion to adjourn by Matt S 2nd by Todd K. Motion carried

Final roll call by Chris Glander

NYA Fire Department
General Meeting Minutes
June 13th 2016

Meeting called to order by Steve Z

Roll call taken by Mark T.

Motion to accept minutes by Jason F, 2nd by Todd K. Motion carried

Treasures report given by Mark T

April

Checking \$ 1,187.65

Saving \$10,108.93

Total \$11,295.58

May

Checking \$ 1,113.69

Saving \$10,108.93

Total \$11,222.62

Motion to accept treasures minutes by Paul L, 2nd by Todd K. Motion carried

June 18th Cologne house burn

Old Business

We need to do a better job at getting detail done

The city asked if we put the mini pumper out for bids. The auditor said any purchase over \$100,000 we need to put out for bids. We will post it in the paper for the next two weeks

Ryder Cup is Sept 27th - Oct 2nd it's 3rd largest event in the world. We need 3 people to sign up to work on Sept. 30th and 3 for Oct 2nd by June 17th. You will need to attend a training class

They will be pressuring the South Station this week and painting it. We will be getting bids to replacing the concrete pad at the South Station next year.

We will be updating our pictures at the BBQ and Wax night

When we get called out for weather spotting show up at the station and check into dispatch and than go to the weather channel, than we will decide if we need to go out or not. Don't forget to check the ball fields and make sure they are aware of the weather that is approaching.

Stiftungsfest Andy needs two people to help out in the brat stand, if anyone needs to switch let Paul L know so he can get the work schedules done

We will look at putting stove top fire stops in each apartment at Peace Villa, they cost \$38 for each apartment. \$2,850.00 for all of them we will look at using the calendar money to buy them

Motion to purchasing them by Jason F, 2nd by Todd K. Motion carried

There will be a Image Trend class on June 22nd for any one that wants to attend

Brad D will be donating a thermos imaging camera to the department

We need bandages, 4x4 bandages, ice packs and new blood pressure cuffs for the medical bags

Jesse gave an update on the Calendars. We will design them ourselves, mailing them will be over weight so we will need to figure out how we will distribute them

Kevin Sullivan is donating his wool jacket to anyone that would like it, let Steve Z know if interested in it

BBQ we will look at doing the check list for the first year fire fighters

We will be putting respirators in the trucks for grass fires. We will get alcohol wipes to clean them out after each use. They are for grass fires only, not to be used for structure fires

Andy W will be making new softball hats if interested let him know

Motion to adjourn by Pete L, 2nd by Robbie B motion carried

Last roll call by Mark T

Norwood Young America Fire Department
General Meeting
August 8th, 2016

Meeting called to order by Steve Z

Roll call taken by Mark T

Motion to accept minutes by Todd K 2nd by Jason F motion carried

Treasurers report given by Mark S

June		July	
Checking	\$ 899.65	Checking	\$ 1,194.35
Savings	\$10,108.93	Savings	\$ 6,608.93
Total	\$11,008.58	Total	\$ 7,803.28

Motion to accept treasurers report by Paul L 2nd by Steve N motion carried

Stand by for Waconia Fire October 1st Steve E, Steve Z, Jessie H, Rollin B, Andy W, Romie W
Sept 19th or 22nd training nights for the Ryder Cup

Position up for election are Chief 1, Chief 2, Captain 1, Captain 3, Secretary, Captain 4

New Germany tournament went well. Women took first in volleyball.

Everyone will get credit for the calls we had during the New Germany Tournament

We will be having a responsible server training class for Stiftungsfest

Some people have used the new binder lift and it seem to work well

Everything is going as planned with the Mini Pumper

All the painting at NYA Station #2 is complete, we will be working on the sign and lighting

Everyone should have their work schedule for Stiftungsfest if you need to switch see Steve Z

We have 105 floats for the parade so far

We will try to get the stove top fire stops installed this coming week

Thermal Imaging Camera has been installed in Engine 11

Jesse M gave an update on the calendars. We will be looking at designing them ourselves and using pictures from drills and trainings

Steve Z meet with Tim Walsh about the duty crews and how it would work for us. We will be looking to start December 1st

Cologne Fire will be using the smoke trailer at the Carver County Fair

We received a check from Tour de Tonka for helping with traffic

Thoughts about the short piercing nozzle were positive. Motion was made by Paul L to purchase one and 2nd by Pete L motion was accepted and we will budget for one next year

Chris G will look at the garage doors for the tankers at NYA Station #2

We need to start looking at what we will be asking the city to contribute to our next 5 year plan for our retirement fund

Brad D will be renting a bus for his Birthday party if interested see him

If we have sever weather and their are people at the ball fields we need to make sure that they are aware of it and send them home or to the fire station

Steve N, Chris G, Brad D, Jason F will be on the election for selection committee

Parade truck is back up and ready for the parade we will have the retirees on it

Explores will be on the fire truck. We will not have any firefighters in the parade

Motion to adjourn by Todd K, 2nd by Jason F. Motion carried. Final roll call by Mark T

June Expenses		Check #
Spartan Nash	\$209.04	2551
Klein Bank	\$ 5.00	
Total Expenses	\$214.04	
June Income	\$0.00	

July Expenses		Check #
Judy Thomas	\$ 58.45	2553
Rucks Meats	\$ 103.65	2554
Louisville Fire & safety	\$2,850.00	2555
Spartan Nash	\$ 153.20	2556
Extreme Integrations	\$ 35.00	2558
Klein Bank	\$ 5.00	
Total Expenses	\$3,205.30	
July Income	\$0.00	

NYA Fire Department
General Meeting
October 10th, 2016

Meeting called to order by Chris G

Roll call taken by Mark T

Motion to accept the minutes by Kevin R 2nd by Pete. Motion carried

Treasurers report given by Mark S

	August		September
Checking \$	867.53	Checking \$	862.53
Savings	\$11,709.68	Savings	\$31,681.80
Total	\$12,577.21	Total	\$32,544.33

Motion to accept treasurers report by Brad D, 2nd by Jason F motion carried

Applications for officers position will be out October 17th, 2016

We will have a one year trial period for Captain 4 (Training Captain). Non paid position. After that we will vote to see if we want to continue with that position or not and at that time we will add it to our by-laws

We will be cleaning the Station on October 30th for our Open House on October 31st

We will be getting different SCBA Packs in to look to start replacing ours. We will be starting to budget for them next year. We will also be applying for grants to help us pay for them. We will also be looking into leasing options, to see if that would be better for us

For Stiftungsfest next year we will need to look at playing the womans softball games at the elementary fields, because they will have the State Baseball Tournament at the Sport Complex

Thank you goes out to everyone that helped out at the schools for fire prevention week

We will be looking at going to looking at the mini pumper and seeing what else we might be able to purchase from them for the truck. We have somethings from the other trucks.

Chris G has a group of people that will be going through all the trucks and making up new detail lists for each truck and taking pictures of where things go and hanging them inside the door of each compartment so we know where everything go

We will need to find a place for the parade truck. Pro-Auto will be looking to see what it will cost to fix the transmission

We will budget next year for a new piercing nozzle

We need to find someone else to do the duck dinner, Jenny will not be doing it

Pete L, Brad D, Steve N will be on the committee for the duck dinner

Steve K will be sending out invites to the retirees

The cabinets and here. Todd K brought up that maybe we need to look at getting an outside source to install them, but we will try to get them put back in when the guys have the time

We are missing a bag for the gum-bi suits from the drill out at Baylor Park

Paul had the tracks on the track machine adjusted

Robbie B and his family thanked everyone for all their support and showing up at the wake

Motion was made to have flags put on everyone's dress shirt right sleeve by Mike V, 2nd by Brad D. Motion carried

Steve E will be going to scale on Saturday for training anyone that wants to go with let him know

We will need people from NYA Station #2 to learn to run the mini-pumper

We need to look at our SOG and see if they need to be updated

Motion to adjourn by Jason F, 2nd by Brad D motion carried

Final roll by Mark T

August Expenses		Check #
New Germany FD	\$ 110.00	2552
Chris Glander	\$ 35.48	2557
K&K Fun Time	\$176.34	2559
Klein Bank	\$ 5.00	
Total Expenses	\$ 326.82	

August Income	
Donation	\$ 100.00
State Grant	\$ 5,000.00
Total Income	\$5,100.00

September Expenses		Check #
Klein Bank	\$ 5.00	
Total Expenses	\$5.00	

September Income	
Stiftungsfest 2015	\$19,972.12
Total Income	\$19,972.12

City of Norwood Young America
City Council Minutes
January 9, 2017 – 6:30 p.m. – City Hall Council Chambers

Council Members Present: Craig Heher, Carol Lagergren, Mike McPadden, Dick Stolz
City Staff Present: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes
Others Present: Charlie Storms, Mark Lagergren

1. Call Meeting of City Council to Order

1.1 Pledge of Allegiance

Lagergren called the meeting of the City Council to order at 6:32pm.

1.2 Oath of Office

Lagergren, Heher, McPadden and Stolz took the Oath of Office.

2. Approve Agenda

Motion: McPadden to approve the agenda. Second Heher. Vote 4 – 0. Motion carried.

3. Introductions, Presentations, Proclamations, Awards, and Public Comment - none

4. Consent Agenda

4.1 Approve minutes of December 12, 2016 meeting

4.2 Approve payment of Claims

Motion: Stolz to approve the consent agenda. Second McPadden. Vote 4 – 0. Motion carried.

5. Old Business

5.1 Resolution 2017-02, Amending 2016 Budget

Motion: McPadden to approve Resolution 2017-02 Amending 2016 Budget. Second Heher. Vote 4 – 0. Motion carried.

Motion: Heher to approve payment of these claims. Second Stolz. Vote 4 – 0. Motion carried.

6. New Business

6.1 Resolution 2017-01 - Organization of the City of Norwood Young America
Reviewed Resolution 2017-01 – Organization of the City of Norwood Young America.

- Signatory authority: Lagergren and Stolz
- Acting Mayor: Stolz
- Association of Carver County Elected Leaders (ACCEL): Stolz
- Local Government Workgroup: Lagergren
- Southwest Corridor Transportation Coalition: McPadden
- Highway 5 Corridor Study: Stolz
- Stiftungsfest Board: McPadden
- MnDOT PAC: Lagergren
- Personnel Committee: Lagergren and Heher
- Railroad Coalition: McPadden
- Safety Committee: Stolz
- Rental Housing License Appeals Board: Heher, Bill Grundahl (Planning Commission Rep)
- Planning Commission: Heher
- Economic Development Commission: Lagergren, McPadden, Kaarin Foede (Chamber Rep)
- Parks & Rec Commission: Heher, JR Hoernemann (Planning Commission Rep)
- Senior Advisory Committee: Dick Stolz

Motion: Heher to approve Resolution 2017-01 Organization of the City of Norwood Young America (with the said updates). Second McPadden. Vote 4 – 0. Motion carried.

6.2 City Council Vacancy

Due to Lagergren being voted in as the Mayor, her council seat is now available. Past practice has been to accept applications, interview applicants and then appoint new member.

Motion: Stolz to post and accept applications for the open City Council seat until Thursday, January 19, 2017, and to hold interviews during the workshop meeting on Monday, January 23, 2017. Second Heher. Vote 4 – 0. Motion carried.

6.3 Bolton & Menk 2017 Engineering Services & Fee Schedule

Jake Saulsbury of Bolton & Menk presented their fee schedule for 2017. There were minimal changes from 2016.

6.4 Liability Insurance Coverage Waiver

With the City's renewal of its Property and Liability Insurance, the Council is required to either waive or not waive the monetary limits set by state statute.

Motion: Stolz to not waive the monetary limits on municipal tort liability established by MN Statutes 466.04. Second McPadden. Vote 4 – 0. Motion carried.

6.5 Public Service Director Position

Hayes reviewed the job descriptions of the newly created Public Services Director position. There are three different job descriptions based on the water and sewer licenses that the candidates may have. The 2017 budget includes the expected wages of this new position.

Motion: McPadden to approve the Public Services Director job descriptions. Second Stolz. Vote 4- 0. Motion carried.

Motion: Heher to post the Public Services Director position. Second McPadden. Vote 4 – 0. Motion carried.

6.6 Pay Equity Implementation Report

Hayes reviewed the Pay Equity Implementation Report. Information is taken from the 2016 positions and wages. The City is in compliance.

Motion: Stolz to approve the Pay Equity Implementation Report. Second McPadden. Vote 4 – 0. Motion carried.

7. Council Member's Reports

Heher: Planning Commission held Public Hearings in December regarding Sign Ordinance, Adult Usage Ordinance and Storage Pods. Parks reviewed 2016 goals and set goals for 2017.

McPadden: EDC will meet this Wednesday to discuss branding/logo. A lot of interest in businesses wanting to come to NYA.

Stolz: None

8. Mayor's Report

Curfman now in compliance. Centerpoint Energy increase in delivery charge, approximately \$2.00 a month. Thank you to the Public Services Department for working in the bitter cold getting our streets plowed. Reminder of Nuisance Ordinance regarding pets: owners must pick up and dispose of waste.

9. Adjournment

Motion: McPadden to adjourn at 7:25pm. Second Heher. Vote 4 – 0. Motion carried.

Sincerely Submitted:

Kelly Hayes, City Clerk/Treasurer

Mayor

UPCOMING EVENTS

January 11	Economic Development Commission – 6:30 p.m.
January 12	Senior Advisory Committee – 9:00 a.m.
January 16	Martin Luther King Jr. Day – City Offices Closed
January 18	Parks and Rec. Commission – 5:30 p.m.; Planning Commission 7:00 p.m.
January 19	Chamber of Commerce Annual Banquet – Oak Grove Senior Residence
January 23	City Council Workshop – 6:00 p.m.
January 23	EDA and City Council – 7:00 p.m.

CITY OF NORWOOD YOUNG AMERICA

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

To Be Approved: January 23, 2017

Pre-Paid Claims (Check Sequence #504089-504102; 26471)	<u>\$14,055.87</u>
Claims Pending Payment (Check Sequence #26472-26514)	<u>\$67,068.07</u>
Grand Total	<u>\$81,123.94</u>

PAYROLL 1/12/17

CHECK #	EMPLOYEE NAME	GROSS
504089	ARETZ, BRENT R	\$2,884.19
504090	FRAHM, KEVIN	\$1,406.00
504091	HAAG, HERMAN	\$46.34
504092	HAYES, KELLY	\$2,187.20
504093	Hormann, Duane	\$259.74
504094	NIESEN, CHRISTOPHER D.	\$1,546.00
504095	SCHNEEDWIND, BRIAN O	\$1,406.00
504096	LENZ, DEBRA A	\$1,865.60
504097	MENZEL, ALICIA	\$1,569.61
504098	STENDER, DANIEL H	\$2,028.95
504099	HELGET, STEVE	\$3,460.01
504100	KLOEMPKEN, JASON A	\$1,705.51
504101	HOOF, DALE H	\$159.68
504102	KLEINBANK - NET	\$13,491.87
	GROSS	\$20,524.83

CITY OF NORWOOD YOUNG AMERICA

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JANUARY 2017

	Check Amt	Invoice	Comment
10100 CHECKING			
Paid Chk# 026471		1/12/2017	USPS
E 101-41400-350		Print/Publishing/Postage	
	\$564.00		12 ROLLS OF STAMPS
	<u>Total USPS</u>		
	\$564.00		
	<u>10100 CHECKING</u>		
	\$564.00		

Fund Summary

<u>10100 CHECKING</u>	
101 GENERAL FUND	\$564.00
	<u>\$564.00</u>

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DECEMBER 2016 to JANUARY 2017

			Check Amt	Invoice	Comment
10100 CHECKING					
Paid Chk#	026472	1/9/2017	A-1 ELECTRIC SERV OF WACONIA		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$81.25	19967	WASTEWATER TREATMENT PLANT
Total A-1 ELECTRIC SERV OF WACONIA			\$81.25		
<hr/>					
Paid Chk#	026473	1/9/2017	BOLTON & MENK, INC		
E 601-49400-500	Capital Outlay (GENERAL)		\$2,000.00	0198505	2016 WATER SUPPLY PLAN
E 101-41320-303	Engineering Fees		\$894.00	0198506	LOOMIS HOMES
E 602-49450-303	Engineering Fees		\$87.97	0198508	PHOSPHORUS
E 101-41320-303	Engineering Fees		\$55.00	0198509	WACONIA
E 101-41320-303	Engineering Fees		\$27.50	0198509	VICKERMAN
Total BOLTON & MENK, INC			\$3,064.47		
<hr/>					
Paid Chk#	026474	1/9/2017	CARDMEMBER SERVICE		
E 101-43100-221	Repair/Maintenance Equipment		\$110.70		
E 601-49400-221	Repair/Maintenance Equipment		\$40.70		
E 101-41400-331	Travel/Meeting Expense		\$31.05		
E 101-41110-350	Print/Publishing/Postage		\$19.75		
E 602-49450-221	Repair/Maintenance Equipment		\$40.69		
E 101-42200-207	Training Instructional		\$215.00		
Total CARDMEMBER SERVICE			\$457.89		
<hr/>					
Paid Chk#	026475	1/9/2017	CARQUEST AUTO PARTS		
E 101-43100-221	Repair/Maintenance Equipment		\$28.00	5927-138912	EXT SERV
E 101-43100-221	Repair/Maintenance Equipment		\$20.94	5927-139018	METAL VALVE
E 101-43100-221	Repair/Maintenance Equipment		\$11.45	5927-139079	LENS CLEANER, SANPAPER
E 602-49450-221	Repair/Maintenance Equipment		\$9.20	5927-139290	SPARK PLUG, BRAKE CLEANER
E 601-49400-221	Repair/Maintenance Equipment		\$9.20	5927-139290	SPARK PLUG, BRAKE CLEANER
E 602-49450-221	Repair/Maintenance Equipment		\$1.58	5927-139354	BULB
E 601-49400-221	Repair/Maintenance Equipment		\$1.58	5927-139354	BULB
E 101-43100-221	Repair/Maintenance Equipment		\$39.78	5927-139383	MAP LIGHTS
E 101-43100-221	Repair/Maintenance Equipment		\$10.99	5927-139389	BACK-UP LAMP
E 101-43100-221	Repair/Maintenance Equipment		\$22.32	5927-139425	WASHER FLUID
E 101-43100-221	Repair/Maintenance Equipment		\$90.91	5927-139446	EXACT FIT, SCRAPER
E 101-43100-221	Repair/Maintenance Equipment		\$26.77	5927-139501	BULKHEAD UNION, UTILITY TOOL
E 601-49400-221	Repair/Maintenance Equipment		\$3.74	5927-139502	SPARK PLUGS
E 602-49450-221	Repair/Maintenance Equipment		\$3.73	5927-139502	SPARK PLUGS
E 101-43100-221	Repair/Maintenance Equipment		\$9.32	5927-139546	EYEBOLT
E 101-43100-221	Repair/Maintenance Equipment		\$97.25	5927-139591	COUPLING
E 101-43100-221	Repair/Maintenance Equipment		\$20.30	5927-139762	ANTI-FREEZE
E 602-49450-221	Repair/Maintenance Equipment		\$27.54	5927-139765	MOTORCRAFT 5W20
E 601-49400-221	Repair/Maintenance Equipment		\$27.54	5927-139765	MOTORCRAFT 5W20
E 601-49400-221	Repair/Maintenance Equipment		\$3.72	5927-140262	WASHER FLUID
E 602-49450-221	Repair/Maintenance Equipment		\$3.72	5927-140262	WASHER FLUID
Total CARQUEST AUTO PARTS			\$469.58		
<hr/>					
Paid Chk#	026476	1/9/2017	CARVER COUNTY		
E 602-49450-500	Capital Outlay (GENERAL)		\$2,844.91	GIS1226	4TH QTR GIS

