

City of Norwood Young America - City Council Agenda
February 27, 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 Carver County Transportation Sales Tax - Commissioner Jim Ische and Lyndon Robjent, County Engineer

3. Adjournment

1. Call Meeting of Economic Development Authority to Order

1.1 Pledge of Allegiance

2. Approve Agenda

2.1 Approve minutes of January 23, 2017

3. Adjournment

1. Call Meeting of City Council to Order

1.1 Oath of Office

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) Ironman Bike Ride - Tom Sullivan

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 23, 2017 meetings
- 4.2 Approve payment of claims
- 4.3 Request for Proposals – Liquor License at Pavilion
- 4.4 Request for Bids – Lawn Mowing
- 4.5 Request for Bids – Hay Baling
- 4.6 Lawful Gambling Application – The Young America Baseball, Inc.
- 4.7 Carver County Collaboration Agreement for GIS ESRI Software
- 4.8 Schedule Public Hearing – to remove no parking on Brush Street

5. Public Hearings

5.1 Ordinance No. 282 - Chapter 2 Amendment - City Council meeting starting time

6. Old Business

- 6.1 Comprehensive Plan Request for Proposals
- 6.2 Resolution 2017-03, City Council Appointments Amendment

7. New Business

- 7.1 Resolution 2017-04 and Resolution 2017-05, 211 Railroad Street W. - Variance and Site Plan
- 7.2 Ordinance No. 283, Administrative Subdivisions/Lot Combinations
- 7.3 Ordinance No. 282, Chapter 2 Amendment – City Council meeting starting time
- 7.4 Public Service Director Hiring Recommendation
- 7.5 Public Service Lead Appointment
- 7.6 Lawn Mower Purchase Proposal
- 7.7 Shovel Ready Designation – Tacoma West Industrial Park
- 7.8 Custodian Position

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: January Building Permit Report; Carver County Sheriff's Office Report.

UPCOMING MEETINGS/EVENTS

March 8 Joint Meeting EDC & Marketing Comm. – 5:30/EDC - 6:30 p.m.
March 9 Senior Advisory Committee – 9:00 a.m.
March 13 City Council – 6:00 p.m.
March 21 Parks and Rec. Commission – 5:30 p.m./Planning Commission – 7:00 p.m.
March 27 City Council Work Session – 6:00 p.m.; EDA and City Council to follow



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 27, 2017
SUBJECT: Carver County Transportation Sales Tax

Commissioner Jim Ische and Lyndon Robjent, County Engineer, will be present to make a presentation on their proposed establishment of a ½ - percent sales tax which would be dedicated solely to transportation. Specifically they're proposing to utilize the sales tax for County and State highway improvements. Enclosed is some of the information that will be presented which includes a list of projects the sale tax would be utilized for over a period of 24-years. One of the projects is the expansion of Highway 212 to a four-lane highway from Norwood Young America to Cologne.

They're also considering increasing the current Wheelage Tax from \$10 to \$20 per vehicle registration.

Also enclosed is a copy of the supporting resolution the County is asking Cities to adopt.

Suggested Motion:

No action required.



Growing with Safe and Smooth Traffic

Feds & State Leave Budget Gap for Roads & Bridges

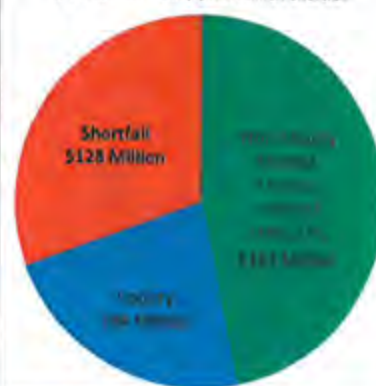
Changes in federal and state transportation funding mean Carver County lacks \$128 million needed to complete long-term high priority projects to improve traffic flow and safety, lower congestion, and expand roads for growth and new development. Two major changes caused this budget gap:

- The Metropolitan Council through its regional solicitation process has chosen to distribute federal funds with a focus on transit, non-motorized transportation, and preservation of road and bridges. That change virtually excludes Carver County from winning federal transportation funds through this process.
- The State Highway Investment Plan does not include any funds for the types of projects listed above. It shows zero investment in Highways 5, 7, 41, 101, and 212 in Carver County.

Closing the \$128 million budget gap to fund 22 high priority projects over the next 24 years will require a different approach from the County.

24-Year Project Revenue for High Priority Projects

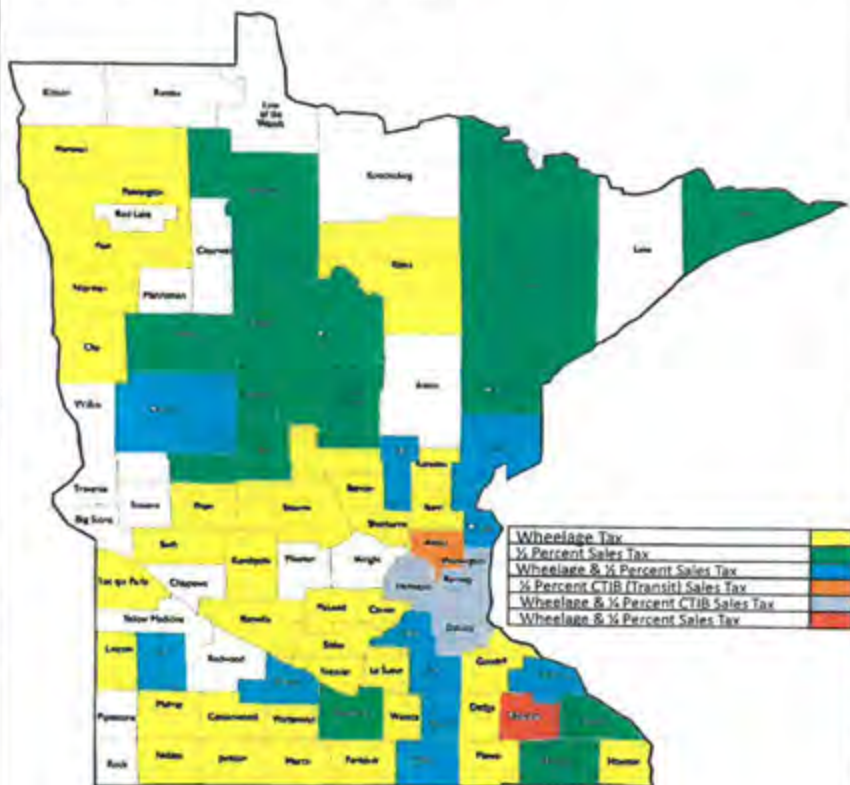
\$417 Million Total / \$128 Million Shortfall



Better Roads Ahead: Winning Federal/State Funds with a County Solution

The County will realize a significant advantage in winning federal and state grants for high priority projects if it commits to leveraging these grants with its own tax revenue. For example, Scott County received \$40 million in Federal and State funds for its own road projects after launching its own sales tax last year.

Counties with Sales/Wheelage Taxes



Updated in November 2015 based on information available from the MN Dept. of Vehicle Services and MN Dept. of Revenue.

To meet the Fed/State budget gap for high priority road and bridge projects, the Carver County Board is considering a proposal that includes:

- **Transportation Sales Tax:** 1/2-percent tax on retail sales, expected to generate \$102 million over 24 years.
- **Wheelage Tax:** Increase from \$10 to \$20 per vehicle per year, expected to generate \$26 million over 24 years.

The map shown here indicates which counties in Minnesota have a Wheelage Tax, Transportation Sales Tax, and/or Transit Tax. Metro counties have a high road and bridge demand reflected in their taxation.

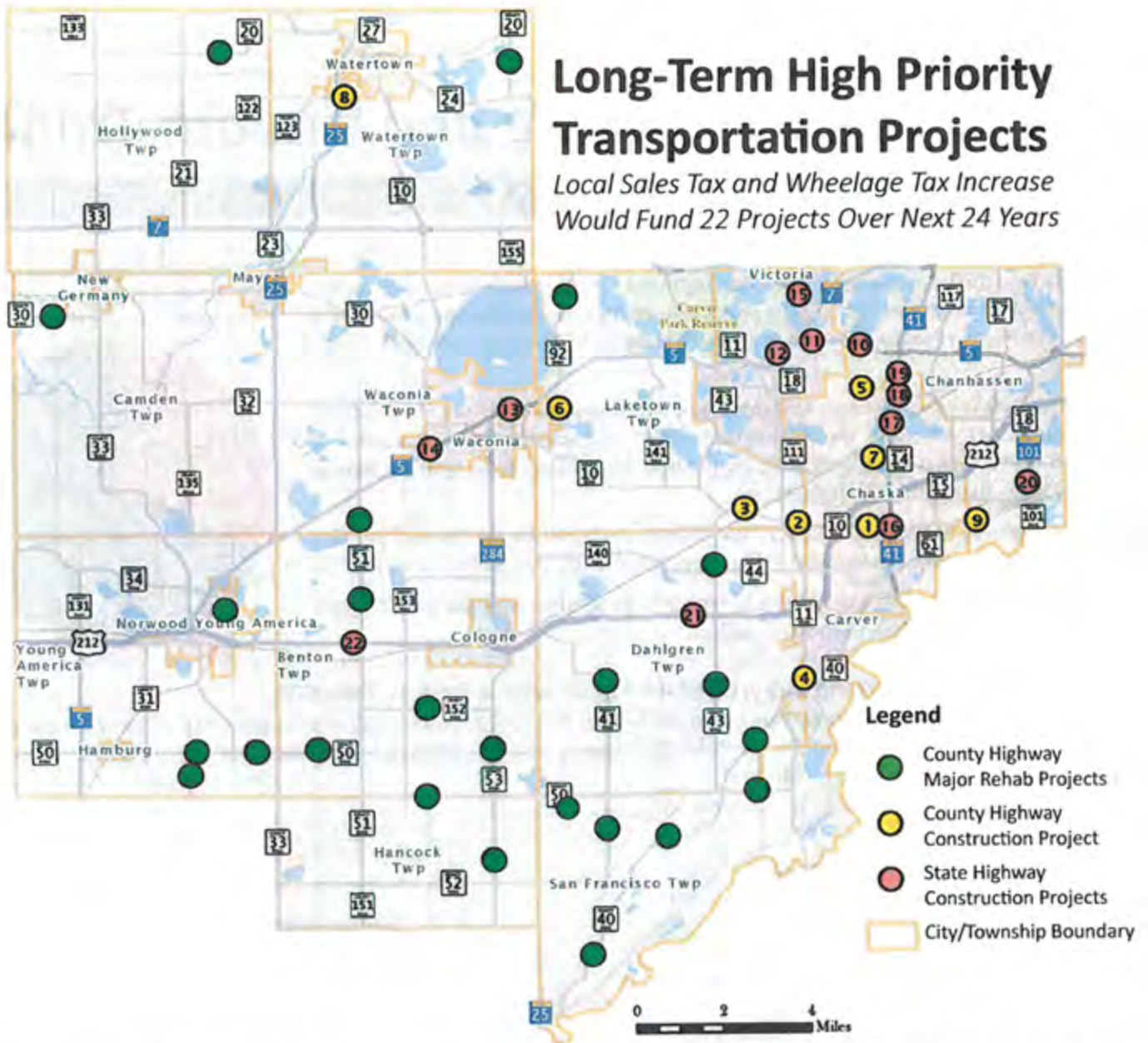
- **51 counties have a Wheelage Tax.** Included are 11 counties that have both a Wheelage Tax and a 1/2-percent Sales Tax and 5 counties with a Wheelage Tax and a 1/4-percent Sales Tax.
- **26 counties have implemented a Local Option Sales Tax.** This includes the 6 other metro counties: If you shop in any of the other metro counties, you are paying this sales tax.

All of the funding generated would be applied to 22 high priority road and bridge projects. (See map and project list on Page 2.) The new taxes would end with completion of the identified projects.

1/2 Percent Sales Tax = 50¢ on a \$100 purchase

Long-Term High Priority Transportation Projects

Local Sales Tax and Wheelage Tax Increase
Would Fund 22 Projects Over Next 24 Years



In addition to needing \$20 million for major pavement rehabilitation projects (green dots on the map), the Public Works Division has identified 22 high priority road projects* to be completed over the next 24 years. These projects, numbered on the map and listed below, are not in priority order. Rehabilitation and construction projects total \$417 million with inflation figured into the cost.

