



CITY COUNCIL

1. Call Meeting of City Council to Order
 - 1.1 Pledge of Allegiance
2. Approve Agenda
3. Introductions, Presentations, Proclamations, Awards, and Public Comment
(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, address, and limit their remarks to three minutes. The City Council will not take official action on these items, but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)
 - 3.1 Steve Zumberge, Fire Chief – 2017 Annual Report
4. Consent Agenda
(NOTE TO THE PUBLIC: All those items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item to be removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)
 - 4.1 Approve minutes of January 26, 2018 meeting
 - 4.2 Approve payment of claims
5. Public Hearings
 - 5.1 700 Railroad Street CUP Revocation – hearing continuation
 - 5.2 Drainage & Utility Easements Vacation - Tacoma West Industrial Park and Tacoma West Industrial Park 2nd Addition
6. Old Business
 - 6.1 Resolution 2018-02, 700 Railroad Street CUP Revocation
 - 6.2 Resolution 2018-07, Vacating Certain Drainage & Utility Easements in the Tacoma West Industrial Park and Tacoma West Industrial Park 2nd Addition
 - 6.3 U.S. Highway 212 Underpass Project Preliminary Design Update
7. New Business
 - 7.1 Vickerman Company Building Expansion Project - Financial Assistance Request
 - 7.2 Resolution 2018-08, Resolution Regarding the Support of Vickerman Company's DEED Job Creation Program Application
 - 7.3 Bolton & Menk 2018 Engineering Services & Fee Schedule
 - 7.4 Peace Villa Bus Loan Agreement
8. Council Member & Mayor Reports
9. Adjournment

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

UPCOMING MEETINGS / EVENTS

February 19	City Offices Closed in Observance of Presidents' Day
February 21	Economic Development Commission – 6:30 p.m.
February 20	Parks and Rec. Commission – 5:30 p.m.
February 22	Senior Advisory Committee – 9:00 a.m.
February 26	Work Session, EDA, City Council – 6:00 p.m.
March 6	Planning Commission – 6:00 p.m.
March 12	City Council – 6:00 p.m.
March 14	Joint Meeting – City Council, EDC, Planning Commission, and Chamber of Commerce Board – 6:30 p.m.

FIRE DEPARTMENT EXPENSES VS BUDGET

ACCOUNT	2017 BUDGET	2017 ACTUAL	2018 BUDGET
E 101-42200-103 Part-Time Employees	45,000.00	39,345.00	45,000.00
E 101-42200-105 Fire Department Officers	18,000.00	17,525.00	19,200.00
E 101-42200-122 FICA	4,800.00	4,350.62	4,900.00
E 101-42200-151 Workers Comp: Insurance Prem	13,500.00	13,213.96	13,000.00
E 101-42200-200 Office Supplies	300.00	231.22	300.00
E 101-42200-207 Training Instructional	9,500.00	12,141.33	9,500.00
E 101-42200-208 Medical-Physicals	2,500.00	2,044.00	2,500.00
E 101-42200-210 Operating Supplies	4,500.00	4,413.66	4,500.00
E 101-42200-212 Motor Fuels	4,000.00	3,337.06	4,000.00
E 101-42200-221 Repair/Maintenance Equipment	32,000.00	34,618.96	32,000.00
E 101-42200-223 Repair/Maintenance Bldg/Ground	2,500.00	2,760.58	2,500.00
E 101-42200-240 Small Tools and Minor Equip	1,500.00	873.75	1,500.00
E 101-42200-305 Other Professional Fees	500.00	533.55	500.00
E 101-42200-321 Telephone	3,500.00	4,610.01	3,500.00
E 101-42200-323 Radio Units	3,000.00	2,233.00	10,000.00
E 101-42200-331 Travel/Meeting Expense	2,500.00	3,533.92	2,500.00
E 101-42200-350 Print/Publishing/Postage	300.00	121.00	300.00
E 101-42200-360 Insurance	8,500.00	7,661.00	8,500.00
E 101-42200-381 Electric Utilities	3,500.00	3,320.26	3,500.00
E 101-42200-383 Gas Utilities	2,500.00	1,072.44	2,000.00
E 101-42200-417 Uniform	1,000.00	815.79	1,000.00
E 101-42200-430 Miscellaneous	500.00	493.83	500.00
E 101-42200-433 Dues and Subscriptions	2,200.00	1,897.75	2,000.00
E 101-42200-437 Maintenance Contract	500.00	623.40	500.00
E 101-42200-444 Fire Relief	3,300.00	-	3,400.00
E 101-42200-500 Capital Outlay	20,000.00	19,921.00	-
E 101-42200-542 FD Equipment	4,000.00	4,298.46	5,000.00
TOTAL EXPENSES	193,900.00	185,990.55	182,100.00
<i>difference</i>		<i>7,909.45</i>	
E 275-42200-541 Capital - Public Safety Equip	6,200.00	5,394.80	6,600.00
E 275-42200-542 Capital - FD Equipment SCBA's	-	-	25,000.00
E 275-42200-552 Capital - FD Vehicles	119,250.00	119,250.00	-
TOTAL CAPITAL EXPENSES	125,450.00	124,644.80	31,600.00
<i>difference</i>		<i>805.20</i>	
R 101-42200-32180 Other Licenses/Permits	100.00	75.00	100.00
R 101-42200-33423 OTHER GRANTS	5,000.00	8,701.50	5,000.00
R 101-42200-34202 Rural Fire Protection	75,000.00	73,950.00	74,000.00
R 101-42200-34203 Accident/Rescue Call Fees	1,000.00	3,000.00	1,000.00
R 101-42200-34207 Fire Calls	-	1,500.00	
R 101-42200-36200 Miscellaneous Revenues	500.00	-	400.00
R 101-42200-36230 Contributions and Donations	100.00	-	100.00
R 101-42200-36231 REIMBURSEMENT FOR EXPENSE	100.00	1,600.00	1,500.00
TOTAL REVENUE	81,800.00	88,826.50	82,100.00
<i>difference</i>		<i>(7,026.50)</i>	

Fire District Overview General Expenses

Jurisdiction	Units	% of Budget Contribution	Amount Contributed
Norwood Young America	NA	60%	\$112,040.55
Benton Township	104	9.8%	\$15,600.00
Camden Township	116	11%	\$17,400.00
Hancock Township	38	3.6%	\$5,700.00
Waconia Township	51	4.8%	\$7,650.00
Young America Township	184	17.5%	\$27,600.00
TOTAL FOR 2017		100%	\$185,990.55

*** Based on \$150/unit

Jurisdiction	Units	% of Total Budget	Amount Budgeted
Norwood Young America	NA	58.9%	\$106,950.00
Benton Township	107	8.8%	\$16,050.00
Camden Township	117	9.6%	\$17,550.00
Hancock Township	40	3.2%	\$6,000.00
Waconia Township	56	4.6%	\$8,400.00
Young America Township	181	14.9%	\$27,150.00
TOTAL FOR 2018		100%	\$182,100.00

*** Based on \$150/unit

Equipment Replacement Expenses

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

Three Year Call History

Year	2017	2016	2015
Norwood Young America	199	186	182
Benton Township	19	9	17
Camden Township	13	6	16
Hancock Township	0	3	3
Waconia Township	2	8	3
Young America Township	31	21	27
TOTAL Calls for service	264	248	201

2022 Ladder 11

Jurisdiction	Units	% of Units	2022 Ladder 11
Norwood Young America	1511	75.1%	\$562,500.00
Benton Township	107	5.3%	\$39,750.00
Camden Township	117	5.8%	\$43,500.00
Hancock Township	40	2%	\$15,000.00
Waconia Township	56	2.7%	\$20,250.00
Young America Township	181	9%	\$67,500.00
TOTAL	2012	100%	\$750,00.00

