



City of Norwood Young America
City Council Agenda
July 10, 2017 – 6:00 p.m.
City Hall Council Chambers
310 Elm Street West, Norwood Young America

CITY COUNCIL

1. Call Meeting of the City Council to Order
 - 1.1 Pledge of Allegiance
2. Approve Agenda
3. Introductions, Presentations, Proclamations, Awards, and Public Comment
(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)
 - A. Tour de Tonka Presentation – Tim Litfin
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 June 24, 2017 meetings
 - 4.2 Approve payment of Claims
 - 4.3 Approve Application for Lawful Gambling Exempt Permit - Stiftungsfest
5. Public Hearings
6. Old Business
7. New Business
 - 7.1 2020 Highway 212 Mill & Overlay Project/Underpass Installation
 - 7.2 South Fire Station Concrete Replacement Proposals
 - 7.3 Bus Driver Hires
 - 7.4 Willkommen Memorial Park Restrooms Project – Pay Request No. 2
8. City Council Members & 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: June Building Permit Report.

UPCOMING MEETINGS / EVENTS

- July 12 Economic Development Commission – 6:30 p.m.
July 13 Senior Advisory Committee – 9:00 a.m.
July 18 Parks and Rec. Commission – 5:30 p.m.
July 24 City Council Work Session – 6:00 p.m.; EDA and City Council to follow
August 1 Planning Commission – 6:00 p.m.
August 14 City Council – 6:00 p.m.



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: July 10, 2017

SUBJECT: Tour de Tonka

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Tim Litfin will be present to provide information on the Tour de Tonka bike ride planned for Saturday, August 5th.

Suggested Motion:

No action required.



CITY COUNCIL MINUTES

June 26, 2017 – 6:00 p.m.

Work Session; followed by EDA / City Council Meetings

ATTENDEES: Craig Heher, Carol Lagergren, Mike McPadden, Charlie Storms, Dick Stolz
CITY STAFF: City Administrator Steve Helget, City Clerk Kelly Hayes
OTHERS: Jr Hoernemann, Steve Curfman, Alyssa Heher, Planning Consultant Cynthia Smith-Strack

WORK SESSION

1. Call Meeting of City Council Work Session to Order
Meeting was called to order by Mayor Carol Lagergren
2. Approve Agenda
Motion: DS/MM to approve the agenda. Vote 5 – 0. Motion carried.
 - 2.1 City Rental Buildings – Local Non-Profit Fees
Some City Council members have received calls regarding the fees for local civic groups using the rental facilities. The civic groups have asked for the City to waive the rental fee since they are using the facility to raise money to put money back into the city. Currently, civic groups or other local non-profit organizations are able to rent the Clay Building, Lion's Shelter and Legion Park at a reduced rate of \$75 and the Pavilion for \$125. There is no charge for using the facilities for a meeting, however, they are required to clean after using the site and they could be taken off of the schedule if a paying customer wants to rent the facility. Recommendation is to schedule a Public Hearing on the July 24 meeting.
 - 2.2 2020 Highway 212 Mill & Overlay Project/Underpass Installation
Mayor Lagergren and City Administrator Helget met with Superintendent Brian Corlett to discuss how the underpass would affect the school. The school would need to relocate the playground. Corlett will take this information to the school board meeting which is also this evening.

It is recommended that the City request a proposal from Bolton and Menk for the preliminary plan – this will be put on the agenda for the next City Council meeting. Helget suggests having a booth at Stiftungsfest so residents can receive information about the project.
3. Adjournment
Motion: DS/MM to adjourn at 6:45pm. Vote 5 – 0. Motion carried.

Respectfully Submitted:

Kelly Hayes, City Clerk / Treasurer

Mayor



CITY COUNCIL MINUTES

June 26, 2017 – 6:00 p.m.

Work Session; followed by EDA / City Council Meetings

ATTENDEES: Craig Heher, Carol Lagergren, Mike McPadden, Charlie Storms, Dick Stolz
CITY STAFF: City Administrator Steve Helget, City Clerk Kelly Hayes, Public Service Director Tony Voigt
OTHERS: Jr Hoernemann, Steve Curfman, Alyssa Heher, Planning Consultant Cynthia Smith-Strack

CITY COUNCIL

1. Call Meeting of City Council to Order
Meeting was called to order by Mayor Lagergren at 6:48pm.
2. Approve Agenda
Additions: 7.9 Seal Coating proposals, 7.10 Schedule Public Hearing to change fee schedule
Motion: MM/CS to approve the agenda with additions. Vote 5 – 0. Motion carried.
3. Introductions, Presentations, Proclamations, Awards, and Public Comment
4. Consent Agenda
 - 4.1 Approve minutes of June 12, 2017 meeting
 - 4.2 ~~Approve payment of Claims~~ Move to 6.3
 - 4.3 Economic Development Commission Appointment
 - 4.4 Unkle Thirsty's Liquor License Renewal**Motion:** MM/CS to approve the consent agenda with moving 4.2 Approve payment of claims to 6.3. Vote 5 – 0. Motion carried.
Welcome Teresa Meis to the Economic Development Commission.
5. Public Hearings - none
6. Old Business
 - 6.1 Willkommen Memorial Park Restrooms Project – Pay Request No. 1
Randy Clark suggests enlarging the concrete sidewalk; this will be an additional cost of \$1200. Clark is suggesting this change because otherwise there will be “pockets” where grass will not grow and it will leave a muddy area.
Motion: MM/DS to approve a change order for extra concrete not to exceed \$1200. Vote 5 – 0. Motion carried.
Motion: CH/CS to approve first payment to Shanahan Construction for \$60,000. Vote 5 – 0. Motion carried.
 - 6.2 The Harbor Bus Invoice
Motion: CH/MM to approve the Harbor bus invoice. Vote 5 – 0. Motion carried.
 - 6.3 Approve payment of claims
Motion: DS/CS to approve the remaining claims minus the bus. Vote 5- 0. Motion carried.
7. New Business
 - 7.1 Resolution 2017-12, 600 Railroad Street W. Variance
Steve Curfman brought site plans for the property at 600 Railroad Street W which he will be purchasing. Curfman had many changes to the plan that was approved by the Planning Commission. Due to the vast amount of changes to the site plan, the Council suggests that Mr. Curfman bring his changes back to the Planning Commission at the August meeting.
Motion: CH/MM postpone Resolution 2017-12, 600 Railroad Street W. Variance to August 28 council meeting. Vote 5 – 0. Motion carried.