CITY OF NORWOOD YOUNG AMERICA

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DECEMBER 2016 to JANUARY 2017

			Check Amt	Invoice	Comment
E 601-49400-500	Capital Outlay (GENERAL)		\$2,844.92	GIS1226	4TH QTR GIS
E 101-42100-311	County Police Contract		\$310.85	SHERI002790	4TH QTR OVERTIME
Total CARVER COUNTY			\$6,000.68		
Paid Chk# 026477 1/9/2017 CENTER POINT					
E 101-45500-383	Gas Utilities		\$209.09		314 ELM ST W
E 101-41940-383	Gas Utilities		\$329.95		310 ELM ST W
E 101-41940-383	Gas Utilities		\$65.88		318 ELM ST W
E 601-49400-383	Gas Utilities		\$288.21		104 3RD AVE SE
E 602-49450-383	Gas Utilities		\$17.07		406 2ND AVE SE
Total CENTER POINT			\$910.20		
Paid Chk# 026478 1/9/2017 H&L MESABI					
E 101-43100-221	Repair/Maintenance Equipment		\$224.09	97436	PLOW BOLT W/NUT
Total H&L MESABI			\$224.09		
Paid Chk# 026479 1/9/2017 HILGERS PLUMBING & HEATING, IN					
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$418.95	11221	SEWER PLANT HEATER
Total HILGERS PLUMBING & HEATING, IN			\$418.95		
Paid Chk# 026480 1/9/2017 HILLYARD FLOOR CARE SUPPLY					
E 101-41940-221	Repair/Maintenance Equipment		\$227.00	700266217	CLAY SCRUBBER
E 101-41940-221	Repair/Maintenance Equipment		\$139.00	700266218	PAVILION SCRUBBER
Total HILLYARD FLOOR CARE SUPPLY			\$366.00		
Paid Chk# 026481 1/9/2017 KLEINBANK					
G 101-21718	HSA ACCOUNT		\$453.33		HELGET HSA
Total KLEINBANK			\$453.33		
Paid Chk# 026482 1/9/2017 KWIK TRIP INC.					
E 101-43100-212	Motor Fuels		\$165.35		
Total KWIK TRIP INC.			\$165.35		
Paid Chk# 026483 1/9/2017 MAYER LUMBER CO.					
E 101-45200-221	Repair/Maintenance Equipment		\$660.28		WILLKOMMEN PARK & SHOP DOORS
E 101-43100-221	Repair/Maintenance Equipment		\$54.96		WILLKOMMEN PARK & SHOP DOORS
Total MAYER LUMBER CO.			\$715.24		
Paid Chk# 026484 1/9/2017 MN DEPT OF EMPLOYMENT & EC DEV					
E 101-43100-430	Miscellaneous (GENERAL)		\$265.45		SCHRUPP UNEMPLOY
E 101-42200-430	Miscellaneous (GENERAL)		\$0.30		MAAS UNEMPLOY
Total MN DEPT OF EMPLOYMENT & EC DEV			\$265.75		
Paid Chk# 026485 1/9/2017 MN DEPT OF LABOR & INDUSTRY					
G 101-21721	State Bldg Surcharge Fee		\$660.39		4TH QTR SURCHARGE REPORT
Total MN DEPT OF LABOR & INDUSTRY			\$660.39		
Paid Chk# 026486 1/9/2017 NORTH AMERICAN SAFETY INC					
E 101-43100-211	Personal Protection Equipment		\$116.88	23874	HIGH VIS JACKET

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DECEMBER 2016 to JANUARY 2017

			Check Amt	Invoice	Comment
Total	NORTH AMERICAN SAFETY INC		\$116.88		
Paid Chk#	026487	1/9/2017			SMITH OIL CO
E 101-43100-212	Motor Fuels		\$227.59		
E 601-49400-212	Motor Fuels		\$108.26		
E 101-45200-212	Motor Fuels		\$97.54		
E 101-42200-212	Motor Fuels		\$33.00		
E 101-42200-212	Motor Fuels		\$231.52		FIRE DEPT FUEL
E 602-49450-212	Motor Fuels		\$108.29		
	Total SMITH OIL CO		\$806.20		
Paid Chk#	026488	1/9/2017			STRACK CONSULTING LLC
E 101-41320-305	Other Professional Fees		\$1,020.00		PLANNING CONSULTANT
	Total STRACK CONSULTING LLC		\$1,020.00		
Paid Chk#	026489	1/9/2017			UNITED FARMERS CO-OP
E 602-49450-221	Repair/Maintenance Equipment		\$8.00		OIL
E 601-49400-221	Repair/Maintenance Equipment		\$7.99		OIL
E 101-45200-221	Repair/Maintenance Equipment		\$45.39		CHAINSAW
	Total UNITED FARMERS CO-OP		\$61.38		
Paid Chk#	026490	1/9/2017			XCEL ENERGY
E 101-42500-381	Electric Utilities		\$12.75		
E 101-43100-380	Street Lighting		\$2,397.66		
E 101-43100-381	Electric Utilities		\$572.51		
E 101-45200-381	Electric Utilities		\$463.10		
E 602-49450-381	Electric Utilities		\$5,383.55		
E 101-45500-381	Electric Utilities		\$903.14		
E 101-42200-381	Electric Utilities		\$310.08		
E 601-49400-381	Electric Utilities		\$791.10		
E 101-41940-381	Electric Utilities		\$1,562.66		
E 601-49400-381	Electric Utilities		\$2,510.76		104 3RD AVE SE
E 101-49860-381	Electric Utilities		\$370.58		
	Total XCEL ENERGY		\$15,277.89		
Paid Chk#	026491	1/23/2017			ARETZ, BRENT R
E 101-43100-211	Personal Protection Equipment		\$39.62		BOOT REIMBURSEMENT
	Total ARETZ, BRENT R		\$39.62		
Paid Chk#	026492	1/23/2017			CARVER COUNTY
E 101-41410-350	Print/Publishing/Postage		\$1,102.73	1822	ELECTION SETUP FEES
	Total CARVER COUNTY		\$1,102.73		
Paid Chk#	026493	1/23/2017			CARVER COUNTY
E 101-41400-438	Taxes and Assessments		\$316.09		PID 58.0500720 SPECIAL ASSESSMENT
	Total CARVER COUNTY		\$316.09		
Paid Chk#	026494	1/23/2017			CARVER COUNTY FD MUTUAL AID A
E 101-42200-433	Dues and Subscriptions		\$250.00	FD201708	ANNUAL DUES

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DECEMBER 2016 to JANUARY 2017

			Check Amt	Invoice	Comment
Total CARVER COUNTY FD MUTUAL AID A			\$250.00		
Paid Chk#	026495	1/23/2017	CARVERLINK-CARVER CO BROADBAND		
E	101-41940-321	Telephone	\$142.22		
E	101-42100-321	Telephone	\$24.41		
E	101-45500-321	Telephone	\$24.41		
E	602-49450-321	Telephone	\$76.90		
E	101-42200-321	Telephone	\$156.90		
E	101-43100-321	Telephone	\$34.32		
E	101-45200-321	Telephone	\$34.32		
E	101-41400-321	Telephone	\$146.45		
E	101-41300-321	Telephone	\$122.04		
E	101-41940-321	Telephone	\$186.90		
E	101-41320-321	Telephone	\$122.04		
E	601-49400-321	Telephone	\$76.90		
E	101-46500-321	Telephone	\$48.82		
Total CARVERLINK-CARVER CO BROADBAND			\$1,196.63		
Paid Chk#	026496	1/23/2017	DPC INDUSTRIES INC		
E	601-49400-216	Chemicals and Chem Products	\$144.00	827000032-17	CHLORINE
Total DPC INDUSTRIES INC			\$144.00		
Paid Chk#	026497	1/23/2017	HD SUPPLY WATERWORKS		
E	601-49400-229	Water Meters	\$3,240.00	G620540	SINGLE PORT WIRED UNITS
Total HD SUPPLY WATERWORKS			\$3,240.00		
Paid Chk#	026498	1/23/2017	HELGET, STEVE		
E	101-41300-331	Travel/Meeting Expense	\$17.12		MILEAGE
E	101-41300-331	Travel/Meeting Expense	\$9.62		MEAL
Total HELGET, STEVE			\$26.74		
Paid Chk#	026499	1/23/2017	LANO EQUIPMENT		
E	101-43100-221	Repair/Maintenance Equipment	\$17.59	6038	HYD OIL
E	101-43100-440	Lease	\$175.00	6061	BRUSH CUTTER RENT
Total LANO EQUIPMENT			\$192.59		
Paid Chk#	026500	1/23/2017	LAWSON PRODUCTS		
E	101-43100-221	Repair/Maintenance Equipment	\$133.34	9304617967	WASHERS & HOSE CLAMPS
Total LAWSON PRODUCTS			\$133.34		
Paid Chk#	026501	1/23/2017	LOFFLER BUSINESS SYS LLC		
E	101-41400-437	Maintenance Contract	\$118.80	2412430	COPIER RENT
Total LOFFLER BUSINESS SYS LLC			\$118.80		
Paid Chk#	026502	1/23/2017	MINNESOTA VALLEY TESTING LAB		
E	601-49400-217	Lab Fees	\$109.00	845823	COLIFORM
Total MINNESOTA VALLEY TESTING LAB			\$109.00		
Paid Chk#	026503	1/23/2017	MN DEPARTMENT OF HEALTH		

CITY OF NORWOOD YOUNG AMERICA

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DECEMBER 2016 to JANUARY 2017

			Check Amt	Invoice	Comment
E 601-49400-406	LICENSES		\$175.00		WELL PERMIT
Total MN DEPARTMENT OF HEALTH			\$175.00		
<hr/>					
Paid Chk# 026504	1/23/2017	MN PUBLIC FACILITIES AUTHORITY			
E 601-49400-611	Bond Interest		\$20,426.30		LOAN PAYMENT
Total MN PUBLIC FACILITIES AUTHORITY			\$20,426.30		
<hr/>					
Paid Chk# 026505	1/23/2017	MUNICIPAL DEVELOPMENT GROUP			
E 101-46500-310	Other Professional Services		\$864.39	NYA010317	EDC SERVICES
Total MUNICIPAL DEVELOPMENT GROUP			\$864.39		
<hr/>					
Paid Chk# 026506	1/23/2017	PRO AUTO & TRANSMISSION REPAIR			
E 101-43100-221	Repair/Maintenance Equipment		\$83.07	55384	P2 TIRE REPAIRS
Total PRO AUTO & TRANSMISSION REPAIR			\$83.07		
<hr/>					
Paid Chk# 026507	1/23/2017	RUPP, ANDERSON, SQUIRES, PA			
E 101-41500-304	Legal Fees		\$480.50		CARVER CO BOND SALE
E 101-41500-304	Legal Fees		\$93.00		SIGN ORD
E 101-41500-304	Legal Fees		\$31.00		MOLNAU
E 101-41500-304	Legal Fees		\$713.00		CURFMAN
E 101-41500-304	Legal Fees		\$1,302.00		RENTAL CODE
E 101-41500-304	Legal Fees		\$315.50		COUNCIL
E 101-41500-304	Legal Fees		\$930.00		PERSONNEL
E 101-41500-304	Legal Fees		\$728.50		HARBOR BUS
E 101-41500-304	Legal Fees		\$189.60		MISC
Total RUPP, ANDERSON, SQUIRES, PA			\$4,783.10		
<hr/>					
Paid Chk# 026508	1/23/2017	SUN LIFE ASSURANCE COMPANY			
G 101-21707	Disability Insurance		\$303.08		
Total SUN LIFE ASSURANCE COMPANY			\$303.08		
<hr/>					
Paid Chk# 026509	1/23/2017	TASC			
G 101-21713	Health Care Reimbursement Acct		\$112.00	IN956493	RENEWAL FEE
G 101-21713	Health Care Reimbursement Acct		\$325.00	IN956493	ADMIN
Total TASC			\$437.00		
<hr/>					
Paid Chk# 026510	1/23/2017	UNITED FIRE FIGHTER ASSOC.			
E 101-42200-433	Dues and Subscriptions		\$30.00		MEMBERSHIP DUES
Total UNITED FIRE FIGHTER ASSOC.			\$30.00		
<hr/>					
Paid Chk# 026511	1/23/2017	UNUM LIFE INSURANCE CO			
G 101-21715	Life Ins		\$55.75		
Total UNUM LIFE INSURANCE CO			\$55.75		
<hr/>					
Paid Chk# 026512	1/23/2017	USPS			
E 101-42200-200	Office Supplies (GENERAL)		\$36.00		FIRE DEPT BOX RENT
Total USPS			\$36.00		
<hr/>					
Paid Chk# 026513	1/23/2017	WHITTENBERG, DAVID			

CITY OF NORWOOD YOUNG AMERICA

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DECEMBER 2016 to JANUARY 2017

		Check Amt	Invoice	Comment
E 101-45200-432	Rental Refund	\$233.00		PAVILION REFUND
	Total WHITTENBERG, DAVID	\$233.00		
<hr/>				
Paid Chk# 026514	1/23/2017	XTREME ELECTRICAL		
E 101-43100-223	Repair/Maintenance Bldg/Ground	\$1,236.32	16-8498	TEMP UP STREET LIGHTS
	Total XTREME ELECTRICAL	\$1,236.32		
	10100 CHECKING	\$67,068.07		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$25,145.80
601 WATER FUND	\$32,808.92
602 SEWER FUND	\$9,113.35
	\$67,068.07



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: January 23, 2017
SUBJECT: Economic Development Commission Appointment

The Economic Development Commission currently has a vacancy and Tina Diedrick has applied. Enclosed is her application. The vacated seat has 1-year remaining on the term.

Suggested Motion:

Motion to appoint Tina Diedrick to the Economic Development Commission.



Application for Economic Development Commission Appointment

Name: Tina Diedrick
Address: 223 Franklin St. NYA
Phone Number: Day/Evening: 952-994-1231
E-mail: ~~TMNYA~~ TMDNYA@gmail.com

=====

Please provide a brief statement about why you would like serve on the Norwood Young Economic Development Commission:

The commission has been doing a great job of setting goals + taking steps to attain those goals and I would like to help.

Please provide any background you have working within the public sector, including but not limited to employment history, volunteer work and community groups/organizations:

Mayor for the past 6 years, EDC Commission, personnel committee, planning commission, SWCTC

Have you ever held a position on an advisory board and/or city council? If so, please list your experience(s) and basic duties involved:

yes - see above

The Economic Development Commission meets monthly on the second Wednesday, typically at 6:30 p.m. at the City Hall. Do you foresee any issues in attending these meetings? If yes, please explain.

No, other than kids activities.

Please list one thing you really like about the community and one thing you would like to address if you were appointed as a commissioner:

I love the people in this town.
We need to build relationships with
developers.

Please list any additional information you would like staff and the Economic Development Commission to know about you:


Signature

4/11/17
Date



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: January 23, 2017
SUBJECT: Contract for 2017 Police Services

At the November 28, 2016 regular City Council meeting, the Council approved the Contract for 2017 Police Services contingent upon a change in the contract language which states "the Community Service Officer (CSO) will be billed hourly and not at a flat rate." According to Commander Paul Tschida, this change would impact multiple contacts and their billing process which is the same for each City. Commander Tschida stated they do reconciliation in the first part of January each year for all the Cities to determine if the CSO put in the contracted hours and if not the City is reimbursed. The CSO is mostly used for funeral direction, dogs barking and biting, and securing crime scenes.

Enclosed is a copy of the proposed 2017 contract.

Suggested Motion:

Motion to approve the Contract for 2017 Police Services

CONTRACT FOR POLICE SERVICES
Norwood Young America

THIS AGREEMENT, made and entered into this ____ day of _____, ____ by and between the County of Carver, through its Sheriff's Office (hereinafter, "County"), and the City of Norwood Young America (hereinafter, the "City"), and, collectively known as the "parties".

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements by resolution with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, said contract is authorized by Minnesota Statute, Section 471.59, 436.05, and Minnesota Statute, Section 366 and 367;

NOW, THEREFORE, it is agreed between the parties as follows:

ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police contracting services for the City. Minnesota Statutes, Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties. Minnesota Statutes, Section 436.05 allows municipalities to contract with other municipalities for police services.