County Highway Projects

	Cost in Millions
1. County Rd. 10 (Engler Blvd.) from Hwy. 41 to Hwy. 212/Chaska	\$13
2. County Rd. 10 from Clover Ridge Dr. to County Rd. 11/Chaska	\$5
3. County Rd. 10 from County Rd. 11 to County Rd. 43 (W.)/Laketown Twp.	\$24
4. County Rd. 11 from 6th St. to County Rd. 40/Carver	\$10
5. County Rd. 18 Extension (82nd St.) from Bavaria Rd. to Hwy. 41/Victoria, Chaska, Chanhassen	\$14
6. East Waconia Bypass from County Rd. 10 to Hwy. 5/Waconia	\$15
7. County Rd. 14 (Pioneer Tr.) from Hwy. 41 to Bavaria Rd./Chaska	\$8
8. Watertown South River Crossing/Watertown	\$11
9. County Rd. 61 from Engler Blvd. to Bluff Creek Dr./Chaska, Chanhassen	\$29

State Highway Projects

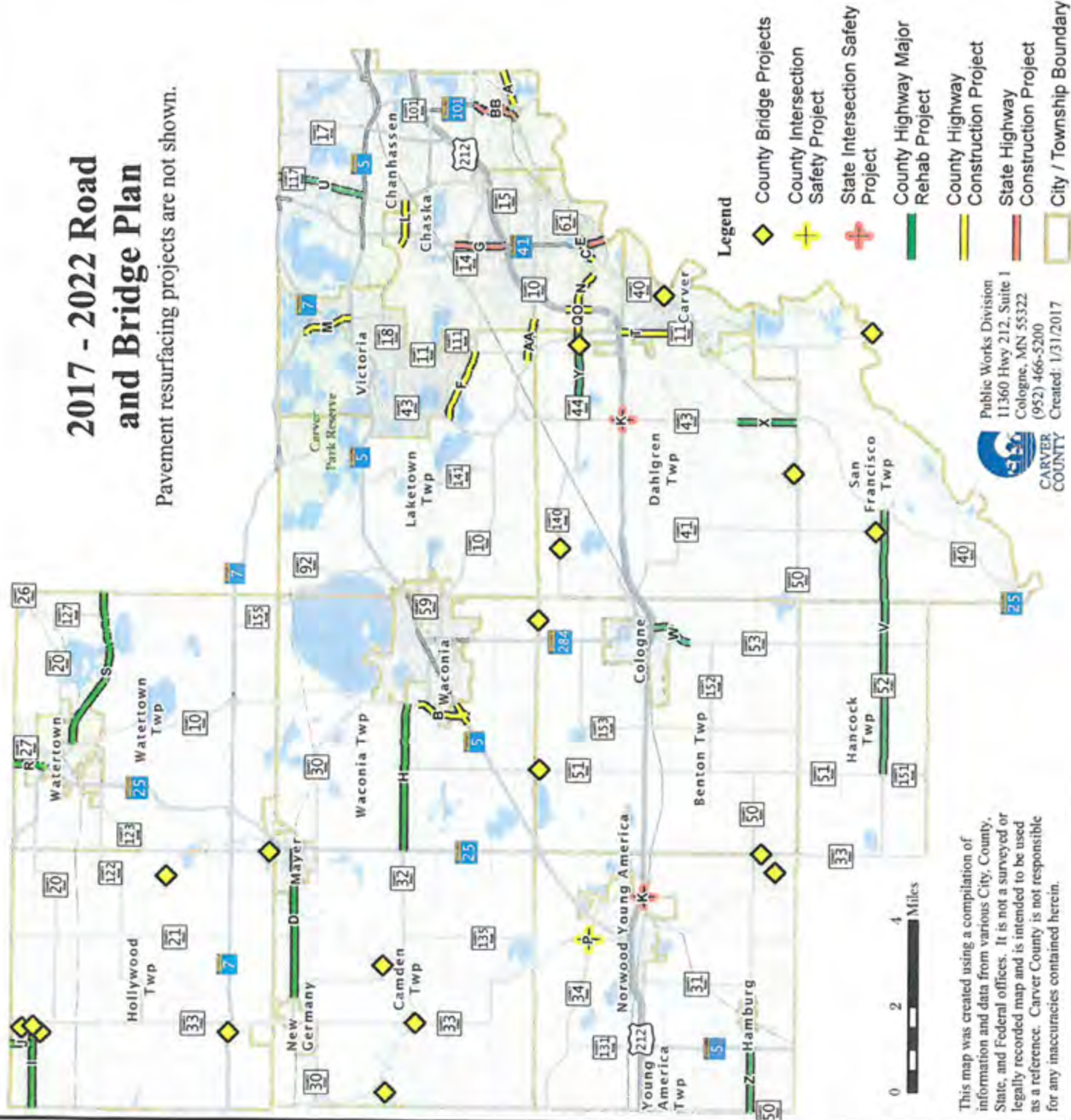
	Cost in Millions
10. Hwy. 5 from State Hwy. 41 to Rolling Acres Rd./Chanhassen, Victoria	\$25
11. Hwy. 5 and Rolling Acres Rd. Intersection/Victoria	\$4
12. Hwy. 5 from Rolling Acres Rd. to Victoria Dr. (W.)/Victoria	\$22
13. Hwy. 5 from Main Street to State Hwy 284/Waconia	\$10
14. Hwy. 5 from Oak Ave to Orchard Rd./Waconia	\$11
15. Hwy. 7 and Rolling Acres Rd. Intersection/Victoria	\$4
16. Hwy. 41 and County Rd. 10 Intersection/Chaska	\$6
17. Hwy. 41 from Pioneer Tr. to Lyman Blvd./Chaska	\$20
18. Hwy. 41 and Lyman Blvd. Intersection/Chaska	\$5
19. Hwy. 41 from Lyman Blvd. to Hwy. 5/Chaska, Chanhassen	\$13
20. Hwy. 101 Bluff from Flying Cloud Dr. to Pioneer Trail/Chanhassen	\$28
21. Hwy. 212 from Carver to Cologne/Dahlgren Twp.	\$43
22. Hwy. 212 from Cologne to Norwood Young America/Benton Twp.	\$77

* This project list is subject to change prior to inclusion in the resolution that will be brought before the Board. Project costs include inflation.

2017 - 2022 Road and Bridge Plan

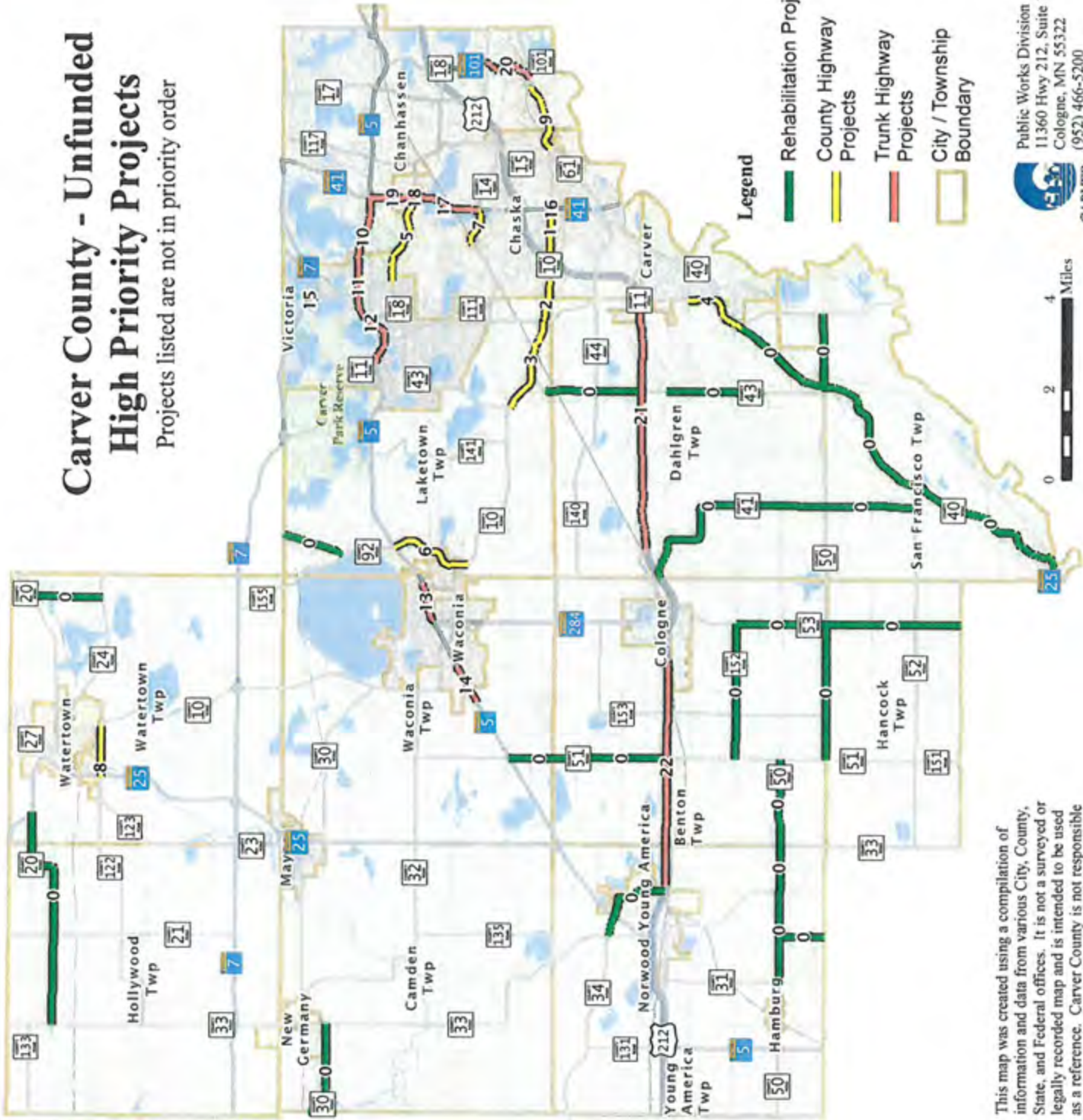
Pavement resurfacing projects are not shown.

Project Number	Project Description
A	Reconstruction of CSAH 61 from East of the Roundabout to the Hennepin County line (Lead by Hennepin County)
B	CR 10 Construction - Waconia School Phase - from TH 5 to CSAH 10
C	Reconstruction of CSAH 61 and Replacement of Bridge No. 10002 with new Bridge No. 10000 on CSAH 61 over West Chaska Creek
D	Pavement rehabilitation (SFDR) and shoulder widening of CSAH 30 from New Germany to TH 25
E	Reconstruction of CSAH 61 to a divided urban highway from TH 41 to East Chaska Creek and TH 41 improvements from the Minnesota River to County Highway 61
F	Reconstruction of Marsh Lake Road (Future CSAH 40) between CSAH 43 and CSAH 11
G	Reconstruction of TH 41 from the US 22 North Ramp Intersection through the CSAH 41 Intersection
H	Pavement rehabilitation (CIR) and shoulder widening of CSAH 32 from TH 25 to CSAH 20
I	Pavement rehabilitation (CIR) of CSAH 20 from McLeod County Line to CSAH 33
J	Pavement rehabilitation (CIR) of CR 63 from CSAH 33 to Wright County Line
K	Rural Intersection Conflict Warning System Installation at the US 22 intersections of CSAH 34 and 43
L	Reconstruction of CSAH 41 between 0.25 mile West of TH 41 to CSAH 45
M	Reconstruction of CSAH 41 between TH 5 and TH 7
N	Reconstruction of CSAH 40 from the East Ramp of US 22 to 400 feet Southeast of the Cemetery Drive
O	Reconstruction of CSAH 40 and Construction of a New Interchange at US 22 Intersection
P	Reconstruction to build a new roundabout at the CSAH 33 / CSAH 34 Intersection
Q	Reconstruction of CSAH 40 from CSAH 11 to West Ramp of US 22 Interchange
R	Pavement rehabilitation (SFDR) and shoulder widening of CSAH 40 from TH 25 to Wright County Line
S	Pavement rehabilitation (SFDR) and shoulder widening of CSAH 24 from CSAH 10 to Hennepin County Line
T	Reconstruction and expansion to 4 lanes of CSAH 11 from 8th Street to the US 22 Intersection
U	Pavement rehabilitation (FDR) of CR 10 from TH 5 to Hennepin County line
V	Pavement rehabilitation (FDR) of CSAH 52 from CSAH 51 to CSAH 40
W	Pavement rehabilitation (FDR) of CSAH 53 from TH 22 to Stevens Creek
X	Pavement rehabilitation (FDR) of CSAH 43 from CSAH 50 to Maplewood Road
Y	Pavement rehabilitation (FDR) of CSAH 44 from CSAH 43 to CSAH 11
Z	Pavement rehabilitation (FDR) of CSAH 60 from TH 5 to McLeod County line
AA	CSAH 10 Reconstruction - Chaska Creek Phase - from 0.25 mile west of CSAH 11 to 500 feet west of West Creek Lane
BB	Reconstruction of TH 41 (unback) on the Minnesota River Bluff between CSAH 61 and CSAH 41



Carver County - Unfunded High Priority Projects

Projects listed are not in priority order



This map was created using a compilation of information and data from various City, County, State, and Federal offices. It is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Public Works Division
11360 Hwy 212, Suite 1
Cologne, MN 55322
(952) 466-5200
Created: 1/27/2017

Map Ref.	Project Description
0	Countywide Pavement Rehabilitation
1	County Road 10 (Engler Blvd.) from Highway 41 to Highway 212 Chaska
2	County Road 10 from Clover Ridge Dr. to County Highway 11 Chaska
3	County Road 10 from County Road 11 to County Road 43 (W.) Laketown Township
4	County Road 11 (Jonathan Carver Pkwy.) from 8th St. to County Road 40 Carver
5	County Road 18 Extension (82nd St) from Bavaria Rd. to Highway 41 Victoria Chaska, Chanhassen
6	East Waconia Bypass from County Road 10 to Highway 5 Waconia
7	County Road 14 (Pioneer Tr.) from Highway 41 to Bavaria Rd. Chaska
8	Watertown South River Crossing Watertown
9	County Road 61 (Flying Cloud Dr.) from Engler Blvd. to Bluff Creek Dr. Chaska, Chanhassen
10	Highway 5 from Highway 41 to Rolling Acres Rd. Chanhassen, Victoria
11	Highway 5/Rolling Acres Rd. Intersection Victoria
12	Highway 5 from Rolling Acres Rd. to Victoria Dr. (W.) Victoria
13	Highway 5 from Main Street to Highway 284 Victoria
14	Highway 5 from Oak Ave to Orchard Rd. Waconia
15	Highway 7/Rolling Acres Rd. Intersection Victoria
16	Highway 4/VCounty Road 10 (Engler Blvd.) Intersection Chaska
17	Highway 41 from Pioneer Tr. to Lyman Blvd. Chaska
18	Highway 41/Lyman Blvd. Intersection Chaska
19	Highway 41 from Lyman Blvd. to Highway 5 Chaska, Chanhassen
20	Highway 101 Bluff from Flying Cloud Dr. to Pioneer Trail Chanhassen
21	Highway 212 from Carver to Cologne
22	Highway 212 from Cologne to Norwood Young America

US HIGHWAY 212

Funding the "Gap to Close the Gap"

January 2017



In partnership with MnDOT, the Southwest Corridor Transportation Coalition (SWCTC) and Carver County have **requested 2016 FASTLANE funding** to address critical freight needs for a two-lane gap between the City of Carver and the City of Cologne. The proposed project will expand US Highway 212 for 4.6 miles to a four-lane expressway, relieving a major freight bottle neck between the existing four-lane segments. These improvements will benefit all users of the corridor.

We are seeking your support in helping fund one of Minnesota's most important east-west transportation corridors. The FASTLANE program can help achieve this mission.

