



CITY COUNCIL AGENDA
October 9, 2017 – 6:00pm
City Council Meeting

CITY COUNCIL

1. Call Meeting of City Council to Order
 - 1.1 Pledge of Allegiance
2. Approve Agenda
 - 2.1 Approve the 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.)
 - 3.1 Allison Streich, Deputy Direction Carver County CDA
 - 3.2 Deputy Sheriff Dave Murphy - Quarterly Report and introduce Deputy Matthew Klukas
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 September 25, 2017 City Council and Workshop meetings
 - 4.2 Approve payment of claims
 - 4.3 Approve resignation of Firefighter Logan Brincefield
 - 4.4 Approve resignation of Firefighter Tedi Keller
 - 4.5 Approve termination of employment for seasonal staff
 - 4.6 Manufacturing Week Proclamation
 - 4.7 Post and Accept Applications – Seasonal Snow Plow Staff
5. Public Hearings
6. Old Business
 - 6.1 309 First Street NE – Nonconforming Use
7. New Business
 - 7.1 Pavilion Liquor License
 - 7.2 Unhinged Pizza Receipts
 - 7.3 Christmas Holiday Schedule
8. Council Member & Mayor Reports
9. Adjournment

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

UPCOMING MEETINGS / EVENTS

- | | |
|-------------|---|
| October 10 | Special City Council – 6:00 p.m. |
| October 12 | Senior Advisory Committee – 9:00 a.m. |
| October 17 | Parks and Rec. Commission – 5:30 p.m. |
| October 18 | Special City Council – 6:00 p.m. |
| October 23 | City Council Work Session – 6:00 p.m.; EDA and City Council to follow |
| November 7 | Planning Commission – 6:00 p.m. |
| November 8 | Joint Meeting – City Council, EDC, Planning Commission, and Chamber of Commerce Board – 6:30 p.m. |
| November 13 | City Council – 6:00 p.m. |



Attendees: Carol Lagergren, Craig Heher, Mike McPadden, Dick Stolz, Charlie Storms
City Staff: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, Tony Voigt Public Service Director
Other: Hil Hoof, Tom Sudheimer, Chris Niesen

WORK SESSION

1. Call Meeting of City Council Work Session to Order
Meeting was called to order by Mayor Lagergren at 6:00pm.

2. Approve Agenda

Motion: DS/CS to approve the agenda. Vote 5 – 0. Motion carried.

- 2.1 Highway 212/CSAH 34 – Reduced Conflict Intersection

Diane Langenbach from MNDot and Kreg Schmidt from Bolton and Menk submitted information regarding the Highway 212 project that will be taking place in 2020.

Extends from west junction of Hwy 5/25 to Cologne

Project includes:

- Pavement resurfacing/reconstruction near CR 51
- Signal replacements at Faxon and CR 33/Reform St.
- Right turn lane (CR 33/Reform St.) and turn lane extensions
- American Disability Act (ADA) Improvements
- Potential Morse St and Tacoma Ave intersection improvements
- Potential City pedestrian underpass
- Potential Trails/sidewalks

To alleviate the current issues on Tacoma, MNDot is suggesting a Reduced Conflict Intersection (RCI) which is similar to the intersection located in Cologne. Stats for an RCI:

- Eight RCI's constructed in Minnesota since 2010
- 100% reduction of fatal and serious right angle crashes
- 77% reduction of all severity right angle crashes, 50% reduction in injury crashes
- Nationwide: 70% less fatal crashes, 42% less injury crashes

Concerns from the council included:

- Why not have a round-a-bout this would slow traffic down plus make it easier for Tacoma traffic to get onto Highway 212. Ms. Langenbach explained that the cost of a round-a-bout is between \$1 – \$1.5 million and the cost of the RCI would run about \$700 - \$800k.
- The traffic on Railroad would increase (including truck traffic) and how much would need to be done to Railroad to prepare it for this change.
- If west bound traffic from the industrial park would be required to take Railroad, this would cause increased congestion at Faxon/212 (there is already congestion there and this would make it even worse).
- The “u-turn” would be shorter than the one in Cologne by 300 feet. Would this cause any issues if there is a pile-up?
- Could the speed limit be reduce?

3. Adjournment

Motion: CH/MM to adjourn at 6:43pm. Vote 5 – 0. Motion carried.

Respectfully Submitted:

Mayor

Kelly Hayes, City Clerk / Treasurer



City Council Minutes

September 25, 2017 – 6:00 p.m.

Attendees: Carol Lagergren, Craig Heher, Mike McPadden, Dick Stolz, Charlie Storms

City Staff: City Administrator Steve Helget, City Clerk/Treasurer Kelly Hayes, Tony Voigt Public Service Director

Other: Hil Hoof, Tom Sudheimer, Chris Niesen

1. Call Meeting of City Council to Order

Meeting was called to order by Mayor Lagergren at 6:45pm.

2. Approve Agenda

Mayor Lagergren requested to move 7.4 Preliminary Consideration of Charges and Allegations involving an Employee to a closed meeting. The employee will be given the opportunity to speak to the council during the closed meeting.

Motion: CH/MM to approve the revised agenda moving 7.4 to a closed meeting. Vote 5 – 0. Motion carried.

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

Hil Hoof had brought concerns regarding the 212 underpass. He handed out information regarding “collision avoidance”. Soon cars will all have collision avoidance and there will not be an issue of pedestrians crossing the highway.

4. Consent Agenda

4.1 Approve minutes of September 11, 2017 meeting

4.2 Approve payment of claims

4.3 Call for public hearing for Delinquent Utilities and Special Assessments

Motion: MM/CH to approve the consent agenda. Vote 5 – 0. Motion carried.