7.2 Resolution 2017-13, 600 Railroad Street W. Conditional Use Permit

Motion: CH/MM postpone Resolution 2017-13, 600 Railroad Street W. Conditional Use Permit to August 28 council meeting. Vote 5 – 0. Motion carried.

7.3 Resolution 2017-14, 600 Railroad Street W. Site Plan

Motion: CH/MM postpone Resolution 2017-14, 600 Railroad Street W. Site Plan to August 28 council meeting. Vote 5 – 0. Motion carried.

7.4 Ordinance No. 290, Performance Standards for Signs in RC-1 District

Motion: DS/CH to approve Ordinance No. 290, Performance Standards for Signs in RC-1 District. Vote 5 – 0. Motion carried.

7.5 On-Call Pay

Staff that work in Water and Sewer are required to take turns to be on-call for a week at a time.

Currently employees are paid call-back pay when they are required to come back to work; however, they do not receive payment for being on-call for the week. Being on-call requires them to be within a 30 mile radius for the entire week. The Personnel Committee recommends that a \$100 stipend per week to be paid to the on-call employee.

Motion: DS/CH to approve addition of On-Call pay to the employee handbook starting on July 1, 2017. Vote 5 – 0. Motion carried.

7.6 Public Service Technician Lead Positions

With change of structural change, employee Brent Aretz received a significant pay cut over \$5.00/per hour. Due to his performance, the Personnel Committee recommends increase his wage to \$30.15 per hour. Because this amount is not on the current salary chart, it is recommended to remove the Public Service Lead position from the chart and add Public Service Lead 1 and Public Service Lead 2 positions. The difference in these positions is the number of staff that the employee oversees.

Motion: CS/CH to accept the updated 2017 Salary Chart that removes the Public Service Lead position and adds the Public Service Lead 1 and Public Service Lead 2 positions. Vote 5 – 0. Motion carried.

Motion: CS/CH to approve the Public Service Lead 1 and Public Service Lead 2 job descriptions. Vote 5 – 0. Motion carried.

Motion: CS/CH to move Brent Aretz to a Public Service Lead 2 at Pay Grade 15, Step 8. Vote 5 – 0. Motion carried.

Motion: CS/CH to move Dan Stender to a Public Service Lead 1 at Pay Grade 14, Step 6.

7.7 Chris Niesen – Position Change Recommendation

According to the job descriptions, the only difference between a Public Service Technician 3 and a Public Service Technician 4 is the number of years of experience. Chris Niesen has been with the City for two years and have 10+ years of prior experience working in the water field.

Motion: CH/MM to approve the job change of Chris Niesen from a Public Service Technician 3 to a Public Service Technician 4, step 3 beginning on July 1, 2017. Vote 5 – 0. Motion carried.

7.8 American Legion and VFW Donation Proposal

A new scoreboard is going to be purchased for the softball fields at the Sports Complex. The Legion and VFW are going to split the cost of the scoreboard.

Motion: CH/MM to accept the Norwood Young America American Legion's and VFW's donation for the installation of scoreboards at the Sports Complex softball fields. Vote 5 – 0. Motion carried.

7.9 Seal Coating

Motion: DS/CS to approve street seal coating to Pearson Bros for \$47,194, trail sealcoating to Bargan Inc to install replay on two trails for \$7295, to Allied Asphalt for black sealer with sand for \$5525, crack filling Allied Asphalt for crack filling of trails, streets and parking lots for \$19,250 and Bargan Inc for \$7311 to install replay for the city parking lot – not to exceed a total cost of \$86,575. Vote 5 – 0. Motion carried.

7.10 Schedule Public Hearing

Motion: CH/MM to schedule a Public Hearing to discuss the Fee Schedule for July 24, 2017 council meeting. Vote 5 – 0. Motion carried.

8. Council Member & Mayor Reports

CH – A meeting will be held 6/27 at 6pm at City Council Chambers for Loomis and Preserve residents to discuss Preserve addition.

MM – EDC was canceled due to no quorum.

DS – Sr. Advisory mailed out survey to residents 50+.

CS – Parks approved bench for \$3500 for Willkommen Park. This is money that was donated to the City from YA Corp.

CL – Ribbon cutting was held on Monday for Dune Buggy Supply. Coming up ribbon cutting for Autech North America in the strip mall on Thursday at 5:00pm.