US Highway 212's FASTLANE Application

- Project aligns with FASTLANE goals and objectives
- \$23.4 million request (\$15.6 million local match commitment)
- Leverages \$2.3 million in recent planning and design investments
- Embraces an innovative design to reduce cost
- "Shovel Ready" - design, official mapping and environmental documentation are complete
- The proposed project has a benefit cost of \$5.00 to \$9.5 dollars for every dollar invested
- The proposed improvements will produce travel time savings for the region between \$147.4 million and \$271.8 million

US Highway 212's Importance

- Provides highway freight mobility and connectivity for over 22,000 square miles of southwest Minnesota and South Dakota that is not currently served by the Interstate System or freeways
- Carries more trucks daily than the total traffic volume (both cars and trucks) on 40 percent of Minnesota highways combined.
- Truck volumes significantly exceed typical truck percentages on state highways
- The corridor serves over 65 major freight generators providing access to ports, rail and other modes
- Only interregional corridor in the metro area that still has two-lane segments
- On the National Highway System



US HIGHWAY 212

Funding the "Gap to Close the Gap"



Project Support & Freight Views

Overwhelming support for this project has been expressed by local agencies, the freight community, and federal and state legislators. For example, **forty-one resolutions have been passed by the Board of Commissioners for each county and most cities and chambers of commerce along the corridor.** A few examples of the freight community's support are also noted below:

- "Many production inputs at our 1,500-person Hutchinson facility come via the US Highway 212 corridor. Any delay in receiving these inputs hurts our bottom line." – 3M, Hutchinson, MN.
- "One hundred percent of our input and 98 percent of our outbound truck trips travel on US Highway 212. The roadway plays a major role in getting goods to the market and the overall success of our business." – Warner Manufacturing Company, Sacred Heart, MN.
- "Expanding US Highway 212 to four lanes will save us time and money, but the safety benefits of the expansion are the most valuable to us." – Michael Foods, Inc., Gaylord, MN.
- "Seneca has thousands of trucks that utilize US Highway 212 annually, both to the east and west of Glencoe, bringing in raw produce from our growers in the area, and then shipping out finished canned and frozen vegetable products to various markets each year. Therefore US Highway 212's reliability and speed is important to our company." – Seneca Foods Corporation, Glencoe, MN.

To Learn More

The FASTLANE application can viewed on the SWCTC website: <http://southwesttransportation.org/>

To learn more about the project's past planning and design efforts, please visit MnDOT's website: www.dot.state.mn.us/metro/projects/212cologne

Contacts

Robert Lindall, President
Southwest Corridor Transportation Coalition
(612) 337-9219 rlindall@kennedy-graven.com

Margaret Donahoe, Minnesota Transportation Alliance
(651) 659-0804 Margaret@transportationalliance.com

Lyndon Robjent, Carver County Engineer
(952) 466-5206 lrobjent@co.carver.mn.us



**A RESOLUTION SUPPORTING INCREASING TRANSPORTATION REVENUE IN CARVER COUNTY USING THE LOCAL OPTION
SALES TAX AND WHEELAGE TAX**

WHEREAS, A safe, efficient and reliable transportation system is critical to the quality of life and economic vitality in Carver County and;

WHEREAS, The County has prepared a long range roadway system plan that identifies improvement projects needed to preserve, enhance safety, and improve mobility of the transportation system and;

WHEREAS, The plan shows that improvements are needed to the State and County highway system both of which will enhance access and mobility to and from City and Township roadways, and;

WHEREAS, Current County revenue sources will not generate enough funding to construct these improvements and the Metropolitan Council 2040 Transportation Policy Plan (TPP) and the MnDOT State Highway Investment Plan (MnSHIP) does not include any major investment on the regional highway system in Carver County and;

WHEREAS, The County cannot rely on State or Federal investment to address the most important transportation needs. The County does not levy the 1/4 percent sales tax for transit through the Counties Transit Improvement Board (CTIB) as there is no guarantee that any of the funding would be used in Carver County.

WHEREAS, The County and its partners are required to take the lead in providing for the highest priority transportation improvements using locally controlled revenue sources and;

WHEREAS, The County has created a list of high priority projects throughout the County that could be constructed in the next 20 years with additional revenue;

WHEREAS, State Statute 297A.993 authorizes County Boards, after a public hearing, to implement a sales tax of ¼ percent by resolution for transportation purposes and a \$20 excise tax on vehicle purchases. (Vehicle purchases are exempt from the transportation sales tax) and;

WHEREAS, State Statute 163.051 authorizes County Boards to levy by resolution a wheelage tax of \$10 per registered vehicle (motorcycles, scooters and motorized bicycles are exempt) per year from January 1, 2014 to December 31, 2017; and on and after January 1, 2018, up to \$20 per year, in any increment of a whole dollar and;

WHEREAS, The local option sales tax and \$20 excise tax will generate approximately \$3.5 million annually at implementation and an additional \$10 in wheelage tax per vehicle (County already levies \$10 per vehicle) will generate approximately \$880,000 per year at implementation and;

WHEREAS, The County is actively working with its partners to gather feedback on the list of high priority projects and to seek support for implementation of these local option revenue sources and;

NOW THEREFORE BE IT RESOLVED, that the _____ recognizes the importance of constructing a safe, efficient and reliable transportation system to serve our community and supports the implementation of a ¼ % local option sales tax and \$20 excise tax and an increase of \$10 in wheelage tax to fund high priority transportation projects in Carver County.

City of Norwood Young America – EDA Minutes
January 23, 2017 - 7:00pm EDA

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, Ryan Svobodny, Steve Zumberge, Cynthia Smith-Strack, Andrea Pizza

1. Call Meeting of Economic Development Authority to Order

1.1 Pledge of Allegiance

Carol Lagergren called to order the meeting of the Economic Development Authority at 7:00pm.

2. Approve Agenda

2.1 Nomination and election of officers – Resolution 1701

President - Carol Lagergren

Vice-President - Dick Stolz

Treasurer - Craig Heher

Assistant Treasurer – Mike McPadden

Secretary – Newly Appointed Council Person (Charlie Storms)

Motion: McPadden to approve Resolution 1701. Second Heher. Vote 4 – 0. Motion carried.

2.2 Approve minutes of November 28, 2016

Motion: Stolz to approve the minutes. Second Heher. Vote 4 – 0. Motion carried.

3. Adjournment

Motion: McPadden to adjourn. Second Heher. Vote 4 – 0. Motion carried.

Respectfully Submitted,

President

Kelly Hayes, City Clerk / Treasurer



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 27, 2017
SUBJECT: Ironman Bike Ride

Tom Sullivan representing the Ironman Bike Ride will be present to review their event which is planned for Sunday, April 30th. The Pavilion has been reserved and will be one of their rest stops. Enclosed is a route map which Mr. Sullivan will review.

Suggested Motion:

No action required.



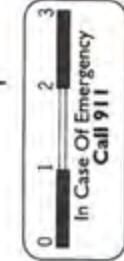
Ironman

Sunday, April 30, 2017

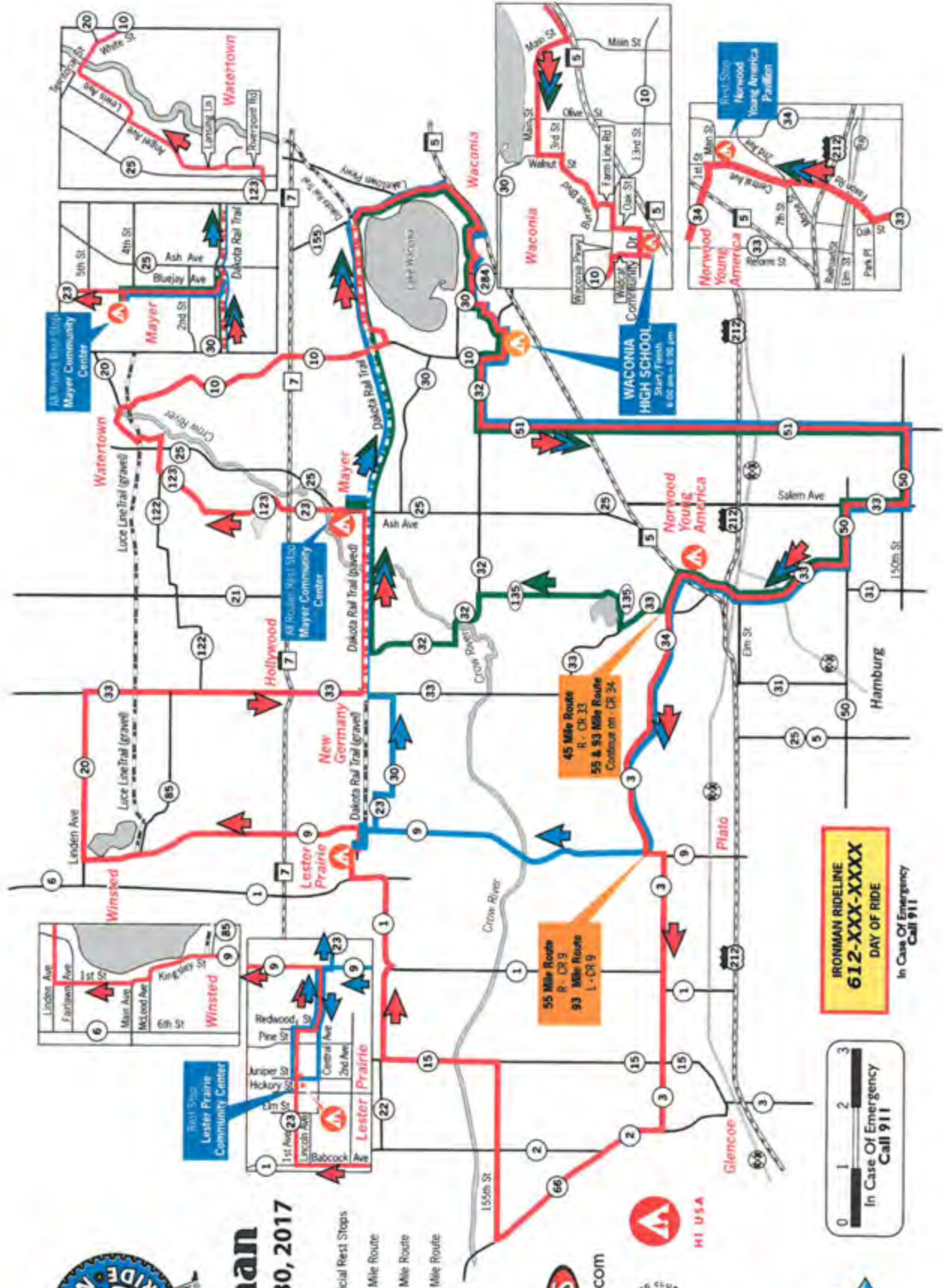
- Official Rest Stops
- 45 Mile Route
 - 55 Mile Route
 - 93 Mile Route



OBEDIENT TRAFFIC LAWS
SHARE THE ROAD
WEAR YOUR HELMET



IRONMAN RIDELINE
612-XXX-XXXX
DAY OF RIDE
In Case Of Emergency
Call 911



City of Norwood Young America - City Council Workshop Minutes
January 23, 2017 – 6:00pm Workshop

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

1. Call Meeting of City Council Workshop to Order

Mayor Lagergren called to order the City Council Workshop Meeting at 6:01pm.

2. Approve Agenda

Additions: Helget notified the council that there was a late applicant for the open City Council seat, resident Ryan Svobodny. The council agreed that since the deadline was not met that Mr. Svobodny would not be considered for the position. Mr. Svobodny understood the decision and the Council recommended that he apply to be on the other City boards. Helget is going to email the application to him.

2.1 City Council Seat Interviews

The Council interviewed the one applicant, Charlie Storms, for the City Council seat.

2.2 2018 Comprehensive Plan

Helget would like to request proposals for consultants to assist with the 2018 Comprehensive Plan. The council recommended that Helget bring this item to the next council meeting. It was suggested that interviews be held for those companies that submit proposals and to hold these interviews the week of March 20 and then cancel the workshop meeting in March.

Due to the extra time between the Workshop and City Council meeting, the workshop continued with the following topics:

Chapter 2 of City Code: Council Meeting times.

To prevent the "downtime" between the workshop and the council meeting, it was suggested to hold a Public Hearing to possibly change the verbiage to say the workshop begins at 6:00pm and the council meeting will follow. It was also suggested to have the first meeting of the month begin at 6:00pm to have consistency with meeting times.

Pole Buildings.

It was suggested that the Planning Commission review the code to possibly allow "Pole Buildings". There were some discrepancies in a couple of building requests of a pole building recently.

County Leaders Meeting.

Helget and Stolz will be attending the Carver County Leaders Meeting this week. The County is suggesting a ½ cent sales tax that would be used towards repairing/building State highways.

3. Adjournment

Motion: McPadden to adjourn at 6:55pm. Second Stolz. All in favor. Motion carried.

Respectfully Submitted:

Kelly Hayes, City Clerk / Treasurer

Mayor

City of Norwood Young America
City Council Minutes
January 23, 2017 – 7:00pm – 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, Fire Chief Steve Zumberge

Others Present: Charlie Storms, Mark Lagergren, Cynthia Smith-Strack – Planning Consultant, Andrea Pizza

1. Call Meeting of City Council to Order

Meeting was called to order by Mayor Lagergren at 7:04pm.

2. Approve Agenda

Additions: 7.7 Scheduling Public Hearing regarding City Council meeting times and 7.8 Canceling February 13 meeting.

Motion: Stolz to approve the agenda with the additions. Second McPadden. All in favor. Motion carries.

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

Fire Department Year In Review Report

Fire Department Chief reported on the 2016 activity. There were:

- 29 firefighters
- 248 call
- 3,286 call hours

Reports included the 2016 and 2017 budgets.

2017 budget has \$25k capital to replace South Station pad.

Townships are paying \$150 per unit.

Other information included drill/training schedule, meeting minutes, and incident report summary.

Mayor Lagergren left the meeting at this time and Acting Mayor Dick Stolz took over leading the council meeting.

4. Consent Agenda

4.1 Approve minutes of January 9, 2017 meeting

4.2 Approve payment of claims

4.3 Economic Development Commission Appointment

Motion: McPadden to approve the consent agenda. Second Heher. All in favor. Motion carried.