5. Public Hearings - none

6. Old Business - none

7. New Business

7.1 City Website Update Proposal

EDC narrowed down the proposals that were received for the new City website. EDC is recommending accepting the proposal from Vivid Imaging.

Motion: DS/CS to enter into a contract with Vivid Imaging for the creation of a new City website at a cost not to exceed \$9,000. Vote 5 – 0. Motion carried.

7.2 SAFL Baffle Installation

The City was awarded a grant of \$10,000 through Carver County Water Management Organization to install a SAFL Baffle in Friendship Park. Two bids were received, Schneider Excavating \$9,400 and Henning Excavating \$11,250.

Motion: MM/CH to award the low bid which happens to be Schneider Excavating to install the SAFL Baffle for \$9,400 using the \$10,000 of grant money received from the county Waste Water Management Organization. Vote 5 – 0. Motion carried.

7.3 Schedule Special City Council Meetings

Steve requested to schedule two budget meetings.

Motion: CH/DS to schedule special City Council meetings for October 10 and October 18 at 6:00pm. Vote 5 – 0. Motion carried.

7.4 Preliminary Consideration of Charges and Allegations involving an Employee

Motion: CH/MM to close the meeting (7:06pm) for Preliminary Consideration of Charges and Allegations involving an Employee subject to the jurisdiction of the Council. CH amended motion with the addition to allow the employee the opportunity to address the Council. Vote 5 – 0. Motion carried.

Meeting was readjourned at 8:50pm by Mayor Lagergren. Mayor Lagergren noted that at this time the Council has decided not to take action.

8. Council Member & Mayor Reports

CH – Still two members short for the Planning Commission.

MM – EDC celebrating Manufacturer's Week at the 212 Business Center on October 4th. Stiftungsfest discussed the changes this year and updates for next year.

DS – no meeting.

CS – Parks & Rec discussed Serenity Trail, colors for the bench from YA Corp donation.

CL – nothing additional

UPCOMING MEETINGS / EVENTS

October 3 Planning Commission – 6:00 p.m.

October 9 City Council – 6:00 p.m.

October 10 Budget Meeting – 6pm

October 12 Senior Advisory Committee – 9:00 a.m.

October 17 Parks and Rec. Commission – 5:30 p.m.

October 18 Budget Meeting – 6:00pm

October 23 City Council Work Session – 6:00 p.m.; EDA and City Council to follow

Steve said a notice will be sent to all neighbors in Preserve and Meadows that the Preserve 5th Addition will start construction soon.

9. Adjournment

Motion: MM/DS to adjourn at 8:50pm. Vote 5 – 0. Motion carried.

Respectfully Submitted:

President

Kelly Hayes, City Clerk / Treasurer

CITY OF NORWOOD YOUNG AMERICA

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

To Be Approved: October 9, 2017

Pre-Paid Claims	<u>\$14,756.79</u>
(Check Sequence #504460-504477)	

Claims Pending Payment	<u>\$24,403.78</u>
(Check Sequence #27317-27352)	

Grand Total	<u>\$39,160.57</u>
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PAYROLL October 5, 2017

CHECK #	EMPLOYEE	GROSS
504460	ARETZ, BRENT R	\$2,412.00
504461	BIPEs, DEBORAH	\$197.78
504462	CANO, JOEY M	\$738.00
504463	HAAG, HERMAN	\$134.00
504464	HAYES, KELLY	\$2,238.40
504465	HELGET, STEVE	\$3,485.60
504466	HOEN, ROBERT G.	\$662.18
504467	Hormann, Duane	\$346.32
504468	JAUS, RODNEY D	\$1,420.65
504469	LENZ, DEBRA A	\$1,887.20
504470	MENZEL, ALICIA	\$1,628.01
504471	NIESEN, CHRISTOPHER D.	\$1,343.53
504472	PAULSON, DENNIS	\$110.93
504473	SCHNEEDWIND, BRIAN O	\$1,549.60
504474	STENDER, DANIEL H	\$1,523.13
504475	VOIGT, ANTHONY	\$2,336.80
504476	FRATUS, DOMINIC	\$214.46
504477	KLEINBANK - NET	\$14,756.79
	GROSS	\$22,228.59