NORWOOD YOUNG AMERICA FIRE DEPT EQUIPMENT REPLACEMENT SCHEDULE

MODEL		REPLACEMENT	
YEAR	UNIT	YEAR	COST
2001	Engine 11	2031	\$1,000,000.00
2001	Utility 21	2035	\$500,000.00
2003	Rescue 11	2022	\$60,000.00
1996	Tanker 21	2025	\$100,000.00
1995	Ford Tanker 11	2023	\$100,000.00
2012	Track Mach & Trailer	2032	\$30,000.00
1996	Ladder 11	2022	\$750,000.00
2012	Engine 21 mini	2027	\$350,000.00
2000	Extrication tool #11	2022	\$30,000.00
2001	Extrication tool #21	2022	\$30,000.00
2017	SCBAs	2034	\$150,000.00
2002	Radios	2019	\$65,000.00
1990	Grass 21	Replace with a command vehicle some day	

Date	Check #	Description	Memo	Amount Debit
12/29/17		Service charge		3.95
12/29/17		Monthly Paper Statement Fee		-5
12/28/17	2620	Check	Wacogia Docs/Veterans Trp Donation	-1000
12/21/17	2622	Check	Duck Dinner Food (Spande)	-614
12/20/17	30029	Check	St. John's Harvest Party Donation	-190
12/19/17	2621	Check	Duck Dinner Food (Wischneck)	-225
12/15/17	2624	Check	Central Post Room Donation	-100
12/14/17	2612	Check	Chris Glander (Station Supplies)	-57.23
12/13/17	2617	Check	Stamps	-49
12/12/17	2616	Check	Econo Foods	-142.3
12/12/17	2615	Check	Louisville Fire & Safety	-368.24
12/6/17	2613	Check	Calendar Bags	-113.34
11/30/17		Monthly Paper Statement Fee		-5
11/8/17	2610	Check	Econo Foods	-25.16
11/8/17	2609	Check	Brad Droege (Reimbursement)	-92.95
11/7/17	2611	Check	K&K Fun Time (Bounce Houses)	-192.38
10/31/17		Service charge		-3.95
10/31/17		Monthly Paper Statement Fee		-5
10/30/17	2606	Check	Chris Glander (Fire Prevention)	-356.36
10/23/17	2608	Check	2018 Calendar Printing	-3353.99
10/18/17		Deposit		
10/11/17	2607	Check	Steve Zumberg	-49.76
10/10/17	2605	Check	Central Basketball	-210
10/4/17		Deposit		
10/3/17	2604	Check	Unhinged Pizza	-164.98
9/29/17		MONTHLY PAPER STATEMENT FEE		-5
9/16/17	2603	Check	Econo Foods	-179.78
9/19/17	2602	Check	2017 School Fire Prevention Materials	-714.95
8/31/17		MONTHLY PAPER STATEMENT FEE		-5
8/18/17	2600	Check	Unhinged Pizza (Pump Class)	-51.27
8/8/17	2598	Check	New Germany ED (Softball)	-100
7/31/17		MONTHLY PAPER STATEMENT FEE		-5
7/31/17	2601	Check	Econo Foods	-66.35
7/31/17	2599	Check	Rucks Meats	-92.29
6/30/17		MONTHLY PAPER STATEMENT FEE		-5
6/29/17	2597	Check	Chris Glander (U21 Boxes)	-64.17
6/19/17	2596	Check	Andy Wigfield (Smoke Machine)	-202.95
5/31/17		Service charge		-3.95
5/31/17		MONTHLY PAPER STATEMENT FEE		-5
5/15/17	2593	Check	Waverly FD (Softball)	-100
5/13/17	2592	Check	Central Softball (Softener Salt)	-234
5/1/17		NSF PAID ITEM FEE		-37
5/1/17		Deposit		
4/28/17		MONTHLY PAPER STATEMENT FEE		-5
4/28/17	2584	Check	Hillcrest (Banquet Catering)	-1315.63
4/27/17	2595	Check	Emergency Response Systems	-1405.96
4/27/17	2594	Check	Econo Foods	-10.76
4/6/17	2589	Check	Steve Noll (Reimbursement)	-40.48
4/4/17	2591	Check	Xtreme Integration (TV Mount)	-77
4/4/17	2586	Check	Troop 16581 - Easter Egg Hunt Donation	-50
4/4/17	2585	Check	A&M Processing	-91.77
4/3/17	2588	Check	Emergency Response Systems	-662.98
3/31/17		MONTHLY PAPER STATEMENT FEE		-5
3/31/17	2590	Check	Chris Glander (Reimbursement)	-541.94
3/31/17	2587	Check	Unhinged Pizza (Township Meeting)	-91.87
3/27/17	2583	Check	Brad Droege (Reimbursement)	-40.64
3/17/17	2580	Check	Econo Foods	-137.22
3/16/17	2581	Check	Emergency Response Systems	-164.36
3/15/17	2582	Check	Melissa Pasquarette (Banquet Gifts)	-167.24
3/3/17	2578	Check	Emergency Response Systems	-4717.53
2/28/17		MONTHLY PAPER STATEMENT FEE		-5

2/28/17	2579	Check	Mackenthun's (Banquet Food)	-408.64
2/28/17	2577	Check	Chris Glander (Station Popcorn)	-31
2/28/17		Deposit		
2/21/17	2575	Check	Linda Swift (Parade Candy)	-108.16
2/21/17	2574	Check	Melissa Pasquarette (Banquet Gifts)	-300
2/12/17	2576	Check	Steve Mott (AV Cable)	-9.89
1/31/17		MONTHLY PAPER STATEMENT FEE		-5
1/23/17	2573	Check	Stamps	-47
1/6/17	2572	Check	Central Schools (Ice Cream)	-137.28
1/4/17	2571	Check	Instituto (Duck Dinner Catering)	-480.57

TOTAL 2017 EXPENSES 20218.52

EXPENSES BY CATEGORY:

• Donations	\$1,881.78
• Office & Station Supplies	\$1,551.03
• Fire Prevention & Outreach	\$5,047.33
• Equipment	\$7,316.08
• Food for Events & Mutual Aid	3,588.37
• Bank Fees	\$104.90
• Symbal Registration	\$200.00
• 2017 Banquet Gifts	\$467.24
• Other	\$120.54

To: City of Norwood Young America
From: Romie Wenisch, Norwood Young America Fire Department Secretary
Re: Total of call hours and meeting/drill attendance for current firefighters 2017

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

- Pete Luskey- Resigned
- Teddi Keller- Resigned
- James Martin-Resigned
- Matt Smith-Resigned
- Leland Brincefield- Rescue Reserve
- Steve Buckentin- Rescue Reserve
- Kevin Sullivan- Rescue Reserve
- Joe Kube- Rescue Reserve
- Rilie Stender-Rescue Reserve

There are 7 reports as follows:

- Call hours- Gives end percentages of calls for the year as well as total of call hours made by each member for end of the year and the number of drills they have made for payment
- Spreadsheet of drills and meetings for the year
- Incident type report- shows what type of calls made up the 265 total calls that we responded to for 12/01/16 to 11/30/2017
- Incident type report by districts
- Incident type report by districts (Each township/ city is listed separately showing what type of calls were responded to in their district)
- Officers meeting minutes
- General meeting minutes.

We added Scott Blom, Lucas Silseth, Thomas Warnock to our fire department and Rilie Stender to our rescue reserve. Teddi Keller and James Martin resigned from the department they both have moved out of town. Pete Luskey and Matt Smith also resigned from the department.