5. Public Hearings

6. Old Business

6.1 Contract for 2017 Police Services

Motion: Heher to approve the 2017 Police Services Contract. Second McPadden. All in favor. Motion carried.

6.2 Approve payment for Community Education Summer Programs

Motion: McPadden to authorize payment of \$5200 to District 108 Community Education: \$2000 for the Summer Recreation Program, \$3,000 for the Summer Enhanced Program, \$200 for the swimming lesson advertisement.

Second Heher. All in favor. Motion carried.

7. New Business

7.1 Pavilion Architectural History Evaluation

Ms. Andrea Pizza completed the historical evaluation of the Pavilion. The Pavilion was not eligible for listing in the National Register of Historical Places due to the alterations completed in 2005-2006.

Ms. Pizza created a 29 page report on information that she obtain about the 100+ year life of the Pavilion.

7.2 Ordinance No. 279, Amending Chapter 12, Section 1260, Signs

Planning Commission reviewed the entire section of the City Code that discussed signs. There were many updates and or changes. The Planning Commission recommended unanimously to approve Ordinance 279, Amending Chapter 12, Section 1260, Signs.

Motion: Heher to approve Ordinance No. 279, an ordinance repealing and replacing section 1260 of the city code relating to signs. Second McPadden. All in favor. Motion carried.

Motion: Heher to approve the summary and publication of Ordinance 279. Second McPadden. All in favor. Motion carried.

7.3 Ordinance No. 280, Amending Chapter 6, Section 600, Nuisances

Planning Commission discussed storage containers/pads as a means of storage. After reviewing sample ordinances from other cities, the Planning Commission recommends to declare storage pods/containers as a nuisance if left on the property for more than 14 days.

Motion: Heher to approve 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. Second McPadden. All in favor. Motion carried.

Motion: McPadden to approve the summary and publication of Ordinance 280. Second Heher. All in favor. Motion carried.

7.4 Ordinance No. 281, Amending Chapter 12, Adult Uses

Planning Commission proposes adult use be no longer allowed in the C-2 General Business District and the B-I Business Industrial District and to allow in I-1 Light Industrial District.

Motion: McPadden to approve 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-i business industrial district and allowing adult uses as conditional uses in the i-1 light industrial district. Second Heher. All in favor. Motion carried.

Motion: McPadden to approve the summary and publication of Ordinance 281. Second Heher. All in favor. Motion carried.

7.5 City Council Appointment

At the workshop meeting prior to the council meeting, the council interviewed the one applicant that applied for the City Council open seat (by the deadline), Charlie Storms.

Motion: McPadden to appoint Charlie Storms to the two year council position open by Carol Lagergren. All in favor. Motion carried.

7.6 City Administrator Evaluation

All Council Members completed an evaluation form on Steve Helget for 2016. Overall the average of his scores ranged from 3 to 4.2.

7.7 Scheduling Public Hearing regarding City Council meeting times

Motion: McPadden to schedule a Public Hearing regarding Chapter 2, meeting times of the City Council on February 27, 2017. Second Heher. All in favor. Motion carried.

7.8 Canceling February 13 meeting

Motion: McPadden to cancel the City Council meeting on February 13, 2017, due to not having a quorum. Second Heher. All in favor. Motion carried.

8. Council Member & Mayor Reports

Heher: Parks met discussed Lot A. Lori Trocke voted Chair of Park Commission. Planning: Extreme Electrical brought plan for approval. Discussed accomplishments of 2016 and goals of 2017. Discussed Rental Housing codes. There are two positions open in the Planning Commission. Those interested should contact City Hall for application.

McPadden: Held first Stiftungsfest meeting of the year. EDC and Branding Committee meeting this Wednesday to discuss logo and tagline.

9. Adjournment

Motion: McPadden to adjourn at 8:06pm. All in favor. Motion carried.

Sincerely Submitted:

Kelly Hayes, City Clerk/Treasurer

Mayor

CITY OF NORWOOD YOUNG AMERICA

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

To Be Approved: February 27, 2017

Pre-Paid Claims	<u>\$248,877.98</u>
------------------------	----------------------------

(Check Sequence #504103-504143; 26515-26574)

Claims Pending Payment	<u>\$53,919.52</u>
-------------------------------	---------------------------

(Check Sequence #26575-26608)

Grand Total	<u>\$302,797.50</u>
--------------------	----------------------------

PAYROLL JAN 26, 2017

CHECK#	EMPLOYEE	GROSS
504103	ARETZ, BRENT R	\$3,783.33
504104	FRAHM, KEVIN	\$1,600.54
504105	HAAG, HERMAN	\$26.80
504106	HAYES, KELLY	\$2,238.40
504107	Hormann, Duane	\$606.06
504108	NIESEN, CHRISTOPHER D.	\$1,666.56
504109	SCHNEEDWIND, BRIAN O	\$1,586.70
504110	LENZ, DEBRA A	\$1,887.20
504111	MENZEL, ALICIA	\$1,628.00
504112	STENDER, DANIEL H	\$2,363.63
504113	HELGET, STEVE	\$3,485.60
504114	KLOEMPKEN, JASON A	\$1,549.61
504115	HOOFF, DALE H	\$221.10
504116	KLEINBANK - NET	\$14,892.46
	GROSS	\$22,643.53

PAYROLL FEB 9, 2017

CHECK #	EMPLOYEE	GROSS
504117	ARETZ, BRENT R	\$2,652.49
504118	FRAHM, KEVIN	\$1,476.00
504119	HAAG, HERMAN	\$134.00
504120	HAYES, KELLY	\$2,238.40
504121	Hormann, Duane	\$548.34
504122	NIESEN, CHRISTOPHER D.	\$1,649.20
504123	SCHNEEDWIND, BRIAN O	\$1,642.05
504124	LENZ, DEBRA A	\$1,887.20
504125	MENZEL, ALICIA	\$1,628.00
504126	STENDER, DANIEL H	\$2,178.01
504127	HELGET, STEVE	\$3,485.60
504128	KLOEMPKEN, JASON A	\$1,549.60
504129	HOOFF, DALE H	\$120.60
504130	KLEINBANK - Net	\$13,963.21
	Gross	\$21,189.49

PAYROLL FEBRUARY 23, 2017

CHECK #	EMPLOYEE	GROSS
504131	ARETZ, BRENT R	\$2,685.75
504132	FRAHM, KEVIN	\$1,531.35
504133	HAAG, HERMAN	\$221.10
504134	HAYES, KELLY	\$2,238.40
504135	Hormann, Duane	\$678.21
504136	NIESEN, CHRISTOPHER D.	\$1,597.12
504137	SCHNEEDWIND, BRIAN O	\$1,476.00
504138	LENZ, DEBRA A	\$1,887.20
504139	MENZEL, ALICIA	\$1,628.00
504140	STENDER, DANIEL H	\$2,165.63
504141	HELGET, STEVE	\$3,485.60
504142	KLOEMPKEN, JASON A	<u>\$1,549.60</u>
504143	KLEINBANK - NET	\$13,931.96
	GROSS	\$21,143.96

CITY OF NORWOOD YOUNG AMERICA

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JANUARY 2017 to FEBRUARY 2017

Name	Check Date	Check Amt	
10100 CHECKING			
Paid Chk# 026519	ABDO, EICK, & MEYERS	2/9/2017	\$2,500.00 FINANCIAL PLAN UPDATE
Paid Chk# 026520	ASSOC OF MN EMERGENCY MA	2/9/2017	\$130.00
Paid Chk# 026521	BANYON DATA SYSTEMS INC	2/9/2017	\$680.00 POS SUPPORT
Paid Chk# 026522	BRYAN ROCK PRODUCTS, INC.	2/9/2017	\$759.29
Paid Chk# 026523	CARGILL INCORPORATED	2/9/2017	\$9,231.19 DEICER
Paid Chk# 026524	CARQUEST AUTO PARTS	2/9/2017	\$428.85 FUEL
Paid Chk# 026525	CENTERPOINT ENERGY	2/9/2017	\$5,374.88
Paid Chk# 026526	CITIZEN STATE BANK HSA ACC	2/9/2017	\$1,333.36 MENZEL
Paid Chk# 026527	CITIZENS STATE BANK WAVERL	2/9/2017	\$333.34 NIESEN
Paid Chk# 026528	CITY OF ST. LOUIS PARK	2/9/2017	\$500.00
Paid Chk# 026529	CITY OF WACONIA	2/9/2017	\$14,941.94 SWEEPER
Paid Chk# 026530	CURFMAN TRUCKING & REPAIR	2/9/2017	\$195.00 HAULING SNOW
Paid Chk# 026531	DELTA DENTAL	2/9/2017	\$1,106.85 DENTAL INSURANCE
Paid Chk# 026532	DWK CLEAN WATER SERVICES	2/9/2017	\$1,040.00
Paid Chk# 026533	EMTS	2/9/2017	\$1,050.00 EMT REFRESHER
Paid Chk# 026534	ENVIRONMENTAL SAFETY INC	2/9/2017	\$598.80 BANISH
Paid Chk# 026535	FASTENAL COMPANY	2/9/2017	\$112.09 BOTTOM TAP
Paid Chk# 026536	FIRE SAFETY USA	2/9/2017	\$119,250.00 90% PAYMENT OF TRUCK
Paid Chk# 026537	GOPHER STATE ONE-CALL, INC.	2/9/2017	\$23.05 LOCATES
Paid Chk# 026538	HD SUPPLY WATERWORKS LTD	2/9/2017	\$2,010.42 TOUCHPAD BLACK
Paid Chk# 026539	HEALTH PARTNERS	2/9/2017	\$12,011.75 HEALTH INSURANCE
Paid Chk# 026540	HELGET, STEVE	2/9/2017	\$74.90 MILEAGE
Paid Chk# 026541	HOLIDAY COMPANIES	2/9/2017	\$889.12
Paid Chk# 026542	HOME SOLUTIONS	2/9/2017	\$618.02 FIRE DEPT ACCOUNT
Paid Chk# 026543	JEFFERSON FIRE & SAFETY, IN	2/9/2017	\$686.00 FIREADE FOAM
Paid Chk# 026544	KLEINBANK	2/9/2017	\$1,286.68 KLOEMPEN
Paid Chk# 026545	KLOEMPEN, JASON	2/9/2017	\$150.00 BOOT
Paid Chk# 026546	LANO EQUIPMENT	2/9/2017	\$81.76 BREATHER FOR DIGESTER
Paid Chk# 026547	LAWSON PRODUCTS	2/9/2017	\$163.68 SELF LOCKING WASHER
Paid Chk# 026548	LOFFLER - 131511	2/9/2017	\$149.71 COPIES
Paid Chk# 026549	LOFFLER COMPANIES, INC.	2/9/2017	\$296.31 COPIER RENT
Paid Chk# 026550	METRO WEST INSPECTION SER	2/9/2017	\$4,302.85 PERMITS
Paid Chk# 026551	MID COUNTRY BANK	2/9/2017	\$433.34 HAYES
Paid Chk# 026552	MINNESOTA VALLEY TESTING L	2/9/2017	\$411.27 TSS TESTING
Paid Chk# 026553	MN DEPARTMENT OF PUBLIC S	2/9/2017	\$100.00 WEST CARVER POOL
Paid Chk# 026554	MN POLLUTION CONTROL AGEN	2/9/2017	\$23.00 STENDER WASTEWATER RENEWAL
Paid Chk# 026555	MN VALLEY ELECTRIC COOPER	2/9/2017	\$751.37 LIFT STATION
Paid Chk# 026556	MUNICIPAL DEVELOPMENT GR	2/9/2017	\$1,711.30 EDC SERVICES
Paid Chk# 026557	NOLL, STEVEN	2/9/2017	\$275.56 MEALS
Paid Chk# 026558	NORWOOD YOUNG AMERICA FI	2/9/2017	\$7,773.00 MINI PUMPER
Paid Chk# 026559	NORWOOD YOUNG AMERICA TI	2/9/2017	\$785.90 SIGNS
Paid Chk# 026560	ORR, DAVID	2/9/2017	\$385.29 HOTEL
Paid Chk# 026561	SMITH OIL CO	2/9/2017	\$652.82 FIRE DEPT
Paid Chk# 026562	STRACK CONSULTING LLC	2/9/2017	\$1,000.00 PLANNING CONSULTANT
Paid Chk# 026563	TECHSTAR IT SOLUTIONS	2/9/2017	\$939.50 FEB BILLING
Paid Chk# 026564	TOWMASTER	2/9/2017	\$1,092.02 DUMP TRUCK REPAIRS

CITY OF NORWOOD YOUNG AMERICA

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*Check Summary Register©

JANUARY 2017 to FEBRUARY 2017

	Name	Check Date	Check Amt	
Paid Chk# 026565	TOWN & COUNTRY GLASS	2/9/2017	\$323.72	PEM PERIMETER GASKET, DOOR SWE
Paid Chk# 026566	US POSTAL SERVICE	2/9/2017	\$396.75	FEB H2O BILLS
Paid Chk# 026567	US POSTAL SERVICE	2/9/2017	\$4.00	FIRE DEPT BOX RENT
Paid Chk# 026568	UTILITY CONSULTANTS, INC.	2/9/2017	\$681.65	CBOD, TSS TESTING
Paid Chk# 026569	VERIZON WIRELESS	2/9/2017	\$677.49	
Paid Chk# 026570	VESSCO, INC.	2/9/2017	\$2,023.00	DENVER BLOWER
Paid Chk# 026571	WASTE MANAGEMENT	2/9/2017	\$255.45	GARBAGE REMOVAL
Paid Chk# 026572	XCEL ENERGY	2/9/2017	\$2,892.82	CHRISTMAS LIGHTS
Paid Chk# 026573	XTREME ELECTRICAL	2/9/2017	\$191.26	REPLACE WIRE TO LIGHT CONTRACT
	Total Checks		\$206,090.35	

CITY OF NORWOOD YOUNG AMERICA

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FEBRUARY 2017

Check Amt Invoice Comment

10100 CHECKING

Paid Chk# 026575 2/27/2017 BOLTON & MENK, INC

E 101-41500-303	Engineering Fees	\$102.00	0199587	OAK GROVE WELL
E 101-41500-303	Engineering Fees	\$283.00	0199587	WILLKOMMEN RESTROOMS
Total BOLTON & MENK, INC		\$385.00		