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*Check Summary Register©

OCTOBER 2017

Name	Check Date	Check Amt	
10100 CHECKING			
Paid Chk# 027317	A-1 ELECTRIC SERV OF WACON 10/9/2017	\$363.46	TACOMA AVE LS
Paid Chk# 027318	BIERMANN, CHRIS 10/9/2017	\$200.00	REFUND PARTIAL DAMAGE DEPOSIT
Paid Chk# 027319	CARVER COUNTY RECORDER 10/9/2017	\$46.00	HOEN ENCROACHMENT AGREEMENT
Paid Chk# 027320	CENTERPOINT ENERGY 10/9/2017	\$1,418.97	
Paid Chk# 027321	Void 10/9/2017	\$0.00	
Paid Chk# 027322	PRODUCTIVITY PLUS ACCOUNT 10/9/2017	\$436.24	MOWER REPAIRS
Paid Chk# 027323	DIAMOND VOGEL PAINTS 10/9/2017	\$320.35	TIP
Paid Chk# 027324	DWK CLEAN WATER SERVICES 10/9/2017	\$1,235.00	
Paid Chk# 027325	HILGERS PLUMBING & HEATING 10/9/2017	\$58.00	PAVILION TOILET SEAT
Paid Chk# 027326	HOLIDAY COMPANIES 10/9/2017	\$123.39	
Paid Chk# 027327	HOME SOLUTIONS 10/9/2017	\$264.75	
Paid Chk# 027328	Void 10/9/2017	\$0.00	
Paid Chk# 027329	LENZ, DEBRA 10/9/2017	\$55.69	MILEAGE REIMBURSEMENT
Paid Chk# 027330	Void 10/9/2017	\$0.00	
Paid Chk# 027331	LOFFLER COMPANIES, INC. 10/9/2017	\$277.25	COPIER RENT
Paid Chk# 027332	MENARDS-HUTCHINSON 10/9/2017	\$19.68	CORNR GRD W/ NAIL
Paid Chk# 027333	METRO WEST INSPECTION SER 10/9/2017	\$1,870.38	
Paid Chk# 027334	MINI BIFF 10/9/2017	\$499.04	WILLKOMMEN PARK
Paid Chk# 027335	Void 10/9/2017	\$0.00	
Paid Chk# 027336	MINNESOTA VALLEY TESTING L 10/9/2017	\$72.40	PHOSPHORUS
Paid Chk# 027337	Void 10/9/2017	\$0.00	
Paid Chk# 027338	MN DEPT OF LABOR & INDUSTR 10/9/2017	\$1,555.07	3RD QTR SURCHARGE
Paid Chk# 027339	MN VALLEY ELECTRIC COOPER 10/9/2017	\$276.74	STREET LIGHTS
Paid Chk# 027340	NCPERS MINNESOTA 10/9/2017	\$16.00	LIFE INSURANCE
Paid Chk# 027341	NORWOOD YOUNG AMERICA TI 10/9/2017	\$75.60	REZONE ISD 108
Paid Chk# 027342	OVIVO USA, LLC 10/9/2017	\$696.48	HINGED SKIMMER, SPRING EXTENSI
Paid Chk# 027343	PRO AUTO & TRANSMISSION RE 10/9/2017	\$45.56	TIRE REPAIR
Paid Chk# 027344	RITEWAY 10/9/2017	\$1,056.43	UTILITY BILLS
Paid Chk# 027345	RUPP, ANDERSON, SQUIRES, P 10/9/2017	\$7,535.91	PLANNING COMMISSION
Paid Chk# 027346	SRF CONSULTING GROUP INC 10/9/2017	\$3,439.64	COMP PLAN UPDATE
Paid Chk# 027347	TASC 10/9/2017	\$15.00	COBRA ADMIN FEE
Paid Chk# 027348	TECHSTAR IT SOLUTIONS 10/9/2017	\$1,124.00	OCTOBER SERVICES
Paid Chk# 027349	UFC 10/9/2017	\$22.99	LP CYLINDER
Paid Chk# 027350	US POSTAL SERVICE 10/9/2017	\$225.00	PERMIT
Paid Chk# 027351	VERIZON WIRELESS 10/9/2017	\$771.60	
Paid Chk# 027352	WASTE MANAGEMENT 10/9/2017	\$287.16	GARBAGE REMOVAL
Total Checks		\$24,403.78	

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OCTOBER 2017

			Check Amt	Invoice	Comment
10100 CHECKING					
Paid Chk#	027317	10/9/2017	A-1 ELECTRIC SERV OF WACONIA		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$213.71	20408	TACOMA AVE LS
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$149.75	20409	WASTEWATER PLANT
Total	A-1 ELECTRIC SERV OF WACONIA		\$363.46		
Paid Chk#	027318	10/9/2017	BIERMANN, CHRIS		
E 101-45200-432	Refund		\$200.00		REFUND PARTIAL DAMAGE DEPOSIT
Total	BIERMANN, CHRIS		\$200.00		
Paid Chk#	027319	10/9/2017	CARVER COUNTY RECORDER		
E 101-41320-430	Miscellaneous (GENERAL)		\$46.00		HOEN ENCROACHMENT AGREEMENT
Total	CARVER COUNTY RECORDER		\$46.00		
Paid Chk#	027320	10/9/2017	CENTER POINT		
E 101-42200-383	Gas Utilities		\$11.22		
E 101-43100-383	Gas Utilities		\$111.25		
E 101-41940-383	Gas Utilities		\$38.64		
E 101-49860-383	Gas Utilities		\$449.51		
E 101-45200-383	Gas Utilities		\$146.56		
E 601-49400-383	Gas Utilities		\$52.15		
E 602-49450-383	Gas Utilities		\$609.64		
Total	CENTER POINT		\$1,418.97		
Paid Chk#	027322	10/9/2017	CNH CAPITAL		
E 101-45200-221	Repair/Maintenance Equipment		\$436.24		MOWER REPAIRS
Total	CNH CAPITAL		\$436.24		
Paid Chk#	027323	10/9/2017	DIAMOND VOGEL PAINTS		
E 101-43100-224	Street Maint Materials		\$58.00	257302170	TIP
E 101-43100-224	Street Maint Materials		\$262.35	257302989	WHITE
Total	DIAMOND VOGEL PAINTS		\$320.35		
Paid Chk#	027324	10/9/2017	DWK CLEAN WATER SERVICES LLC		
E 602-49450-314	Contracts Payments		\$617.50	0917	
E 601-49400-314	Contracts Payments		\$617.50	0917	
Total	DWK CLEAN WATER SERVICES LLC		\$1,235.00		
Paid Chk#	027325	10/9/2017	HILGERS PLUMBING & HEATING, IN		
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$58.00	11681	PAVILION TOILET SEAT
Total	HILGERS PLUMBING & HEATING, IN		\$58.00		
Paid Chk#	027326	10/9/2017	HOLIDAY FLEET		
E 101-43100-212	Motor Fuels		\$12.84		
E 602-49450-212	Motor Fuels		\$43.14		
E 601-49400-212	Motor Fuels		\$67.41		
Total	HOLIDAY FLEET		\$123.39		
Paid Chk#	027327	10/9/2017	HOME SOLUTIONS		