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

Thank you,

Romie Wenisch

Norwood Young America Fire Department

Call Hours

From 12/01/16 To 11/30/17

Report Printed on: 11/30/17

Name	# of Calls	Call Hours	# of Drills	Total Paid Hours	% of Calls
Robbie Baumann	99	114	15	129	38%
Rollin Beaver	126	145	16	161	50%
Scott Blom	23	24	4	28	9%
Brad Droege	178	207	21	228	70%
Steve Ehrenberg	144	167	18	185	56%
Jason Franck	155	182	20	202	62%
Chris Glander	140	161	19	180	55%
Jessie Hackbarth	137	159	21	180	54%
Steve Kanduth	70	80	15	95	27%
Todd Karels	69	89	17	106	27%
Joe Kube					
Paul Lano	200	227	18	245	80%
Tony Meuleners	77	98	14	112	31%
Jesse Molnau	66	82	14	96	25%
Justin Nelson	56	69	16	85	23%
Steve Noll	89	104	18	122	34%
Dave Orr	116	140	20	160	45%
Melissa Pasquarette	92	104	15	119	37%
Kevin Raether	127	160	19	179	50%
Lucas Silseth	35	43	5	48	14%
Pat Stacken	94	108	20	128	38%
Mark Stender	49	55	17	72	20%
Kevin Sullivan	1	1		1	
Mark Thomas	146	176	19	195	57%
Wesley Thomas	81	96	18	114	32%
Alyssa Ulrich	83	107	19	126	32%
Mike Villalva	58	71	14	85	23%
Thomas Warnock	9	9	4	13	3%
Romie Wenisch	135	170	20	190	53%
Andy Wigfield	123	155	17	172	49%
Steve Zumberge	188	212	20	232	75%
Grand Total	265	3515		3988	



Incident Type Report (Summary)

From 12/01/16 To 11/30/17

Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Fire, other (100)	1	0.36%	\$0.00	\$500.00	\$500.00	0.27%
Building fire (111)	3	1.08%	\$81,500.00	\$21,000.00	\$102,500.00	54.64%
Mobile property (vehicle) fire, other (130)	1	0.36%	\$3,000.00	\$0.00	\$3,000.00	1.60%
Passenger vehicle fire (131)	2	0.72%	\$5,000.00	\$0.00	\$5,000.00	2.67%
Road freight or transport vehicle fire (132)	1	0.36%	\$1,000.00	\$0.00	\$1,000.00	0.53%
Off-road vehicle or heavy equipment fire (138)	1	0.36%	\$75,000.00	\$0.00	\$75,000.00	39.98%
Natural vegetation fire, other (140)	1	0.36%	\$0.00	\$600.00	\$600.00	0.32%
Forest, woods or wildland fire (141)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Grass fire (143)	3	1.08%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish fire, other (150)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish, trash or waste fire (151)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Cultivated vegetation, crop fire, other (170)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Cultivated grain or crop fire (171)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
	18	6.48%	\$165,500.00	\$22,100.00	\$187,600.00	100.01%
2 Overpressure Rupture, Explosion, Overheat(no fire)						
Explosion (no fire), other (240)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
3 Rescue & Emergency Medical Service Incident						
Rescue, EMS incident, other (300)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	137	49.10%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	27	9.68%	\$0.00	\$0.00	\$0.00	0.00%
Rescue or EMS standby (381)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
	167	59.86%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Gas leak (natural gas or LPG) (412)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Electrical wiring/equipment problem, other (440)	3	1.08%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (483)	2	0.72%	\$0.00	\$0.00	\$0.00	0.00%
	7	2.52%	\$0.00	\$0.00	\$0.00	0.00%
5 Service Call						
Person in distress, other (510)	49	17.56%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	11	3.94%	\$0.00	\$0.00	\$0.00	0.00%
	61	21.86%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Dispatched and cancelled en route (611)	3	1.08%	\$0.00	\$0.00	\$0.00	0.00%
Steam, other gas mistaken for smoke, other (650)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
	4	1.44%	\$0.00	\$0.00	\$0.00	0.00%
7 False Alarm & False Call						
False alarm or false call, other (700)	3	1.08%	\$0.00	\$0.00	\$0.00	0.00%
System malfunction, other (730)	4	1.43%	\$0.00	\$0.00	\$0.00	0.00%
Sprinkler activation due to malfunction (731)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	4	1.43%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
CO detector activation due to malfunction (736)	2	0.72%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	1	0.36%	\$0.00	\$0.00	\$0.00	0.00%
	17	6.10%	\$0.00	\$0.00	\$0.00	0.00%
8 Severe Weather & Natural Disaster						
Severe weather or natural disaster standby (815)	4	1.43%	\$0.00	\$0.00	\$0.00	0.00%
	4	1.43%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	279				\$187,600.00	
				Total Est. Loss:	\$187,600.00	

Search Criteria

Dates From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service NORWOOD-YOUNG AMERICA
Staff All
Apparatus All
Station All

Alarm Type	All
Zone/District	All

 **Report Description**

**Alarm Analysis by Districts**

Reporting Between: 12/01/2016 - 11/30/2017

Printed On: 12/01/2017

Districts	Time							Total
	12 AM To 4 AM	4 AM To 8 AM	8 AM To 12 PM	12 PM To 4 PM	4 PM To 8 PM	8 PM To 12 AM	*NA	
*NA	0	1	0	0	0	2	0	3
Benton	3	1	3	4	4	4	0	19
Camden	0	1	3	3	4	2	0	13
Cologne	0	0	0	0	0	1	0	1
Laketown	0	0	0	0	1	0	0	1
McLeod	2	0	2	1	3	1	0	9
Norwood Young America	19	43	38	34	34	31	0	199
San Francisco	0	0	0	1	0	0	0	1
Waconia	0	0	0	0	0	2	0	2
Young America	1	3	4	10	8	5	0	31
Grand Total	25	49	50	53	54	48	0	279

Day of Week

Districts	Days of Week								Total
	Sun	Mon	Tue	Wed	Thu	Fri	Sat	*NA	
*NA	1	0	1	0	1	0	0	0	3
Benton	0	5	1	2	2	4	5	0	19
Camden	1	4	1	3	1	3	0	0	13
Cologne	0	0	0	0	0	0	1	0	1
Laketown	0	0	1	0	0	0	0	0	1
McLeod	0	3	3	1	1	1	0	0	9
Norwood Young America	34	33	21	28	17	31	35	0	199
San Fransisco	0	0	0	0	0	0	1	0	1
Waconia	1	0	0	0	1	0	0	0	2
Young America	3	2	5	5	6	5	5	0	31
Grand Total	40	47	33	39	29	44	47	0	279

Average Response Times

Districts	Total Alarms	Average Time (minutes)
*NA	3	5
Benton	19	7
Camden	13	7
Cologne	1	7
Laketown	1	8
McLeod	9	6
Norwood Young America	199	4
San Fransisco	1	8
Waconia	2	3
Young America	31	4
Grand Total	279	6

Search Criteria

Dates: From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
 Service: NORWOOD-YOUNG AMERICA
 Response Type Definition: Dispatch Time - Arrival Time

**Report Description**



Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Building fire (111)	2	10.53%	\$1,500.00	\$1,000.00	\$2,500.00	33.33%
Passenger vehicle fire (131)	1	5.26%	\$5,000.00	\$0.00	\$5,000.00	66.67%
Forest, woods or wildland fire (141)	1	5.26%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish fire, other (150)	1	5.26%	\$0.00	\$0.00	\$0.00	0.00%
	5	26.31%	\$6,500.00	\$1,000.00	\$7,500.00	100.00%
3 Rescue & Emergency Medical Service Incident						
Medical assist, assist EMS crew (311)	9	47.37%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	4	21.05%	\$0.00	\$0.00	\$0.00	0.00%
	13	68.42%	\$0.00	\$0.00	\$0.00	0.00%
7 False Alarm & False Call						
Sprinkler activation due to malfunction (731)	1	5.26%	\$0.00	\$0.00	\$0.00	0.00%
	1	5.26%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	19			Total Est. Loss:	\$7,500.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Benton