Paid Chk# 026576 2/27/2017 CARDMEMBER SERVICE

E 101-43100-221	Repair/Maintenance Equipment	\$168.86
E 101-41400-200	Office Supplies (GENERAL)	\$41.62
E 101-41400-350	Print/Publishing/Postage	\$125.59
E 101-42200-207	Training Instructional	\$165.00
E 101-45200-221	Repair/Maintenance Equipment	\$76.64
E 101-41110-207	Training Instructional	\$14.89
E 601-49400-406	LICENSES	\$561.36
Total CARDMEMBER SERVICE		\$1,153.96

Paid Chk# 026577 2/27/2017 CARVERLINK-CARVER CO BROADBAND

E 101-45200-321	Telephone	\$34.23
E 101-41940-321	Telephone	\$142.25
E 101-41300-321	Telephone	\$122.65
E 602-49450-321	Telephone	\$76.89
E 101-43100-321	Telephone	\$34.23
E 101-41940-321	Telephone	\$186.90
E 601-49400-321	Telephone	\$76.89
E 101-41400-321	Telephone	\$147.18
E 101-46500-321	Telephone	\$49.06
E 101-42100-321	Telephone	\$24.53
E 101-45500-321	Telephone	\$24.53
E 101-42200-321	Telephone	\$156.93
E 101-41320-321	Telephone	\$122.65
al CARVERLINK-CARVER CO BROADBAND		\$1,198.92

Paid Chk# 026578 2/27/2017 CENTER POINT

E 101-41940-383	Gas Utilities	\$367.20	310 ELM ST W
E 101-41940-383	Gas Utilities	\$46.15	318 ELM ST W
E 101-45500-383	Gas Utilities	\$235.37	314 ELM ST W
E 601-49400-383	Gas Utilities	\$312.89	104 3RD AVE SE
E 602-49450-383	Gas Utilities	\$17.23	406 2ND AVE SE
Total CENTER POINT		\$978.84	

Paid Chk# 026579 2/27/2017 CITIZEN STATE BANK HSA ACCTS

G 101-21718	HSA ACCOUNT	\$333.34	ARETZ
G 101-21718	HSA ACCOUNT	\$333.34	FRAHM
G 101-21718	HSA ACCOUNT	\$333.34	LENZ
G 101-21718	HSA ACCOUNT	\$333.34	MENZEL
Total CITIZEN STATE BANK HSA ACCTS		\$1,333.36	

Paid Chk# 026580 2/27/2017 CITIZENS STATE BANK WAVERLY

CITY OF NORWOOD YOUNG AMERICA

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FEBRUARY 2017

			Check Amt	Invoice	Comment
G 101-21718	HSA ACCOUNT		\$333.34		NIESEN HSA
Total CITIZENS STATE BANK WAVERLY			\$333.34		
Paid Chk# 026581	2/27/2017	DELTA DENTAL			
G 101-21714	Dental Insurance		\$1,062.30		DENTAL INSURANCE
Total DELTA DENTAL			\$1,062.30		
Paid Chk# 026582	2/27/2017	EMERGENCY RESPONSE SOLUTIONS			
E 101-42200-542	FD Equipment		\$957.27	8123	LONG HANDLE, ROCKER LUG, LOW LEVEL STRAINER
E 101-42200-221	Repair/Maintenance Equipment		\$1,410.00	8151	SCBA FLOW TEST
Total EMERGENCY RESPONSE SOLUTIONS			\$2,367.27		
Paid Chk# 026583	2/27/2017	HEALTH PARTNERS			
G 101-21706	Hospitalization/Medical Ins		\$24,023.50		
Total HEALTH PARTNERS			\$24,023.50		
Paid Chk# 026584	2/27/2017	KLEINBANK			
G 101-21718	HSA ACCOUNT		\$453.34		HELGET
G 101-21718	HSA ACCOUNT		\$333.34		KLOEMPKEN
G 101-21718	HSA ACCOUNT		\$333.34		STENDER
G 101-21718	HSA ACCOUNT		\$166.66		SCHNEEWIND
Total KLEINBANK			\$1,286.68		
Paid Chk# 026585	2/27/2017	KWIK TRIP INC.			
E 101-45200-212	Motor Fuels		\$31.38		FUEL
E 101-43100-212	Motor Fuels		\$73.23		FUEL
Total KWIK TRIP INC.			\$104.61		
Paid Chk# 026586	2/27/2017	LENZ, DEBRA			
E 101-41400-331	Travel/Meeting Expense		\$42.80		MILEAGE REIMBURSEMENT
Total LENZ, DEBRA			\$42.80		
Paid Chk# 026587	2/27/2017	MENARDS-HUTCHINSON			
E 101-45200-221	Repair/Maintenance Equipment		\$201.82	5356	REFLECTIVE, KICKPLATE
Total MENARDS-HUTCHINSON			\$201.82		
Paid Chk# 026588	2/27/2017	MID COUNTRY BANK			
G 101-21718	HSA ACCOUNT		\$433.34		HAYES
Total MID COUNTRY BANK			\$433.34		
Paid Chk# 026589	2/27/2017	MINNESOTA VALLEY TESTING LAB			
E 601-49400-217	Lab Fees		\$93.00	850213	WATER TESTING
Total MINNESOTA VALLEY TESTING LAB			\$93.00		
Paid Chk# 026590	2/27/2017	MN DEPARTMENT OF PUBLIC SAFETY			
E 601-49400-406	LICENSES		\$100.00		NORTH WATER
E 602-49450-406	LICENSES		\$100.00		WWTP
E 601-49400-406	LICENSES		\$100.00		SOUTH WATER

CITY OF NORWOOD YOUNG AMERICA

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FEBRUARY 2017

			Check Amt	Invoice	Comment
total MN DEPARTMENT OF PUBLIC SAFETY			\$300.00		
Paid Chk#	026591	2/27/2017	MOLNAU, JESSE		
E 101-42200-207	Training Instructional		\$251.66		HOTEL
E 101-42200-207	Training Instructional		\$138.03		MILEAGE
	Total MOLNAU, JESSE		\$389.69		
Paid Chk#	026592	2/27/2017	NIESEN, CHRIS		
E 602-49450-331	Travel/Meeting Expense		\$13.91		
E 602-49450-221	Repair/Maintenance Equipment		\$6.07		
	Total NIESEN, CHRIS		\$19.98		
Paid Chk#	026593	2/27/2017	NORTH AMERICAN SAFETY INC		
E 101-43100-221	Repair/Maintenance Equipment		\$36.90	25104	EARMUFFS
	Total NORTH AMERICAN SAFETY INC		\$36.90		
Paid Chk#	026594	2/27/2017	NYA TIMES		
E 101-41400-350	Print/Publishing/Postage		\$34.02	259953	
E 101-41320-350	Print/Publishing/Postage		\$45.36	457925	VARIANCE
E 101-41320-350	Print/Publishing/Postage		\$37.80	457926	ADMIN SUBDIVISIONS
	Total NYA TIMES		\$117.18		
Paid Chk#	026595	2/27/2017	QUILL CORPORATION		
E 601-49400-200	Office Supplies (GENERAL)		\$64.96	4037237	
E 602-49450-200	Office Supplies (GENERAL)		\$64.97	4037237	
E 101-41400-200	Office Supplies (GENERAL)		\$48.52	4237185	WIPES, BATTERIES, RUBBER GLOVES
E 101-41400-200	Office Supplies (GENERAL)		\$6.99	4258363	FILTERS
	Total QUILL CORPORATION		\$185.44		
Paid Chk#	026596	2/27/2017	RUPP, ANDERSON, SQUIRES, PA		
E 101-41500-304	Legal Fees		\$171.50		COMM DEV
E 101-41500-304	Legal Fees		\$232.90		PERSONNEL
E 101-41500-304	Legal Fees		\$64.00		COUNCIL
	Total RUPP, ANDERSON, SQUIRES, PA		\$468.40		
Paid Chk#	026597	2/27/2017	STOLZ, DICK		
E 101-41110-331	Travel/Meeting Expense		\$25.57		MILEAGE REIMBURSEMENT
	Total STOLZ, DICK		\$25.57		
Paid Chk#	026598	2/27/2017	SUN LIFE ASSURANCE COMPANY		
G 101-21707	Disability Insurance		\$303.08		
	Total SUN LIFE ASSURANCE COMPANY		\$303.08		
Paid Chk#	026599	2/27/2017	TASC		
G 101-21713	Health Care Reimbursement Acct		\$15.00	IN961811	
G 101-21713	Health Care Reimbursement Acct		\$15.00	IN979921	
	Total TASC		\$30.00		
Paid Chk#	026600	2/27/2017	UNIQUE PAVING MATERIALS CORP		

CITY OF NORWOOD YOUNG AMERICA

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FEBRUARY 2017

		Check Amt	Invoice	Comment
E 101-43100-224	Street Maint Materials	\$508.75	261267	COLD MIX
Total	UNIQUE PAVING MATERIALS CORP	\$508.75		
Paid Chk# 026601	2/27/2017	UNITED FARMERS CO-OP		
E 602-49450-210	Operating Supplies (GENERAL)	\$26.48		
E 601-49400-210	Operating Supplies (GENERAL)	\$26.49		
E 101-45200-221	Repair/Maintenance Equipment	\$242.70		
Total	UNITED FARMERS CO-OP	\$295.67		
Paid Chk# 026602	2/27/2017	UNUM LIFE INSURANCE CO		
G 101-21715	Life Ins	\$64.02		
Total	UNUM LIFE INSURANCE CO	\$64.02		
Paid Chk# 026603	2/27/2017	US POSTAL SERVICE		
E 602-49450-350	Print/Publishing/Postage	\$132.44		MARCH UTILITY BILLS
E 601-49400-350	Print/Publishing/Postage	\$132.44		MARCH UTILITY BILLS
E 603-49500-350	Print/Publishing/Postage	\$132.44		MARCH UTILITY BILLS
Total	US POSTAL SERVICE	\$397.32		
Paid Chk# 026604	2/27/2017	USA BLUE BOOK		
E 601-49400-210	Operating Supplies (GENERAL)	\$9.29	182387	YELLOW BUFFER
E 602-49450-210	Operating Supplies (GENERAL)	\$855.26	182710	BUFFER, GLASS FIBER
E 601-49400-210	Operating Supplies (GENERAL)	\$161.70	182710	CHLORINE ACCUVAC
Total	USA BLUE BOOK	\$1,026.25		
Paid Chk# 026605	2/27/2017	WATER CONSERVATION SERVICE INC		
E 601-49400-223	Repair/Maintenance Bldg/Ground	\$458.50	7439	LEAK LOCATE MARTINGALE DRIVE
Total	WATER CONSERVATION SERVICE INC	\$458.50		
Paid Chk# 026606	2/27/2017	XCEL ENERGY		
E 101-49860-381	Electric Utilities	\$348.46		
E 101-41940-381	Electric Utilities	\$1,364.94		
E 101-42200-381	Electric Utilities	\$244.23		
E 101-42500-381	Electric Utilities	\$11.70		
E 101-43100-380	Street Lighting	\$2,552.21		
E 101-43100-381	Electric Utilities	\$612.97		
E 101-45200-381	Electric Utilities	\$611.87		
E 101-45500-381	Electric Utilities	\$891.67		
E 602-49450-381	Electric Utilities	\$4,340.82		
E 601-49400-381	Electric Utilities	\$3,013.00		
Total	XCEL ENERGY	\$13,991.87		
Paid Chk# 026607	2/27/2017	XTREME ELECTRICAL		
E 101-43100-223	Repair/Maintenance Bldg/Ground	\$145.87	17-8732	400 WATT LAMPS
Total	XTREME ELECTRICAL	\$145.87		
Paid Chk# 026608	2/27/2017	ZEP MANUFACTURING COMPANY		
E 101-43100-221	Repair/Maintenance Equipment	\$156.29	9002666711	ZEP-O-SHINE

CITY OF NORWOOD YOUNG AMERICA

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FEBRUARY 2017

	Check Amt	Invoice	Comment
Total ZEP MANUFACTURING COMPANY	\$156.29		
10100 CHECKING	\$53,919.52		

Fund Summary10100 CHECKING

101 GENERAL FUND	\$43,042.49
601 WATER FUND	\$5,110.52
602 SEWER FUND	\$5,634.07
603 STORM WATER UTILITY	\$132.44
	\$53,919.52



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: February 13, 2017

RE: Authorize request for proposals for liquor license at the Pavilion

The current on-sale liquor license holder at the Pavilion is The Pour House Pub. The license expires on July 1, 2017. City staff is requesting the authorization to advertise a request for proposals to provide the liquor service for certain events at the Pavilion.

Recommendation: A motion to authorize Staff to advertise a request for proposals from vendors to provide alcohol sales at the Pavilion.



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

TO: Mayor Lagergren and Council Members

FROM: Brent Aretz, Public Works Director

DATE: February 27, 2017

RE: Request for Bids – Lawn Mowing Cemeteries

City Staff have been mowing the cemeteries for the past two years. Due to the expense and personnel it takes to mow these areas, I believe it would be cost effective to outsource mowing the City managed cemeteries.

RECOMMENDATIONS:

A motion to post and accept bids for Lawn Mowing City Cemeteries.



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

TO: Mayor Lagergren and Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: February 27, 2017

RE: Request for Bids – Hay Baling

On February 23, 2015, the City Council approved the two year contract for hay baling in the Industrial Park and undeveloped lots (approximately 25 acres) to the Silseth Family Farm at a rate of \$31.55 per 1200 lb bale. Due to this contract expiring this month, City Staff are requesting to post and accept bids for hay baling.

RECOMMENDATIONS:

A motion to post and accept bids for hay bailing.



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: February 27, 2017

RE: Lawful Gambling Application – The Young America Baseball, Inc

The Young America Baseball, Inc has submitted an LG220 Application for Exempt Permit. This permit authorizes the organization to conduct lawful gambling for not more than 5 days and awards less than \$50,000 in prizes in a calendar year. The Minnesota Gambling Control Board requires the City Council to approve the permit application before it issues the permit.

Recommendation:

A motion to approve the Lawful Gambling LG220 Application for Exempt Permit for The Young America Baseball, Inc.