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			Check Amt	Invoice	Comment
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$58.62		
E 101-45200-221	Repair/Maintenance Equipment		\$25.35		
E 101-43100-210	Operating Supplies (GENERAL)		\$31.49		
E 601-49400-210	Operating Supplies (GENERAL)		\$3.86		
E 602-49450-210	Operating Supplies (GENERAL)		\$85.10		
E 101-41940-210	Operating Supplies (GENERAL)		\$60.33		
	Total HOME SOLUTIONS		\$264.75		
Paid Chk# 027329	10/9/2017	LENZ, DEBRA			
E 101-41400-331	Travel/Meeting Expense		\$55.69		MILEAGE REIMBURSEMENT
	Total LENZ, DEBRA		\$55.69		
Paid Chk# 027331	10/9/2017	LOFFLER COMPANIES, INC.			
E 101-41400-437	Maintenance Contract		\$277.25		COPIER RENT
	Total LOFFLER COMPANIES, INC.		\$277.25		
Paid Chk# 027332	10/9/2017	MENARDS-HUTCHINSON			
E 101-45200-221	Repair/Maintenance Equipment		\$19.68	20146	CORNR GRD W/ NAIL
	Total MENARDS-HUTCHINSON		\$19.68		
Paid Chk# 027333	10/9/2017	METRO WEST INSPECTION SERVICES			
E 101-42400-312	Building Inspection Fee		\$1,870.38		
	Total METRO WEST INSPECTION SERVICES		\$1,870.38		
Paid Chk# 027334	10/9/2017	MINI BIFF			
E 101-45200-418	Other Rentals (Biffs)		\$107.61	A-90346	LEGION PARK
E 101-45200-418	Other Rentals (Biffs)		\$122.40	A-90904	WILLKOMMEN PARK
E 101-45200-418	Other Rentals (Biffs)		\$269.03	A-90905	WILLKOMMEN PARK
	Total MINI BIFF		\$499.04		
Paid Chk# 027336	10/9/2017	MINNESOTA VALLEY TESTING LAB			
E 602-49450-217	Lab Fees		\$36.20	884075	PHOSPHORUS
E 602-49450-217	Lab Fees		\$36.20	885076	PHOSPHORUS
	Total MINNESOTA VALLEY TESTING LAB		\$72.40		
Paid Chk# 027338	10/9/2017	MN DEPT OF LABOR & INDUSTRY			
G 101-21721	State Bldg Surcharge Fee		\$1,555.07		3RD QTR SURCHARGE
	Total MN DEPT OF LABOR & INDUSTRY		\$1,555.07		
Paid Chk# 027339	10/9/2017	MN VALLEY ELECTRIC COOPERATIVE			
E 601-49400-381	Electric Utilities		\$139.66		640 TACOMA BLVD
E 602-49450-381	Electric Utilities		\$35.10		LIFT STATION
E 101-43100-380	Street Lighting		\$101.98		STREET LIGHTS
	Total MN VALLEY ELECTRIC COOPERATIVE		\$276.74		
Paid Chk# 027340	10/9/2017	NCPERS 855401LIFE INS			
G 101-21705	PERA Life		\$16.00		LIFE INSURANCE
	Total NCPERS 855401LIFE INS		\$16.00		

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			Check Amt	Invoice	Comment
Paid Chk# 027341	10/9/2017	NYA TIMES			
E 101-41320-350	Print/Publishing/Postage		\$37.80	531224	REZONE ISD 108
E 101-41320-350	Print/Publishing/Postage		\$37.80	531225	REZONE KING
	Total NYA TIMES		\$75.60		
Paid Chk# 027342	10/9/2017	OVIVO USA, LLC.			
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$696.48	8472073	HINGED SKIMMER, SPRING EXTENSION, ZINC
	Total OVIVO USA, LLC.		\$696.48		
Paid Chk# 027343	10/9/2017	PRO AUTO & TRANSMISSION REPAIR			
E 101-45200-221	Repair/Maintenance Equipment		\$45.56	0057699	TIRE REPAIR
	Total PRO AUTO & TRANSMISSION REPAIR		\$45.56		
Paid Chk# 027344	10/9/2017	RITEWAY			
E 602-49450-200	Office Supplies (GENERAL)		\$352.14	17-33074	UTILITY BILLS
E 603-49500-200	Office Supplies (GENERAL)		\$352.15	17-33074	UTILITY BILLS
E 601-49400-200	Office Supplies (GENERAL)		\$352.14	17-33074	UTILITY BILLS
	Total RITEWAY		\$1,056.43		
Paid Chk# 027345	10/9/2017	RUPP, ANDERSON, SQUIRES, PA			
E 101-41500-304	Legal Fees		\$484.23		MISC ATTY
E 101-41500-304	Legal Fees		\$32.00		NUISANCE
E 101-41500-304	Legal Fees		\$891.00		NUISANCE
E 101-41500-304	Legal Fees		\$692.68		MISC ATTY
E 101-41500-304	Legal Fees		\$300.00		COUNCIL
E 101-41500-304	Legal Fees		\$435.00		INSURANCE
G 807-22100	Escrow Collected		\$3,335.00		PRESERVE 5
E 101-41500-304	Legal Fees		\$608.00		ECUMEN
E 101-41500-304	Legal Fees		\$272.00		RENTAL CODE
E 101-41500-304	Legal Fees		\$48.00		BUS
G 807-22100	Escrow Collected		\$138.00		PRESERVE 5
E 101-41500-304	Legal Fees		\$300.00		PLANNING COMMISSION
	Total RUPP, ANDERSON, SQUIRES, PA		\$7,535.91		
Paid Chk# 027346	10/9/2017	SRF CONSULTING GROUP INC			
E 101-41320-310	Other Professional Services		\$3,439.64	10479.00-3	COMP PLAN UPDATE
	Total SRF CONSULTING GROUP INC		\$3,439.64		
Paid Chk# 027347	10/9/2017	TASC			
G 101-21713	Health Care Reimbursement Acct		\$15.00	IN1103479	COBRA ADMIN FEE
	Total TASC		\$15.00		
Paid Chk# 027348	10/9/2017	TECHSTAR IT SOLUTIONS			
E 101-41400-437	Maintenance Contract		\$1,124.00	MSP-7232	OCTOBER SERVICES
	Total TECHSTAR IT SOLUTIONS		\$1,124.00		
Paid Chk# 027349	10/9/2017	UNITED FARMERS CO-OP			
E 101-43100-221	Repair/Maintenance Equipment		\$22.99	858412	LP CYLINDER