Report Description



Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Building fire (111)	1	7.69%	\$80,000.00	\$20,000.00	\$100,000.00	56.95%
Off-road vehicle or heavy equipment fire (138)	1	7.69%	\$75,000.00	\$0.00	\$75,000.00	42.71%
Natural vegetation fire, other (140)	1	7.69%	\$0.00	\$600.00	\$600.00	0.34%
Grass fire (143)	1	7.69%	\$0.00	\$0.00	\$0.00	0.00%
Cultivated grain or crop fire (171)	1	7.69%	\$0.00	\$0.00	\$0.00	0.00%
	5	38.45%	\$155,000.00	\$20,600.00	\$175,600.00	100.00%
3 Rescue & Emergency Medical Service Incident						
Medical assist, assist EMS crew (311)	4	30.77%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	3	23.08%	\$0.00	\$0.00	\$0.00	0.00%
	7	53.85%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Dispatched and cancelled en route (611)	1	7.69%	\$0.00	\$0.00	\$0.00	0.00%
	1	7.69%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	13			Total Est. Loss:	\$175,600.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Camden

Report Description



Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Fire, other (100)	1	0.50%	\$0.00	\$500.00	\$500.00	33.33%
Passenger vehicle fire (131)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
Road freight or transport vehicle fire (132)	1	0.50%	\$1,000.00	\$0.00	\$1,000.00	66.67%
Outside rubbish, trash or waste fire (151)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
	4	2.00%	\$1,000.00	\$500.00	\$1,500.00	100.00%
3 Rescue & Emergency Medical Service Incident						
Rescue, EMS incident, other (300)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
Medical assist, assist EMS crew (311)	111	55.78%	\$0.00	\$0.00	\$0.00	0.00%
Emergency medical service, other (320)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	6	3.02%	\$0.00	\$0.00	\$0.00	0.00%
Rescue or EMS standby (381)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
	120	60.30%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Gas leak (natural gas or LPG) (412)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
Electrical wiring/equipment problem, other (440)	3	1.51%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
	5	2.51%	\$0.00	\$0.00	\$0.00	0.00%
5 Service Call						
Person in distress, other (510)	40	20.10%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	9	4.52%	\$0.00	\$0.00	\$0.00	0.00%
	50	25.12%	\$0.00	\$0.00	\$0.00	0.00%
7 False Alarm & False Call						
False alarm or false call, other (700)	3	1.51%	\$0.00	\$0.00	\$0.00	0.00%
System malfunction, other (730)	4	2.01%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	4	2.01%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
CO detector activation due to malfunction (736)	2	1.01%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	1	0.50%	\$0.00	\$0.00	\$0.00	0.00%
	16	8.04%	\$0.00	\$0.00	\$0.00	0.00%
8 Severe Weather & Natural Disaster						
Severe weather or natural disaster standby (815)	4	2.01%	\$0.00	\$0.00	\$0.00	0.00%
	4	2.01%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	199				Total Est. Loss:	\$1,500.00

Search Criteria

Dates From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service NORWOOD-YOUNG AMERICA
Staff All
Apparatus All
Station All
Alarm Type All
Zone/District Norwood Young America

**Report Description**



IMAGETREND FIRE BRIDGE

Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
Total Incident Count:		0		Total Est. Loss:	\$0.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Hancock

 **Report Description**



Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
3 Rescue & Emergency Medical Service Incident						
Medical assist, assist EMS crew (311)	1	100.00%	\$0.00	\$0.00	\$0.00	0.00%
	1	100.00%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	1			Total Est. Loss:	\$0.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Cologne

 **Report Description**



Incident Type Report (Summary)

From 12/01/16 To 11/30/17

Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Grass fire (143)	1	100.00%	\$0.00	\$0.00	\$0.00	0.00%
	1	100.00%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	1			Total Est. Loss:	\$0.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Laketown

Report Description



Incident Type Report (Summary)

From 12/01/16 To 11/30/17

Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
3 Rescue & Emergency Medical Service Incident						
Medical assist, assist EMS crew (311)	4	44.44%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	1	11.11%	\$0.00	\$0.00	\$0.00	0.00%
	5	55.55%	\$0.00	\$0.00	\$0.00	0.00%
5 Service Call						
Person in distress, other (510)	1	11.11%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	2	22.22%	\$0.00	\$0.00	\$0.00	0.00%
	3	33.33%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Dispatched and cancelled en route (611)	1	11.11%	\$0.00	\$0.00	\$0.00	0.00%
	1	11.11%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	9			Total Est. Loss:	\$0.00	

Search Criteria

Dates From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service NORWOOD-YOUNG AMERICA
Staff All
Apparatus All
Station All
Alarm Type All
Zone/District McLeod



Report Description



Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
6 Good Intent Call						
Steam, other gas mistaken for smoke, other (650)	1	100.00%	\$0.00	\$0.00	\$0.00	0.00%
	1	100.00%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	1			Total Est. Loss:	\$0.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	San Fransisco

 **Report Description**



Incident Type Report (Summary)
 From 12/01/16 To 11/30/17
 Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
3 Rescue & Emergency Medical Service Incident						
Motor vehicle accident with injuries (322)	1	50.00%	\$0.00	\$0.00	\$0.00	0.00%
	1	50.00%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Vehicle accident, general cleanup (463)	1	50.00%	\$0.00	\$0.00	\$0.00	0.00%
	1	50.00%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	2			Total Est. Loss:	\$0.00	

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Waconia

 **Report Description**



Incident Type Report (Summary)
From 12/01/16 To 11/30/17
Report Printed On: 12/01/2017

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Mobile property (vehicle) fire, other (130)	1	3.23%	\$3,000.00	\$0.00	\$3,000.00	100.00%
Grass fire (143)	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
Cultivated vegetation, crop fire, other (170)	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
	3	9.69%	\$3,000.00	\$0.00	\$3,000.00	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)						
Explosion (no fire), other (240)	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
3 Rescue & Emergency Medical Service Incident						
Medical assist, assist EMS crew (311)	7	22.58%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	11	35.48%	\$0.00	\$0.00	\$0.00	0.00%
	18	58.06%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Vehicle accident, general cleanup (463)	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
5 Service Call						
Person in distress, other (510)	7	22.58%	\$0.00	\$0.00	\$0.00	0.00%
	7	22.58%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Dispatched and cancelled en route (611)	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
	1	3.23%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	31				Total Est. Loss:	\$3,000.00

Search Criteria	
Dates	From 12/01/2016 To 11/30/2017 (mm/dd/yyyy)
Service	NORWOOD-YOUNG AMERICA
Staff	All
Apparatus	All
Station	All
Alarm Type	All
Zone/District	Young America

Report Description

NYA FIRE DEPARTMENT
GENERAL MEETING
February 13th 2017

Meeting called to order by Steve Z

Roll call taken by Mark T

Motion to accept minutes by Mike V 2nd by Justin N. Motion carried

Treasurers report given by Mark S

December Checking	\$ 2,587.14
Savings	\$31,301.74
Total	\$33,301.74

Motion to accept treasurers report by Steve N 2nd by Jesse M. Motion carried

Steve N is doing a internal audit on our checkbook, and savings account. He said we have to do a better job in getting all receipts to the treasurer , so we can keep better track of bills being paid. Jesse M gave an update on the calendars. The first year we lost \$793.89 dollars. Now he did the layout and printed them and we handed them out. So this year we made about \$3000,00 dollars. Thank you to the calendar committee for all their hard work .