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 27, 2017
SUBJECT: Carver County Collaboration Agreement for GIS ESRI Software

The City contracts with Carver County for GIS services, and for their GIS programs the County utilizes Environmental Systems Research Institute, Inc. to provide the software. Similar to the GIS service contracts, the cost for the software services is split between the Cities receiving the services.

Enclosed is a proposed collaboration agreement between the City and Carver County for sharing in the cost of a Small Municipal and County Enterprise License Agreement from Environmental Systems Research Institute. Similar to past contracts, this is a three year agreement and the cost is \$2,111.78 per year. This is an increase of \$312.06 from the previous agreement.

Suggested Motion:

Motion to approve the Collaboration Agreement between County of Carver and City of Norwood Young America.

**COLLABORATION AGREEMENT BETWEEN
COUNTY OF CARVER AND CITY OF NORWOOD YOUNG AMERICA**

This Agreement (the "Agreement") is made by and between County of Carver ("Carver County") and City of Norwood Young America ("Norwood Young America") on this _____ day of _____, 2017.

WHEREAS, Carver County and Norwood Young America are interested in sharing the cost of a Small Municipal and County Enterprise License Agreement (ELA) from Environmental Systems Research Institute, INC. (ESRI),

WHEREAS, this collaboration agreement defines the cost sharing and responsibilities of the two organizations,

WHEREAS, the intent of this agreement is to create one agreement for licensing ESRI software, providing financial savings and opportunities to expand GIS software solutions within both organizations.

THEREFORE, in consideration of the mutual promises, covenants, and consideration herein contained and by the authority provided by Minnesota Statutes Section 471.59, the Parties agree as follows:

The purpose of this Agreement is to provide for the cooperative exercise of the Parties' powers in securing the licensing of ESRI software for their constituents. Minnesota Statutes Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties and Minnesota Statute Section 16E.18 authorizes municipalities to cooperate in providing information technology services.

I. Responsibilities for Carver County. Carver County agrees:

1. To renew the ELA with ESRI that includes the cities of Carver County.
2. Carver County GIS will be the main point of contact for ESRI software, training and licensing for Norwood Young America.
3. Carver County will provide software keycodes to Norwood Young America that fall under the ELA each year of the agreement.
4. Carver County will manage the 4 International User Conference passes.
5. Carver County will invoice Norwood Young America on May 1st, 2017, May 1st 2018 and May 1st, 2019 for their portion of the ELA described in Section III.

II. Responsibilities of Norwood Young America. Norwood Young America agrees:

1. Sign the Eligible Agency Acknowledgement Statement (Appendix B) of the Master ELA from ESRI.
2. To pay \$2,111.78 per year to become a participating organization in the ESRI ELA The dollar amount agreed upon by all participating organizations.
3. To pay any applicable sales tax for the ESRI ELA paid by Carver County.
4. To follow the terms and conditions of the ESRI ELA.

III. Cost and Charges: The parties agree as follows:

- i. Norwood Young America shall pay Carver County Two Thousand One Hundred Eleven and 78/100 (\$2,111.78) to be a participating organization per year in the Small Municipal and County Enterprise License Agreement. Carver County shall invoice Norwood Young America after May 1st of each year of the contract (2017, 2018, 2019), the invoice shall be paid within thirty (30) days of the invoice date.

IV. Term. The term of this Agreement shall be for 3 years starting from the date the contract with Environmental Systems Research Institute, INC. is signed for the Small Municipal and County Enterprise License Agreement by Carver County in 2017.

V. Termination. Either party may terminate this Agreement for material breach upon written notice to the non-breaching party describing in reasonable detail the nature, scope and extent of breach provided the noticed party has not remedied the breach within ninety (90) days after receipt of the notice.

VI. Authorized Representatives. Each Party shall designate a representative for purposes of administration of this Agreement (the "Authorized Representative"). Each Authorized Representative shall have authority for acceptance of services and shall be the point of contact for all payments due under this Agreement. Either Party changing the designation of its Authorized Representative shall notify the other Party pursuant to the notice provision of this Agreement.

Norwood Young America Authorized Representative:

Carver County Authorized Representative:

Peter Henschel

VII. Assignment. Except as specifically provided herein, neither Party shall assign, transfer or delegate any rights or obligations under this Agreement, either directly or indirectly by any means, by operation of law or otherwise, without the prior written consent of the other Party, which consent shall not be unreasonably withheld or denied.

VIII. Amendments. This Agreement contains all the terms agreed to by the Parties and any promise or communications of any type not reflected in the Agreement are null and void. Any

amendments to this Agreement shall be in writing and shall be executed by the same Parties (or their successors in interest) who executed this Agreement.

IX. Governing Law. This Agreement shall be governed by the laws of the State of Minnesota.

X. Notices. All notices and other communications required or permitted shall be given in writing and shall be delivered or sent to the Parties at their respective addresses indicated here, by U.S. mail, return receipt requested and postage prepaid, or by private overnight mail courier service.

The parties to this Agreement may change its address for the purposes of this Agreement by giving notice thereof in accordance with this section.

XI. Force Majeure. The Parties understand that acts of God, acts of civil or military authority, government regulations, embargoes, epidemics, war, terrorist acts, riots, fires, explosions, earthquakes, floods or other unusually severe weather conditions or other environmental disturbances, strikes, or other circumstances not under the control of the Parties ("Force Majeure") may delay performance as set forth in this Agreement. In the event a Force Majeure even materially limits either Parties or the Parties' ability to perform under this Agreement such limitation shall not be considered a breach of the terms of this Agreement.

XIV. Indemnification. The Parties' total liability under this Agreement shall be governed by Minnesota Statutes Section 471.59, subd. 1a.

Each Party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this Agreement, to the extent authorized by law and shall not be responsible for the acts/omissions of the other Party and the results thereof. For purposes of determining total liability for damages, the participating governmental units are considered to be a single governmental unit, the total liability of which shall not exceed the limits for a single governmental unit as provided in Minn. Stat. § 466.04, subd. 1.

Each Party agrees to defend, hold harmless, and indemnify the other Parties, their officials, agents, and employees, from any liability, loss, or damages the other Parties may suffer or incur as the result of demands, claims, judgments, or cost arising out of or caused by the indemnifying Party's negligence in the performance of its respective obligations under this Agreement. This provision shall not be construed nor operate as a waiver of any applicable limitation of liability, defenses, immunities, or exceptions by statute or common law.

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.

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.

Minnesota Statutes Section 471.59, subd. 1a shall govern any and all claims or actions against EMACS and the individual Parties.

XV. Miscellaneous.

1. The failure of either Party to give notice of default, or to enforce or insist upon compliance with any of the terms or conditions of this Agreement, the waiver of any term or condition of this Agreement, or the granting of any extension of time for performance, shall not constitute the permanent waiver of any term or condition of this Agreement, and this Agreement and each of its provisions shall remain at all times in full force and effect until modified by the Parties in writing.
2. This Agreement sets forth the entire understanding of the Parties.
3. This Agreement shall be binding and inure to the benefit of the Parties hereto and their respective successors and assigns.
4. Each Party warrants and represents that it is duly authorized to execute this Agreement.
5. Third Parties shall have no recourse against Norwood Young America or Carver County under this agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

For CITY of NORWOOD YOUNG AMERICA For COUNTY of CARVER

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



December 16, 2016

Mr. Peter Henschel
County of Carver
600 E 4th St
Chaska, MN 55318-2173

Dear Peter,

The Esri Small Municipal and County Government Enterprise License Agreement (ELA) is a three-year agreement that will grant your organization access to Esri® term license software on an unlimited basis including maintenance on all software offered through the ELA for the term of the agreement. The ELA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply geographic information system (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an enterprise license agreement.

An ELA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Maintenance on all Esri software deployed under this agreement
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the ELA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the ELA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the ELA who may directly contact Esri for Tier 2 technical support.
- The organization will provide an annual report of installed Esri software to Esri.

- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The organization will act as an Esri reference site and will permit Esri to publicize its use of Esri software and services.
- The fee and benefits offered in this ELA proposal are contingent upon your acceptance of Esri's Small Municipal and County Government ELA terms and conditions.
- Licenses are valid for the term of the ELA.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have. To expedite your acceptance of this ELA offer:

1. Sign and return the whole agreement per the instructions in the terms and conditions.
2. On the first page of the ELA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri
Attn: Customer Service SG-ELA
380 New York Street
Redlands, CA 92373-8100

e-mail: service@esri.com
fax documents to: 909-307-3083

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Brent Sherman

Brent Sherman | Account Manager

Esri | 880 Blue Gentian Road, Suite 200 | St. Paul, MN 55121-1670 | USA

O 651-454-0600 x1254 | C 972-989-5681

bsherman@esri.com | esri.com

ESRI (GIS Software) Enterprise License Costs

City	2014 Population	Percentage	Proposed ELA Cost	2013-16 Cost	Cost Increase
Chanhassen	24,503	30.82%	\$13,868.92	\$11,758.90	\$2,110.02
Chaska	25,270	31.78%	\$14,303.05	\$12,140.79	\$2,162.26
Norwood Young America	3,731	4.69%	\$2,111.78	\$1,799.72	\$312.06
Victoria	8,462	10.64%	\$4,789.57	\$3,821.00	\$968.57
Waconia	11,520	14.49%	\$6,520.43	\$5,479.59	\$1,040.84
Watertown	4,226	5.32%	\$2,391.96	\$2,009.62	\$382.34
Mayer	1,792	2.25%	\$1,014.29		
Total Cost	79,504	100.00%	\$45,000.00		

Based on 2014 Metropolitan Council Estimated Population
City ELA \$45,000/year



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

TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: February 27, 2017

RE: Schedule Public Hearing – Remove No Parking Signs on Brush Street

At the City Council Meeting on December 12, 2016, resident Bill Grundahl requested to have the "No Parking" signs removed on Brush Street from Elm Street to South Street W. A Public Hearing must be held to remove these signs.

Recommendation:

Schedule a Public Hearing to remove the "No Parking" signs located on Brush Street.



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 27, 2017
SUBJECT: Ordinance No. 282, City Council Meetings Starting Time

A public hearing is scheduled for 6:30 p.m. for the purpose of considering Ordinance No. 282. Proposed is to amend Chapter 2, Section 200.03 of the City Code pertaining to the starting time of City Council meetings. Proposed is to change the meeting starting time from 6:30 to 6:00 p.m. Also proposed is to amend the Code to allow the regular meeting on the fourth Monday to immediately follow the workshop or work session meeting regardless of what time it concludes.

Enclosed is the proposed Ordinance No. 282 reflecting the amendment to Chapter 2 of the City Code.

Suggested Motions:

Motion to adopt Ordinance No. 282, an ordinance amending the text of Chapter 2, Section 200.03, Meetings of the Council.

Motion to approve the summary of Ordinance No. 282 and its publication.

**CITY OF NORWOOD YOUNG AMERICA
CARVER COUNTY, MINNESOTA**

**ORDINANCE NO. 282
AN ORDINANCE AMENDING THE TEXT OF CHAPTER 2
SECTION 200.03 – MEETINGS OF THE COUNCIL**

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA HEREBY ORDAINS:

SECTION 1. AMENDMENTS. The text of Chapter 2, Administration, of the Norwood Young America City Code is hereby amended as follows:

SECTION 200 IS HEREBY AMENDED BY ADDING, DELETING, OR CHANGING THE FOLLOWING:

Section 200 – In General

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

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

200.03 Meetings of the Council.

Subd. 1 Regular Meetings. The City Council shall meet on the second and fourth Monday of every month in the City Hall commencing at 6:00 p.m. ~~On the second Monday the meeting shall commence at 6:30 6:00 p.m. and~~ On the fourth Monday the meeting shall commence at 6:00 p.m. begin with a Workshop Work Session, and with the regular meeting shall commence at 7:00 p.m. immediately follow. If the ~~Workshop Work Session~~ meeting is not held the regular meeting shall commence at 6:00 p.m.

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

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

The ~~stricken~~ language is deleted; the underlined language is inserted.

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

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

SECTION 2. EFFECTIVE DATE. This ordinance shall be in full force and effect upon its passage and publication.

Adopted by the Norwood Young America City Council this 27th day of February, 2017.

Carol Lagergren, Mayor

ATTEST:

Kelly Hayes, City Clerk/Treasurer

(S E A L)

**City of Norwood Young America
Summary of Ordinance No. 282
Amending City Code Chapter 2 – In General**

The City of Norwood Young America has adopted Ordinance No. 282 entitled "An Ordinance amending the text of Chapter 2, Section 200 – In General

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA HEREBY ORDAINS:

SECTION 1. AMENDMENTS. The text of Chapter 2, Administration, of the Norwood Young America City Code is hereby amended as follows:

SECTION 200 (MEETINGS OF THE COUNCIL) IS HEREBY AMENDED BY ADDING, DELETING, OR CHANGING THE FOLLOWING:

200.03 Meetings of the Council.

Subd. 1 Regular Meetings. The City Council shall meet on the second and fourth Monday of every month in the City Hall commencing at 6:00 p.m. ~~On the second Monday the meeting shall commence at 6:30 6:00 p.m. and~~ On the fourth Monday the meeting shall commence at 6:00 p.m. begin with a Workshop Work Session, and with the regular meeting shall commence at 7:00 p.m. immediately follow. If the ~~Workshop Work Session~~ meeting is not held the regular meeting shall commence at 6:00 p.m.

Effective Date: This ordinance becomes effective upon its passage and publication according to law. Ordinance No. 282 was adopted by the City Council on February 27, 2017.

A complete printed copy of Ordinance No. 282 is available for review by any person during regular office hours at the Norwood Young America City Offices, located at 310 Elm Street W.

Steven Helget
City Administrator



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 27, 2017
SUBJECT: Comprehensive Plan Request for Proposals

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.

Proposed is to solicit proposals from four firms for consulting services to assist with an update of the City's Comprehensive Plan. Proposed is to request proposals from Bolton & Menk, Short Elliott Hendrickson (SEH), SRF Consulting Group, and Stantec. Enclosed is a draft Request for Proposal (RFP).

Proposed is to discuss the establishment and composition of the committee to task with updating the Comprehensive Plan and whether or not public input will be sought for different elements of the plan.