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			Check Amt	Invoice	Comment
Total UNITED FARMERS CO-OP			\$22.99		
Paid Chk# 027350	10/9/2017	US POSTAL SERVICE			
E 603-49500-350	Print/Publishing/Postage		\$75.00		PERMIT
E 601-49400-350	Print/Publishing/Postage		\$75.00		PERMIT
E 602-49450-350	Print/Publishing/Postage		\$75.00		PERMIT
Total US POSTAL SERVICE			\$225.00		
Paid Chk# 027351	10/9/2017	VERIZON WIRELESS			
E 101-42200-321	Telephone		\$175.05		
E 101-43100-321	Telephone		\$167.80		
E 101-45200-321	Telephone		\$71.92		
E 601-49400-321	Telephone		\$178.42		
E 602-49450-321	Telephone		\$178.41		
Total VERIZON WIRELESS			\$771.60		
Paid Chk# 027352	10/9/2017	WASTE MANAGEMENT			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$287.16		GARBAGE REMOVAL
Total WASTE MANAGEMENT			\$287.16		
10100 CHECKING			\$24,403.78		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$15,889.12
601 WATER FUND	\$1,486.14
602 SEWER FUND	\$3,128.37
603 STORM WATER UTILITY	\$427.15
807 Escrow - Preserve 5	\$3,473.00
	\$24,403.78



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes

DATE: October 9, 2017

RE: Firefighter Resignation – Logan Brincefield

After a recent audit of personnel files, I became aware that Logan Brincefield is still listed as an active member of the NYA Fire Department. I had contacted Fire Chief Steve Zumberge and he said that he recalls Mr. Brincefield submitting a letter of resignation back in July 2015. I was unable to find the said resignation letter.

After speaking with the League, they suggested back-dating his termination to the last day that Mr. Brincefield received a paycheck. He received one hour of pay on December 15, 2016.

Recommendation:

Motion to accept the resignation of firefighter Logan Brincefield as of December 15, 2016.

Norwood Young America

310 Elm Street West PO Box 59 – Norwood Young America, MN 55368 – (952)467-1800 – www.cityofnya.com



TO: Mayor Lagergren and City Council Members
FROM: Kelly Hayes, City Clerk / Treasurer
DATE: October 9, 2017
RE: Firefighter resignation – Tedi Keller

On September 30, 2017, Firefighter Tedi Keller submitted her resignation due to moving outside City limits. She has been with the Norwood Young America Fire Department since April 2014.

We thank Tedi for her service and wish her the best.

Recommendation:

To approve the resignation of Tedi Keller from the Norwood Young America Fire Department.

Norwood Young America

310 Elm Street West PO Box 59 – Norwood Young America, MN 55368 – (952)467-1800 – www.cityofnya.com



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes

DATE: October 9, 2017

RE: Seasonal Staff Termination of Employment

The following seasonal staff were hired for the Pool and Public Services:

Atticus Bixby	Andrew Heuer	Hayden Anderson
Courtney Carlson	Ben Lagergren	Matthew Brinkman
Katana Golberg	Cambria Jacobs	Mary Wensch
Kailey Golberg	Amber Orr	Grace Wickenhauser

The final day of employment was September 1, 2017.

RECOMMENDATION:

Motion to terminate the employment of the 12 seasonal staff listed above.

Norwood Young America



CITY OF NORWOOD YOUNG AMERICA MANUFACTURING WEEK PROCLAMATION

WHEREAS, manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota's diverse economy; and

WHEREAS, the manufacturing industry contributed \$48.2 billion to Minnesota's economy in 2016, and at 16 percent, is the largest sector contributing to the state's private gross domestic product; and

WHEREAS, in 2016, workers took home \$20.3 billion in wages from Minnesota manufacturing jobs, the second-highest amount among the state's business sectors; and

WHEREAS, manufactured exports brought \$18 billion into the Minnesota economy in 2016; and

WHEREAS, manufacturing provides 318,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota's high standard of living and economic vitality; and

WHEREAS, manufacturing in Minnesota pays an average annual wage of \$63,794, which is 17 percent higher than the state's overall average wage.