The Mini-Pumper is at fire safety. They will go through it and then we should bet it in about a week. Kevin R has been ordering stuff for it, so when it comes we will be able to stock it and get it in service after we have been trained on it. We purchased a new 2000W generator for it. Brad D and Andy W went to the VFW and asked for a donation to help pay for the supplies for the mini-pumper. The VFW gave us about \$7,500.00. So if you see any VFW members thank them. Brad D suggested that we should have a pork chop dinner for them to show them how much we appreciate what they gave us. We will have it at their neat meeting in March.

We will be getting our radios updated. Then they will program the one on the mini-pumper
We may need to move some of the trucks around in order to get the mini-pumper in Station #2.
We will look at moving one of the tankers up to Station #1

March we will start our on station duty crews. Station #1 will start the first week and Station #2 Will be the next week and then we will alternate weekly. So if your going to be gone you need to write it on the calendar ,so if we have to many people gone from that station we wont do it that night. We will go Sunday thru Thursday from 6 p.m.- 4a.m.

We had talked about giving credit to the station that is not on duty, but that will not work. Because then you would not have to show up to calls when your station would be on call. So you will only get credit for calls you go to when your station is called out and all calls. So when the other station is on call their calls will not hurt your percentage. We will try it for a year and then we will see how everything goes. Medicals just station on call will be paged, but all heart, PI Accident, and fires we be an all call. Or if you need more help you can ask for an all call.

We need to start doing a better job when we are doing detail.

We are also looking at doing duty crews, which is different from the station duty crews. The duty crews would run on nights picked from 7p.m.-10p.m. You would sign up (4-5 people) and you would get credit for your time and you would get paid. But you would be doing detail, cleaning the stations and whatever is on the list of things that need to be done. You will be at the station for the 3 hours. By doing this we would not have to do detail anymore. We would do all the trucks from both stations, the first Monday of the month at 6:00p.m, before our drill at station #1.

Anyone that would like to talk to the chiefs about this more can come to the officers meeting in February.

Andy W discussed the air packs. We looked at ones from Scots and ones from MSA . The prices were comparable, but each one had different features you can get. Everyone chose to go with the MSA. Scott Carlson has treated us good and been their to take care of any problems we have had. We will do a 5 year lease to own contract. We will be budgeting the next five years for them. We will also try to get grants to help pay for them. If we would get a grant in the next fives for them we can go back and they will pay for them.

Andy W is moving so we need to move the parade truck. We will have Pro Auto look at the transmission and see if they can fix it.

Everything is ready for the Banquet on February 25th Plato and Hamburg will stand by for us
Regional meeting is March 14th

Summer Convention is June 9th - 11th if anyone is interested let Chief #1 know

Township meetings will be March 14th

We will stand by for Plato the night of their fish fry

We will stand by March 11th for Hamburg

Hamburg no longer wants the toy drive money run under their name anymore, so are looking for someone to take it over.

We need to look at updating our bylaws. We will need to add Captain 4 as a position, and the qualification and training you will need in order to hold this position

The Lions would like a donation to help will meals. Their was no motion to help

Rescue 11 and Grass 21 were filled with water

We received a thank you and \$500.00 dollars from the Grimm family. We will look at spending the money and putting in remembrance on it.

March 6th will be at city hall for harassment training

Narcan has been put in the glove compartment of the rescue vehicles

Fire Fighter Story of Survival is May 10th at Delano. Interested let Steve Z know

Motion to adjourn by Justin N 2nd by Jason F. Motion carried

Last roll call by Mark T

NYA Fire Department
General Meeting
April 10th 2017

Meeting called to order by Steve Z

Roll call taken by Chris G

Motion to accept minutes by Justin N, 2nd by Jason F . Motion carried

Treasurers report by Mark S

	Jan	Feb
Checking \$	1,917.29	9,054.60
Savings	\$31,301.74	\$33,736.07
Total	\$33,219.03	\$42,790.67

Motion to accept treasurers report by Paul L, 2nd by Todd K. Motion carried

Engine 21 needs to have lettering put on it and we need to buy a valve intake for it

The cord plug in for Engine 21 needs to be rewired for a auto reject. If the lights on the valve stems on the tires are flashing it means the tire are low

The kill switch on Engine 21 only shuts everything off in the back in doesn't shut anything off in the cab of the truck

Brad D is getting a bid to the city for replacing the concrete pad at NYA Station #2. The TV is working at station #2 so if we are doing weather watching we can have it on.

If we go out for weather spotting each truck should have two radios with, one should be on the CVWEATHER channel and the other should be on NYA Fire 2 channel. We need to report anything we have on the weather channel so dispatch knows what is going on in our area(hail, wind, rotation in the clouds. We need to have trucks on county road 33 south of the tracks by Driers , county 31 by 212, Baylor Park, and by highway 5 on the hill .

Survey was done and the times most people said they would be around for duty crews are from 6p.m.-9p.m. and 9a.m.- 2p.m. on Saturdays. We will look at doing them at these times. Maybe a night one and a day one on the same day. It would cost the city \$120.00 per duty crew. Each member on that duty crew will receive \$30.00 and 1/2 % towards there call percentage

We will be doing detail, training, and public relations and responding to calls

The SCBAS credit application went through. In two weeks in will go to the city council for approval .

Pro Auto has fixed the parade truck it is back up and running. Scott Schmidt said he would store the parade truck at his place for 6 months free and after that he would charge us \$300.00 a year

Their will no longer be any Regional Meetings. They had very few departments showing up Stiftungsfest has all the bands set up for the event. They look at ways to make more money, by raising gate prices or cutting back on music. They are still working on it. We will be able to use the fields down at the Sport Complex for the women softball games all weekend

We only made \$3,000.00 last year, so we need to watch how we spend money. We discussed other ways we could raise money

We discussed all the lift assists we have been having in the last 6 weeks. We discussed getting flags that would warn drivers that there is a incident ahead and maybe it would help slow them down before they get to the scene. We will be purchasing 2 of them.

Make sure you know where you are going, don't always rely on the direction active 911 gives you sometimes they are wrong

Steve N will be setting up classes for basic pumping and advanced pumping if interested let him know so he knows how many we will have

Robbie asked for \$100.00 for the Waverly Fireman's Softball tournament

Chris G fixed the garage door and opener at station #2 if you have anymore problems let him know

People would like to know quicker about any controlled burns we might be having. Sorry it maybe a last minute notice, but if the weather is right that when we need to do it. The chiefs will try to give as much notice as they can

We will be buying more fire helmets for kids and fire detectors from or calendar money

We will still be looking for mail box slots to put at NYA Station #1 and cabinets for NYA Station#2

Last roll call by Chris Glander

Motion to adjourn by Robbie B 2nd by Todd K. Motion carried

NYA Fire Department
General Meeting
June 12th, 2017

Meeting called to order by Steve Z

Roll call taken by Mark S

Motion to accept minutes by Todd K , 2nd by Robbie B motion carried

Treasurers report given by Mark S

	March		April
Checking	\$ 3,183.80	Checking	\$ -475.78
Savings	\$34,063.51	Savings	\$34,063.51
Total	\$37,247.31	Total	\$33,587.73

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

Robbie asked for a motion for \$100.00 for the New Germany Fire Department Softball Tournament it was seconded by Tony M. Motion carried

There is a list of duties that will be done during the duty crews. If we get an all call during a duty crew we have to wait a little bit longer to make sure when other people show up we can get all the trucks or people out

The first Monday of the month we will do detail on all the trucks starting in July

We will have training on June 19th at 6:00 with our new SCBA'S. The explorers will be training with us

We will set up another night for training for the people that can't make it on the 19th

We will be getting fitting to convert the air tanks at NYA Station #2 to be able to fill our new bottles

The parade truck is fixed and is being stored at Scott Schimdt's house

For severe weather we will get a warning from dispatch. We will respond to the station and decide if we should go or not, if we go out the chief will call us into service. While we are out we will communicate anything we see back to the station on our channel and they will report to dispatch. If you see a funnel cloud report it to dispatch. If we need the siren sounded ask dispatch to sound them.