UPCOMING MEETINGS / EVENTS

July 5 Planning Commission – 6:00 p.m.

July 10 City Council – 6:00 p.m.

July 12 EDC – 6:30 p.m.

July 13 Senior Advisory Committee – 9:00 a.m.

July 18 Parks and Rec. Commission – 5:30 p.m.

July 24 City Council Work Session – 6:00 p.m.; EDA and City Council to follow

9. Adjournment

Motion: MM/CH to adjourn at 8:45pm. Vote 5 – 0. Motion carried.

Respectfully Submitted:

Kelly Hayes, City Clerk / Treasurer

Mayor

CITY OF NORWOOD YOUNG AMERICA

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

To Be Approved: July 10, 2017

Pre-Paid Claims (Check Sequence #504269-504301; 26984)	<u>\$87,377.03</u>
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Claims Pending Payment (Check Sequence #26985-27033)	<u>\$32,097.43</u>
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Grand Total	<u>\$119,474.46</u>
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JUNE 29, 2017 PAYROLL

CHECK #	NAME	GROSS
504269	ANDERSON, HAYDEN	\$588.82
504270	ARETZ, BRENT R	\$2,080.00
504271	BIXBY, ATTICUS	\$517.61
504272	BRINKMAN, MATTHEW J.	\$873.54
504273	CARLSON, COURTNEY	\$138.80
504274	GOLBERG, KAILEY	\$419.16
504275	GOLBERG, KATANA J.	\$910.50
504276	HAAG, HERMAN	\$100.50
504277	HAYES, KELLY	\$2,238.40
504278	HEUER, ANDREW	\$513.97
504279	HOEN, ROBERT G.	\$467.78
504280	Hormann, Duane	\$685.43
504281	JACOBS, CAMBRIA S	\$406.85
504282	JAUS, RODNEY D	\$1,531.35
504283	LAGERGREN, BEN	\$791.32
504284	NIESEN, CHRISTOPHER D.	\$1,616.96
504285	ORR, AMBER G	\$619.20
504286	SCHNEEDWIND, BRIAN O	\$1,559.29
504287	WENISCH, MARY	\$408.50
504288	WICKENHAUSER, GRACE	\$634.75
504289	LENZ, DEBRA A	\$1,887.20
504290	MENZEL, ALICIA	\$1,628.00
504291	STENDER, DANIEL H	\$2,156.34
504292	HELGET, STEVE	\$3,485.61
504293	MILLER, JODI	\$647.68
504294	VOIGT, ANTHONY	\$2,299.71
504295	KLEINBANK - NET	\$21,392.07
	GROSS	\$29,207.27

COUNCIL PAYROLL 6/29/17

CHECK #	EMPLOYEE	GROSS
504296	HEHER, CRAIG	\$1,200.00
504297	McPADDEN, MICHAEL W.	\$1,200.00
504298	STORMS, CHARLES	\$1,200.00
504299	LAGERGREN, CAROL	\$1,800.00
504300	STOLZ, RICHARD	<u>\$1,200.00</u>
504301	KLEINBANK - NET	\$5,984.96
	GROSS	\$6,600.00

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*Check Summary Register©

JUNE 2017 to JULY 2017

Name	Check Date	Check Amt	
10100 CHECKING			
Paid Chk# 026984	SHANAHAN CONSTRUCTION	6/27/2017	<u>\$60,000.00</u> PAY REQUEST WILLKOMMEN RESTROO
	Total Checks	\$60,000.00	

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JULY 2017

			Check Amt	Invoice	Comment
10100 CHECKING					
Paid Chk#	026985	7/10/2017	AQUA LOGIC		
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$1,022.82	46375	INSTALL MULTIPOINT VALVES
	Total AQUA LOGIC		\$1,022.82		
Paid Chk#	026986	7/10/2017	BEDFORD TECHNOLOGY, LLC		
E 101-45200-530	Improvements Other Than Bldgs		\$339.76	55504	BENCH ENDS CASTING
	Total BEDFORD TECHNOLOGY, LLC		\$339.76		
Paid Chk#	026987	7/10/2017	CARVERLINK-CARVER CO BROADBAND		
E 101-45500-321	Telephone		\$24.18		
E 101-41940-321	Telephone		\$142.25		
E 601-49400-321	Telephone		\$76.90		
E 602-49450-321	Telephone		\$76.90		
E 101-42200-321	Telephone		\$156.90		
E 101-43100-321	Telephone		\$25.70		
E 101-45200-321	Telephone		\$25.70		
E 101-41940-321	Telephone		\$192.19		
E 101-41300-321	Telephone		\$120.88		
E 101-41320-321	Telephone		\$120.88		
E 101-41400-321	Telephone		\$145.05		
E 101-46500-321	Telephone		\$48.35		
E 101-42100-321	Telephone		\$24.18		
	Total CARVERLINK-CARVER CO BROADBAND		\$1,180.06		
Paid Chk#	026988	7/10/2017	CNH CAPITAL		
E 101-45200-221	Repair/Maintenance Equipment		\$61.32		
	Total CNH CAPITAL		\$61.32		
Paid Chk#	026989	7/10/2017	CUSTOMIZED FIRE/RESCUE TRAIN		
E 101-42200-207	Training Instructional		\$500.00	1086	FIRE PUMPS COURSE
	Total CUSTOMIZED FIRE/RESCUE TRAIN		\$500.00		
Paid Chk#	026990	7/10/2017	DAVE S SEASON ALL		
E 101-43100-437	Maintenance Contract		\$1,250.00		CEMETERY MOWING
	Total DAVE S SEASON ALL		\$1,250.00		
Paid Chk#	026991	7/10/2017	DOOR POWER INC		
E 101-42200-223	Repair/Maintenance Bldg/Ground		\$795.00	4677	NORTH FIRE STATION DOOR
	Total DOOR POWER INC		\$795.00		
Paid Chk#	026992	7/10/2017	DPC INDUSTRIES INC		
E 601-49400-216	Chemicals and Chem Products		\$307.50	827000914-17	HYDROFLUOROSILICIC ACID
E 602-49450-217	Lab Fees		\$624.00	827000915-17	CHLORINE, SULFUR DIOXIDE
	Total DPC INDUSTRIES INC		\$931.50		
Paid Chk#	026993	7/10/2017	DWK CLEAN WATER SERVICES LLC		
E 602-49450-314	Contracts Payments		\$666.25	0617	