ARTICLE II

1. **POLICE SERVICES.** The County agrees to provide police service within the corporate limits of the City to the extent and in the manner set forth below:
 - 1.1 Police services to be provided under this contract shall encompass those police duties and functions which are the type statutorily deemed to be the responsibility of the local communities;
 - 1.2 With input from the City, the County shall assign personnel as necessary;
 - 1.3 All matters incident to the performance of such service or the control of personnel employed to render such service shall be and remain in the control of the County;

- 1.4 In the event a dispute arises between the parties concerning the type of service to be rendered, or the manner in which such service is provided, the County shall retain sole discretion in determining a solution to said dispute (e.g., re-assignment of personnel, types of patrol, level of service available); and
- 1.5 The police services will be provided to the City for the selected number of contracted hours and/or full time equivalent (FTE) personnel. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

ARTICLE III

SPECIAL EVENT OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours and/or FTE's contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services pursuant to Minnesota Statute, Section 471.425, Prompt payment of local government bills, Subdivision 2(a) For municipalities who have governing boards which have regularly scheduled meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the parties and all of their officials, personnel, agents and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

ARTICLE V

1. PROVISION OF EQUIPMENT. It is agreed that the County shall provide all necessary labor, supervision, vehicle, equipment, and supplies to maintain and provide the police services selected herein.
2. OFFICE SPACE. If an FTE is requested, the City shall provide office and work space for the assigned personnel.
3. FINANCIAL LIABILITY. The City does not assume liability for the direct payment of any salaries, wages, or other compensation to personnel employed by the County to perform the selected services. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.

4. MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its personnel and employees against any and all liability loss, costs, damages, expenses, claims or actions, including attorney's fees which its personnel and employees may hereafter sustain, incur or be required to pay, arising out of or by reason for any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract. Liability of the County or other Minnesota political subdivisions shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.

It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes Section 471.59, Subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

LIABILITY

- (a) It is understood and agreed that liability shall be limited by the provisions of Minnesota Statutes Chapter 466. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes Section 466.04. To the full extent permitted by law, actions by parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all set forth in Minnesota Statutes, Section 471.59, Subdivision 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.
- (b) For purposes of determining total liability damages, the participating governmental units and the joint board, if one is established, are considered a single governmental unit and the total liability for the participating governmental units and the joint board, if established, shall not exceed the limits on governmental liability for a single governmental unit as specified in State Statute, Section 3.736 or Section 466.04, Subdivision 1, or as waived or extended by the joint board or all participating governmental units under State Statute, Section 3.736, Subdivision 8 or Section 471.981. The parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing

to be responsible for acts or omissions of the other parties.

5. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel and equipment used by the County in the provision of the selected services will be provided by the County.

ARTICLE VI

1. TERM. The term of this contract shall be January 1, 2017 to December 31, 2017. The term of this Agreement may be extended for up to an additional sixty (60) days under the same terms and conditions, provided the parties are attempting in good faith to negotiate a new Agreement. This Agreement extension shall automatically terminate upon the parties' entering into a new written Agreement, or on the sixtieth (60th) day, whichever occurs first.
2. RATE. The Sheriff's Office has presented the City with a recommended police plan which includes the police contract rates.
3. NOTICE.
 - 3.1 If the County does not desire to enter into a contract for police service for 2018, the City shall be so notified in writing six (6) months prior to the expiration of the current contract.
 - 3.2 On or before August 15 of the current contract year, the County shall notify the City of the police contract rates for the following year.
 - 3.3 The City shall notify the County of its intention to contract for police services for the following year no later than October 15 of the current contract year.
 - 3.4 In the event the City shall fail to give notice as required above, the County shall presume the City does not desire to enter into an Agreement with the County for police services.
 - 3.5 Notice under the above provisions shall be sent to:

Commander Paul Tschida
Carver County Sheriff's Office
606 East 4th Street
Chaska, MN 55318
ptschida@co.carver.mn.us
Office: 952-361-1207
Cell: 952-457-7302

City of Norwood Young America
Steve Helget, Administrator
310 Elm Street West
Norwood Young America, Mn
55368
Phone: 952-467-1800

ARTICLE VII

MENU OF POLICE SERVICES

1. POLICE STAFFING OPTIONS

1.1 FULL TIME EQUIVALENT (FTE) PERSONNEL OPTION

1.1.1 FTE personnel are Full Time Employees dedicated to the contract community. The FTE deputies compensated time includes regular assignment duties, training, holidays, vacation, sick leave and other benefited time. The FTE deputy position is not automatically backfilled when the deputy is away from assignment for the above types of compensated time. The FTE deputy costs include: salary, benefits, supervision, administration, training, clerical support, insurance, and county overhead. The FTE costs do not include additional hours which are necessary for court or filling a shift for a compensated day off.

The first forty (40) hours the deputy is gone from the community while on military leave will not be backfilled. The Sheriff's Office will backfill the position or credit back the time for military leave after the first 40 hours.

The first eighty (80) hours a deputy is gone from the community on FMLA leave will not be backfilled; it will be treated like sick leave. The Sheriff's Office will backfill the position or credit back the time for FMLA after the first 80 hours of FMLA is completed.

If the City requests coverage for compensated days off noted above, it is recommended the City set aside a contingency for additional hours. Additional hours for deputies will be billed at \$59.21.

The SouthWest Metro Drug Task Force will invoice \$2,100 separately.

Hours worked on a designated holiday will be billed at double the FTE's hourly pay rate per the collective bargaining agreement(s).

PERSONNEL COST

Deputy .7 (2080 FTE)	\$69,169
Liaison Corporal .9 (2080 FTE)	\$88,932
CSO - 364 hours	\$12,179

VEHICLE COST

Patrol Vehicle - .7	<u>\$14,765</u>
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<u>TOTAL POLICE SERVICES</u>	\$185,045
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2. PAYMENT. The Sheriff shall invoice one half of the total amount of the current year police staffing option cost hereunder, or \$92,522.50 to be paid on or before June 30 of the current contract year. The Sheriff shall invoice the remaining half, or \$92,522.50 to be paid on or before November 30 of the current contract year.
3. MINNESOTA STATE POLICE AID. The County, upon receiving Minnesota State Police Aid, shall reimburse the City pursuant to Minnesota Statute, Section 69.011.

ARTICLE VIII

1. DATA. All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statute Section 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.
2. AUDIT. Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.
3. NONWAIVER, SEVERABILITY AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder unless it shall substantially impair the value of the Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid one that most closely approximates the intent of the Agreement.

The laws of the State of Minnesota apply to this Agreement.

4. MERGER AND MODIFICATION. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

IN WITNESS THEREOF, the Municipality has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this _____ day of _____, _____

SIGNED: _____ DATE: _____
Mayor

SIGNED: _____ DATE: _____
City Administrator

IN WITNESS THEREOF, the County of Carver has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this _____ day of _____, _____

COUNTY OF CARVER:

SIGNED: _____ DATE: _____
CHAIR, BOARD OF COMMISSIONERS

SIGNED: _____ DATE: _____
SHERIFF

Attest

SIGNED: _____ DATE: _____
COUNTY ADMINISTRATOR



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 Lagergren and Members of the City Council
FROM: Kelly Hayes, City Clerk / Treasurer
DATE: January 23, 2017
RE: Approve Summer Recreation Program Expenses

In the past, the City has budgeted for summer programs that are administered through Community Education. The City has budgeted the following amounts for 2017:

1. \$2,000 for the Summer Recreation Program
2. \$3,000 for the Summer Enhanced Program

Julie Kuenzel, Director of Community Education, is requesting financial assistance from the City to help fund the Summer Enhanced program and the Summer Recreation Programs. The amounts requested are budgeted in the Pool and Parks Departments. These programs have been of great benefit to all members of the community.

Ms. Kuenzel is also requesting \$200 to cover the expense of the advertisement for swimming lessons in the Community Education Brochure.

RECOMMENDATION:

A motion to authorize payment of \$5,200 to District 108 Community Education. \$2,000 for the Summer Recreation Program, \$3,000 for the Summer Enhanced Program. \$200 for swimming lesson advertisement.

City of NYA
NYA, MN 55397

Dear Mayor and City Council Members,

We are again planning the Summer Enhanced program for Middle and High School Youth in Norwood Young America. A few years ago the city contributed \$6,000 towards this program. Because of tight financial times, we have been only requesting \$3,000 and we feel we have been able to continue to provide quality opportunities to these youth. We are hoping that the city will be able to provide a \$3,000 towards this program again this summer. For your dollars, middle school and high school youth will be able to participate in a large number of recreational and enrichment activities and also trips set up to various locations. I have currently have several activities set up for youth and looking to add more before summer (a copy of our brochure page is attached).

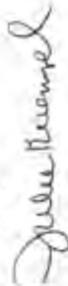
Your contributions help pay for salaries and supplies for the programs held in Norwood Young America. We like to offer these activities free or as inexpensively as possible so that all youth have a chance to participate and enjoy the summer.

We are estimating that about 15 different activities will be offered this summer to middle and high school age youth. We will also be providing the Music in the Park series this summer. There will be some type of entertainment provided in the parks every Thursday throughout the summer, **your funds also help us pay for these groups** along with an arts grant I hope to receive.

Our goal is not only to enrich our children's lives, but also to give many kids constructive things to do, which may, in turn, prevent boredom and sometimes trouble.

On behalf of the Community Education Advisory Council, I want to sincerely thank you for your consideration in funding this excellent program for your youth.

Sincerely,



Julie Kuenzel, Director of Community Education
PO Box 367
NYA, MN 55368

#23001 Wild Mountain Water Park Grades 7 and Up

Join your friends for this fun filled day of unlimited water rides, Alpine Slides, and Go-Karts. Bring a bag lunch to eat at the site or money to purchase at Wild Mountain.

Deadline: June 16th

1 Session

Wed., June 21

Bus will leave from the front of Central Elementary School at 9 am and return at 5 pm
Fee: \$35



#23002 Extreme Teen Day Grades 7 and Up

Enjoy a day at Baylor Park trying out some extreme activities! Test yourself at the archery range and get to know your inner Kat-nia with fun aiming games and challenges. Explore Eagle Lake where you might see wild-life from the canoe or slash in the lake while log rolling! We will cook lunch around the fire and learn some skills on the disc golf course. Please come prepared with swimwear, sunscreen, reusable water bottle, snacks, closed tow shoes and a change of clothes. All other equipment and lunch will be provided. This program is offered in partnership with Carver County Parks and NYA Community Education. **Deadline: June 15**

1 Session

Fri., June 23

Bus will leave from the front of Central Elementary School at 8:45 am and return at 3:30pm
Fee: \$30



#23003 Mall of America Water Park Grades 7 and Up

Lets have fun at the water park and try out our surfing skills. Your day will include four hours of time at the Mall of America Water Park and bus transportation to and from the park. You can bring a bag lunch with to eat or extra money to purchase food items at the site.

Deadline: Aug. 16th

1 session

Thurs., Aug 17th

Bus will leave from the front of Central Elem. School at 10 am and return at 4:30 pm
Fee: \$30

#23004 Tubing at Buck Hill Grades 7 and Up

Downhill fun for everyone! You no longer need snow to have a blast sliding downhill. Summer tubing is here! Everyone can enjoy the new artificial snow surface at Buck Hill, even if you don't know how to ski or snowboard.

Deadline: July 5

1 session

Wed., July 12

Bus will leave from the front of Central Elem. School at 10 am and return at 2:30 pm
Fee: \$18

#23005 AirMaxx Trampoline Park & Fun Center Grades 7 and Up

We will spend a couple of hours on the trampolines, playing Laser Tag and Mini Golf. This is a great way to get together with your friends for a fun afternoon.

1 Session

Wed., July 19

Bus will leave Central Elem. At 11:15 am and

return at 2:45 pm

There is More to Come!

We are still planning these other activities:

- A Visit to Viking Training Camp
- Trip to a Lynx Game
- Trip to a Saints Game
- Trip to a Gopher SB game
- Zip Lining in Henderson

Check out the Community Education web site for more information.

www.raiders.central.k12.mn.us

MUSIC IN THE PARK SERIES

Events Held at NYA Legion Memorial Park
Thursday's at 6:30 p.m.

June 1st: Allan and Matt Carlson
June 8th: Carver Creek Bluegrass
June 15: Robby Vee
June 22: Ron E. Cash
June 29: Czech Area Concertina
July 13: Everett Smithson Blue Grass
July 20: Jolly Ramblers
July 27th: Marv Neissel Band

*All events are free of charge and are sponsored
by a different local business each week (952) 467-7300.*

Phone (952) 467-7391, Email jkuenzel@central.k12.mn.us

REGISTER ON-LINE AT www.dist108ce.org

Community Education
Central Public Schools
PO Box 367
655 7th ST SW
NYA, MN 55368

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PAID
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PERMIT 101

ECR
POSTAL PATRONS
ISD NO. 108

A Commitment to Community and Lifelong Learning

City of NYA
NYA, MN 55368

Dear Mayor and City Council Members,

We are again planning the Summer Recreation Program for our cities. As in the past, we are asking for a contribution to help defray the costs. We are requesting \$2,000. We feel in these tight times we need to be able to offer more programs for the same amount of money, therefore we will not be asking for any increases in funding. \$2,000 is the same amount you donated towards the park program the last several summers. The "Preschool in the Park" programs we added a few years ago have been very successful so we will be doing two preschool age park programs, two school age park programs, and also one special children's event in the park.

Your contributions help pay for salaries and supplies for the summer recreation and park programs held in Norwood Young America. We like to offer these activities free or as inexpensively as possible so that all children have a chance to participate and enjoy the summer.

The local park program is held Monday - Thursday at both city parks for school age youth and for preschoolers 2 hours a day both parks. Last summer we served over 99 children from NYA who were signed up for the park programs. I hope you agree with us as to the importance of offering these activities to our youth. Our goal is not only to enrich our children's lives, but also to give many kids constructive things to do, which may, in turn, prevent boredom and sometimes trouble.

If for some reason, you've decided not to participate in this summer's program, I need to hear from you ASAP. If you have questions or concerns, please call me at 952-467-7391. If this request is granted please send payment to: Com. Ed., PO Box 367, NYA, MN 55368 by March 1st.

On behalf of the Community Education Advisory Council, I want to sincerely thank you for your consideration in funding this excellent program for your youth.

Sincerely,



Julie Kuenzel, Director of Community Education

City Administrator
City of Norwood Young America
NYA, MN 55397

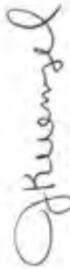
Dear City Administrator,

Since there has been a change in the process for swim lesson and passes, we no longer will be requesting the \$600 for the coordination of the program. We will however need to recoup the cost of our brochure pages. The Swimming Program took up two pages in our brochure which was mailed out to every household in our school district on top of another 300 which were mailed out. The cost is \$100/page for a total of \$200.

If you have any questions about the fee, please let me know by calling me at 952-467-7391 or emailing me at jkuenzel@central.k12.nya.mn.us.

Please send check to: Community Education, PO Box 367, NYA, MN 55368

Sincerely,



Julie Kuenzel, Director
#108 Community Education
PO Box 367
NYA, MN 55368

Architectural History Evaluation of the Pavilion (CR-
NWC-009), 21 Main Street East,
Norwood Young America, Carver County, Minnesota

Submitted to:
City of Norwood Young America
310 Elm Street West
Norwood Young America, MN 55368

Prepared by:



Cultural Services LLC

207 4th Avenue North
South St. Paul, MN 55075

Report Author:
Andrea C. Pizza, Ph.D.

November 2016

MANAGEMENT SUMMARY

The City of Norwood Young America (City) received a Minnesota Historical and Cultural Heritage Grant for a qualified historian to complete an evaluation of the pavilion building in Willkommen Memorial Park, known locally as the Pavilion (CR-NWC-009), to determine its eligibility for listing in the National Register of Historic Places (National Register). The City contracted with Deco Cultural Services LLC (Deco) to conduct the evaluation. The evaluation, which included a literature review and field documentation, was performed in July-September of 2016. Andrea Pizza served as Principal Investigator.

The Pavilion is the building with which the annual festival of Stiftungsfest, a community-defining recreational and social event in the history of (Norwood) Young America, is most closely associated. The Singers' Hall, which was the building most closely affiliated with the originators of the festival, has been demolished, and although the Pavilion did not exist until 40 years into the yearly tradition, it has been the primary site of dancing and other indoor functions of the celebration for the last 117 years. As a key location of the festival's activities, the Pavilion meets Criterion A at the local level in the area of entertainment/recreation. Due, however, to alterations carried out in 2005-2006, the historical character of the building is not sufficiently intact to convey the historical-era relationship with the festival to an observer. It is therefore recommended as not eligible for listing in the National Register.

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INTRODUCTION

The City of Norwood Young America (City) received a Minnesota Historical and Cultural Heritage Grant for a qualified historian to complete an evaluation of the pavilion building in Willkommen Memorial Park, known locally as the Pavilion (CR-NWC-009), located at 21 Main Street East (Figure 1), to determine its eligibility for listing in the National Register of Historic Places (National Register). The City contracted with Deco Cultural Services LLC (Deco) to conduct the evaluation, which was carried out in July to October of 2016.

1.1 STRUCTURE OF THE REPORT

The next chapter describes the methods used in the investigation and is followed by a chapter that provides detailed historic contexts for the property. The subsequent chapter provides an evaluation of the National Register eligibility of the property, examining the significance of the property within the framework of the historic contexts and its integrity, based on the results of the field survey.



FIGURE 1. LOCATION OF PROPERTY

METHODS

The objective of the architectural history evaluation was to determine whether the Pavilion is eligible for listing in the National Register. National Register eligibility is based in part on the four significance criteria outlined below, although architectural history properties typically are not significant under Criterion D:

- Criterion A – association with events or patterns that have made a significant contribution in our past;
- Criterion B – association with the lives of persons significant in our past;
- Criterion C – embodiment of the distinctive characteristics of a type, period, or method of construction; or representation of the work of a master; possession of high artistic values; or representation of a significant and distinguishable entity whose components may lack individual distinction; and
- Criterion D – potential to yield information important to prehistory or history (National Park Service 2002)

Eligibility additionally requires that the property have the ability to convey its significance based on seven aspects of integrity identified by the National Park Service (2002): location, design, setting, materials, workmanship, feeling, and association.

All work was conducted per the *Guidelines for History/Architecture Projects in Minnesota*, (Minnesota State Historic Preservation Office [SHPO] 2010), and *The Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation* (National Park Service 1983).