NOW THEREFORE, I, Carol Lagergren, Mayor of Norwood Young America do hereby proclaim that the week of October 1 to October 7, 2017 shall be observed as **MINNESOTA MANUFACTURING WEEK**.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Norwood Young America on this 9th day of October Two Thousand Seventeen.

Carol Lagergren, Mayor



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes

DATE: October 9, 2017

RE: Post and Accept Applications - Seasonal Snow Plow Staff

Public Service Director, Tony Voigt, has requested to accept applications for seasonal staff to assist with snow plowing. The past back-up snow plow driver, Richard Kroells, has decided not to return this season.

RECOMMENDATION:

Motion to post and accept applications for Seasonal Public Service Worker II to assist with snow plowing for the 2017 – 2018 snow season.

Norwood Young America



more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: October 9, 2017
SUBJECT: 309 First Street NE – NonConforming Use

In respect to the property located at 309 First Street NE and the defined commercial outdoor storage area, Tim Anderson, the owner of the property and of Pioneer Storage & Rental will be present to request the fencing of the outdoor storage area requirement be rescinded. In addition, that the defined outdoor storage area be enlarged.

The subject property is currently zoned R-3, Medium Density Mixed Residential. The commercial outdoor storage on the subject property is a nonconforming use. At or about the time Mr. Anderson purchased the property, staff determined that the nonconforming use of the property had been terminated with the exception of 10% which is illustrated in the aerial photo attached to Resolution 2016-20.

Mr. Anderson attended the September 26, 2016 regular City Council meeting, and following discussion the Council approved a motion to require fencing be installed around the defined outdoor storage area and to be completed within one (1) year. The Council subsequently approved Resolution 2016-20 at its next regular meeting (October 10, 2016).

At the September 26th meeting, Mr. Anderson stated the 10% storage area was acceptable but he requested not to install a fence due to the financial burden. At the meeting Mr. Anderson stated he had received three proposes for installing a fence at a cost ranging from \$8,000 to \$10,000.

Enclosed is Resolution 2016-20; two pictures taken on October 5, 2017 representing the current outdoor storage; and the section of the Zoning Code pertaining to nonconforming uses.

Suggested Motion:

No motion is required if Council makes no changes to Resolution 2016-20. If the Council elects to change Resolution 2016-20 in any way then it's suggested a new resolution be prepared and submitted for Council consideration.

RESOLUTION 2016-20

A RESOLUTION AMENDING RESOLUTION 2016-15, A RESOLUTION DETERMINING CERTAIN OUTDOOR STORAGE AS A LEGAL NONCONFORMING USE AT 309 FIRST STREET NE

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

WHEREAS, the property located at 309 First St. NE, including PID # 58.0510520 (the "Property") is zoned R-3 (Medium Density Mixed Residential); and

WHEREAS, the permitted uses for properties in the R-3 Zoning District include single-family dwellings; twin homes; two-family dwellings; townhomes up to 4 units per attached group; a State licensed residential facility serving six (6) or fewer persons, a State licensed day care facility serving 12 or fewer persons, and a group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children; and public parks, open spaces and other recreational uses, non-commercial in nature; and

WHEREAS, the Property has historically been utilized for commercial storage; and

WHEREAS, Tim Anderson and Wayne Anderson, Pioneer Storage & Rental LLC (the "Applicants") have requested a determination on the amount of business related outdoor storage that will be permissible at their property located at 309 First Street NE; and

WHEREAS, City staff have determined the property to be 1.05 acres or 45,738 and have researched the non-conforming use and the intensity of outdoor storage and determined that it decreased markedly between 2013 and 2015 .

THEREFORE BE IT RESOLVED that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the following Findings of Fact:

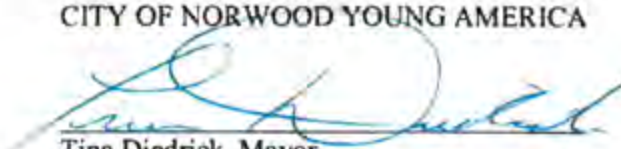
1. Outdoor Storage in the R-3 District is not a permitted or conditionally permitted use.
2. The Use appears to be consistent with the historical use of the property for commercial storage, subject to conditions listed below.
3. The Use appears that it will not result in an expansion of the legal nonconforming use of the Property, defined by Ordinance as an increase of outdoor storage or intensification of the performance standards listed in Section 1245.01 of Chapter 12- Zoning of the Norwood Young America City Code, subject to conditions listed below.

THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby determines that the Use of the Property meets the provisions of Section 1215 of Chapter 12-Zoning of the Norwood Young America City Code and hereby approves the Applicant's use of the Property for commercial storage, subject to the following conditions:

1. The Applicant shall not utilize more than 10% (4,574 square feet) of the entire parcel for outdoor storage.
2. All storage permitted must be maintained to the south of the existing building as illustrated on the attached aerial photograph and kept in a neat and tidy manner.
3. The materials stored outdoors shall be restricted to boats, campers, RVs, and fish houses.
4. The interior use of the existing buildings shall be limited to storage.
5. At no time shall there be storage of any vehicles, materials, equipment or similar that will result in the emission of noise or vibration, smoke and particulate matter, refuse, or odor, or any other performance standards as established in Chapter 12-Zoning or that create a nuisance as defined in Chapter 6-Nuisances of the Norwood Young America City Code.
6. This approval shall expire one year after the date of adoption unless the Applicants have commenced operation of the Use on-site.
7. This approval is subject to installation of fencing around the defined outdoor storage area as identified in the attached aerial photo and also to all applicable codes, regulations, ordinances, and conditions of this Resolution 2016-15 and violation thereof shall be ground for revocation. The deadline for installation of the fencing is September 26, 2017.
8. The site shall be subject to inspection and review by the City for compliance with the provisions of this Resolution 2015-15.
9. The nonconforming continuance rights for the Property, approved under this Resolution 2016-15 shall be revoked if the Use ceases for more than 12 consecutive months.
10. The property owners have been consulted with and they are in agreement that the non-conforming use of the property for commercial outdoor storage has been terminated except for the 10% or 4,574 square feet and hereby agree to limit the storage area as illustrated in the attached aerial photograph.