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JULY 2017

			Check Amt	Invoice	Comment
E 601-49400-314	Contracts Payments		\$666.25	0617	
Total DWK CLEAN WATER SERVICES LLC			\$1,332.50		
<hr/>					
Paid Chk# 026994	7/10/2017	EMERGENCY RESPONSE SOLUTIONS			
E 101-42200-210	Operating Supplies (GENERAL)		\$752.35	8964	HEX NIPPLE, FACEPIECE
E 101-42200-221	Repair/Maintenance Equipment		\$283.40	8987	ELK-O-LITE
Total EMERGENCY RESPONSE SOLUTIONS			\$1,035.75		
<hr/>					
Paid Chk# 026995	7/10/2017	FASTENAL			
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$36.70	MNWAC52099	BATTERY
Total FASTENAL			\$36.70		
<hr/>					
Paid Chk# 026996	7/10/2017	FIRE SAFETY USA			
E 101-42200-221	Repair/Maintenance Equipment		\$1,445.00	101586	INTAKE VALVE
Total FIRE SAFETY USA			\$1,445.00		
<hr/>					
Paid Chk# 026997	7/10/2017	GOPHER STATE ONE-CALL, INC.			
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$31.72	7060615	LOCATES
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$31.73	7060615	LOCATES
Total GOPHER STATE ONE-CALL, INC.			\$63.45		
<hr/>					
Paid Chk# 026998	7/10/2017	HOLIDAY FLEET			
E 602-49450-212	Motor Fuels		\$46.41		FUEL
Total HOLIDAY FLEET			\$46.41		
<hr/>					
Paid Chk# 026999	7/10/2017	HOME SOLUTIONS			
E 101-43100-210	Operating Supplies (GENERAL)		\$23.11		
E 101-49860-210	Operating Supplies (GENERAL)		\$90.27		
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$59.27		
E 602-49450-210	Operating Supplies (GENERAL)		\$199.52		
E 101-41940-210	Operating Supplies (GENERAL)		\$31.02		
E 101-45200-210	Operating Supplies (GENERAL)		\$13.49		
E 101-42200-221	Repair/Maintenance Equipment		\$7.97		FIRE DEPT ACCT
E 101-45200-221	Repair/Maintenance Equipment		\$25.69		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$29.67		
E 601-49400-210	Operating Supplies (GENERAL)		\$38.45		
E 101-43100-221	Repair/Maintenance Equipment		\$121.45		
E 101-49860-221	Repair/Maintenance Equipment		\$24.51		
Total HOME SOLUTIONS			\$664.42		
<hr/>					
Paid Chk# 027000	7/10/2017	HORIZON COMMERCIAL POOL SUPPLY			
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$18.40	170601025	IMPELLER TUBE
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$1,429.36	170605159	SENSOR CABLES
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$161.90	170609132	PARASTOLIC TUBE
Total HORIZON COMMERCIAL POOL SUPPLY			\$1,609.66		
<hr/>					
Paid Chk# 027001	7/10/2017	KWIK TRIP INC.			
E 101-43100-212	Motor Fuels		\$10.29		FUEL