We need to get the trucks out tankers, rescue 11 and grass rig and we need to have someone stand by at the stations so if anyone needs to come their for protection. If the power goes out call city for them to bring the stop signs to put up by the stoplights until the power comes back on and we need to use our lights on the trucks to help so the traffic down until we get the stop signs up

Taste of NYA we will use the Smoke House and Ladder 11 and take up Engine 21

National Night Out we will be getting the bouncy house

We will get more water bottles to hand out

We will be wearing our new duty crew shirts and our duty crew pants

Bruce Mathwig would like to use 7 roasters and Mark S will meet with him to give them to him

Brad D discussed the Scott Geiselhart survival story and he thinks we should have him come and speak for us and we should invite the public to hear his story The cost is between \$1000.00-\$1500.00

We will be looking at getting information for backup cameras to put on the trucks

Rescue 11 will be getting the foam leak fixed

If anyone is interested in taking the pumper or advance pumper classes let Steve N know

NYA Fire Department
General Meeting
August 14, 2017

Meeting called to order by Steve Z

Roll call taken by Chris G

Motion to accept the minutes by Justin N 2nd by Robbie B motion carried

Treasurers Report by Mark S

	May		June
Checking	\$ 2,144.27	Checking	\$ 1,872.15
Savings	\$ 31,063.51	Saving	\$ 31,885.92
Total	\$ 33,207.78	Total	\$ 33,758.07

Motion to accept treasurers report by Brad D 2nd by Mark T motion carried

All invoices for the smoke house trailer should go thru the city of NYA

Station crews seem to be going good. Still have trouble fill the duty crew shifts

Andy W got the coupling fittings for the air tanks at NYA Station #2 so we can fill the air bottles. Andy W ordered new brackets for the trucks so our new air packs with fit in the trucks

We still need to number all the face masks. We will have spare masks in the trucks

Andy will check out the parade truck and make sure it is ready for the parade

We now have Epi-Pens in both medical bags in the rescue trucks

We need to find out when the last time our GPS Units in the trucks were updated and what it would cost to update them

We need to use the maps and double check the address for calls. Dispatch sometimes will make a mistake in where they send us when using the apps on our phones

Brad D is still looking for people to help with medicals for the state baseball games, if you can help let him know

We will be have the fire fighter survival stroy on September 6th at 6:30. We will run the information for this in the paper for two weeks. Brad D put in for a grant to help pay for this, he should find out tomorrow if he gets the grant or not

Taste of NYA went good

National Night Out went good

Justin Nelson will be moving back to the south side of town in October

We will also have three new people at NYA Station #2. They are Scott Blom from Shakopee Fire for 12 years. Tom Warnock was an explorer with Inver Grove Heights and Lucas Silseth for NYA explorers

Fire prevention will be the first week of October

September drill will be ladders

October drill we will have our drill at Peace Villa

When working our shifts at Stiftungsfest we need to make sure our Volunteer are not giving away food, beer etc. We can't make money if we don't charge money for anything

Remember to help with set up and tear down with Stiftungsfest

NYA Fire Department
General Meeting
October 9th, 2017

Meeting called to order by Steve Z

Roll call taken by Mark T

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

Treasurers report given by Mark S

	July		August
Checking	\$ 1,708.51	Checking	\$ 1,552.24
Savings	\$ 31,885.92	Savings	\$ 31,885.92
Total	\$ 33,594.43	Total	\$ 33,438.16

Motion to accept treasurers report by Kevin R 2nd by Steve N. Motion carried

Calendar hand out will by on November 25th and December 2nd

Walk thru for retired fire fighter Robert Cuz Cousins is Saturday October 14th at 10:45 we will leave NYA Station #1 at 10:30

Station crews if truck is gone let the truck know how many people you have standing by at the station

We will be doing station detail at 6:00p.m. the first Monday of every month before drill

Andy is working with Scots to help us get rid of our old air packs

We will be using the parade truck for the Holiday Extravaganza

Drill at Peace Villa went good Steve Z will get the fire stopper for under the microwaves. And then we will install them

Stiftungsfest profit for this year look to be around \$20,000.00

We need to look at getting a five year budget plan together for para and give it to the city for approval. The city is looking at approving our para for 2018 to be \$2100.00

Medical exams are coming up for the first half of the department. Steve Z will be notifying people who will need to do them and their will be a sign up sheet for times

Mail boxes have been installed in the office at NYA Station #1 in the office. Before meeting check them the minutes and call percentage sheet will be put in them

Toy Drive boxes will be put out on November 20th - December 10th. On December 12th we will be setting up for the toy drive and hand out will be on December 14th

Brad D and Andy W will be lining up everything for the Duck dinner. We will be doing less ducks this year and be getting some pulled pork

We need to update our by laws to add Captain 4 as a paid position and moving the selection year for Captain 3 so that they are different years

We will be looking at going to 4 meetings a year instead of 6. We will be able to talk about things that come up before a drill if need be.

Motion to have 4 meeting instead of 6 was made by Pat S 2nd by Todd K. Motion carried. We will need to change our by laws to show this.

Officers selection will be October 16th- November 10th. Interviews will be November 14th-30th
Chief 3, Chief 4, Captain 2, Treasurer are up for election

Andy discussed the thermo imagining cameras for our new packs and a motion to get 6 of them was made by Jason F and 2nd by Steve N. Motion carried

Fire drills: Roll up to fire using the three engines, tour Bongards, work with the K-9 dogs

Fire drill at Oak Grove Senior High Rise. In their alarm box they have a list of people that need assistance in getting out if something would happen

Scott Blom passed his driving and Luke and Tom still need to do the driving with Steve E

Tedi Keller and James Martin turned in their pager and gear and are no longer on the department. They have both moved out of town. And Pete Luskey has resigned

Justin has prizes for the banquet

Banquet Committee will be Mark T, Wes T, Tony M, Mike V, Steve Z

Fire prevention week went good

Meeting to adjourn by Justin N, 2nd by Todd K. Motion carried

Final roll call by Mark T

NYA Fire Department
Officers Meeting Minutes

January 30th, 2017

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

We will be standing by at Plato Fire Department February 17th, 2017

Banquet Committee Mark S, Melissa P, Alyssa U, Wes T, Steve Z

Waverly Softball Tournament May 19, 20, 21 interested see Robbie B

Rear lights on tankers are all done

City is still taking bids for the concrete replacement at NYA Station #1 until middle of April

The truck committee went to the VFW and asked them for a donation to help pay for some of the supplies for the mini pumper. They agreed to give us \$4,069.48 of the \$5,190.28 we asked for

We should look at treating the VFW Members to meal for their kind donation to say thank

you(Hamburgs, chips, pop)

We went thru the list of what we still need to purchase for the mini pumper

We will need to rearrange the trucks when the mini pumper comes. We will be looking at moving the track machine back to NYA Station #2 and a tanker back up to NYA Station #1. We will need to figure out what vehicle we will use to pull the track machine with.