2.1 LITERATURE SEARCH

The City provided Deco with a booklet of newspaper articles, photographs, and other printed materials pertaining to the Pavilion compiled in 2004 and the spring of 2016 by Steve Olson, a volunteer historian. Mr. Olson additionally provided Deco with several historical-period images of the Pavilion which he obtained during the course of his study. Deco conducted a literature search to obtain additional information on the history of Young America generally and the Pavilion specifically, which was used in conjunction with that provided by the City and Mr. Olson to develop detailed, relevant historic contexts. Sources reviewed include newspaper articles indexed and held at the Carver County Historical Society; issues of *The Norwood Times* and *Carver County News*, which were the newspapers serving the city of Young America at the time that the Pavilion was constructed; the meeting minutes of the Young America Village Council for relevant periods dating between 1899 and 1950; the meeting minutes of the Young America Fire Department for the years 1938 to 1941; the meeting minutes of the Pioneer Maennerchor for the years 1898 to 1900; histories of Carver County held at the Minnesota Historical Society; and a volume of historical information on Young America compiled for the 125th anniversary of the city (Young America Book Committee [Book Committee] 1981). No other general histories of the city of Young America are held by the Carver County Historical Society or the Willkommen Heritage and Preservation Society of Norwood Young America.

2.2 FIELD SURVEY

A survey of the property was performed on August 12, 2016. Andrea Pizza served as Principal Investigator and conducted the fieldwork. The exterior and the interior were examined and documented in detail to generate accurate descriptions and to evaluate the ability of the property to convey any potential historical significance, based on the seven aspects of integrity as defined by the National Park Service (2002): location, design, setting, materials, workmanship, feeling, and association. Documentation consisted of field notes and digital photography. In addition, information on the history of changes to the building occurring since its construction in 1900 was verbally provided at this time to Deco by the former mayor of the city and current head of the Willkommen Heritage and Preservation Society of Norwood Young America, LaVonne Kroells, and the Norwood Young America City Administrator, Steve Helget.

HISTORIC CONTEXTS

The Pavilion is associated generally with the SHPO statewide context *Railroads and Agricultural Development, 1870-1940*. The historic contexts that follow were developed to assist in the evaluation of the Pavilion by providing a more detailed framework for the evaluation of its historical significance.

3.1 YOUNG AMERICA, 1856-1970

The village of Young America had its start in 1856 when it was platted in Sections 11 and 12 of T115N, R26W, by a dentist, Dr. R. M. Kennedy, and James Slocum, Jr., who had been born in Pennsylvania and New York, respectively. Kennedy and Slocum, in that year, built a one-story log house, a store, and a saw mill, all firsts for the future city, and the plat was filed in March of 1857. Young America was located amidst what was largely farmland being worked by German immigrants; the 1857 territorial census enumerates 31 out of 32 households headed by farmers in T115N, R26W, and 24 of these farmers as having been born in German states ("Young America," original plat dated March 18, 1857; Minnesota Territorial Census 1857; Neill 1882:398; Holcombe and Bingham 1915:246). As these farmers engaged increasingly in the growing of wheat, Kennedy and Slocum saw fit to add a grist mill to their operations in 1859, but it was destroyed by fire three years later, in the same year that Kennedy passed away. Additionally, a small log schoolhouse accommodating approximately 12 students was constructed in the village during this early period of Euroamerican settlement (Holcombe and Bingham 1915:245-246).

Around the end of the Civil War came the next industrial operations to the village, a new combination saw and grist mill built in 1865 by brothers Christian, Julius, and William Ackermann, and a brewery built the following year (Holcombe and Bingham 1915:246). Because the village was not incorporated until 1879, its residents are not enumerated separately from the rest of Young America Township in the census of 1870; however, listed non-farming occupations such as hotelkeeper, merchant, storekeeper, boot and shoe manufacturer, blacksmith, cooper, carpenter, and tailor (United States Bureau of the Census [U.S. Census] 1870) were likely carried out in a concentrated commercial area within the village, and in combination with the local industries point to a solid economic foundation for Young America by that time.

A village, of course, is not all business and economics, and the 1860s and 1870s additionally witnessed new cultural, recreational, and entertainment developments in Young America. One of these was the 1861 establishment of the Pioneer Maennerchor, a local German men's choir that would regularly practice, perform at events, and participate in competitions with other choirs (Gould 2016). Ten members of the Maennerchor, cutting down the trees in nearby woods and sawing them into lumber themselves, built a hall in 1868, appropriately dubbed "Singers Hall," on the east side of town, which would be used for several decades for "dancing and meeting purposes" (*The Waconia Patriot* 1956; *The Norwood Times* 1956). Fraternal organizations "The Sons of Herman" and "Humboldt Lodge No. 132, A. F. & A. M. of Minnesota" started lodges in the area during the late 1870s.

The most noteworthy of such developments, however, was the 1861 establishment of Stiftungsfest (the German word for "Founders' Day Festival"), a yearly community festival that continues to be held today and

therefore maintains the designation of the longest continuously running festival in Minnesota history, one in which the community takes great pride. Stiftungsfest was begun by the Pioneer Maennerchor in the year that the group formed, as a picnic for its members and families, and it would later become a celebration for the entire community, with a particular focus on Young America's strongly German heritage.

In 1879, the year in which the village of Young America was incorporated, the Minneapolis and St. Louis Railway Company built a line under a separately incorporated entity called the Minneapolis and St. Louis Railway – Pacific Extension. The line, which was constructed through Young America on its way from Hopkins Junction to Winthrop, Minnesota, was the initial phase of a westward extension that would allow the Minneapolis and St. Louis access to the wheat traffic being generated in western Minnesota and Dakota Territory (Schmidt et al. 2007:45-46). In the following year, the predominantly German-American population of the newly incorporated village numbered 151, and additional shops and services could be found in the village, the census indicating the presence of an architect, baker, harness maker, hardware dealer, saloon keeper, and two butchers in addition to the occupations noted ten years prior (U.S. Census 1880).

Like most Minnesota small towns through which railroads were built during the late nineteenth century, the village of Young America was bolstered by the presence of the line, and its population nearly doubled in the decade years between 1880 and 1890, after which it remained fairly steady, hovering around 300 (Holcombe and Bingham 1915:220; U.S. Census 1920). A circa-1906 account reprinted in *The Waconia Patriot* (1956) paints a picture of a village not wanting in the areas of either infrastructure, business, or recreation. It cites gravel ballasted streets, gas lamps, a fire department having a gasoline powered fire-engine and other modern equipment, a hospital, its newspaper, *The Young America Eagle*, and telephone connections to the village of Norwood; numerous businesses, including three general stores, a hardware store, a furniture store, two millinery shops, two implement stores, a lumber yard, a shoe repair shop, a roller mill and elevator, a creamery, a bank, a candy store, a blacksmith shop, two stock buyers, a veterinarian, a butcher shop, four saloons, a harness shop, two hotels, a molasses factory, two dray and livery lines, two threshing rigs, a sawmill, and two dressmakers; and amusements provided by a bowling alley, shooting gallery, Singers Hall, a brass band, an orchestra, and the city park, with its baseball diamond, grandstand, and dancing pavilion. Another venue for the latter type of activities was the City Hall building, after it was constructed in 1909. The second floor was used for "basketball, sheepshead tournaments, bullhead fry, bingo, wedding receptions, graduation receptions, and firemen receptions" (Book Committee 1981:46). The building, a relatively prominent two-story brick building with three-story corner tower, additionally served as a physical expression of the permanence that the town had attained.

From 1910 forward, Young America carried on in the vein of a small town, without any significant fluctuations in its population until it started to increase gradually, though not consistently, beginning between 1930 and 1940, reaching 611 residents in 1970. The *125th Anniversary of the City of Young America, Minn., 1856-1981* does not indicate any particularly dominant business or industry in Young America between 1910 and 1970, but rather demonstrates a continuing pattern of a complement of businesses that provided for a solid small-town economy into the late twentieth century (Book Committee 1981:17-49, 78-

85). On January 1, 1997, the city of Young America officially merged with its close neighbor to the south, Norwood, to form the city of Norwood Young America.

3.2 THE PAVILION IN WILLKOMMEN MEMORIAL PARK

The original town plat for Young America filed in 1857 set aside two blocks, 14 and 30, for parks, with Block 30 located to the south of and separated from Block 14 by three blocks. Neither location, however, was originally used for the village park, which was instead located in the southeast part of town adjacent to where the Minneapolis and St. Louis track would eventually run, in what is known today as the Shady Lane Addition (North West Publishing Company 1898; Book Committee 1981:46). Then, according to *125th Anniversary of the City of Young America, Minn., 1856-1981*, "As the community grew it became necessary to have a larger area and, therefore, land was acquired at the west end of Main Street" (Book Committee 1981:46). At some time, therefore, prior to 1900, a park was established within the originally platted location of Block 14 as well as extending south to the northern portion of Block 17. It has been known since 1947 as Memorial Park, but was originally called simply City Park (Book Committee 1981:46).

On June 11, 1900, the Young America Village Council (Council) passed resolutions to build a dancing pavilion, today's Pavilion, in the park and to appoint a two-person committee to see to it that the first resolution was carried out.¹ The Pavilion appears to have replaced an earlier one in the village, whether in the City Park or the original park, as a resolution had been passed a full year earlier to "buy 1 ½ doz. Common chairs for the Pavilion in the Park" (Council Minutes, June 16, 1899). Although another resolution was passed on June 19, 1900, to appoint another two-person committee to hire labor to build the foundation and floor for the new pavilion, the council must have determined that it had gotten ahead of itself, because later that month, a "special mass meeting of the citizens of th[e] village was held at the Engine House for the purpose of deciding whether to build a dancing pavilion in [the] Park" (Council minutes, undated, between June 16 and July 2, 1900). The motion to build then passed. Construction of the foundation and floor of the building was either already in progress or carried out quickly shortly thereafter, as the council approved payment on July 2 to A. Quast for having laid the foundation, and on July 11 to four other individuals, A. F. Leuke, Wm. Roth, F. F. Grist, and Christ Hansen for "labor on the pavilion floor" (Council minutes, July 11, 1900). The floor had been finished no later than July 4, with *The Norwood Times* (1900a) reporting that during the Independence Day celebration, "The pavilion though not completed afforded a good floor for those who enjoy dancing."

Plans and specifications of unknown authorship for the superstructure of the Pavilion were held at E. O. Bachman's drugstore for those interested in submitting a construction bid until July 18. No bids, however, were received; therefore, the deadline was extended by a week, during which time plans and specifications were held at J. H. Rausch's store. On July 25th, after reviewing the two bids received, the council selected August Zellmann's lower bid of \$886.00, and his contract was approved on August 6. Zellmann completed construction work on the building during the last week of August 1900, just in time for the 40th Stiftungsfest

¹ Council Minutes are not cited in the body of the report except after quotations. A full listing of dates for relevant minutes is provided under References Cited.

celebration held on September 2 (*The Norwood Times* 1900b, 1900c), although the painting of the building would await the decision of a committee appointed on September 3rd on the color to be used.

As originally constructed, the Pavilion was a one-story, hipped-roofed, wood-frame building 52 feet east-west by 40 feet north-south, rectangular with a small, slightly narrower, projecting gable-roofed section on the east end (Figure 2). Although the Village Council minutes indicate the construction of a foundation, its composition is not indicated by historical documentation, and it may have been only underneath the dance floor, given that the foundation and floor were completed in advance of the superstructure. A photograph of the original construction shows the superstructure to be raised slightly off the ground on what appear to be boulders (Figure 3). The wall framing was exposed and painted in a dark brown to contrast with the lighter-painted wood of the walls between the studs, and the walls appear to have been formed of vertical



Courtesy of the Alice Schrupp Collection, 1900-1910

FIGURE 2. THE PAVILION (RIGHT), WITH GRANDSTAND AND BASEBALL DIAMOND, 1900-1910, LOOKING NORTH-NORTHEAST



Courtesy of the Carver County Historical Society

FIGURE 3. THE PAVILION, CIRCA 1900, LOOKING SOUTHWEST

wood planking. With the exception of the doorways, on the main (west) section of the building, these lighter-painted walls comprised four sections from top to bottom: the lowest, large immovable section; a similarly sized section with a dark brown-painted wood sill, which could be dropped all the way down in front of the lower section to expose an opening; a small band with dark brown-painted wood lintel and sill and divided by dark brown-painted muntins into small panes, at least some of which appear to have been clerestory windows or convertible to clerestory windows (see Figure 3); and a closed, immovable section at the top. Dropping down all of the larger movable sections allowed for the Pavilion to be converted to an open-air facility. Three doorway-width wooden stairs led up to a wood pedestrian door on the north side of the building. No available images from this period show the south or west walls. The precise configuration and operation of fenestration on the east gable-roofed section are not clear from early photos, but it appears narrower drop-down openings may have been located on its north side, and possibly a large overhead or sliding opening on the east end (see Figure 3). Near the upper portion of the walls, scrollwork knee braces, also in dark brown, extended from the lintels of the small band to the soffits. Photos of the original construction show a roof clad in what look like shingles, but the material is not discernible.

When the Pavilion was constructed, the north part of the park where it was built was planted in trees, while the south part of the block was cleared and occupied by a baseball field, with a rudimentary diamond located on the west side of the park (see Figure 2). Around the same time that the Pavilion was built, though

a precise year(s) has not been identified, an octagonal bandstand and a food stand were constructed just south-southeast of it (Figure 4). Not long after the Pavilion was built, a grandstand was constructed at the northwest corner of the baseball diamond near home plate to accommodate spectators (*The Waconia Patriot* 1956; Book Committee 1981:46) (see Figure 2).

The popularity of the Pavilion during community events was such that an addition was constructed on the west end of the building in June of 1920, more than doubling its length to 122 feet (*Young America Eagle* 1920a) (Figure 5). Although a March 1920 council meeting set rental of the Pavilion by outside parties at \$5.00, no mention of the expansion was made in the minutes of the council in 1920 or the two years prior, but at two meetings in August of 1920, several claims were allowed and ordered paid in association with the expansion. These claims consisted of one for street and hall lighting, nine for labor, one for hardware, one for wiring, one for painting, and one for partial payment in the sum of \$1000 to the Stearns Lumber Co. for material used. Even with the additional 2,800 square feet, the 60th Stiftungsfest held toward the end of August saw "every inch of floor space . . . filled," the *Young America Eagle* (1920b) noting that "everyone seemed to have a good time."

By this time, membership in the Pioneer Maennerchor had been waning for several years. In 1938, reduced to six members, the group voted to disband the choir and to turn over Singers Hall and its grounds (Lot 10 of Block 19) as well as the "rights to carry on the Stiftungsfest picnic" (Young America Fire Department [FD]



Courtesy of the Erich Perschon Collection

FIGURE 4. THE PAVILION, BANDSTAND, AND FOOD STAND, 1914, LOOKING SOUTHWEST



FIGURE 5. THE PAVILION, 1921 (IMAGE REPRODUCED FROM MICROFILM OF THE WACONIA PATRIOT; PHOTOGRAPH ALSO PUBLISHED IN THE YOUNG AMERICA EAGLE MAY 20, 1921)

meeting minutes, April 7, 1938) to the fire department (Book Committee 1981:12-13). The fire department served as the city's de facto recreation department in addition to its firefighting duties; their records, which date back to 1894, show that they sponsored many of the community celebrations and social events (Book Committee 1981:53). Their meeting minutes from March 2, 1939, for example, show that they had a committee on bowling alleys to study cost and potential locations, and a dance committee to organize summer dances, which doubled as a general arrangements committee for summer picnics. The management of Stiftungsfest was therefore in keeping with their ancillary function.

In July of 1939, the fire department added to their agenda the repair of the Pavilion, including the installation of new floors, and they motioned to appoint a committee to meet with the city council in this regard. No record of this meeting is found in either the fire department or city council minutes, but in February of 1940, a "motion was made and second [*sic*] to loan the dance committee necessary money out of the department's regular fund to help pay for repairs and a new floor if the committee decides to have a new floor put in the pavilion" (FD minutes, July 6, 1939). The next month, the fire department voted to provide \$1,500 to pay for the floor and all necessary repairs in the Pavilion. "Repairs" turned out to include a fair amount of remodeling, which was accomplished by early May of 1940. A newspaper article announcing the grand opening of the building indicates that in addition to the laying of a brand new maple floor, changes included

moving the bandstand from the south side to the west end², with a raised platform built to accommodate this purpose; construction of a lunch counter and bar in an expanded east section (Figures 6 and 7), which could be accessed from the interior and exterior, surrounded on the exterior by a concrete walk; moving the entrance to the Pavilion from the east end to the south side and installing a concrete apron by which to access it from the sidewalk; rewiring, redecoration, and repainting of the interior; improving the interior benches along the sides of the dance floor; and moving the checkroom to the previous location of the bandstand, presumably near the new entrance. The same article indicated that the fire department was going to hold dances there throughout the summer (*Young America Eagle* 1940). Around the time of the remodel, the village agreed to lease the building to the fire department, providing the fire department a major source of department funds through proceeds from Stiftungsfest, which they carried on with great success; their annual dance; and, presumably, rental of the facility (Book Committee 1981:54).

In the spring of 1947, a joint effort was carried out by the Council, FD, and Young America's baseball team to upgrade the City Park's baseball facilities. The result was that the baseball diamond was relocated to the east side of the park, and a new grandstand with restrooms and a dressing room with showers for the players underneath it was constructed, as were dugouts. On June 15, the park was "dedicated as a memorial to all of Young America's war veterans, living or dead" (*Young America Eagle* 1947), and from that point forward was named Memorial Park. It is unclear when "Willkommen" was appended to the front of the name.

On the afternoon of March 21, 1953, a tornado struck the city, and with particular fury in Memorial Park. Lighting towers that had been installed for the baseball field shortly after the park's dedication bent and snapped, the grandstand roof rotated and relocated onto its seats, and one of the dugouts upturned, along



FIGURE 6. VIEW SHOWING THE PAVILION WITH ADDED LUNCH COUNTER, CIRCA 2004, LOOKING SOUTHWEST

² Presumably the separate octagonal bandstand had been demolished sometime prior. Due to tree cover, aerial photographs are not useful in identifying a general timeframe for this occurrence.



Courtesy of the Willkommen Heritage and Preservation Society

FIGURE 7. VIEW SHOWING INTERIOR OF ADDED LUNCH COUNTER, UNDATED

with several trees in the park. The Pavilion was pushed off its foundation and moved approximately seven feet into two trees on the north side (Figure 8), which despite any damage they inflicted were somewhat of a boon in that they held the superstructure upright, many locals surmising that it would otherwise have been a total loss. With \$12,000 worth of damage having occurred, the fate of the Pavilion initially was undecided, but the building was insured, and the city opted for reconstruction work. This work, which included a new foundation, was carried out in April of 1953 (*The Norwood Times* 1953a, 1953b; Olson 2004-2016) (Figure 9).