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JULY 2017

			Check Amt	Invoice	Comment
Total KWIK TRIP INC.			\$10.29		
Paid Chk#	7/10/2017	LANO EQUIPMENT			
E 601-49400-350	Print/Publishing/Postage		\$31.72	11612	WATER SAMPLES
E 101-43100-221	Repair/Maintenance Equipment		\$817.15	15847A	NH TN 75 TRACTOR REPAIRS
Total LANO EQUIPMENT			\$848.87		
Paid Chk#	7/10/2017	LOFFLER COMPANIES, INC.			
E 101-41400-437	Maintenance Contract		\$296.31	20881462	COPIER RENT
Total LOFFLER COMPANIES, INC.			\$296.31		
Paid Chk#	7/10/2017	METRO WEST INSPECTION SERVICES			
E 101-42400-312	Building Inspection Fee		\$247.16		
E 101-42400-328	Rental Dwelling Inspections		\$17.28		
Total METRO WEST INSPECTION SERVICES			\$264.44		
Paid Chk#	7/10/2017	MID-COUNTY CO-OP OIL ASSN			
E 101-43100-212	Motor Fuels		\$713.10		
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$901.00		
Total MID-COUNTY CO-OP OIL ASSN			\$1,614.10		
Paid Chk#	7/10/2017	MINNESOTA VALLEY TESTING LAB			
E 602-49450-217	Lab Fees		\$36.20	870304	PHOSPHORUS
E 602-49450-217	Lab Fees		\$36.20	871296	PHOSPHORUS
Total MINNESOTA VALLEY TESTING LAB			\$72.40		
Paid Chk#	7/10/2017	MN DEPT OF LABOR & INDUSTRY			
G 101-21721	State Bldg Surcharge Fee		\$716.30		2ND QTR SURCHARGE REPORT
Total MN DEPT OF LABOR & INDUSTRY			\$716.30		
Paid Chk#	7/10/2017	MN VALLEY ELECTRIC COOPERATIVE			
E 601-49400-381	Electric Utilities		\$124.82		640 TACOMA BLVD
E 602-49450-381	Electric Utilities		\$35.30		LIFT STATION
E 101-43100-380	Street Lighting		\$102.75		STREET LIGHTS
Total MN VALLEY ELECTRIC COOPERATIVE			\$262.87		
Paid Chk#	7/10/2017	NORTH AMERICAN SAFETY INC			
E 101-43100-211	Personal Protection Equipment		\$26.00	27974	EAR PLUG
Total NORTH AMERICAN SAFETY INC			\$26.00		
Paid Chk#	7/10/2017	NYA TIMES			
E 101-41400-350	Print/Publishing/Postage		\$45.36		SUNDAY SALES
E 101-41400-350	Print/Publishing/Postage		\$210.00	501890	BUS DRIVERS
E 101-41400-350	Print/Publishing/Postage		\$210.00	503895	BUS DRIVER
E 101-41400-350	Print/Publishing/Postage		\$210.00	505881	BUS DRIVER
Total NYA TIMES			\$675.36		
Paid Chk#	7/10/2017	PEEPS REPAIR LLC			
E 101-43100-221	Repair/Maintenance Equipment		\$276.94	1147	07 DUMP TRUCK REPAIRS

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JULY 2017

			Check Amt	Invoice	Comment
Total PEEPS REPAIR LLC			\$276.94		
Paid Chk#	027012	7/10/2017	PRO AUTO & TRANSMISSION REPAIR		
E	101-43100-221	Repair/Maintenance Equipment	\$457.61	0056426	T7 REPAIRS
E	101-45200-221	Repair/Maintenance Equipment	\$41.13	0056926	MOWER TIRES
Total PRO AUTO & TRANSMISSION REPAIR			\$498.74		
Paid Chk#	027013	7/10/2017	QUILL CORPORATION		
E	101-41400-200	Office Supplies (GENERAL)	\$269.68	7845096	PAPER & PENCILS
Total QUILL CORPORATION			\$269.68		
Paid Chk#	027014	7/10/2017	RUPP, ANDERSON, SQUIRES, PA		
E	101-41500-304	Legal Fees	\$599.00		
Total RUPP, ANDERSON, SQUIRES, PA			\$599.00		
Paid Chk#	027015	7/10/2017	SCHNEIDER EXCAVATING & GRADING		
E	101-43100-223	Repair/Maintenance Bldg/Ground	\$3,787.50	SE1391	CLEAN UP COMPOST YARD
Total SCHNEIDER EXCAVATING & GRADING			\$3,787.50		
Paid Chk#	027016	7/10/2017	SMITH OIL CO		
E	601-49400-212	Motor Fuels	\$71.55		
E	602-49450-212	Motor Fuels	\$71.55		
E	101-42200-212	Motor Fuels	\$254.68		FIRE DEPT
E	101-43100-212	Motor Fuels	\$425.04		
E	101-45200-212	Motor Fuels	\$31.72		
Total SMITH OIL CO			\$854.54		
Paid Chk#	027017	7/10/2017	STENDER, DANIEL H		
E	602-49450-417	Uniform	\$0.00		BOOT REIMBURSEMENT
E	601-49400-417	Uniform	\$0.00		BOOT REIMBURSEMENT
Total STENDER, DANIEL H			\$0.00		
Paid Chk#	027018	7/10/2017	STRACK CONSULTING LLC		
E	101-41320-305	Other Professional Fees	\$2,740.00	1061	PLANNING CONSULTANT
Total STRACK CONSULTING LLC			\$2,740.00		
Paid Chk#	027019	7/10/2017	SUN LIFE ASSURANCE COMPANY		
G	101-21707	Disability Insurance	\$173.88		
Total SUN LIFE ASSURANCE COMPANY			\$173.88		
Paid Chk#	027020	7/10/2017	TASC		
G	101-21713	Health Care Reimbursement Acct	\$15.00	IN1053116	ADMIN FEES
Total TASC			\$15.00		
Paid Chk#	027021	7/10/2017	TECHSTAR IT SOLUTIONS		
E	101-41400-437	Maintenance Contract	\$1,124.00	MSP-6927	JULY MANAGED SERVICES
Total TECHSTAR IT SOLUTIONS			\$1,124.00		
Paid Chk#	027022	7/10/2017	TURFWERKS		