Adopted by the City Council this 10th day of October 2016.

CITY OF NORWOOD YOUNG AMERICA



Tina Diedrick, Mayor

ATTEST:



Kelly Hayes, City Clerk/Treasurer

309 1ST ST NE

4th Ave NE

1st St NE

5th Ave NE

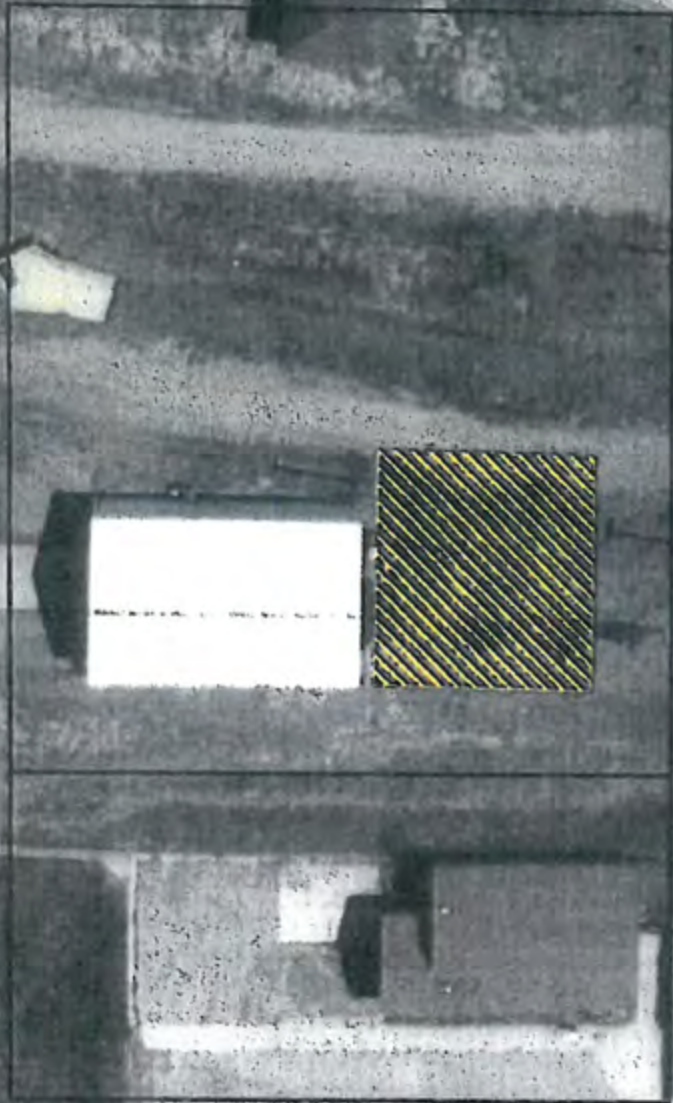
4th Ave NE

Main St E

3rd Ave NE

3rd Ave NE

1st St NE







Section 1215- Nonconforming Uses, Structures and Lots

1215.01 Purpose. It is the purpose of this section to provide for the regulation of existing structures, uses and lots that do not conform to the requirements of the district in which they are located and to specify the requirements, circumstances and conditions under which the nonconformity may be continued.

1215.02 Regulations.

- A. Any nonconformity, including the lawful use or occupation of land or premises existing at the time of the effective date of this chapter may be continued, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion, unless:
 - 1. The nonconformity or occupancy is discontinued for a period of more than one year; or
 - 2. Any nonconforming use is destroyed by fire or other peril to the extent of greater than 50 percent of its market value, and no building permit has been applied for within 180 days of when the property is damaged. In this case, the City may impose reasonable conditions upon a building permit in order to mitigate any newly created impact on adjacent property.
- B. A nonconforming use shall not be changed to another nonconforming use. When any nonconforming use has been changed to a conforming use, it shall not thereafter be changed to any nonconforming use.
- C. A nonconforming use may be changed to lessen the nonconformity of that use. Thereafter, the use may not be so altered as to increase the nonconformity.
- D. A nonconforming lot shall be deemed buildable if it is a lot of record as of the date of adoption of this Ordinance, the proposed building meets all of the setback requirements and is a conforming use of the zoning district within which located and the site is able to be connected to city sewer and water systems.

1215.03 Exceptions.

- A. This section does not apply to sexually oriented business, as defined by this chapter.
- B. The City may impose upon nonconformities reasonable regulations to prevent and abate nuisances and to protect the public health, welfare and safety.
- C. Notwithstanding Section 1215.02 A. the City shall regulate the repair, replacement, maintenance, improvement, or expansion of nonconforming uses and structures in floodplain and shoreland areas to the extent necessary to maintain eligibility in the National Flood Insurance Program and not increase flood damage potential or increase the degree of obstruction to flood flows in the floodway.



more than a place. it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 9, 2017

SUBJECT: Pavilion Liquor License

At the March 27, 2017 regular City Council meeting, the Council approved The Pour House Pub's proposal for providing intoxicating liquor sales for certain events at the Willkommen Memorial Park Pavilion from July 1, 2017 to June 30, 2019 (see enclosed proposal).