Kevin R has ordered the hose for the mini pumper

Brad D is all done with the first year firefighter checklist

Discussed the duty crew. We will look at setting up a schedule and stating after our next general meeting. We will not give credit to the other station if it is not their call. We may need to look at going back to having to make 15% of the calls not 20%. We will need to look at how things go and may need to make adjustments as we go.

March Drill we will be doing sexually harassment and snowmobile rescue

Rescue 11 still needs the plug in put in yet

We still have not heard any news on the FEMA Grant yet

We need to look at having some way that people can identify us as being with the fire department if we would be the first on scene before the trucks shows up. Wear our turnout gear, jump suits, get vests. If you show up you need to start to do things, get medical history, get vitals, find out medications.

We need to have the newer members on the department doing more hands on at medicals and getting more comfortable with patient care. We need to do a better job at narrations for medicals and give a better description's of what we do on the call.

Township meetings went good. Solar fields should be getting their own fire numbers address

Discussed possible suicide calls and when we should wait to be cleared to go in or if we should go in.

Brad D and Andy W will be getting a group of members together to go through our SOG'S

We will be getting cabinets and book shelves for NYA Station #1. So we can get the office cleaned out and get a study area setup upstairs for people to use. And cabinets in bathrooms for supplies.

We need to do a lot better job in cleaning the bathrooms, we have been getting feed back for other organization that use our facility about how smell and dirty the bathrooms are.

We are getting rid of all the old turnout gear and helmet inserts from the supply room upstairs.

Brad D filled the metal cabinet with extra medical supplies if it runs low on something let him know or your station chief know so we can get it resupplied

Anyone interested in all the old ladies softballs in the supply room let Chris G know

Chiefs Meeting update

Discussed carrying epi-pens again if the price keeps coming down.

Dispatch will be able to code more medicals in the systems. They will be able to set each department up to fit what each one wants to be called for.

Anyone interested in going to Brainerd for the summer convention see your Chiefs

We will be doing sexually harassment classes in March. Officers will meet at 6:00 and the rest will start at 7:00

We may look at 3 hour duty crew sign up days. You would get credit for signing up for these shifts.

We need to get our by-laws updated. Captain 4 added, duty crew information added. Certification

Look at NFPA prerequisite you will have to run for Captain 4 positions

Andy W has two quotes for air packs and masks MSA \$110,000.00 and the Scots \$113,000.00

That's for 18 packs and masks and 36 bottles

We need to look at ways to notify retirees of walk thru for fallen firefighters

NYA Fire Department
Officers Meeting
February 27th, 2017

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

The new mini-pumper is at Station # 2 . We will start to train on it. We will add decals on it to match the rest of our trucks. We will start to stock it. We will look at having it ready to put in service around March 15th or so. We discussed what tools and hose was still needed. We discussed how we will hold down the hard suction hose, we may need to have a bracket made. March drill we will train with it

We discussed and received station duty crew on call calendars to hang at stations. We will start March 1st station # 1 will be on call , March 2nd station # 2 will be on call. Than on March 5th we will start to run station duty crew on call weekly from Sunday- Thursday 6p.m.-4a.m

The station duty crew will cover medical and fire alarms. Any heart ,PI accidents or fire will be an all call. If you need more help ask dispatch for an all call

We need to start to budget for radios to start replacing them. The radios we have they are not making anymore so replacement parts are betting harder to find

We discussed duty crews (different from station duty crews), they would run for 4 hours on selected nights and you would get paid and get percentage towards your calls. But you would be at the station working, doing detail cleaning stations, or whatever would be on the list to do. If we would do this we would no longer be do detail weekly. We would do detail the first Monday at 6:00 before our drill. We would bring all trucks to Station #1 and everyone would do it together and would get credit for doing it, but after every call the trucks need t be restocked and gone through before leaving. If your standing by during a call clean up the station our restock supplies. This will allow us to get detail done but also extra time with our families, if we all work together.

If we do the duty crews we will need to get shirts that match and decide what we will wear for pants so we look unified. Duty crews will be one officer and 3-4 people

We will be getting other departments SOG to look at, we need to update ours. Brad D and Andy W are still looking for people to help with them

Township meetings will be March 14th

March we will be doing harassment training at city hall

April we will be doing bus extrication and pump testing

May will be hose testing

Mark T will look for shelving, cabinets for station #1

Steve Z suggested that we buy mail box shelving with the Grimm family donation and put on them a plaque in his honor with his name on it

We need to update everyone e-mail address. We will also send out a letter to all retired firefighters and get their information on how they can be contacted to get them any information on the death of a firefighter or any other information

March 16th we will be having a Pork Chop dinner for the VFW to thank them for their donation of money to help pay for the supplies for the mini-pumper

Andy W will get the pork chops and Brad D will get the potato salad, cole sloe, buns and chips

We had someone contact us about burning some CRP grass land

The State baseball tournament will be at the sport complex this year. We will need to find people to do medicals for it. We will use Station #2 for a storm shelter, and the lions building for 1st aid. We will not be able to have the women softball tournament down their for stiftungsfest this year

We will be asking Ridgeview if they need to park inside at Station #1 or if we can use it to park one of the tankers from station #2 in it. We have more people at station #1 to get a tanker out. If you have a student graduating this year fill a scholarship form question ask Kevin R. Getting new gear this year will be Todd K, Jesse H, Tony M, and Alyssa we will looking at getting our department names on a bottom flap on the coats. Costs is \$40.00 a coat. Yager Manufacturing is now using key pads for entrance, so they will be putting one in their lock box for us to use for entrance

Extra 9 volt batteries will be in Engine 11 and Utility 21

We still need to put the flags on the sleeves of our class A shirts

We got glove holder installed in Utility 21. Pricing for 25 reflexive vests was \$500.00. We will be getting them and we will have one for every seat in the trucks. When we go on a medical we need to have something that identifies us as NYA Fire. So if you don't have anything use the vests and put them back after the call leave them in them trucks when not wearing them

Chris G will be installing drop cords for the trucks at station #2 and we will be plumbing water lines to the front of the building by the overhead doors

Brad D will be donating a 50" TV for Station #2.

When Steve N audited the checkbook he noticed that their was receipts missing. We need to do a better job in getting the treasurer receipts for the purchases we make. If we write out a check and mail it we should copy it ,so we have it for our records.

We will also look at going paperless and that would save us \$5.00 a month on service fee. We would also look into getting a debit card to pay for bills.

We have some people with low income living in town that may need help in purchasing smoke detectors. If we run into anyone that needs help we will use our calendar money to help get them one

March 27th, 2017
Norwood Young America Fire Dept
Officer meeting minutes

Members present: Steve Zumberge, Steve Ehrenberg, Mark Thomas, Kevin Raether,
Chris Glander, Steve Noll
Minutes taken by Chris Glander

Old Business:

Brad is meeting with city administrator regarding new asphalt at station 2. After they meet, it will go out for bids so that they are all bid the same.

Truck committee- All that is left on Engine 21 is the lettering.

Station on call- everything seems to be going well.

Future duty crew assignments- Alyssa did send out the survey, and we will look at the results before approaching the department with possible assignments.

Township meetings seemed to go well.

Regional meeting- Rollin attended the last one, and as a group, they voted to disband. Any money that was left in funds will be donated to the fallen firefighter memorial.

April 3rd drill- Bus extrication, pump ops. Will be pumping from the new engine with a water supply directly from a tanker without a drop tank. (may need to be done if shorthanded).

May Drills- Tour of former YAC warehouse that has been remodeled and hose testing.

Steve E is following up on getting the trucks pump testing done.

Kevin is working on getting the old turnout gear to Blaine Fire Dept.