CITY OF NORWOOD YOUNG AMERICA

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JULY 2017

			Check Amt	Invoice	Comment
E 101-45200-221	Repair/Maintenance Equipment		\$112.93	EI01557	FILTER & OIL
	Total TURFWERKS		\$112.93		
Paid Chk# 027023	7/10/2017	TWIN CITIES & WESTERN RAILROAD			
E 101-43100-440	Lease		\$332.69	M012495-IN	CROSSING PERMIT
E 101-43100-440	Lease		\$305.44	M012496-IN	CROSSING PERMIT
	Total TWIN CITIES & WESTERN RAILROAD		\$638.13		
Paid Chk# 027024	7/10/2017	ULINE			
E 101-42200-210	Operating Supplies (GENERAL)		\$333.09	88246107	ICE BAGS
	Total ULINE		\$333.09		
Paid Chk# 027025	7/10/2017	UNITED FARMERS CO-OP			
E 101-45200-221	Repair/Maintenance Equipment		\$34.98		
E 101-45200-221	Repair/Maintenance Equipment		\$309.20	721437	TRIMMER & NEEDLE CAGE
E 101-45200-221	Repair/Maintenance Equipment		\$356.18	850138	
	Total UNITED FARMERS CO-OP		\$700.36		
Paid Chk# 027026	7/10/2017	US POSTAL SERVICE			
E 602-49450-350	Print/Publishing/Postage		\$132.72		
E 603-49500-350	Print/Publishing/Postage		\$132.73		
E 601-49400-350	Print/Publishing/Postage		\$132.72		
	Total US POSTAL SERVICE		\$398.17		
Paid Chk# 027027	7/10/2017	US POSTAL SERVICE			
E 101-41400-350	Print/Publishing/Postage		\$441.00		STAMPS
	Total US POSTAL SERVICE		\$441.00		
Paid Chk# 027028	7/10/2017	UTILITY CONSULTANTS			
E 602-49450-217	Lab Fees		\$628.55	95319	CBOD & TSS TESTING
	Total UTILITY CONSULTANTS		\$628.55		
Paid Chk# 027029	7/10/2017	VERIZON WIRELESS			
E 101-45200-321	Telephone		\$124.26		
E 101-42200-321	Telephone		\$175.05		FIRE DEPT
E 101-43100-321	Telephone		\$289.95		
E 601-49400-321	Telephone		\$170.99		
E 602-49450-321	Telephone		\$171.00		
	Total VERIZON WIRELESS		\$931.25		
Paid Chk# 027030	7/10/2017	VOIGT, TONY			
E 101-41940-210	Operating Supplies (GENERAL)		\$23.97		OFFICE SUPPLIES
	Total VOIGT, TONY		\$23.97		
Paid Chk# 027031	7/10/2017	WASTE MANAGEMENT			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$255.45		GARBAGE REMOVAL
	Total WASTE MANAGEMENT		\$255.45		
Paid Chk# 027032	7/10/2017	WILSON, MARY			

CITY OF NORWOOD YOUNG AMERICA

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JULY 2017

		Check Amt	Invoice	Comment
E 101-49860-455	Refunds/Reimbursements	\$45.00		REFUND LESSONS
	Total WILSON, MARY	\$45.00		
<hr/>				
Paid Chk# 027033	7/10/2017	WM MUELLER & SONS INC		
E 101-43100-224	Street Maint Materials	\$90.25	225370	TACK OIL
E 101-43100-224	Street Maint Materials	\$58.71	225371	1/2" MINUS
	Total WM MUELLER & SONS INC	\$148.96		
	10100 CHECKING	\$32,097.43		

Fund Summary

10100 CHECKING

101 GENERAL FUND	\$27,519.05
601 WATER FUND	\$1,652.63
602 SEWER FUND	\$2,793.02
603 STORM WATER UTILITY	\$132.73
	<hr/>
	\$32,097.43



TO: Mayor Lagergren and City Council Members
FROM: Kelly Hayes, City Clerk / Treasurer
DATE: July 10, 2017
RE: Application for Exempt Permit - Stiftungsfest

Stiftungsfest 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 Stiftungsfest.**

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: July 10, 2017

SUBJECT: 2020 Highway 212 Mill & Overlay Project/Underpass Installation

=====
At the June 26th City Council Work Session meeting, the Council consented to discuss soliciting engineering proposal(s) for preparing the preliminary design plans for the Highway 212 Underpass construction project. Proposed is to discuss: 1) whether or not to move ahead with soliciting engineering proposals; and 2) if electing to move ahead to identify the engineering firm(s) to solicit proposals from.

Suggested Motion:

Motion to solicit engineering proposal(s) from _____ for the preparation of the preliminary design plans and specifications for the U.S. Highway 212 Underpass construction project.



more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members
FROM: Tony Voigt, Public Services Director
DATE: July 10, 2017
SUBJECT: Parking Lot Replacement at South Fire Station

=====

The South Fire Station parking lot is in poor condition and in need of replacement. I also have proposed to replace the gravel parking area on the south side of the building with blacktop to offer a more established parking area and control the gravel that keeps washing out to the street and down the curb line. I have acquired proposals to get the parking lot replaced and have included the bids we have received. I recommend accepting Mueller's bid for a total not to exceed \$19,921 to excavate and replace the parking lot in front of the fire hall with 5" of blacktop and shape and pave the gravel parking area on the south side with 3" of blacktop. Thank you.