The Pavilion continued to be used for all manner of events by the residents of Young America and outside parties, including holiday celebrations, dances, receptions, reunions, and other various types of parties, but the Pavilion is particularly linked in the consciousness of the townspeople to the tradition of Stiftungsfest, of which it has been a part since it was constructed in 1900. The park overall serves as the main festival grounds, and in 1992, to more strongly convey the German heritage aspect of the gathering, the city constructed a row of buildings and attached picnic shelter called "Old Town in the Park," located between the Pavilion and the baseball field, as well as some new walkways, with the complex meant to represent an old German town (*The Norwood Young America Times* 1992; Stiftungsfest, Inc. 2016).



FIGURE 8. THE PAVILION AFTER TORNADO, 1953 (IMAGE REPRODUCED FROM MICROFILM OF *THE NORWOOD TIMES*)



Courtesy of Steve Olson

FIGURE 9. THE PAVILION UNDERGOING RESTORATION, 1953

The affinity of the residents of Norwood Young America for the Pavilion became strongly evident in the early 2000s when the city was planning to construct a new community building and demolish the Pavilion. After open house meetings in 2002 and 2003, on the basis of citizen response, the Norwood Young America City Council (City Council) voted in 2003 to instead rehabilitate the Pavilion. With funding needed to carry out the rehabilitation as a single effort per a structural engineer's recommendation, local citizens and other interested parties formed "Save the Pavilion, Inc." in 2004, a non-profit organization to "assist the City Council by raising public awareness and seeking donations to help preserve the pavilion" (Save the Pavilion brochure 2004, provided by the City of Norwood Young America). Their platform was that the "pavilion is a valuable link to the unique history of the Stiftungsfest Celebration [and] its antiquity would continue to provide a breathtaking example of the community's rich heritage" (Save the Pavilion flier, provided by the City of Norwood Young America). In February of 2005, the City Council approved a restoration proposal, but one that would still rely heavily on donations and volunteer labor. In July of that year, the Preservation Alliance of Minnesota named the Pavilion as one of its "Ten Most Endangered Historic Places."³ At that point, however, over one quarter of a million dollars had been donated in time, labor, and materials, the majority of businesses and individuals responsible based in Norwood Young America, and the restoration was underway.

The restoration, completed in 2006, included replacement of the foundation, roof covering, doors, and the wall material between the studs, the latter necessary due to the replacement of the drop-down window system with 4/1 double-hung sash. New soffit supports were milled to be identical to the original and installed. Sliding doors on the south and west sides of the building were replaced with industrial metal pedestrian double doors. The lunch counter/bar addition that had been built on the east end by the fire department in 1940 was removed, and a new, smaller entry addition constructed there to approximate the original. On the interior, walls were constructed within the east portion of the dance floor to accommodate the new coat room, restrooms, and kitchen. A bar was built in the southeast corner of the resultant smaller open floor. The raised platform for the bandstand at the west end of the building was taken out, and tile laid to demarcate the stage area. An HVAC system, new wiring, light fixtures, and ceiling fans were installed as well.

³ Some confusion about the property's history at this time resulted in the press release for the "Ten Most Endangered Historic Places" stating that the Pavilion was called the Singers Pavilion and was built in 1876 (*Norwood Young America Times* 2005).

EVALUATION

4.1 DESCRIPTION

The Pavilion is located on the south side of E Main Street between Central Avenue S and 1st Avenue SE in Willkommen Memorial Park. The park is surrounded on all sides by single-family homes dating from the turn of the twentieth century through the 1950s, with the exception of the former city library building (now housing the Willkommen Heritage and Preservation Society of Norwood Young America), which is located on the northeast corner of E Main Street and 1st Avenue NE (Figure 10). Within the park, the Pavilion's surroundings include an octagonal hamburger stand constructed circa 2006 to its east, a modern playground with picnic table to its west, and the "Old Town in the Park" to its south, beyond which is the baseball field (Figures 11 through 13).

The Pavilion is a one-story, hip-roofed building, generally rectangular in plan (Figure 14). A gable-roofed, projecting entry is centered on the east end and does not span the full width of the building, while a gabled dormer is located above the doors on the north side. The roof, covered in asphalt shingles installed in 2005, incorporates wood fascia and soffits, along with the previously noted replaced-in-kind soffit supports. The walls of the building are clad in a beige-painted, tongue-and-groove beadboard, perhaps a wood composite, covering the previously exposed studs. A wood stringcourse runs along all four walls of the exterior, just above the windows and doors, and corner boards are located at all corners of the building.



FIGURE 10. REPRESENTATIVE HOMES, VIEW FROM THE PAVILION, LOOKING NORTH



FIGURE 11. HAMBURGER STAND, VIEW FROM THE PAVILION, LOOKING EAST



FIGURE 12. PLAYGROUND SET, LOOKING EAST



FIGURE 13. OLD TOWN IN THE PARK, VIEW FROM THE PAVILION, LOOKING SOUTH



FIGURE 14. THE PAVILION, LOOKING WEST-NORTHWEST

Extending from the upper portions of some of these to the eaves are scrollwork knee braces, also replications of the original. In the main section of the building (i.e., minus the projecting east entry), the windows to the west of the entrances on the north and south sides are paired 4/1 double-hung sash. On the north side, fenestration east of the entrance includes one set of paired 4/1 double-hung sash, and a single 4/1 double-hung sash. On the south side, fenestration east of the entrance consists of three sliding windows. The west entrance is flanked on both sides by single 4/1 double-hung sash, while the projecting east entry has one set of paired 4/1 double-hung sash on its north and south sides. All four entries contain metal double doors with windows and are accessed by newer concrete steps with decorative metal hand railings. An accessibility ramp has been added on the north side. All door and window openings feature wood trim, which along with the stringcourse, corner boards, and knee braces, have been painted dark brown to contrast with the beige.

The interior of the building, although not fully divided in any way, may be considered in three parts from west to east: the 1920 addition, the original section built in 1900, and the entry built in 2006. The 1920 addition is today the main hall (Figure 15). It retains the maple floors laid in 1940. At the west end of this section, centered on the doorway, the floor is ceramic tile that was laid in 2005, replacing the formerly present raised stage (Figure 16). The outer walls in this section (as in the original section) have been substantially modified to accommodate the new door and window configuration (Figure 17). While the exposed studs are original, every other stud (i.e., those that are not supporting the roof trusses) has been truncated and bevel cut at the top. The paired 4/1 double-hung sash are arranged with one of the pair on



FIGURE 15. INTERIOR OF 1920 SECTION, LOOKING WEST



FIGURE 16. AREA OF FORMER RAISED STAGE, LOOKING NORTHWEST



FIGURE 17. VIEW OF WALL RECONFIGURATION, LOOKING SOUTH

each side of and nearly adjacent to each truncated stud. The remainder of the wall between the studs from the level of the windows down is sheet rock. Above the windows, the walls are clad in beadboard similar to that present on the exterior. Within this upper portion directly over each truncated stud is a new light fixture. The intact studs and attached knee braces support the beams at the top of the interior walls and the lower chords of the roof trusses, the latter of which have basic light fixtures attached to them. The ceiling above is the same beadboard used elsewhere in the building. In the northeast corner of this section, a u-shaped, wooden, counter-height bar has been constructed (Figure 18).

East of the bar is the section of the Pavilion originally constructed in 1900, which also retains the maple floors installed in 1940 (Figure 19). Interior sheetrock walls, which do not extend all the way to the ceiling, have been built in the north portion of this section for restrooms (see Figure 18), and similarly in the south portion to accommodate a new kitchen and a new coatroom to its east near the entry (Figure 20). These walls have created two hallways, one along the north side of this section to the restrooms and one down the center of this section to the coatroom and entry. The framing in these sections is no longer evident from the main hall, but the trusses remain visible. Beneath these trusses, but masked by the upper portions of the new walls are components of the HVAC system.



FIGURE 18. BAR IN NORTHEAST CORNER OF 1920 SECTION (RESTROOMS BEHIND WALL), LOOKING NORTHEAST



FIGURE 19. VIEW OF 1900 SECTION FROM ENTRY, LOOKING WEST



FIGURE 20. VIEW OF NEW WALLS AND KITCHEN IN SOUTHEAST CORNER OF 1900 SECTION, LOOKING EAST

The east entry section has a ceramic tile floor in the same style as that for the stage on the west end. The walls are sheetrock, and exposed wood posts, beams, and knee braces in the corners mimic those in the rest of the building (Figure 21). The entry features a closed ceiling of the same beadboard used in the earlier sections, from which a 1920s light fixture has been suspended. The light fixture historically hung in the Singers' Hall and was salvaged for use in the Pavilion.



FIGURE 21. INTERIOR OF EAST ENTRY, LOOKING EAST

4.2 SIGNIFICANCE

The Pavilion does not have any strong associations with a specific individual. It therefore does not meet Criterion B.

The Pavilion is not the work of a master, nor does it possess high artistic value. It is of basic wood-frame construction without any notable architectural features, is not an outstanding example of turn-of-the-twentieth-century vernacular architecture or park pavilion architecture, and does not incorporate any characteristics particularly indicative of German or other building traditions; therefore, it does not embody any distinctive characteristics of a type, period, or method of construction. The Pavilion therefore does not meet Criterion C.

The Pavilion is the building with which the annual festival of Stiftungsfest in Norwood Young America is most closely associated. The Singers' Hall, which was the building most closely affiliated with the originators of the festival, has been demolished, and although the Pavilion did not exist until 40 years into the yearly tradition, it has been the primary site of dancing and other indoor functions of the celebration for the last 117 years. Stiftungsfest is a community-defining social and recreational event in the history of (Norwood) Young America, and as a key location of the festival's activities, the Pavilion meets Criterion A at the local level in the area of entertainment/recreation. Because the celebration continues to be held today with the Pavilion as a primary site of festival activities, the period of significance therefore would extend from 1900 to 1966, which marks the standard 50-year threshold for National Register significance.

4.3 INTEGRITY

The Pavilion meets Criterion A in the area of entertainment/recreation as a building strongly associated with the celebration of Stiftungsfest since 1900. Because the Pavilion served this role as one of the elements comprised by City Park/(Willkommen) Memorial Park, the aspects of setting, feeling, and association are nearly as important with regard to the Pavilion's integrity as those that reflect how it functioned within its setting during the historical period: design, materials, and workmanship.

- *Location* is the place where the historic property was constructed.

The Pavilion is in the place where it was constructed, and it therefore has excellent integrity of location.

- *Design* is the combination of elements that form plan, space, structure, and style of a property, including organization of space, proportion, scale, technology, ornamentation, and materials. It reflects historic functions and technologies as well as aesthetics. *Materials* are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property. *Workmanship* is the physical evidence of a particular culture or people during any given period in history or prehistory. It is the evidence of artisans' labor and skill in constructing or altering a property.

The Pavilion retains most of its original wall and roof framing from the 1900 and 1920 construction episodes, the exception being the truncation of the non-truss-supporting studs, and it retains the maple floor installed in 1940. All materials otherwise date to 2005-2006. For the 2005-2006 renovation, the city sought to replicate the original wall material of the building on the exterior. It does not appear that beadboard was used in the original construction; however, this detail is one that, particularly where paint was used, may not be discernible in historical photographs. Even if beadboard was not used historically, the visual effect of the narrow vertical wood planking has generally still been obtained by its use in the renovation. Absent, however, are the exterior exposed framing and the sectioned appearance of the walls created by the drop-down window system and band of divided panes above, all of which have been lost, changing the architectural character of the building. On the interior, integrity of design, materials, and workmanship has additionally been compromised through the introduction of sheet rock, both on existing walls and in the

creation of new walls; the closing off of part of the floor through the installation of the latter; the removal of the raised stage; and the introduction of ceramic tile. The continuity of the ceiling, combined with the hallways, allow the 1900 and 1920 sections to retain the feel of a single space; however, what would have been the original open dance floor, even after the 1940 renovations, has been truncated by addition of the sheet-rock walls.

While all of these changes diminish the integrity of design, materials, and workmanship, replacement of the drop-down window system with double-hung sash and the surrounding alterations to both exterior and interior walls constitute the most severe loss in this regard. The building, which was historically designed and built to be convertible to an open-air pavilion, can no longer function as such. The culmination of changes to the building has resulted in poor integrity of historical design, materials, and workmanship.

- *Setting* is the physical environment of a historic property, and includes how, not just where, the property is situated and its relationship to surrounding features, either natural or manmade, and open space. It reflects the basic physical conditions under which a property was built and the functions it was intended to serve. *Association* is the direct link between an important historic event or person and a historic property. A property retains association if it is the place where the event or activity occurred and is sufficiently intact to convey that relationship to an observer. It requires the presence of physical features that convey a property's historic character.

The Pavilion is located in Willkommen Memorial Park, which is surrounded by primarily residential construction. While the majority of the homes post-date the construction of the pavilion, all appear to date to the period of significance. The character of Memorial Park has changed somewhat in the last 25 years, primarily through the construction of Old Town in the Park, which is directly outside of the Pavilion. The purpose of this construction was to give the park the character of a historical German village to more strongly convey the German heritage aspect of Stiftungsfest. The construction, however, is not in keeping with the historical character of the Pavilion's surroundings, and it strongly registers in views from the building. The octagonal hamburger stand, also within the immediate vicinity of the Pavilion, is a closed building with substantially different architectural characteristics and function than the original octagonal open bandstand, although it does evoke the latter in its form. While the baseball field was upgraded and moved during the late 1940s, it is in keeping with the park's historical elements and the Pavilion's surroundings.

Overall, the Pavilion's integrity of setting and association is fair.

- *Feeling* is a property's expression of the aesthetic or historic sense of a particular period of time.

Integrity of feeling is by and large an outgrowth of the other six aspects of integrity, as it is only logical that the greater the retention of a property's composition, surroundings, and associations from a given historical period, the more the property will evoke the feeling of that period. As can be surmised, therefore, from the discussion of the other six aspects, the Pavilion's integrity of feeling is compromised.

4.4 RECOMMENDATION

The Pavilion has been an important component of the Stiftungsfest celebration since its construction in 1900. Its historical character, however, is not sufficiently intact to convey either its historical function as an open-air pavilion nor its historical-era relationship with the community festival to an observer. The Pavilion is therefore not eligible for listing in the National Register due to a loss of integrity.

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June 16, 1899

June 11, 1900

Undated between June 11 and July 2, 1900

July 2, 1900

July 11, 1900

July 18, 1900

July 25, 1900

August 6, 1900

September 3, 1900

March 29, 1920

August 3, 1920

August 10, 1920



To: Honorable Mayor Lagergren
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: January 23, 2017

Re: Ordinance: Repeal and Replace Section 1260 of the City Code (Sign Standards)

BACKGROUND

The Planning Commission has been considering updates to the sign code for the previous several months. The City Attorney's Office has drafted the language in the attached ordinance repealing and replacing existing Section 1260 of the City Code.

The Planning Commission held a hearing on the proposed ordinance on December 20, 2016. Please find an excerpt of meeting minutes attached for information. Following the hearing and discussion, the PC recommended the Council approve the draft ordinance. Highlights of proposed changes include:

1. Incorporation of definitions of commercial and non-commercial speech and a substitution clause noting non-commercial speech may be substituted at any time for commercial or non-commercial speech as provided for within the code without any additional approval.
2. Language pertaining to specific groups and/or organizations like churches, non-profits, and festivals has been removed so as not to connote favoritism.
3. The number of directional signs per lot has been expanded (now 4 per street entry) as has the number of signs per building wall in the C-2 District (now two).
4. A requirement for a manufacturer's certificate for brightness and controls for illuminated signs was often difficult to secure for simple, internally lit signs. As such the requirement has been eliminated.
5. Signs on the baseball fence are allowed as they are not 'intended to be viewed offsite' this phrase is incorporated in the definition for a sign.
6. Billboards are proposed to be disallowed. Existing billboards become legal non-conforming.
7. Dynamic signs will now be allowed in the C-3 Downtown Districts (not pylon variety)

ACTION:

Consideration of the draft ordinance. If approved, consideration of summary publication is in order.

ATTACHMENTS:

- Proposed Ordinance
- Summary for Publication

*Norwood Young America
Planning Commission Minutes
December 20, 2016*

Present: Commissioners Bill Grundahl, Craig Heher, Cassandra Kemp, Mark Lagergren, JR Hoernemann, and Charlie Storms.

Absent: None.

Staff: City Administrator Steve Helget and Planning Consultant Cynthia Smith Strack.

1. Call to Order

The meeting was called to order by Heher at 7:00 pm. All present stood for the Pledge of Allegiance.

2. Adoption of Agenda

Chairperson Heher introduced the agenda.

Motion – Moved by Storms, seconded Grundahl with all in favor to approve the agenda as presented. Motion approved 6-0.

3. Approval of Minutes from the Regular Meeting November 15, 2016.

Heher introduced the minutes from the November 15, 2016 regular meeting.

Motion – Storms to approve November 15, 2016 regular meeting minutes. Second by Kemp. With all in favor the minutes were approved 6-0.

4. Public Hearing.

A. Public Hearing: Repeal and Replace Section 1260 of the City Code (Sign Standards).

Chairperson Heher introduced the agenda item.

Strack stated the Planning Commission has been considering updates to the sign code for the previous several months. The City Attorney's Office has drafted the language presented for hearing by the public. Highlights of proposed changes include:

Incorporation of definitions of commercial and non-commercial speech and a substitution clause noting non-commercial speech may be substituted at any time for commercial or non-commercial speech as provided for within the code without any additional approval.

Language pertaining to specific groups and/or organizations like churches, non-profits, and festivals has been removed so as not to connote favoritism.

The number of directional signs per lot is proposed to be expanded to four per street entry (currently two) as the number of signs per building wall in the C-2 District is proposed to be increased to two.

A requirement for a manufacturer's certificate for brightness and controls for illuminated signs was often difficult to secure for simple, internally lit signs. As such the requirement is proposed for elimination.

Signs on sports field fences will be allowed as they are not 'intended to be viewed offsite', a phrase incorporated in the definition for a sign.

Billboards are proposed to be disallowed; as such existing billboards will become legal non-conforming uses.

Dynamic signs are proposed to be allowed in the C-3 Downtown Districts provided they are wall or monument types but not pylon variety.

Grundahl inquired as to whether or not pylons will be allowed within the C-3 District. Strack explained the difference between pylon and monument signs.