Tentative Schedule:

March 2017	Solicit Consultant proposals
March/April 2017	Interview Consultants
April 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.

Suggested Motion:

Motion to request proposals from Bolton & Menk, Short Elliott Hendrickson (SEH), SRF Consulting Group, and Stantec for the purpose of updating the Comprehensive Plan.

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



REQUEST FOR PROPOSALS

2018 COMPREHENSIVE PLAN UPDATE

SUBMISSION DEADLINE 4:30 p.m., March 24, 2017

City of Norwood Young America
310 Elm Street West
P.O. Box 59
Norwood Young America MN 55368

Late, incomplete, unsigned, or illegible proposals will not be accepted

GENERAL INFORMATION

This document solicits Request for Proposals (RFP) to update the Comprehensive Plan for the City of Norwood Young America, Minnesota.

Address all correspondence regarding this RFP to:

Steven Helget
City Administrator
City of Norwood Young America
310 Elm Street W.
P.O. Box 59
Norwood Young America, MN 55368
cityadmin@cityofnya.com

Any requests for additional information that may be needed for the preparation of the proposal should be directed to City Administrator Steve Helget at (952) 467-1805 or cityadmin@cityofnya.com. All questions must be received before 4:30 p.m., March 23, 2017. Questions received after that time will not be addressed.

Submittal of Proposal

Please provide three (3) paper copies and one (1) electronic (pdf) copy of the Proposal for the evaluation process.

Address submittals to:
Steven Helget
City Administrator
City of Norwood Young America
310 Elm Street W.
P.O. Box 59
Norwood Young America, MN 55368

Submittals will be accepted until 4:30 p.m., March 24, 2017.

Acceptance of Proposal Contents

The contents of this RFP will be included as part of the contractual obligations if a contract ensues. All information in the proposal is subject to disclosure under the provisions of Minnesota Statutes Chapter 13 – Minnesota Government Data Practices Act.

OVERALL SCOPE OF SERVICES

The final scope of services will be developed in collaboration with the selected firm. Components of the Plan, at a minimum, will include:

1. The Plan must achieve minimum standards and content as specified by the Metropolitan Council. To the extent possible and as a mechanism for cost-containment, the selected firm is to utilize previously synthesized data and maps available through the Metropolitan Council.
2. Participatory Process – Develop, coordinate and conduct a public process to encourage resident input. The interaction and participation of residents, business leaders, elected officials, City commissions, and administration is critical for the development and success of the plan. A participation program will need to be developed to incorporate local knowledge and experience. The City of Norwood Young America desires to see a creatively designed participatory process that seeks out and involves residents who would be unlikely to participate in standard workshop-style community engagement. The goal is to increase resident ownership of the final product.
3. Background – Provide and analyze the historical background of development in the city. Include current conditions and trends as well as emerging issues that have long-term implications.
4. Assumptions - Analyze the assumed effects of external forces (physical, social, economic and political) on the future of the local community. Issues and forecasts of local and regional growth will be included.
5. Planning Elements – To include discussion on such elements as land use, transportation, community facilities, utilities, natural resources, parks & trails, and open space, urban design and policies, image and opportunities, etc.
6. Short and Long Term Goals – Discuss and illustrate the potential short and long-term impacts of the plan on the community.
7. Implementation/Action Steps – Develop a list of strategies and implementation measures to accomplish the goals and objectives of the plan.
8. **Optional but Strongly Preferred Component:** Online Interactive Module – In addition to the physical comprehensive plan document, the City of Norwood Young America desires to create a graphical interactive web module that helps residents and businesses understand the core components of the comprehensive plan in a more user-friendly manner. The City would like the bid to include pricing for this feature. The City may or may not move forward with the development of the online interactive module. A consultant will receive additional points towards their ranking in the selection process if their bid includes cost-effective pricing for an online module and the City chooses to move forward with its development.

PROPOSAL

The proposal submittal shall contain only the information requested below.

Proposal Format

The submittal should follow the Table of Contents listed below:

1. General Information
2. Project Understanding
3. Project Approach
4. Proposed Project Team and Experience
5. Schedule
6. Any Additional Information as Needed
7. Total Consultant Cost

A brief description of each section is as follows:

1. General Information
Provide general information and a brief history of the Consultant's firm. Include similar information on key subconsultants, if any, proposed for the project.
2. Project Understanding
Include a summary of the Consultant's understanding of the project.
3. Project Approach
Provide specific approaches, methods, and assumptions that will be utilized to accomplish each work item as listed in the Overall Scope of Services.
4. Proposed Project Team and Experience
 - Identify key team members and describe their specific roles on the project. Include key team members from sub-consultant firms, if any.
 - Describe relevant experience and provide information on at least three (3) reference projects completed in the last five (5) years. Provide references and contact information.
 - Include one-page resumes only for key members of the project team, including field personnel.
 - Include specific descriptions of proposed team member's roles on reference projects.
5. Schedule
Provide a proposed schedule from project initiation to final completion. The schedule should include a listing of key tasks within each phase, key milestones and approximate dates, and deliverables.

6. Additional Information

Include any other information that is believed to be pertinent, but not specifically requested elsewhere in this RFP.

7. Total Consultant Cost

The consultant shall break out the cost as follows:

- a. Proposed costs for each scope of work listed under Overall Scope of Services.
- b. Hourly rates for all consultant employees who are expected to work on this project. These rates shall be the agreed upon costs for any additional services requested by the City of Norwood Young America, above what is detailed in the RFP.
- c. Reimbursable costs including detail of service or item and applicable charge per unit.
- d. Not to exceed cost for the project.

Proposals that do not include a "Not to Exceed" cost will be disregarded with no further consideration. It is the responsibility of the proposing firm to accurately predict the amount of time that they will need to spend on the project.

CONSULTANT SELECTION

City staff will evaluate and rank all submitted proposals. After conclusion of this review, staff will recommend the most qualified consulting teams or firms to the City Council. The decision will be based on a combination including, but not limited to: ranking, presentation of materials, and other qualifications. The City Council may review the recommendations and invite all or the top candidates to conduct a presentation before the Council, members of staff and representatives of the Planning Commission. Presentations are expected to occur in April. The City Council will make the final selection of the consultant firm. Once authorized to proceed, the consulting firm will be expected to immediately assist in developing a final scope of services, and contractual agreement.

CONTRACT TERMS AND CONDITIONS

Upon selection of a Consultant, an Agreement or Contract for Services shall be entered into by the City and Consultant. It is expected that the contract will provide for compensation for actual work completed on a not to exceed basis with the following conditions. The contract will be amended as appropriate for each successive phase.

1. Deletion of specific components, such as individual project meetings, will be at the discretion of the City. Payment or reimbursement shall be made based on actual hours worked on the various tasks required for the project plus necessary subcontractor work (as applicable) and out of pocket expense. Billing in excess of "not to exceed" amount will not be compensated unless a contract extension has been approved in advance by the City Council.

2. The City shall retain ownership of all documents, plans, maps, reports and data prepared under this proposal. In addition to being provided hard copy and digital documents throughout the project, the consultant shall supply the City of Norwood Young America with a fully scanned file upon project completion.
3. If, for any reason, the Consultant is unable to fulfill the obligations under the contract in a timely and proper manner, the City reserves the right to terminate the contract by written notice. In this event, the firm shall be entitled to just and equitable compensation for any satisfactory work completed to that point at the discretion of the City.
4. The Consultant shall not assign or transfer any interest in the contract without prior written consent of the City.
5. The Consultant contract shall be governed by the laws of the State of Minnesota.
6. Project summaries shall be submitted with each invoice during the course of the project. Each summary shall detail the amount billed to date, work items that need to be completed, the estimated costs to complete these tasks and the projected timeline for the completion of the project. Invoices submitted to the City shall include a detailed breakdown of times, personnel, mileage, etc. chargeable for that period.

DISCLAIMER

The City of Norwood Young America shall not be liable for any costs incurred by a consultant in responding to this request for proposal, for any costs associated with discussions required for clarification of items related to this proposal or costs associated with the consultant's presentation of proposal.

REQUEST FOR PROPOSALS MUST BE RECEIVED PRIOR TO 4:30 P.M. ON MARCH 24, 2017. LATE SUBMITTALS WILL NOT BE CONSIDERED.

An Original of this Form shall be affixed to the RFP

City of Norwood Young America Signature Affidavit Form

In signing this proposal, I also certify that I have not, either directly or indirectly, entered in to any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal have been independently arrived at without collusion with any other vendor, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening of proposals to any other vendor or competitor; that the above statement is accurate under penalty of perjury.

The undersigned, submitting this proposal, hereby agrees with all terms, conditions, and specifications required by the City in this request for proposal, and declares that the attached proposal and pricing are in conformity therewith.

Name: _____

Title: _____

Company name: _____

Address: _____

Telephone: _____

Signature: _____

Date: _____

RESOLUTION 2017-03

A RESOLUTION AMENDING RESOLUTION 2017-01 RELATING TO THE ORGANIZATION OF THE CITY OF NORWOOD YOUNG AMERICA

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

Section 1. **Official Depository.**

Subsection 1. Financial Institutions.

Pursuant to Minnesota Statutes, Chapter 118, the City Council designates the following financial institutions as official depositories for

Municipal Funds:

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

Investment Brokers:

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

Subsection 2. Financial Signatures.

Officers of the City with signatory authority on the City's financial accounts and holdings include: City Clerk/Treasurer Kelly Hayes, City Administrator Steve Helget, Mayor Carol Lagergren, and Council Member Dick Stolz.

Section 2. **Official Newspaper.**

Pursuant to Minnesota Statutes, Section 412.831, the City Council designates the following newspaper as the official newspaper of the City: *Norwood Young America Times*. The Mayor and Clerk are authorized and directed to enter into agreements with the official newspaper for the publication of items required by law to be published.

Section 3. **Acting Mayor.**

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

Section 4. **Acting City Administrator.**

The City Clerk/Treasurer is appointed Acting City Administrator during the Administrator's absence from the city.

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

Subdivision 1. Full-Time City Employees in Supervisory Roles

- City Administrator - Steven Helget
- City Clerk/Treasurer - Kelly Hayes
- Public Works Director - Brent Aretz

Subdivision 2. Volunteer Fire Fighters.

All Firefighters will receive \$10 an hour for responding to fire/emergency calls and mandatory trainings. Payment will be paid out to each firefighter, in a lump sum, in December for December of the prior year to November of the current year.

Subdivision 3. Fire Department Officers.

In addition to the \$10 per hour for responding to fire/emergency calls and mandatory trainings, Fire Department Officers will receive the following wage based on the entire year of service in said position:

Fire Chief	Steve ZumBerge	\$3100
Chief 2	Mark Thomas	\$2100
Chief 3	Chris Glander	\$2100
Training Chief 4	Steve Noll	\$2100
Secretary	Romie Wenisch	\$1850
Treasurer	Mark Stender	\$1475
Captain 1	Steve Ehrenberg	\$1600
Captain 2	Kevin Raether	\$1600
Captain 3	Andy Wigfield	\$1600
Captain 4	Brad Droege	n/a

Subdivision 4. Norwood Young America Firefighter's Relief Association Officers.

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

Section 6. City Council Compensation.

Subdivision 1. Mayor Salary.

The monthly salary of the Mayor is \$300.

Subdivision 2. Council Member Salary.

The monthly salary of each Council member is \$200.

Subdivision 3. Council Pay Dates.

The salaries of the Mayor and Council members are payable in June and December.

Subdivision 4. Council Reimbursement.

The Mayor and each member of the Council may be reimbursed for actual and necessary expenses incurred in attending (1) meetings at which they represent the City in an official capacity; and (2) training sessions and other meetings at which attendance has been approved in advance by the Council.

Section 7. Regular Council Meetings.

The regular meeting of the City Council of Norwood Young America is held on the second Monday of the month at 6:30pm and fourth Monday of each month at 6:00pm (workshop from 6:00pm – 7:00pm, council meeting at 7:00pm – if workshop is canceled, council meeting will begin at 6:00pm) in the City Hall.

Section 8. Regular Economic Development Authority Meetings.

The regular meeting of the Norwood Young America Economic Development Authority is held on the fourth Monday of each month at 7:00pm (if the scheduled workshop meeting for the Council is canceled, the meeting will begin at 6:00pm) in the City Hall.

Section 9. City Attorney.

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

Section 10. Bond and Economic Development Counsel.

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

Section 11. Financial Consultant.

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

Section 12. Engineer.

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

Section 13. Auditor.

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

Section 14. Insurance Agent.

Citizens Insurance Services is the insurance agent with Jeff Hebeisen as principal agent.

Section 15. Building Official.

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

Section 16. Health Officer.

Lakeview Clinic is the health officer.

Section 17. Emergency Management Director.

The Fire Chief is the Emergency Management Director.

Section 18. Assessor.

Carver County is recognized as performing the functions as City Assessor.

Section 19. Police.

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

Section 20. Fee Schedule.

The fee schedule for the year 2017 was adopted as Ordinance 278 on November 28, 2016.

Section 21. Township Fire Service Contracts.

The charge to participating townships for fire protection in the year 2017 shall be \$150.00 per unit for the townships of Young America, Hancock, Camden, Waconia, and Benton.

Section 22. Association of Carver County Elected Leaders (ACCEL).

Dick Stolz is appointed to the ACCEL.

Section 23. Local Government Workgroup.

Carol Lagergren is appointed to the Local Government Workgroup.

Section 24. Highway 212 Southwest Corridor Transportation Coalition.

Mike McPadden is appointed to the Southwest Corridor Transportation Coalition.

Section 25. Highway 5 Corridor Study Group.

Dick Stolz is appointed to the Highway 5 Corridor Study Group.

Section 26. Stiftungsfest Board.

Mike McPadden is appointed to the Stiftungsfest Board.

Section 27. MnDOT PAC.

Carol Lagergren is appointed to the MnDOT Political Advisory Committee (PAC).

Section 28. Personnel Committee.

Carol Lagergren and Craig Heher, City Council representatives, are appointed to the Personnel Committee.

Section 29. Railroad Coalition.

Mike McPadden is appointed to the Railroad Coalition.

Section 30. Safety Committee.