ROAD CONTRACTORS
AGGREGATES
BITUMINOUS PAVING
BITUMINOUS MATERIALS



HAMBURG, MN
PROPOSAL AND ACCEPTANCE

831 PARK AVE P.O. BOX 247
HAMBURG, MN 55339
PHONE 952-467-2720
FAX 952-467-3894
EMAIL INFO@WMMUELLER.COM

PROPOSAL SUBMITTED TO:	City of NYA	DATE:	4/3/2017	PHONE:	
STREET:		JOB NAME:	Driveway		
CITY, STATE, ZIP:		JOB LOCATION:	Fire Dept., South Station		
CONTACT:		VIA:			

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Yellow Area

- * Remove the existing concrete in the 356 SY driveway area and dispose of the excavated material.
- * Reshape the existing gravel base to a 5" depth for new bituminous.
- * Pave 3.5" of bituminous base and 1.5" of bituminous wear, compacted thickness.

\$11,036.00

Option #1

- * If the gravel base below the concrete is soft, excavate the area an additional 6" and dispose of the excavated material
- * Furnish and place 6" of conbit base, compacted thickness.

\$4,025.00

Pink Area

- * Shape the existing gravel base in the 68' x 36' area to a 3" depth for new bituminous.
- * Pave 1.5" of bituminous base and 1.5" of bituminous wear, compacted thickness.

\$4,860.00

NOTES:

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE
IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS
FOR THE SUM OF: **TBD**

*** PAYMENT TO BE MADE UPON COMPLETION ***
NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US
IF NOT ACCEPTED WITHIN **30** DAYS.

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, storm, and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

AUTHORIZED SIGNATURE: Timothy Mueller
TITLE: Secretary/Treasurer

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. **Payment is due upon receipt of invoice.** Owner agrees that Wm. Mueller and Sons, Inc. may charge interest at the rate of eighteen percent (18%) on any sum due under this contract which is not paid within 30 days of invoice date. If payments are not made when due, interest, cost incidental to collection, and attorney's fees (if an attorney is retained for collection) shall be added to the unpaid balance. Owner hereby releases Wm. Mueller and Sons, Inc. of notice requirements for lien rights in the event payments are not made as outlined above.

PLEASE SIGN AND RETURN ONE COPY

SIGNATURE: _____
DATE OF ACCEPTANCE: _____

WM. MUELLER & SONS INC.