Chairperson Heher confirmed there were no oral or written comments received from the public either for or against the redraft. Helget confirmed.

The hearing was opened at 7:04 p.m.

Motion – Grundahl to close the public hearing. Second by Lagergren. With all in favor the hearing was closed at 7:05 p.m.

B. Public Hearing: Amend City Code Section 600.04, Subd. 1: Storage Pods Declared a Nuisance.

Chairperson Heher introduced the agenda item and opened the hearing at 7:05 p.m.

Strack stated the Planning Commission has over the previous several months discussed storage containers and cargo containers as a means of storage. After reviewing sample ordinances from other communities the Commission called for a public hearing on declaring pods and cargo containers left on property more than 14 days to be a nuisance. The Commission proposes updating Section 600.04, Subd. 1 of the City Code to include language which makes any storage or intermodal cargo containers placed on a property outside of an enclosed building for more than fourteen consecutive days a nuisance.

Strack noted no public comment for or against the proposed Ordinance has been received.

Heher inquired about the necessity of a pod for storage of pod for personal items in the event of a fire or if remodeling is proposed. Strack noted the proposed language would apply and after 14 days the pod would need to be removed. Storms opined the Commission had discussed this scenario in the past. He noted the Commission also addressed contractors who move storage pods from job to job.

Kemp stated the language was acceptable to her as presented.

Lagergren favored the language as proposed and the 14-day limit. He noted there were conceivable circumstances that could arise and which could be dealt with them at that time.

Motion – Grundahl to close the public hearing. Second by Lagergren. With all in favor the hearing was closed at 7:10 p.m.

C. Public Hearing: Adult Uses.

Chairperson Heher introduced the agenda item and opened the public hearing at 7:10 p.m.

Strack noted the Planning Commission had called for a public hearing at the November regular meeting after reviewing draft updates related to where adult entertainment uses could be allowed. The Commission proposes an amendment to Chapter 12, Land Use, of the Code. The proposed update will no longer allow adult uses in the C-2 General Business District (Section 1230.09, Subd. 4(A)) or the B-1 Business Industrial District (Section 1230.11, Subd. 4(A)). Adult uses are currently allowed in both those districts under CUP. The draft ordinance, if approved, would instead allow adult uses under CUP in the I-1 Light Industrial District under Section 1230.12, Subd. 4. Adult uses contemplated in the Light Industrial district will need to meet the CUP requirements of Section 1210.06, Subd. 3(B) including maintaining a minimum distance of 600 feet from any existing: public or private school or preschool, licensed daycare, residential zoning district or parcel used for residential purposes, public park adjacent to a residential district, church site, or civic site.

No oral or written comments for or against the proposed amendment have been received.

Motion – Kemp to close the public hearing. Second by Grundahl. With all in favor the hearing was closed at 7:15 p.m.

5. Old Business.

A. Repeal and Replace Section 1260 of the City Code (Sign Standards).

Chairperson Heher introduced the agenda item.

Lagergren requested Strack clarify her comment relating to preferential treatment of organizations.

Grundahl introduced a discussion about rocks as signs. The Commission noted a distinction between rocks used as monument type signs with engraving or carved messages within the rock or the rock as an integral part of the sign construction versus a temporary sign affixed to a rock in a temporary fashion.

Motion – Storms, Second Kemp to recommend the City Council approve an Ordinance repealing and replacing Section 1260 of the City Code related to signs. Motion carried 6-0.

B. Amend City Code Section 600.04, Subd. 1: Storage Pods Declared a Nuisance.

Chairperson Heher introduced the agenda item.

Lagergren confirmed existing pods are prohibited. The Commission confirmed that is the case as they are not allowed under current accessory structure standards. Lagergren inquired about those in industrial areas. Strack noted it is possible to conceive of a time and place when the Code may be applied differently. She noted the entire Code is applied to each situation. For example, if a business moves to town that exists to sell pods, it is conceivable they would want to display a pod. Also, if the Commission is asked to review a CUP or IUP for outdoor storage it is conceivable that rather than having exterior clusters of smaller items like tires or engine parts the City may wish to have them stored in a container. Therefore, the CUP or IUP could specifically allow a pod. All outdoor storage requires fencing, therefore, the view of the pod could be screened.

Hoernemann inquired as to whether or not storage in semi-trailers would be allowed. Strack noted if the trailer displayed current licenses and did not exceed any specific limit on the amount of semi-trailers allowed at any one site the use could likely occur. Strack noted licensed trailers were not pods or intermodal containers.

Grundahl inquired as to how dumpsters are they regulated. Helget noted they are usually required to be located on private property and not public property or right of way.

Motion – Grundahl, Second Hoernemann to recommend the City Council approve an Ordinance amending Section 600.04, Subd. 1. Motion carried 6-0.

C. Code Amendment: Adult Uses.

Chairperson Heher introduced the agenda item.

Motion – Lagergren, Second Storms to recommend the City Council approve an Ordinance amending Chapter 12 of the City Code relating to adult uses. Motion carried 6-0.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 279**

**AN ORDINANCE REPEALING AND REPLACING SECTION 1260 OF
THE CITY CODE RELATING TO SIGNS**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER 12, SECTION 1260 OF THE CITY CODE SHALL BE REPEALED AND THE REPLACED WITH THE FOLLOWING:**

1260.01 Purpose and Intent. The purpose of the sign ordinance is to establish regulations that govern the use, approval, construction, change, replacement, location and design of signs and related informational tools within the city. The sign ordinance is not intended to and does not restrict, limit, or control the content or message of signs. The sign ordinance has a number of specific purposes:

1. To encourage the effective use of signs as a means of communication.
2. To promote health, safety, and welfare by limiting hazardous or distracting signage.
3. To ensure and improve pedestrian and traffic safety.
4. To protect, conserve, and enhance property values.
5. To enhance the attractiveness and economic well being of Norwood Young America as a place to live and conduct business.
6. To encourage creative and well-designed signs that contribute in a positive way to the city's visual environment, express local character, and help develop a distinctive pedestrian image in the city.
7. To recognize that signs are a necessary form of communication and provide flexibility within the sign review and approval process to allow for unique circumstances.
8. To create a framework for a comprehensive and balanced system for sign regulation, to facilitate an easy and pleasant communication between people and their environment, and to avoid the visual clutter that is potentially harmful to traffic and pedestrian safety, property values, business opportunities, and overall community appearance.
9. To encourage and, to the maximum extent feasible, require that all signs within the city be brought into compliance with the terms of the sign ordinance.

1260.02 Definitions

Abandoned Sign: A sign (including any structure whose primary function is to support such Sign) whose: a) whose display surface remains blank for a period exceeding sixty (60) days; b) which pertains to a time, building, event or purpose that passed or ceased to apply more than sixty (60) days prior to the then applicable date; or c) that has remained for more than sixty (60) days after demolition of the building that it served.

Address Sign: A sign including postal identification numbers, whether written or in number form, and, optionally, the name of a building occupant.

Advertising Sign: Also known as a "billboard", a sign, including the supporting sign structure, advertising a business, commodity, or service which is not located or performed on the premises on which the sign is located.

Area Identification Sign: A freestanding sign, on the identified premises, which identifies the name of a neighborhood, residential subdivision, multiple residential complex, shopping center, industrial area, office complex, park or any combination of the above.

Awning Sign: A Sign permanently affixed to an awning providing a shelter or cover over the approach to any building entrance or shading a window area.

Banner: A Temporary Sign made out of flexible paper, cloth or plastic-like material identifying: 1) a special, unique or limited event, service or product, 2) a sale of limited duration, or 3) a grand opening.

Building Face: That portion of any exterior elevation of a building or other structure extending from grade to the top of a wall and the entire width of that particular building or structure elevation.

Campaign Sign: A Temporary Sign promoting the candidacy of a person running for a government office, or promoting an issue to be voted on at a governmental election.

Canopy and Marquee: A roof-like structure projecting over the entrance to a building.

Commercial Speech: Speech advertising a business, profession, commodity, service, or entertainment.

Development: A commercial use of three or more principal structures with common characteristics, as determined by the City, or a platted residential use of twenty (20) or more lots with common characteristics, as determined by the City. Common characteristics may include shared access, similar architecture, single ownership or history or site plan review approval.

Directional Sign: A Sign erected on a property by the owner of such property solely for the purpose of guiding vehicular and pedestrian traffic, which does not contain any advertising commercial speech.

Dynamic Sign: A Sign or portion thereof that appears to have movement or that appears to change using any method other than a person physically removing and replacing the Sign or its components. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights

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manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

Freestanding Sign: A Sign which is placed in the ground and not affixed to any part of any structure.

Government Sign: A Sign which is erected or maintained by a governmental unit.

Illuminated Sign: A Sign or portion thereof that: 1) incorporates an artificial light source as part of the Sign including, but not limited to, a Sign with LED lights, neon lights or an interior light; or 2) a Sign that has an artificial light source directed upon it.

~~**Institutional Sign:** A Sign or bulletin board, which identified the name and other characteristics of a public or private institution (i.e. church or school) on the site where the sign is located.~~

Marquee Sign: A Sign that is permanently attached to a marquee.

Monument Sign: Any one-sided or two-sided free-standing Sign with its entire Sign Area mounted on the ground or mounted on a base at least eighty percent (80%) as wide as the Sign Area.

Mural: A work of graphic art painted or applied to a wall of a building or other structure which contains no advertising or logos commercial speech.

Non-Commercial Speech: Dissemination of messages not classified as Commercial Speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service, and informational topics.

Nonconforming Sign: A Sign lawfully existing prior to the adoption of this ordinance but that does not conform to the newly enacted requirements of the ordinance.

Off-Site Sign: A sign, including the supporting sign structure, advertising a business, commodity, or service which is not located or performed on the premises on which the sign is located; commonly known as a "billboard."

Portable Sign: A Sign designed to move from one location to another, not permanently attached to the ground or any other surface.

~~**Promotional Devices:** Promotional devices, including air inflated devices, Banners exceeding forty (40) square feet in area, non-mechanical whirling devices, spotlights, or any Sign resembling the same.~~

Pylon Sign: Any free-standing sign supported by a column-like structure, posts or poles set firmly in or below the ground surface.

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Real Estate Sign: Any sign pertaining to the sale, lease or rental of land or buildings.

Roof Sign: A Sign erected or painted upon or above a roof or parapet of a building.

Scoreboard: A sign associated with displayed at an athletic field that includes information and/or statistics pertinent to an on-site game or activity and also includes any sponsor or identification panels and in conjunction with the activities occurring at the athletic field.

Shielded Light Source: Shall have the meaning associated with the nature of the light source, as follows: 1) For an artificial light source directing light upon a Sign, Shield Light Source shall mean a light source diffused or directed so as to eliminate glare and housed to prevent damage or danger. 2) For light source located within a Sign, Shielded Light Source shall mean a light source shielded with a translucent material of sufficient opacity to prevent the visibility of the light source. 3) For a light source designed to directly display a message (e.g. LED and neon lighting), Shielded Light Source means a light source specifically designed by its manufacturer for outdoor use.

Sidewalk Sign: A temporary, freestanding, Portable Sign placed at ground level, with no moving parts or flashing lights, displayed on a public or private sidewalk adjacent to and directly in front of a business to advertise the business hours of operation, an event, or a promotion.

Sign: Any letter, symbol, device, poster, picture, statuary, reading matter or representation in the nature of any advertisement, announcement, message, or visual communication, whether painted, pasted, printed, affixed or constructed, which is displayed outdoors for informational or communicative purposes and is visible to members of the public who are not on the premises on which it is located.

Sign Area: The entire area within a continuous perimeter enclosing the extreme limits of the Sign message and background. However, such perimeter shall not include any structural elements lying outside of such sign and not forming an integral part of the Sign. The area of a Sign within a continuous perimeter shall be computed by means of the smallest circle, rectangle or triangle that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the building façade against which it is placed.

Special Events Sign: A Temporary Sign erected by a civic or other non-profit organization to promote or identify a fund-raiser, festival, tournament, or other non-commercial one-time or annual event; examples of which are Stiftungsfest, Music in the Park, Relay for Life, and the Carver County Fair. displayed before or during a one-time, special, or annual event or a holiday.

Temporary Sign: A Sign placed displayed for a specific purpose that is of concurrent with a specific event or occurrence for a limited time-duration, after which the Sign is to be removed, which does not necessarily meet the structural requirements for a permanent sign.

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Wall Sign: Any Sign which is affixed to the wall of any building or structure.

1260.03 Jurisdiction. No sign permit shall be issued for any lot, tenant, or development after the effective date of and which is not in substantial conformity with the provisions of these regulations. Nor shall any sign, except as hereinafter specified, be erected, substantially improved, converted, enlarged, moved, or structurally altered without conforming with the provisions of these regulations. The lawful use of a sign existing at the time of the enactment of this chapter may be continued although such use may not conform to the regulations herein. For those signs permitted before the adoption of these regulations, such signs shall be classified **and governed** as "permitted nonconforming structures under this Chapter."

1260.04 Permit Required. Except as herein exempted, no person firm or corporation shall maintain, install, erect, relocate or modify any sign in the City without first obtaining a permit therefore. The fee for the permit shall be based on the ~~state~~ chart of fees as adopted by the City Council by ~~Ordinance~~ from time to time, and shall be determined by the Building Inspector.

The permit application shall include ~~the following information:~~ two sets of plans drawn to scale that show in sufficient detail the following:

- A. The proposed location and its relationship to the other principal buildings on the lot and on adjacent properties.
- B. The size and height of the sign.
- C. The elevation of the centerline of the roadway upon which the sign is oriented, when applicable.
- D. Material of the sign and supporting pole.
- E. Drawing of any landscaping or other base upon which the sign will be placed. Including the height or increase in elevation resulting from the base or landscaping.
- F. Any other information required by the Building Inspector to accurately review the application for conformance to the code. Including but not limited to a certified land survey.

1260.05 Registration Required. Those signs permitted within this section, not requiring a permit which must be registered with the City, shall include the following information.

- A. Name of the person or company responsible for the sign.
- B. Address of the responsible party.
- C. Number of signs and their location(s).
- D. Dates signs will be posted.
- E. Description of the sign including the size, height and copy of any text or graphics shown on the sign.

1260.06 Variance. A variance may be sought from this regulation in accordance with the variance procedure outline in Section 1210.04 of this Chapter.

1260.07 Maintenance and Continuation. All signs shall be constructed in such manner and of such material as to be safe and substantial. The exposed backs of all signs and sign structures shall be painted a neutral color. Signs determined by the Zoning Administrator to be in a state of disrepair shall be considered a nuisance pursuant to Chapter 6 of the City Code. Any

Abandoned Sign or Sign ~~sign hereafter existing which~~ **that** no longer advertises or identifies a ~~bona fide business conducted in operation,~~ or a service rendered, or a product sold shall be taken down and removed by the owner, agent or person having the beneficial use and/or control of the buildings or structure upon which the sign may be found. Any sign found to be in violation of this Section shall be enforced in the same manner as described in Chapter 6, Section 610-General Abatement Procedures.

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1260.08 General Provisions Applicable to All Districts.

Subd. 1. Prohibited Signs. The following signs are prohibited in all districts:

- A. Signs in, upon, or projecting into any public right-of-way or easement, excepting Government Signs.
- B. Signs **containing statements, words, or pictures of an obscene, indecent, or immoral character, or such as would offend public morals or decency** ~~containing any indecent or offensive material.~~
- C. Any type of sign painted, attached, or in any manner affixed to trees, rocks, or similar natural surfaces.
- D. Roof Signs.
- E. Signs which interfere with the ability of vehicle operators or pedestrians to see traffic signs or signals, or which impedes the vision of traffic by vehicle operators or pedestrians.
- F. Signs that contain or are an imitation of an official traffic sign or signal or include the terms "stop", "look", "caution", "danger", "warning" or similar words, phrases, symbols, or characters in such a manner as to interfere with, mislead or confuse motorists.
- G. Signs which obstruct any window, door, fire escape or opening intended to provide ingress or egress to any structure or building.
- H. Portable Signs, except for sidewalk signs expressly permitted within.
- I. Any Sign not in conformance with these regulations, other than a Non-Conforming Sign.
- J. Any other Sign not expressly permitted by the provisions of these regulations.

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Subd. 2. Illuminated Signs. The following standards apply to Illuminated Signs:

Each Illuminated Sign shall:

- A. Have a Shielded Light Source;
- B. Not exceed a maximum light intensity of ~~5000 nits (candelas per square meter) during daylight hours and a maximum light intensity of 500 nits between dusk to dawn as measured from the sign's face at maximum brightness.~~ **5 foot-candles at each property line;**
- C. **Not cause beams or rays of light to be directed at any portion of the road or of such intensity or brilliance as to cause glare or impair vision of a driver of any motor vehicle;** and
- D. Be equipped with (i) an automatic dimmer control to produce the illumination change required by Section 1260.08, Subd. 2.A.2. above and (ii) a means to immediately turn off the display or lighting if the Illuminated Sign malfunctions.

~~E. Prior to the issuance of a sign permit, the applicant shall provide a written certification from the sign manufacturer that the light intensity has been factory pre-set not to exceed the levels specified in Section 1260.08, Subd. 2, A, 2 above.~~

~~Subd. 3 Promotional Devices. Promotional Devices are prohibited except when used in conjunction with a grand opening (the initial commencement of business). For a grand opening, Promotional Devices shall be allowed for a period of one week.~~

~~Subd. 4 Campaign Signs. Campaign Signs shall be regulated by the laws of the State of Minnesota, as amended from time to time. All Campaign Signs must be removed within seven (7) days following the date of the election. In the event the signs are not removed within seven (7) days, the city may remove the signs at the expense of the sign or property owner. No permit or registration is required for this type of sign.~~

Subd. 3. Address Signs. To aid emergency personnel, postal delivery, and the navigation of traffic, one address sign shall be required per residential and commercial building in all districts. No permit or registration is required.

Subd. 4. Scoreboards. One scoreboard up to 450 square feet per playing field, located in a public or private park, shall be permitted.

Subd. 5. Temporary Signs. The following regulations apply to Temporary Signs within the City. If they are not removed by the date specified, the signs may be taken down by the City and the cost of removal charged to the sign's owner or registrant.