Dick Stolz, City Council rep, is appointed to the Safety Committee.

Section 31. Rental Housing License Appeals Board.

Craig Heher, City Council rep; Bill Grandahl, Planning Commission rep; and Steve ZumBerge, Fire Chief, are appointed to the Rental Housing License Appeals Board.

Section 32. Committees and Commissions.

Citizens-at-large that are appointed to the following Commissions and Committees will receive a yearly \$200 stipend for attending at least 75% of the meetings. Representatives and/or employees for City, County, Housing, Contractors and School Districts are not eligible for the yearly stipend.

Subdivision 1. Planning Commission.

Craig Heher, City Council representative, is appointed to the Planning Commission. Charlie Storms and Cassandra Kemp are reappointed to a three year term.

Subdivision 2. Economic Development Commission.

Carol Lagergren and Mike McPadden, City Council reps, and Kaarin Foede, Chamber Rep, are appointed to the Economic Development Commission.

Subdivision 3. Parks & Recreation Commission.

Craig Heher, City Council rep, JR Hoernemann Planning Commission rep; Julie Kuenzel, School District 108 rep; are appointed to the Parks & Recreation Commission. Lori Trocke and Sharilyn Feltmann are reappointed to the Parks & Recreation Commission for a three year term.

Subdivision 4. Senior Advisory Committee.

Dick Stolz, City Council rep, is appointed to the Senior Advisory Committee. Laurie Hilgers, Bonita Heilman and JR Hoernemann are reappointed to a three year term to the Senior Advisory Committee.

Adopted by the City Council this 27th day of February 2017.

Mayor

ATTEST:

Kelly Hayes, City Clerk/Treasurer



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 City Council Members

FROM: Kelly Hayes, City Clerk/Treasurer

DATE: February 27, 2017

SUBJECT: Public Service Director – Hiring Anthony Voigt

On January 9, 2017, the City Council approved posting the position of Public Service Director. Applications were received through January 31, 2017. Nine applications were received. Interviews were held on February 9, 2017, by the Personnel Committee along with the assistance of Council Member Dick Stolz and City employees Brent Aretz and Dan Stender. It is the recommendation of the Personnel Committee to hire Anthony "Tony" Voigt as a Public Service Director I. This is an exempt position. Mr. Voigt will start at a Pay Grade 17, Step 1 with a yearly salary of \$58,157.

Suggested Motion:

Motion to approve hiring Anthony Voigt as the Public Service Director I at Pay Grade 17, Step 1 with a start date of Monday, March 13, 2017, contingent on the results of the background check.



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

TO: Honorable Mayor Lagergren and City Council Members

FROM: Kelly Hayes, City Clerk/Treasurer

DATE: February 27, 2017

SUBJECT: Public Service Lead – Brent Aretz

As approved by the council at the January 9, 2017 meeting, once the hiring of the Public Service Director occurred, the Public Works Director position would be eliminated and Brent Aretz would become a Public Service Lead.

Suggested Motions:

To approve eliminating the Public Works Director position as of March 12, 2017.

AND

To approve the amended 2017 Salary Chart.

AND

To approve moving Brent Aretz to the Public Service Lead position, Pay Grade 13, Step 10, as of March 13, 2017.



TO: Honorable Mayor Lagergren and City Council Members
FROM: Brent Aretz, Public Works Director
DATE: February 27, 2017
SUBJECT: Purchase Jacobsen Demo Lawn Mower Proposal

Included in the Parks Capital Equipment Schedule for this year is the purchase of a new lawn mower. Budgeted is \$80,000 for this purchase. In 2016, City employees demoed a Toro mower and a Jacobsen mower and based on performance and cost, proposed is to purchase a Jacobsen HR700 from TurfWerks located in Eagan, MN. This is a demo unit which has a 14' mower deck, comes with a two year warranty, and currently has 25 hours on it.

This 14' deck mower will cut down our mowing time and it's speculated it will save money in the long run by not having to purchase mowers as often. This mower would allow us to cut every other week the Highway 212 median from Tacoma Ave to Reform Street. Proposed is to not trade in any mower with purchase as they will still be needed for the cemeteries and other areas.

I contacted the City of Cologne who has owned and operated a Jacobsen mower for the past four years and they stated they're very pleased with it.

Demo Jacobsen HR700 \$63,500.00 No Accessories needed.

New Toro 14' \$90,000

Lease to Purchase option information on the Jacobsen mower will be provided at the meeting.

Enclosed is further information on the Jacobsen HR700.

Suggested Motion:

Motion to purchase the demo Jacobsen HR700 lawn mower.

HR700™ / HR800™

SPECIFICATIONS

Wide Area Rotary Mower

Model	HR700	HR800
Engine	Kubota® V2403-CK-T1.8 4-cyl. turbo diesel 65.2 HP (48.6 kW) @ 2700 rpm	Kubota® V3307-CK-1.6 4-cyl. turbo diesel 74.3 HP (55.4 kW) @ 2600 rpm
Exhaust Level	Side-by-side radiator hydraulic oil cooler, stainless fan, pressurized, capacity, 8.5 lpm per inch	Side-by-side radiator hydraulic oil cooler, stainless fan, pressurized, capacity, 8.5 lpm per inch
Cutting System	20.4 gal (77.1 L)	28.5 gal (109.8 L)
Fuel Capacity	12-cyl. independent controls, 80 amp alternator, overload protection with automatic type fuses.	12-cyl. independent controls, 90 amp alternator, overload protection with automatic type fuses.
Electrical System	Hydraulic, closed loop parallel cross-series SureLife™ system, variable displacement piston pump, front high torque piston wheel motor (HR700 - fixed displacement, HR800 - dual displacement, full time auto and forward, on demand in reverse) Variable implementation, electronically controlled hydraulic piston pump. Nine individual hydraulic motors with self lubricating integral bearings	Hydraulic, closed loop parallel cross-series SureLife™ system, variable displacement piston pump, front high torque piston wheel motor (HR700 - fixed displacement, HR800 - dual displacement, full time auto and forward, on demand in reverse) Variable implementation, electronically controlled hydraulic piston pump. Nine individual hydraulic motors with self lubricating integral bearings
Transmission	13.3 gal (50.2 L) capacity, manual Drying face seal fittings, 10 micron remote charge filter, suction screen at tank, oil cooler side by side radiator, diagnostic port ports.	20.3 gal (76.8 L) capacity, manual Drying face seal fittings, 10 micron remote charge filter, suction screen at tank, oil cooler side by side radiator, diagnostic port ports.
Deck Drive	12 mph (19.3 km/h)	11 mph (17.7 km/h)
Hydraulic Capacity	15.5 mph (25 km/h)	High Speed 20 mph (32.2 km/h), Low Speed 10 mph (16.1 km/h)
Hydraulic System	8 mph (12.8 km/h)	6 mph (9.6 km/h)
Steering	28 x 12-12 tubular 8 ply 20 x 10-8 tubular 6 ply Dynamic through traction system	28.5 x 14-12 tubular 8 ply 20 x 10-8 tubular 6 ply Dynamic through traction system, emergency brake
Service Brake	Automatic wet parking brake integrated into wheel motors	Automatic wet parking brake integrated into wheel motors
Parking Brake	Q-Amp™ variable rate, hydraulic powered equal displacement cylinder to rear wheels	Q-Amp™ variable rate, hydraulic powered equal displacement cylinder to rear wheels
Steering	130" (4.9 m)	130" (4.9 m)
Overall Cutting Width	One 80 in. (1.52 m) front deck, Two 80 in. (1.52 m) wing decks 11 gauge 13 mini Dura high strength steel deck with 9 gauge (6mm) jolt in baffles and choppers	One 72 in. (1.83 m) front deck, Two 66 in. (1.68 m) wing decks 11 gauge 13 mini Dura high strength steel deck with 9 gauge (6mm) jolt in baffles and choppers
Deck Construction	Eight, 4 x 11 in. smooth tops with grapple tapered roller bearings Fronts operated joysticks for individual deck liftable; cross cut position, front deck service position with lock pin. Electronic safety locks.	Eight, 4 x 11 in. smooth tops with grapple tapered roller bearings Fronts operated joysticks for individual deck liftable; cross cut position, front deck service position with lock pin. Electronic safety locks.
Cutter Wheels	1.0 - 4.5 in. (25-115 mm) in 0.3 in. (12.7 mm) increments Max. 12.0 acre/hour at 10.0 mph (16.1 km/h) Typical 12.7 acre/hour at 7.5 mph (12.0 km/h)	1.0 - 6.0 in. (25-152 mm) in 0.5 in. (12.7 mm) increments Max. 21.3 acre/hour at 11.0 mph (17.7 km/h) Typical 14.5 acre/hour at 7.5 mph (12.0 km/h)
Deck Lift/Lower	On demand electrically controlled hydraulic weight transfer system	On demand electrically controlled hydraulic weight transfer system
Weight Transfer	4119 lbs (1868 kg)	4801 lbs (2178 kg)
Height of Cut	92 in. (2.34 m) deck up 80 in. (2.03 m) deck down 87 in. (2.2 m) deck down	147 in. (3.66 m) front deck down 95 in. (2.41 m) deck up 85 in. (2.16 m) deck down, 80PS up 87 in. (2.2 m) deck down
Cutting Capacity (No Overload or Stress)	65 in. (1.65 m) at 1 in. (25 mm) height of cut	77 in. (1.96 m) at 1 in. (25 mm) height of cut
Transport Width	65 in. (1.65 m) at 1 in. (25 mm) height of cut	77 in. (1.96 m) at 1 in. (25 mm) height of cut

*Engine horsepower is provided by engine manufacturer. Actual operating power output may vary due to conditions of specific use.
NOTE: Specifications, while correct at time of printing, may change without notice.

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HR700™ HR800™

Wide Area Rotary Mower



HR700 shown.

The all new HR Series of wide area rotary mowers delivers the next generation of productivity on all fronts. The ultra-durable new SureStrength™ decks and superior maneuverability make it the ideal mower for sports fields, parks and green spaces, schools, airports, golf courses, and commercial grounds. By utilizing high strength, high performance steel and a compact chassis design, the HR series sets a new industry standard for the most efficient use of power.

QUICK SPECS

Engine:
HR700 - 65.2 hp (48.6 kW) Kubota® diesel Tier 4 Final (Stage IIIB)
HR800 - 74.3 hp (55.4 kW) Kubota® diesel Tier 4 Final (Stage IIIB)

Cutting Units: Three individually controlled rotary decks
HR700 - 14 ft. (4.27 m) width of cut, 60 in. (1.52 m) front and two 60 in. (1.52 m) wings
HR800 - 16 ft. (4.9 m) width of cut, 72 in. (1.83 m) front and two 66 in. (1.68 m) wings

Transport Width:
HR700 - 65 in. (1.65 m) at 1 in. (25 mm) height of cut
HR800 - 77 in. (1.96 m) at 1 in. (25 mm) height of cut



DATE: February 27, 2017

MEMO TO: Norwood Young America Mayor and City Council
Administrator Helget

FROM: Holly J. Kreft, Economic Development Consultant

RE: Shovel Ready Designation - Tacoma West Industrial Park

Background:

One of the 2017 goals adopted by the EDC is to obtain Shovel Ready Designation for lots in the Tacoma West Industrial Park. Please find attached a Fact Sheet provided by DEED about the program. The application fee for the Minnesota Certified Shovel-Ready Site program is \$3,250. Funds have been included for this in the 2017 Budget. The fee covers the cost of initial review, onsite inspection, final certification, marketing, and annual maintenance of the Shovel-Ready program. This does not include consultant time for completion and submission of the application.

There are two Sessions available for submission. Eight to ten applications are accepted per each session:

Session I

- Application deadline: April 30.
- Field visit the first or second week of June by Moran, Stahl, and Boyer
- Certification issued early July

Tacoma Park West Industrial Park would be the first Shovel Ready Designated Site in Carver County. Benefits of the program include:

- Legal, technical, and regulatory aspects of developing the site help expedite the process for the buyer.
- Shovel-Ready sites are heavily marketed at national conferences and trade shows as well as on the property search tool for site selectors.
- Having certified sites demonstrates that the community is progressive, business-oriented, and prepared for new development.
- Provides a return on investment for studies the City has already completed such as a Phase I Environmental Study and soil borings.

Action:

A MOTION is in order to authorize staff to begin the application for submittal for the Session I deadline.

Minnesota's Shovel Ready Program

READY TO ROLL

**Get ready to dig in and attract new business and industry with ease —
with a streamlined process to promote your city's economic development.**



Check out the new Shovel Ready Site Certification Program at mn.gov/deed/shovelready.

The certification program makes the site-selection process easier, faster and more predictable for companies that are looking to grow in Minnesota. Certified shovel-ready status is fast becoming a standard for sites that are marketed around the country.

Minnesota's Certified Shovel Ready sites will be marketed at national conferences, trade shows and on the MnPRO.com Web site, the state's site-selection database.

John Rhodes, national site-location consultant with Moran, Stahl & Boyer, will assist communities with the certification process. Applications may be submitted at any time. The application fee for shovel-ready certification is \$3,250 and covers the initial review, onsite inspection, final certification and marketing.



**For more information on
Minnesota's Shovel Ready Site Certification Program, contact:**

Kevin Kelleher
Business Specialist
Department of Employment and Economic Development
507-453-2926 toll free 888-438-5627
E-mail: kevin.kelleher@state.mn.us

John Rhodes
Senior Principal
Moran, Stahl & Boyer
941-755-0074
E-mail: john.rhodes@msbconsulting.com



City of Norwood Young America
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952/467-1800

TO: Honorable Mayor Lagergren and Members of the City Council

FROM: Kelly Hayes, City Clerk/Treasurer

DATE: February 27, 2017

RE: Accept resignation of Dale Hoof, post job opening

On January 30, 2017, Dale Hoof resigned due to personal reasons. The Personnel Committee is meeting prior to the City Council meeting to discuss the custodian position and the constant turnover that the City has faced with this position in the past three years. The committee will notify the Council of their recommendation during the City Council meeting.

Recommendation:

To accept Dale Hoof's resignation and to post and accept applications for a Custodian. The Custodian will work _____hours a week. Benefits that the custodian is eligible to receive will include_____.