ROAD CONTRACTORS • WASHED SAND & GRAVEL • LIMESTONE PRODUCTS • REDI-MIX BLACKTOP • BLACKTOP SURFACING

831 PARK AVE. • P.O. BOX 247

HAMBURG, MN 55339

PHONE (952) 467-2720 • FAX (952) 467-3894

EQUAL OPPORTUNITY EMPLOYER

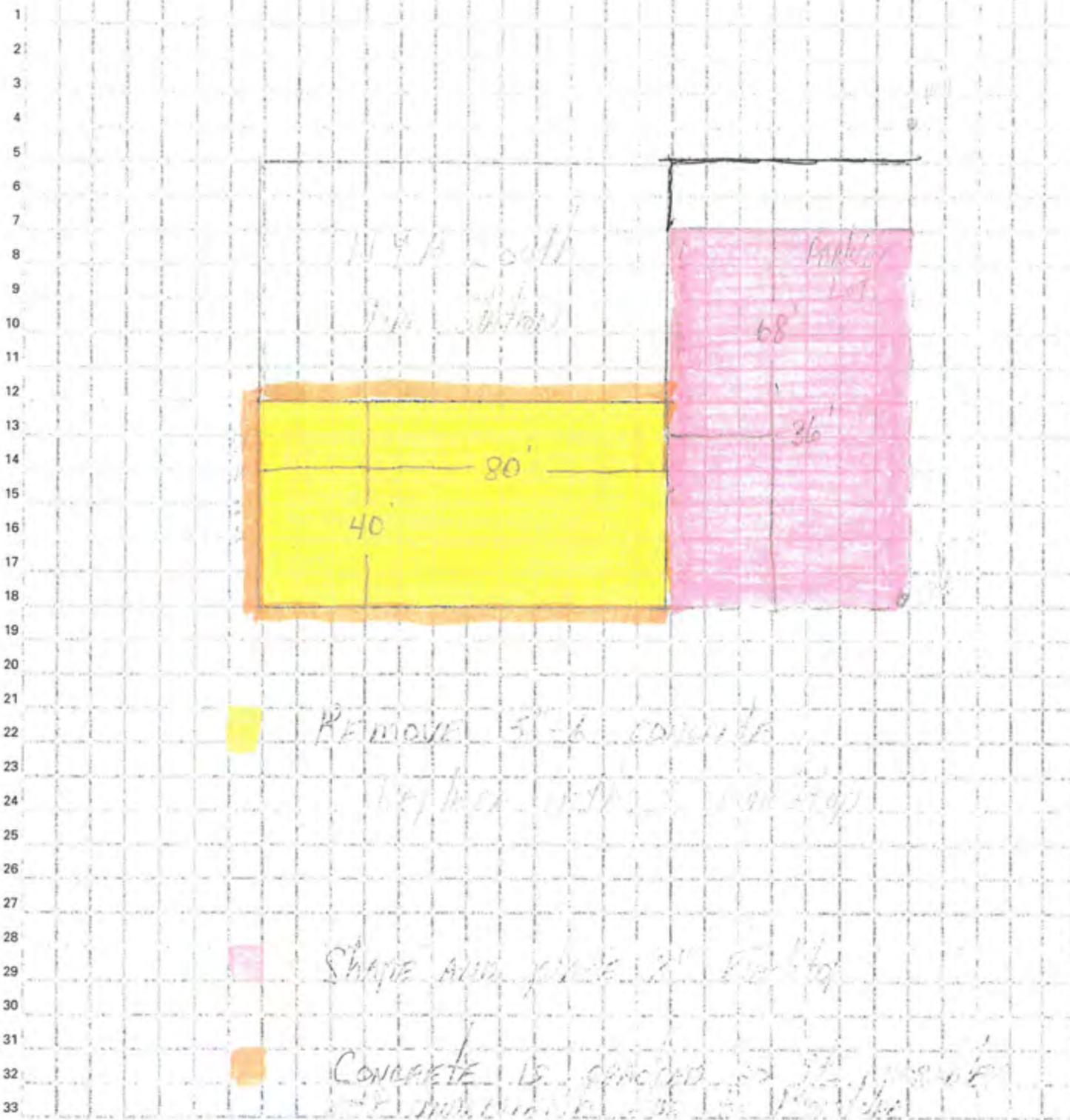
PROJECT

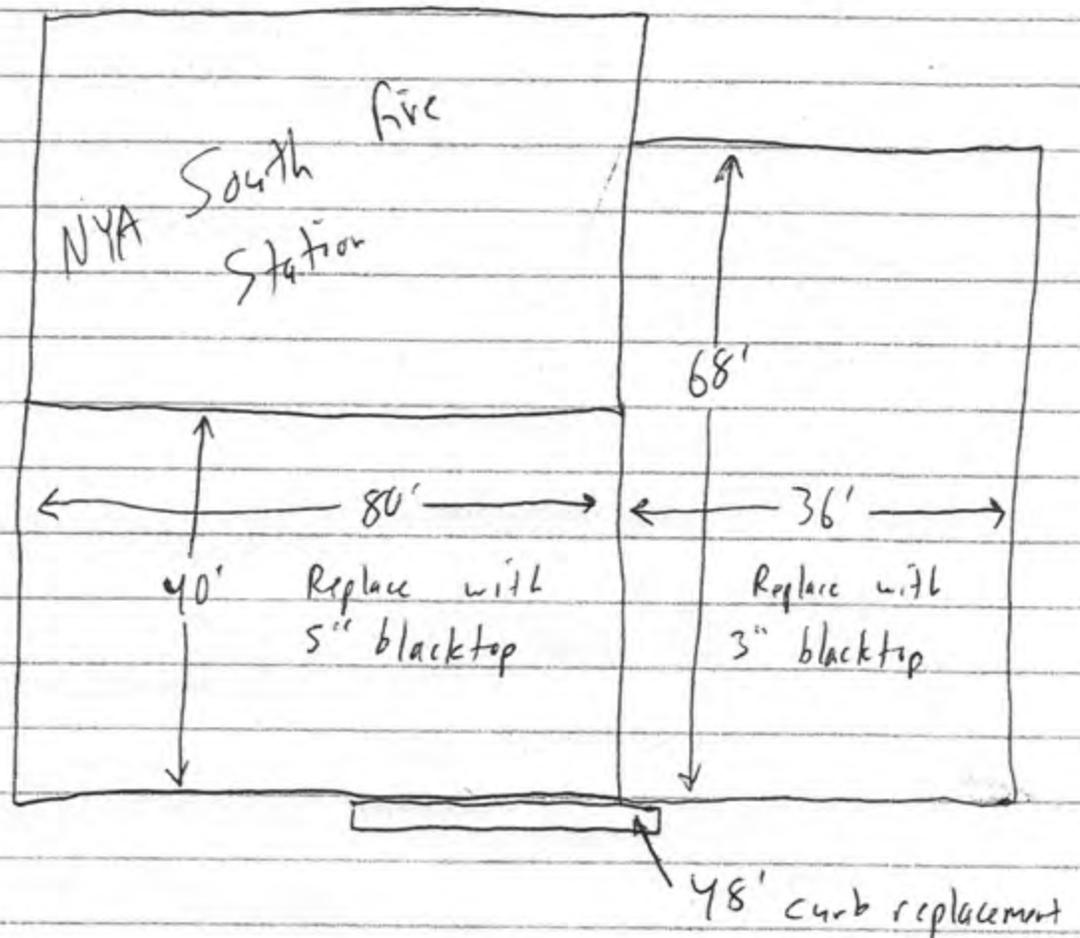
11471 South 5th St Lot

DATE

4-20-17

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31





- Remove 5'-6" of concrete and replace with blacktop
- Concrete is cracked surrounding the 40x80' area so some sub grade work may be required



TO: Mayor Lagergren and City Council Members
FROM: Kelly Hayes, City Clerk / Treasurer
DATE: July 10, 2017
RE: Bus Driver Recommendation

The Personnel Committee is interviewing the applicants for the Bus Driver position prior to this City Council meeting. A hiring recommendation will be provided following the interviews.

Recommendation: **A motion to approve hiring** _____ **as a Bus Driver at a Pay Grade 5, Step** _____.



more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: June 26, 2017
SUBJECT: Willkommen Memorial Park Restrooms Project – Pay Request No. 2

Enclosed is a request for partial payment for the Willkommen Memorial Park Restrooms Project as submitted by Shanahan Construction in the amount of \$30,000. As of July 10th the project is 85% complete

A project update will be provided at the meeting.

Suggested Motion:

Motion to approve Willkommen Memorial Park Restrooms Project Pay Request No. 2 to Shanahan Construction.