A. **Signs Containing Non-Commercial Speech. Subject to Minnesota Statute Section 211B.045, as it may be amended from time to time, and notwithstanding the other provisions contained in this Section 1260, Signs containing Non-Commercial Speech may be posted beginning forty six (46) days before a primary election in a general election year until ten (10) days following the general election. No permit or registration is required for this type of sign.**

B. **Banners.** Banners may be permitted displayed for one-time or special events for up to forty-five (45) days. Banners may be up to forty (40) square feet in area. They must be registered with the City under the guidelines established in this chapter and removed within five (5) business days of the closing date listed on the registration permit.

C. **Grand Openings.** Air inflated devices, Banners exceeding forty (40) square feet in area, non-mechanical whirling devices, spotlights, or any Sign resembling the same may be permitted for a period of one (1) week in conjunction with a grand opening, meaning the initial commencement of a business. Such signs are prohibited at all other times.

D. **Special Events—Signs.** Special Event Signs may be permitted with the following conditions:

1. **Non-residential property:** Such Special Event Signs may be erected and maintained on non-residential property for a period not to exceed thirty (30)

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days prior to the date of the event and shall be removed within five (5) business days following the event.

2. ~~The City of Norwood Young America may place Special Event Signs within the public right of way, subject to the same restrictions as set forth above.~~ **Residential property: Special Event Signs, not exceeding four (4) square feet, may be erected on residential property for a period not to exceed five (5) days and shall be removed within one (1) day following the event.**
- E. ~~Real Estate Signs~~ **Property for Sale or Lease.** A Temporary Real Estate Sign ~~Sign~~ may be placed **upon property** in any District for the purpose of advertising the lease or sale of the property upon which it is placed **while it is for sale or for lease.** Only one **(1)** Sign shall be permitted per street frontage with the following conditions:
 1. Each such Sign shall be removed within seven (7) days following the date of leasing or sale.
 2. The maximum Sign Area for each such Sign is as follows:
 - a. R-1, R-2, R-3, T-A Districts- nine (9) square feet
 - b. R-4, RC-1 Districts- eighteen (18) square feet
 - c. Commercial and Industrial Districts- thirty-two (32) square feet
 3. No such Sign shall exceed eight (8) feet in height.
 4. Subdivision developments which have more than two **(2)** sites remaining available may ~~advertise the development with~~ **place** one Sign at each entry point. Such signs shall not be greater than **thirty two (32)** square feet and not to exceed eight (8) feet in height.
- F. ~~Identification Signs~~ **Construction.** One Temporary identification sign setting forth the name of a construction project, project architects, contractors and financing agencies ~~Sign~~ may be installed at a construction site in any district for the period of the construction ~~only with~~ **subject to** the following conditions:
 1. The Sign must be registered with the City under the guidelines established in this chapter.
 2. The Sign shall be removed within five (5) days of the closing listed on the registration permit or end of construction period, whichever is sooner.
 3. No such Sign shall exceed twenty-four (24) square feet or eight (8) feet in height.
- G. ~~Garage Sale Signs.~~ Garage Sale Signs shall be removed within one (1) day after the end of the sale and shall have a Sign Area of four (4) square feet or less. The City shall have the right to remove and destroy Signs not conforming to the provisions of this Chapter.

Subd. 6. Off-Site Signs. Off-Site Signs are not allowed in any district, except that an Off-Site Sign lawfully existing prior to January 23, 2017 shall be considered a Nonconforming Sign, subject to Section 1215 of the Zoning Code.

~~Advertising Signs.~~ Advertising Signs are permitted in the C-2, B-1 and I-1 Districts, on properties with frontage on Highway 212 or Highway 5 only. Advertising Signs must conform to the following standards:

- A. Advertising signs which face the same general direction shall be 2640 feet apart measured down the centerline of the road from which the signs are to be seen.

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- Advertising signs with advertising facing the same direction, but on either side of the road, shall be 2640 feet apart measured down the centerline of the road.
- ~~B. Only one advertising sign per lot shall be permitted.~~
 - ~~C. No outdoor advertising sign shall be closer than 100 feet from any other free-standing sign on the same side of the street.~~
 - ~~D. Back to Back signs are permissible. A back to back sign shall constitute one advertising sign.~~
 - ~~E. V type construction is not permitted.~~
 - ~~F. The maximum area for any one sign facing shall be 300 square feet inclusive of border and trim but excluding the base or apron, supports and other structural members.~~
 - ~~G. The maximum size limitations shall apply to each facing of a sign structure with one display to each facing not exceeding the maximum sign area.~~
 - ~~H. No outdoor advertising sign shall be established closer than 15 feet from the right-of-way line. No portion of any outdoor advertising sign may be placed on, or extend over the right-of-way line of any street or highway.~~
 - ~~I. No outdoor advertising sign or part thereof shall be located on any property without the written consent of the owner, holder, lessee, agent or trustees.~~
 - ~~J. No outdoor advertising sign shall exceed 30 feet in overall height above the ground level. Ground level shall be regarded as the average elevation of the natural ground on which the sign is located.~~
 - ~~K. All outdoor advertising signs must be equipped with a steel monopole, be painted in an earth tone color and have appropriate landscaping. (Amended by Ord. 140, 2-26-2001)~~

Subd. 7. Dynamic Signs. Dynamic Signs may be permitted with the following conditions:

- A. Dynamic displays are permitted as follows:
 - 1. R-1, R-2, R-3 and R-4 Districts: only on monument signs for conditionally permitted uses. Dynamic displays may occupy no more than 35 percent of the Monument Sign Area.
 - 2. C-2 District: on monument and pylon signs for any permitted or conditionally permitted use, occupying up to 35 percent of the Sign Area, and on permitted Advertising Sign Off-Site Signs, occupying up to 100 percent of the Sign Area.
 - 3. **C-3 District: on monument and wall signs for any permitted or conditionally permitted uses, occupying up to 35 percent of the Sign Area.**
 - 4. B-1 and I-1 Districts: only on monument and pylon signs for any permitted or conditionally permitted use, occupying up to 35 percent of the Sign Area, and on permitted Advertising Sign Off-Site Signs, occupying up to 100 percent of the Sign Area.
- B. Dynamic displays may not change or move more often than the following, except one for which changes are necessary to correct hour-and minute, date, or temperature information:

Speed Limit	Maximum number of changes
25-34	Once every two (2) minutes
35-54	Once every five (5) minutes
55 and over	Once every ten (10) minutes

- C. Time, date, or temperature information is considered one dynamic display and may not be included as a component of any other dynamic display.
- D. A display of time, date, or temperature must remain for at least the minimal allowable display time for the district in which it is located before changing to a different display, but the time, date, or temperature information itself may change no more often than once every three (3) seconds.
- E. The images and messages displayed must be static, and the transition from one static display to another must be instantaneous without any special effects.
- H. The images and messages displayed must be complete in themselves, without continuation in content to the next image or message or to any other sign.
- I. Every line of copy and graphics in a dynamic display must be at least seven inches in height on a road with a speed limit of 25 to 34 miles per hour, nine inches on a road with a speed limit of 35 to 44 miles per hour, 12 inches on a road with a speed limit of 45 to 54 miles per hour and 15 inches on a road with a speed limit of 55 miles per hour or more.
- J. Dynamic displays must be designed and equipped to freeze the device in one position if a malfunction occurs. The displays must also be equipped with a means to immediately discontinue the display if it malfunctions, and the sign owner must immediately stop the dynamic display when notified by the City that it is not complying with the standards of this ordinance.
- K. Dynamic displays must comply with the brightness standards contained in ~~Subd. 2 of this Section 1260.08, Subd. 2.~~

Subd. 98. Interior Building Signs. Unless specifically named in this ordinance, signs which are located ~~on~~ in the interior of a building shall be exempt from the provisions of this ordinance.

Subd. 10. Public Signs. ~~The City may exempt a public sign from the permitting and size standards of this ordinance.~~ (Amended by Ord. 114, 7-27-1998)

1260.09 District Regulations. Signs herein designated shall be permitted in each specified District and shall conform as to size, location, and character according to the requirements herein set forth.

Subd. 1 Residential District (R-1, R-2 and R-3) Regulations. The following signs are permitted within the residential districts.

- A. Address Sign: One sign not to exceed two (2) square feet in area for each dwelling unit.

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- B. Monument Signs: One Monument Sign per street frontage, **not to exceed two (2) Monument Signs**, shall be permitted for a church, public institution, day care center, nursing home, apartment building or recreational facility **for each lot and development entrance located on a collector or arterial roadway**. Such Sign shall not exceed forty-eight (48) square feet in area and shall not exceed twelve (12) feet in width and six (6) feet in height. No Sign shall be placed closer than five (5) feet to any public right-of-way. ~~Area Identification Signs: A residential subdivision of twenty (20) or more acres shall be permitted a maximum of two (2) Monument Signs. All other residential subdivisions shall be permitted one (1) Monument Sign. The Sign Area of each such Sign shall not exceed forty eight (48) square feet. The dimensions of each such Sign shall not exceed twelve (12) feet in width and six (6) feet in height. Such Signs shall be located near the main entrances of the subdivision and shall be limited to one (1) Sign per intersection.~~
- C. Directional Signs: Directional Signs for non-single-family uses are allowed up to three (3) per lot. The Sign Area of each such Sign shall not exceed four (4) square feet or four (4) feet in height.

Subd. 2 Multiple Family Residential District (R-4) Regulations. The following signs are permitted within the Multiple Family Residential District:

- A. Address Sign: One sign not to exceed four (4) square feet in area for each building.
- B. Monument and Wall Signs: **Each lot and development entrance located on a collector or arterial roadway shall be permitted one Monument Sign per street frontage, not to exceed two (2) Monument Signs.** ~~shall be permitted for a church, public institution, day care center, nursing home, apartment building or recreational facility.~~ **Each lot located on a local roadway shall be permitted one Monument Sign.** Such Sign shall not exceed forty-eight (48) square feet in area and shall not exceed twelve (12) feet in width and six (6) feet in height. No Sign shall be placed closer than five (5) feet to any public right-of-way. In addition to any Monument Sign, one Wall Sign shall be permitted on each Building Face, not to exceed two Wall Signs per Building. The Sign Area of each such Wall Sign shall not exceed 5% of the Building Face on which it is located. *(Amended by Ord. 216; 8-24-2009)*
~~Area Identification Signs: A residential subdivision of twenty (20) or more acres shall be permitted a maximum of two (2) Monument Signs. All other permitted and conditional uses shall be permitted one (1) Monument Sign, except for those listed in Subd. 2.B. above. The Sign Area of each such Sign shall not exceed forty eight (48) square feet. The dimensions of each such Sign shall not exceed twelve (12) feet in width and six (6) feet in height. Such Signs shall be located near the main entrances of the development and shall be limited to one (1) Sign per intersection. In addition to any Monument Sign, one Wall Sign shall be permitted on each Building Face, not to exceed two Wall Signs per Building. The Sign Area of each such Wall Sign shall not exceed 5% of the Building Face on which it is located.~~
- C. Directional Signs: Directional Signs are allowed up to three (3) per lot. The Sign Area of each such Sign shall not exceed four (4) square feet or four (4) feet in height.

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Subd. 3 Downtown Districts (C-3) Regulations. The following signs are permitted within the Downtown Districts.

- A. Address Sign: One sign not to exceed four (4) square feet in area for each building.
- B. Monument Signs: Where a building does not cover the full area of the property, one Monument Sign is allowed per lot. The Sign Area of any such Monument Sign shall not exceed thirty-two (32) square feet and shall not exceed ten (10) feet in width or six (6) feet in height.
- C. Wall Signs: One Wall Sign shall be permitted per Building Face, not to exceed two Wall Signs per building. For multi-tenant buildings, one Wall Sign per tenant is allowed provided that the Building Face coverage limitation set forth below is met.
 - 1. A maximum of 10% of the Building Face may be used for a Wall Sign.
 - 2. Signs shall not project above the roof level.
- D. Sidewalk Signs: Sidewalk Signs shall be permitted on the premises of a business, provided the following provisions are followed:
 - 1. Only one sidewalk sign per business is allowed.
 - 2. Signs shall be displayed during business hours only.
 - 3. Maximum allowable sign size, including the frame and support structure, shall not exceed 6-square feet. Two sides of the sign may contain graphics and/or text. The maximum depth or spread of the sign shall not exceed 2 feet.
 - 4. Quality of said signs shall be of professional craftsmanship only.
 - 5. Signs shall not create any hazards or interfere with pedestrian or vehicular traffic.
 - 6. Signs shall be placed only on the business property or on sidewalks directly abutting the business property. *(Amended by Ord. 172; 11/28/2005)*
- E. Awning Signs: One Awning Sign is allowed per lot, provided the Sign Area does not exceed eight (8) square feet. The Sign Area of any Awning Sign shall reduce, square foot for square foot, the Sign Area of any permitted Wall Signs on the same building face. Awnings shall have a minimum clearance of eight (8) feet above a public sidewalk or right-of-way and be an integral part of the awning, not projecting above or below the vertical awning face.

Subd. 4 C-2, B-1 and I-1 Regulations. The following uses are permitted within the C-2, B-1 and I-1 Districts.

- A. Address Sign: One sign not to exceed four (4) square feet in area for each building.
- B. Monument Signs: One Monument Sign facing each street frontage may be permitted per lot and development entrance. The Sign Area of any such Monument Sign shall not exceed sixty (60) square feet and shall not exceed twelve (12) feet in width or six (6) feet in height, except when adjacent to a major arterial. The total area of any such Monument Sign facing a major arterial shall not exceed eighty (80) square feet and shall not exceed fifteen (15) feet in width and eight (8) feet in height. No Monument Sign shall be placed closer than five (5) feet to any public right-of-way line. For multi-tenant buildings, one Monument Sign per lot is allowed. The Sign Area of each such Monument Sign shall not exceed eighty (80) square feet, with a maximum Sign Area of forty (40) square feet per tenant, except when adjacent to a major arterial. The total area of any such multi-tenant Sign facing a major arterial shall not exceed

one hundred (100) square feet, with a maximum Sign Area of fifty (50) square feet per tenant.

- C. Wall Signs: One Wall Sign shall be permitted per Building Face, not to exceed two Wall Signs per building. For multi-tenant buildings, one Wall Sign per tenant is allowed provided that the Building Face coverage limitation set forth below is met.
1. A maximum of 10% of the Building Face may be used for a Wall Sign.
 2. Signs shall not project above the roof level.
- ~~D. Area Identification Signs: One Area Identification Sign per development entrance is allowed. The Sign Area of each such Sign shall not exceed sixty (60) square feet and shall not exceed fifteen (15) feet in width and six (6) feet in height. No Area Identification Sign shall be placed closer than five (5) feet to any public right-of-way line. The Area Identification Sign shall only identify the name of the business or industrial park.~~
- E. Pylon Signs: One Pylon Sign facing each street frontage may be permitted per lot. The Sign Area of any such Sign shall not exceed forty-eight (48) square feet and shall not exceed twelve (12) feet in width or six (6) feet in height, except when adjacent to a major arterial. The total area of any such Pylon Sign facing a major arterial shall not exceed sixty (60) square feet and shall not exceed fifteen (15) feet in width and eight (8) feet in height. No Pylon Sign shall be placed closer than five (5) feet to any public right-of-way line. For multi-tenant buildings, one Pylon Sign per lot is allowed. The Sign Area of each such Sign shall not exceed sixty (60) square feet, with a maximum Sign Area of thirty (30) square feet per tenant, except when adjacent to a major arterial. The total area of any such multi-tenant Sign facing a major arterial shall not exceed eighty (80) square feet, with a maximum Sign Area of forty (40) square feet per tenant. The height of any Pylon Sign shall not exceed thirty (30) as measured from the elevation of the centerline of the roadway upon which the sign is orientated. The maximum actual sign height shall be no more than forty (40) feet. The sign shall not be raised up by use of a natural or manmade material so as to create a base for the placement of the sign resulting in a height greater than thirty (30) feet as measured from the elevation of the centerline of the roadway.
- F. Directional Signs: **Each lot is permitted up to four (4) Directional Signs per driveway or vehicle entrance onto the property**~~lot are permitted~~. The Sign Area of each such Sign shall not exceed four (4) square feet or four (4) feet in height.

1260.10 Substitution Clause. The owner of any Sign that is otherwise allowed under this Section may substitute Non-Commercial Speech for any other Commercial or Non-Commercial Speech without any additional approval or permitting, notwithstanding any provision to the contrary.

1260.11 Severability. If any part, clause, provision, or portion of this Section is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Section shall not be affected thereby.

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II. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Norwood Young America on the 23rd day of January, 2017.

Carol Lagergren, Mayor

Attest:

Kelly Hayes, City Clerk

Adopted:
Published:

City of Norwood Young America
Summary of Ordinance No. 279
Amending City Code Chapter 12, Land Use

The City of Norwood Young America has adopted Ordinance No. 279 entitled "An Ordinance Repealing and Replacing Section 1260 of the City Code Relating to Signs". The following is a summary of the adopted ordinance:

The Ordinance provides for signs within the community. The Ordinance includes definitions of terms related to signage, identification of prohibited signs, identification of the signs allowed by zoning district, standards for temporary signs, the process for issuance of sign permits, and standards for sign maintenance.

Effective Date: This ordinance becomes effective upon its passage and publication according to state law. The ordinance was adopted by the City Council on January 23, 2017.

A complete copy of the ordinance is available for review at the Norwood Young America City Offices, located at 310 Elm St W. If you have any questions, please contact the City at (952) 467-1800.

Steven Helget
City Administrator



To: Honorable Mayor Lagergren
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: January 23, 2017

Re: Ordinance: Amend City Code Section 600.04, Subd. 1: Storage Pods Declared a Nuisance

BACKGROUND

At the request of Administrator Helget, the Planning Commission has over the previous several months discussed storage containers and cargo containers as a means of storage.

After reviewing sample ordinances and approaches from other communities and lengthy discussion, the Commission developed language for Council consideration which declares pods, intermodal cargo containers, and the like a 'nuisance' if left on any property for more than 14 days.

The Commission held a hearing on the proposed Ordinance on December 20th. The PC recommended the Council approve the draft language. Please find an excerpt of the Planning Commission minutes attached for your information.

ACTION

Consideration of the attached Ordinance. If approved, authorization of summary publication.

ATTACHMENTS

- Ordinance Amending Section 600.04, Subd. 1 of the Code
- Summary publication
- Excerpt of Planning Commission minutes

The number of directional signs per lot is proposed to be expanded to four per street entry (currently two) as the number of signs per building wall in the C-2 District is proposed to be increased to two.