The owners, Ryan Finnerty and John Barnes, of The Pour House Pub will be present to request the Council consider allowing them to provide liquor sales for all the Pavilion events whether for sale or not for sale. Currently, The Pour House Pub only provides the liquor for events where the liquor is planned to be sold at. Pavilion renters are not required to purchase their alcohol from The Pour House Pub if they plan to give it away during their event. For those events, the renter is required to provide the City with proof of liquor liability insurance. For events during which liquor is to be sold, The Pour House Pub provides their insurance as coverage.

Possible Considerations:

The Pour House Pub carrying the Liquor Liability Insurance for all alcohol served events.

Having The Pour House Pub providing the liquor and bartender would ensure someone was on the premises representing the City and watching over the event to some degree.

If The Pour House Pub is allowed to be the provider of intoxicating liquor for all events where alcohol is served, should the City have more than one local liquor establishment option for Pavilion renters to choose from?

How would this work for events such as "The Harvest Moon Wine Tasting"?

March 17, 2017

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



City of Norwood Young America,

Enclosed is our proposal for retaining the Pavilion Liquor Services and our Insurance Coverage.

The Pour House has been successfully providing the Pavilion Liquor Services since 2013. Our employees are currently fully trained and events are managed by a dedicated contact. We supply and stock all of the alcoholic and non-alcoholic products as needed by event. Also, all the equipment necessary is already in place.

We have found that customer wishes vary in the way they would prefer the services to be provided for their event. We offer options to be able to customize the event to meet their needs.

Options include:

- A set dollar amount of beverages they wish to provide to their guests. Beverages above and beyond the pre-set amount are then cash sales.
- A full service event in which the customer purchases all the liquor for their event.
- Cash only bar.

In addition to the services provided for weddings, dances, and special events, we would offer the following:

- 11% of each event is returned to the City, to be paid out on a Monthly basis
- Continue to provide complimentary bartenders for registered Non-Profits and City events

The Pour House also provides the liquor services during Stiftungsfest weekend. We return 25% of the profit to the Stiftungsfest committee as per the agreement. This is a vital source of revenue for that weekend due our location on Elm St. being located away from the activities surrounding Main St.

We have effectively delivered quality service, professionalism, and fair pricing during our years of providing services for the Pavilion. The Pour House looks forward to continuing our relationship with the city and our customers, and representing our city to all guests, as a great place to live, work, and play.

Thank you for your consideration.

Respectively,

A handwritten signature in dark ink, appearing to read 'Ryan Finnerty'.

Ryan Finnerty
Owner

John Barnes
Owner



TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: October 9, 2017
SUBJECT: Unhinged Pizza Receipts

Shonna Caswell, owner of Unhinged Pizza, submitted to the City a number of unpaid receipts for the years 2004 through 2014. We have cross referenced with City records and have determined the receipts in question were never paid. There were some additional receipts that Shonna brought in that same day that we were able to confirm payment.

According to Shonna, she had different managers over the years and these receipts were missed or overlooked. Unhinged Pizza doesn't send out statements/invoices so that may explain to some degree why they were missed by both parties.

Enclosed is a list of the unpaid receipts. Shonna plans to attend the Council meeting.

Proposed Motion:

Motion to approve payment of the Unhinged Pizza unpaid receipts.

UNHINGED PIZZA - RECEIPTS

DATE	AMOUNT	SIGNED BY	LOCATION / NOTES
11/2/2004	\$35.64	not signed	Sports Complex / election
11/2/2004	\$26.49	not signed	Sports Complex / election
2/7/2006	\$63.73	Diane	6 noon buffet
10/5/2007	\$89.97	not signed	11 noon buffet
9/9/2008	\$33.52	Diane	Pavilion / election
10/23/2009	\$57.76	not signed	7 noon buffet
12/8/2011	\$48.63	Chelsea	City Hall
6/11/2013	\$55.27	Alicia	City Hall
6/26/2013	\$30.73	not signed	Pool
7/10/2013	\$40.35	not signed	Pool
7/17/2013	\$18.00	not signed	Pool
7/24/2013	\$19.75	not signed	Pool
7/31/2013	\$19.75	not signed	Pool
8/9/2013	\$42.44	not legible	Pool
7/29/2014	\$37.75	not legible	Pool
8/8/2014	\$14.74	not signed	Pool
8/12/2014	\$36.66	not signed	Pavilion / election
	\$671.18		
101-49860-251	\$223.51	Pool Concessions	
101-41410-331	\$132.31	Election	
101-41320-331	\$315.36	EDC Meetings	



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes

DATE: October 9, 2017

RE: Christmas Holiday

The handbook states that Christmas Eve Day and Christmas Day are both observed holidays. It also states the following regarding holidays that fall on the weekend:

When a holiday falls on a Sunday, the following Monday will be the "observed" holiday and when a holiday falls on a Saturday, the preceding Friday will be the "observed" holiday for city operations/facilities that are closed on holidays.

This year, Christmas Eve Day is on a Sunday and according to policy, Monday would be the observed holiday; however, Monday is Christmas Day and is already observed as a holiday. Earlier today the Personnel Committee discussed the holiday schedule and will make a recommendation at the Council meeting.

RECOMMENDATION:

Motion to observe the Christmas Eve Holiday and Christmas Holiday for 2017 on Monday, December 25 and Tuesday, December 26.

OR

Motion to observe the Christmas Eve Holiday and Christmas Holiday for 2017 on Friday, December 22 and Tuesday, December 26.

Norwood Young America