A requirement for a manufacturer's certificate for brightness and controls for illuminated signs was often difficult to secure for simple, internally lit signs. As such the requirement is proposed for elimination.

Signs on sports field fences will be allowed as they are not 'intended to be viewed offsite', a phrase incorporated in the definition for a sign.

Billboards are proposed to be disallowed; as such existing billboards will become legal non-conforming uses.

Dynamic signs are proposed to be allowed in the C-3 Downtown Districts provided they are wall or monument types but not pylon variety.

Grundahl inquired as to whether or not pylons will be allowed within the C-3 District. Strack explained the difference between pylon and monument signs.

Chairperson Heher confirmed there were no oral or written comments received from the public either for or against the redraft. Helget confirmed.

The hearing was opened at 7:04 p.m.

Motion – Grundahl to close the public hearing. Second by Lagergren. With all in favor the hearing was closed at 7:05 p.m.

B. Public Hearing: Amend City Code Section 600.04, Subd. 1: Storage Pods Declared a Nuisance.

Chairperson Heher introduced the agenda item and opened the hearing at 7:05 p.m.

Strack stated the Planning Commission has over the previous several months discussed storage containers and cargo containers as a means of storage. After reviewing sample ordinances from other communities the Commission called for a public hearing on declaring pods and cargo containers left on property more than 14 days to be a nuisance. The Commission proposes updating Section 600.04, Subd. 1 of the City Code to include language which makes any storage or intermodal cargo containers placed on a property outside of an enclosed building for more than fourteen consecutive days a nuisance.

Strack noted no public comment for or against the proposed Ordinance has been received.

Heher inquired about the necessity of a pod for storage of pod for personal items in the event of a fire or if remodeling is proposed. Strack noted the proposed language would apply and after 14 days the pod would need to be removed. Storms opined the Commission had discussed this scenario in the past. He noted the Commission also addressed contractors who move storage pods from job to job.

Kemp stated the language was acceptable to her as presented.

Lagergren favored the language as proposed and the 14-day limit. He noted there were conceivable circumstances that could arise and which could be dealt with them at that time.

Motion – Grundahl to close the public hearing. Second by Lagergren. With all in favor the hearing was closed at 7:10 p.m.

C. Public Hearing: Adult Uses.

Chairperson Heher introduced the agenda item and opened the public hearing at 7:10 p.m.

Strack noted the Planning Commission had called for a public hearing at the November regular meeting after reviewing draft updates related to where adult entertainment uses could be allowed. The Commission proposes an amendment to Chapter 12, Land Use, of the Code. The proposed update will no longer allow adult uses in the C-2 General Business District (Section 1230.09, Subd. 4(A)) or the B-1 Business Industrial District (Section 1230.11, Subd. 4(A)). Adult uses are currently allowed in both those districts under CUP. The draft ordinance, if approved, would instead allow adult uses under CUP in the I-1 Light Industrial District under Section 1230.12, Subd. 4. Adult uses contemplated in the Light Industrial district will need to meet the CUP requirements of Section 1210.06, Subd. 3(B) including maintaining a minimum distance of 600 feet from any existing: public or private school or preschool, licensed daycare, residential zoning district or parcel used for residential purposes, public park adjacent to a residential district, church site, or civic site.

No oral or written comments for or against the proposed amendment have been received.

Motion – Kemp to close the public hearing. Second by Grundahl. With all in favor the hearing was closed at 7:15 p.m.

5. **Old Business.**

A. Repeal and Replace Section 1260 of the City Code (Sign Standards).

Chairperson Heher introduced the agenda item.

Lagergren requested Strack clarify her comment relating to preferential treatment of organizations.

Grundahl introduced a discussion about rocks as signs. The Commission noted a distinction between rocks used as monument type signs with engraving or carved messages within the rock or the rock as an integral part of the sign construction versus a temporary sign affixed to a rock in a temporary fashion.

Motion – Storms, Second Kemp to recommend the City Council approve an Ordinance repealing and replacing Section 1260 of the City Code related to signs. Motion carried 6-0.

B. Amend City Code Section 600.04, Subd. 1: Storage Pods Declared a Nuisance.

Chairperson Heher introduced the agenda item.

Lagergren confirmed existing pods are prohibited. The Commission confirmed that is the case as they are not allowed under current accessory structure standards. Lagergren inquired about those in industrial areas. Strack noted it is possible to conceive of a time and place when the Code may be applied differently. She noted the entire Code is applied to each situation. For example, if a business moves to town that exists to sell pods, it is conceivable they would want to display a pod. Also, if the Commission is asked to review a CUP or IUP for outdoor storage it is conceivable that rather than having exterior clusters of smaller items like tires or engine parts the City may wish to have them stored in a container. Therefore, the CUP or IUP could specifically allow a pod. All outdoor storage requires fencing, therefore, the view of the pod could be screened.

Hoernemann inquired as to whether or not storage in semi-trailers would be allowed. Strack noted if the trailer displayed current licenses and did not exceed any specific limit on the amount of semi-trailers allowed at any one site the use could likely occur. Strack noted licensed trailers were not pods or intermodal containers.

Grundahl inquired as to how dumpsters are they regulated. Helget noted they are usually required to be located on private property and not public property or right of way.

Motion – Grundahl, Second Hoernemann to recommend the City Council approve an Ordinance amending Section 600.04, Subd. 1. Motion carried 6-0.

C. Code Amendment: Adult Uses.

Chairperson Heher introduced the agenda item.

Motion – Lagergren, Second Storms to recommend the City Council approve an Ordinance amending Chapter 12 of the City Code relating to adult uses. Motion carried 6-0.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 280**

**AN ORDINANCE AMENDING SECTION 600.08, SUBD. 1 OF THE CITY
CODE RELATING TO NUISANCES BY ADDING SUBSECTION (T)
RELATING TO STORAGE CONTAINERS**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS CHAPTER SIX, OF THE CITY CODE SHALL BE AMENDED BY ADDING SECTION 600.04, SUBD. (1)(T) RELATING TO NUISANCES AS FOLLOWS:**

600.04 Public Nuisances Affecting Peace And Safety.

Subd. 1 The following are declared to be nuisances affecting public peace and safety:

- A. All snow and ice that is not removed from public sidewalks within twenty-four (24) hours after the snow or other precipitation causing the condition has ceased to fall;
- B. All trees, hedges, billboards, or other obstructions which prevent people from having a clear view of all traffic approaching an intersection;
- C. All wires and limbs of trees that are so close to the surface of a sidewalk or street as to constitute a danger to pedestrians or vehicles;
- D. Any person participating in any party or other gathering that causes the unreasonable disturbing of the peace, quiet, or repose of another person;
- E. All unnecessary and annoying vibrations;
- F. Obstructions and excavations affecting the ordinary public use of streets, alleys, sidewalks, or public grounds, except under conditions as are permitted by this ordinance or other applicable law;
- G. Radio aerials or television antennae erected or maintained in a dangerous manner;
- H. Any use of property abutting on a public street or sidewalk or any use of a public street or sidewalk that causes large crowds or people to gather, obstructing traffic and the free use of the street or sidewalk;
- I. All hanging signs, awnings, and other similar structures over streets and sidewalks, so situated as to endanger public safety, or not constructed and maintained as provided by ordinance;
- J. The allowing of rainwater, ice, or snow to fall from any building or structure upon any street or sidewalk or to follow across any sidewalk;
- K. Any barbed wire fence located less than six (6) feet above the ground and within three (3) feet of a public sidewalk or way;
- L. All dangerous, unguarded machinery in any public place, or so situated or operated on private property as to attract the public;
- M. Wastewater cast upon or permitted to flow upon streets or other public properties;

- N. Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies or other materials in a manner conducive to the harboring of rats, mice, snakes, or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health, or other safety hazards from such accumulation;
- O. Any well, hole, or similar excavation that is left uncovered or in such other condition as to constitute a hazard to any child or other person coming on the premises where it is located;
- P. Obstruction to the free flow of water in a natural waterway or a public street drain, gutter, or ditch with trash or other materials;
- Q. The placing or throwing on any street, sidewalk, or other public property of any glass, tacks, nails, bottles, or other substances that may injure any person or animal or damage any pneumatic tire when passing over such substance;
- R. The depositing of garbage or refuse on a public right-of-way or on adjacent private property;
- S. Reflected glare or light from private exterior lighting exceeding 0.5 footcandles as measured on the property line of the property where the lighting is located when abutting any residential parcel, and one (1) footcandle when abutting any commercial or industrial parcel; and
- T. **Any storage container placed on a property outside of an enclosed building for more than fourteen consecutive days. Storage containers include but are not limited to portable on demand storage (PODS), intermodal cargo containers, or similar types of equipment intended for temporary or long-term storage but not including lawful accessory buildings; and**
- F.U. All other conditions or things that are likely to cause injury to the person or property of another.

II. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Norwood Young America on the 23rd day of January, 2017.

Carol Lagergren, Mayor

Attest:

Kelly Hayes, City Clerk

Adopted:
Published:

**City of Norwood Young America
Summary of Ordinance No. 280
Amending City Code Chapter 6, Nuisances**

The City of Norwood Young America has adopted Ordinance No. 280 entitled "An Ordinance Amending Section 600.08, Subd. 1 of the City Code Relating to Nuisances by Adding Subsection (T) Related to Storage Containers". Following is a summary of the adopted ordinance:

The Ordinance declares any storage container placed on a property outside of an enclosed building for more than fourteen consecutive days a nuisance. Storage containers include but are not limited to portable on demand storage (PODS), intermodal cargo containers, or similar types of equipment intended for temporary or long-term storage but not including lawful accessory buildings.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. The ordinance was adopted by the City Council on January 23, 2017.

A copy of the complete ordinance is available for review at the Norwood Young America City Offices, located at 310 Elm St W. If you have any questions, please contact the City at (952) 467-1800.



To: Honorable Mayor Lagergren
Members of the City Council
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: January 23, 2017

Re: Ordinance: Adult Uses

BACKGROUND

The Planning Commission has reviewed suitable locations for adult uses within the community. The Planning Commission proposes amendment to Chapter 12 (Land Use) of the Code relating to adult uses.

As identified in the attached draft ordinance, the Commission proposes adult uses be no longer allowed in the C-2 General Business District (Section 1230.09, Subd. 4(A)) or the B-1 Business Industrial District (Section 1230.11, Subd. 4(A)). Adult uses are currently allowed in both those districts under CUP. Instead the Commission proposes to allow adult uses under CUP in the I-1 Light Industrial District as provided for under Section 1230.12, Subd. 4.

Adult uses contemplated in the Light Industrial district will need to meet the CUP requirements of Section 1210.06, Subd. 3(B) including being a minimum of 600 feet away from any existing: Public or private school or preschool, licensed daycare, residential zoning district or parcel used for residential purposes, public park adjacent to a residential district, church site, or civic site.

The Commission held a public hearing on the draft Ordinance on December 20, 2016. Please find attached an excerpt from the Planning Commission meeting minutes.

ACTION

Consideration of the Ordinance. If approved, consideration of summary publication,

ATTACHMENTS

- Draft Ordinance
- Summary Publication Notice
- Excerpt of Planning Minutes

Heher inquired about the necessity of a pod for storage of pod for personal items in the event of a fire or if remodeling is proposed. Strack noted the proposed language would apply and after 14 days the pod would need to be removed. Storms opined the Commission had discussed this scenario in the past. He noted the Commission also addressed contractors who move storage pods from job to job.

Kemp stated the language was acceptable to her as presented.

Lagergren favored the language as proposed and the 14-day limit. He noted there were conceivable circumstances that could arise and which could be dealt with them at that time.

Motion – Grundahl to close the public hearing. Second by Lagergren. With all in favor the hearing was closed at 7:10 p.m.

C. Public Hearing: Adult Uses.

Chairperson Heher introduced the agenda item and opened the public hearing at 7:10 p.m.

Strack noted the Planning Commission had called for a public hearing at the November regular meeting after reviewing draft updates related to where adult entertainment uses could be allowed. The Commission proposes an amendment to Chapter 12, Land Use, of the Code. The proposed update will no longer allow adult uses in the C-2 General Business District (Section 1230.09, Subd. 4(A)) or the B-1 Business Industrial District (Section 1230.11, Subd. 4(A)). Adult uses are currently allowed in both those districts under CUP. The draft ordinance, if approved, would instead allow adult uses under CUP in the I-1 Light Industrial District under Section 1230.12, Subd. 4. Adult uses contemplated in the Light Industrial district will need to meet the CUP requirements of Section 1210.06, Subd. 3(B) including maintaining a minimum distance of 600 feet from any existing: public or private school or preschool, licensed daycare, residential zoning district or parcel used for residential purposes, public park adjacent to a residential district, church site, or civic site.

No oral or written comments for or against the proposed amendment have been received.

Motion – Kemp to close the public hearing. Second by Grundahl. With all in favor the hearing was closed at 7:15 p.m.

5. Old Business.

A. Repeal and Replace Section 1260 of the City Code (Sign Standards).

Chairperson Heher introduced the agenda item.

Lagergren requested Strack clarify her comment relating to preferential treatment of organizations.

Grundahl introduced a discussion about rocks as signs. The Commission noted a distinction between rocks used as monument type signs with engraving or carved messages within the rock or the rock as an integral part of the sign construction versus a temporary sign affixed to a rock in a temporary fashion.

Motion – Storms, Second Kemp to recommend the City Council approve an Ordinance repealing and replacing Section 1260 of the City Code related to signs. Motion carried 6-0.

B. Amend City Code Section 600.04, Subd. 1: Storage Pods Declared a Nuisance.

Chairperson Heher introduced the agenda item.

Lagergren confirmed existing pods are prohibited. The Commission confirmed that is the case as they are not allowed under current accessory structure standards. Lagergren inquired about those in industrial areas. Strack noted it is possible to conceive of a time and place when the Code may be applied differently. She noted the entire Code is applied to each situation. For example, if a business moves to town that exists to sell pods, it is conceivable they would want to display a pod. Also, if the Commission is asked to review a CUP or IUP for outdoor storage it is conceivable that rather than having exterior clusters of smaller items like tires or engine parts the City may wish to have them stored in a container. Therefore, the CUP or IUP could specifically allow a pod. All outdoor storage requires fencing, therefore, the view of the pod could be screened.

Hoernemann inquired as to whether or not storage in semi-trailers would be allowed. Strack noted if the trailer displayed current licenses and did not exceed any specific limit on the amount of semi-trailers allowed at any one site the use could likely occur. Strack noted licensed trailers were not pods or intermodal containers.

Grundahl inquired as to how dumpsters are they regulated. Helget noted they are usually required to be located on private property and not public property or right of way.

Motion – Grundahl, Second Hoernemann to recommend the City Council approve an Ordinance amending Section 600.04, Subd. 1. Motion carried 6-0.

C. Code Amendment: Adult Uses.

Chairperson Heher introduced the agenda item.

Motion – Lagergren, Second Storms to recommend the City Council approve an Ordinance amending Chapter 12 of the City Code relating to adult uses. Motion carried 6-0.

**CITY OF NORWOOD YOUNG AMERICA
ORDINANCE NO. 281**

AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY CODE BY REMOVING ADULT USES AS CONDITIONAL USES IN THE C-2 GENERAL COMMERCIAL DISTRICT AND THE B-1 BUSINESS INDUSTRIAL DISTRICT AND ALLOWING ADULT USES AS CONDITIONAL USES IN THE I-1 LIGHT INDUSTRIAL DISTRICT

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA TO PROMOTE THE PUBLIC SAFETY, HEALTH, AND WELFARE, HEREBY ORDAINS:**
- II. SECTION 1230.09, SUBD. 4 RELATING TO CONDITIONAL USES IN THE C-2 GENERAL COMMERCIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:**

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- ~~A. Adult Entertainment;~~
- A. Auto, Truck, Recreational Vehicle and Equipment Sales and Display;
- B. Automobile Service Station;
- C. Convenience stores with motor fuel sales;
- D. Fast Food Restaurant;
- E. Hospitals;
- F. Veterinary clinic or animal hospital.

Accessory Uses:

- A. Recreational Facilities in association with an on-sale liquor establishment or standard restaurant;
- B. Outdoor Dining;
- C. Outdoor Storage.

- III. SECTION 1230.11, SUBD. 4 RELATING TO CONDITIONAL USES IN THE B-1 BUSINESS INDUSTRIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:**

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- ~~A. Adult Entertainment;~~

Accessory Uses:

- A. Outdoor Auto, Truck, Recreational Vehicle, and Equipment Sales and Display;
- B. Outdoor Storage;
- C. Barbed-wire Fencing.

IV. SECTION 1230.12, SUBD. 4 RELATING TO CONDITIONAL USES IN THE I-1 LIGHT INDUSTRIAL DISTRICT SHALL BE AMENDED AS FOLLOWS:

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- A. Antennas, Satellite Dishes, Communication, and Radio Towers;
- B. Vocational and Technical Schools;
- C. **Adult Uses.**

Accessory Uses:

- A. Freight and Yard Equipment;
- B. Outdoor Auto, Truck, Recreational Vehicle, and Equipment Sales and Display;
- C. Outdoor Storage;
- D. Barbed-wire Fencing.

V. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.

Adopted by the City of Norwood Young America on the 23rd day of January, 2017.

Carol Lagergren, Mayor

ATTEST:

Kelly Hayes, City Clerk

Adopted:
Published:

**City of Norwood Young America
Summary of Ordinance No. 281
Amending City Code Chapter 12, Land Use**

The City of Norwood Young America has adopted Ordinance No. 281 entitled "An Ordinance Amending Chapter 12 of the City Code by Removing Adult Uses as Conditional Uses in the C-2 General Commercial District and the B-1 Business Industrial District and Allowing Adult Uses as Conditional Uses in the I-1 Light Industrial District". Following is a summary of the adopted ordinance:

The Ordinance removes adult entertainment uses as allowed conditional uses in the C-2 General Commercial and the B-1 Business Industrial Districts. The Ordinance adds adult uses as a conditional use in the I-1 Light Industrial District.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. The ordinance was adopted by the City Council on January 23, 2017.

A copy of the complete ordinance is available for review at the Norwood Young America City Offices, located at 310 Elm St W. If you have any questions, please contact the City at (952) 467-1800.