FEMA grants- haven't hear anything yet

Future training ideas- Ladders? Medical situations? Bongards pre-plan? (Discuss with Pete since major remodeling/ additions have taken place there).

We will be ordering 2 new harnesses to wear on ladders- especially Ladder 11

SOG's are being re-written by Brad, Patrick, and Jesse H.

North station re-organization- Mark Stender will be picking up new cabinets for both bathrooms. Steve N and Chris are looking into getting mail slots for the office.

Banquet- Many compliments and thank you's to the committee!

We are working on putting together a contact list to the retired firefighters. We will reach out to them to see if they prefer texting, calling or email when information needs to be sent out.

Summer chief's conference- Steve N, Steve E, Mark T, and Brad

Harassment training- 4 people did not attend and will need to make it up.
SCBA replacement- We will look over the contract prior to ordering and send it back to ERS to place the order.

New Business:

- DNR Grant needs to be completed by June 1st. Possible ideas- light grassland jackets to wear with bunker pants for grass fires, and radios. Any other ideas?
- Stiftungsfest update- Last year profits amounted to around \$3000.00. It looks like fireworks will be cut out this year. Survey is being sent out to the community by the committee to see what opinions/ thoughts are on how to improve it.
- Kevin- Scholarship applications are out. Any eligible seniors should get their applications handed in. He sent out for quotes for new nozzles for the new engine.
- Chris- City is working on getting Jaguar Communications to station 2 to install cable connection. Parade truck is being worked on at Pro Auto to get it running and repair the transmission. Andy took it to Scott Schmitz storage outside of town, but it needs to be driveable.
- Mark S- Received a bill from Unhinged Pizza and we informed him that it was for our township meeting at the fire station. He also commented on the financial review that Steve N did recently. He also brought up the lack of recent firefighter photos at the station and will be working on getting them updated with all new photos.
- Meeting was adjourned.

NYA Fire Department
Officers Meeting
April 24th 2017

Attendance: Chris G, Steve E, Steve N, Andy W, Brad D, Kevin R

Meeting was held by Chris G

Brad D discussed evaluation cards that they used to use in Hamburg. They would give them to the people they helped on calls to send in and evaluate how they thought they were treated Ridgeview switched to new suction devices. We need a new one, so we will be purchasing one for utility 21 and the one in utility 21 will be going into rescue 11. We cant get replacement parts for our old ones. So when our old one no longer works we will replace it with the new style. Ridgeview will have replacement canisters on their trucks for the new style we purchased It was motioned by Andy W and 2nd by Steve N to purchase this style, so we purchased one We are still waiting on bids for replacing the concrete at NYA Station #2

The value stems on Engine 21 have been replaced

The truck committee has turned in all the receipts for everything that has been purchased for Engine 21. The total amount was \$13,014.21

Station on call

You will get \$30.00 for 4 hrs and 1/2% percent. You will only get 1/2% per month no matter how many duty crews you work that month. You are only allowed to work one duty crew per month unless they don't fill up. The officers have the right to add and take people off if someone else needs the help with their percentages. We are still working on how we will be signing up. If you go out to eat during your shift you will pay for it out of your own pocket. We will all be wearing the same uniform, New shirts we just got and our class one pants and black shoes.

We will be doing hose test the first Monday in May, if we get rained out we will be touring YAC building, they have new business in their and they have remodeled inside

Up coming drills and training ideas: Touring Bongards, ladder drill, roll up on active fire, 4 wheeler accident, search and rescue in Glencoe

Steve E is still trying to get the pump testing scheduled for the engine and ladder

SOGS work in progress looking for help: Jesse H, Pat S, Andy W, and Brad D

Chief Conference is in Rochester in October going are Steve Z, Steve N, Steve N, and Brad D

We are waiting for the approval from the city council on leasing to own our SCBA'S .Before we order them. We also discussed if they would fit in the brackets we have or if we have to get new ones, they seem to fit in the brackets we have. We discussed what to do with our old packs We will see if we can find a department that is in need of air packs.

It will take 2-3 weeks once the packs are ordered to get them. We will need to be fit tested for the new masks and need to have training on them before they will go into service

We received a thank yous and a donations for the two CRP burns we did one for \$300 and \$400

Thank you for everyone that helped

Epi-pens are now about \$132.00 a pieces. We will need see if we will start carrying them again

Winstock is looking for volunteer

The wood frame on tanker 21 is rotten and needs to be replaced, we will have OEM look at it

The chiefs have been working with the Harbor and Haven on what can be done about all the lift assist we have been receiving from there. We have had 16 between March 1- April 24th

DNR Grant needs to be in by the end of June

There will be a daytime EMT class if anyone is interested

We have a I-Pad for Engine 21 it needs to be mounted in the truck and we will be looking into getting a new intake valve for Engine 21 cost is \$1,395.00

We discussed classes people attended in Alex.

Death Investigation. Departments are getting into trouble for disturbing the scene by going places they should not be .

Hybrid cars. High Voltage is orange in color and the cars have a cooling battery pack and don't foam the cars

Andy W will be giving out the scholarships this year at the school

We need to have our smoke machine looked at, it wasn't working

We will be looking at getting new signs to put up for accidents to warn drivers before they get to the scene and hopefully it will help to make things safer for us

Discussed giving people a week off that would not go against your percentages. You would get credit for the call but would not get paid

Steve E will have Pro Auto look at the brakes on Engine 11. They have been locking up

NYA Station #2 will look at painting lines on the floor to make it easier to back utility 21 back in during the daytime, you can't see with the sun

We will wait with getting new cabinets for NYA Station #2 ,until what it will cost to replace the concrete. If there is money left we will look at getting new ones

June 24th Andy W and Brad D will be using Engine 21 for the water fights in Hamburg

NYA Fire Department
Officers Meeting
June 5th 2017

Attendance Steve Z, Steve E, Steve N, Mark T, Kevin R, Brad D

We are still waiting to hear from the city on bids for replacing the concrete pad at NYA Station #2.

The station on call seems to be working good.

We will be looking at starting duty crews on June 17th from 6:00a.m.-10:00a.m. and 6:00p.m.-10:00p.m. And on June 26th from 6:00p.m.-10:00 p.m.. Each crew will have an officer and an engineer (they could be the same person) and 2-3 firefighters. We will be looking at doing 4 duty crews per month. We will look at doing detail for 1.5hrs, training for 1.5 hrs and being in the public for an hour. The chief on duty will have a list of what needs to be done during the shift. This list will be made up in advance by the chiefs.

We will be starting to detail all the trucks on the first Monday of the month at NYA Station #1 before drill. Then during the month the trucks will be detailed during the duty crew shifts. So after every call the trucks will need to be gone through and if anything is used it needs to be replaced.

We will not have a drill on July 3rd and July 10th we will be washing and waxing the trucks and that will be the first night we will start with detailing the trucks at NYA Station #1

Steve E is still trying to get the pump testing scheduled for the trucks

There is still no information on the FEMA Grants yet

Brad D and Pat S are getting information from other departments on their SOGS. They will be going over them and hopefully by the end of the year they will have something for us to go over

We have sent in our DNR Grant for about \$9,000.00 that included radios, hose and our clothes

We will have training on June 19th with our new air packs at 6:00p.m. We will have about a 45min presentation and about an hour hands on

Rilie Stender will be on our rescue reserve and responding from NYA Station #2

Mark T asked if we can have a preplan for our hose testing night so everyone is on the same page and we can try to make things go better. The officers will look into it. We will also look into getting rid of some of the old cloth hose since we are getting new rubber hose and that way we won't have as much to test. And then maybe see what it would cost to have someone test it for us. We also lost two hose connections. Kevin R will be getting new ones to replace them. If anyone knows what might have happened to them let our hose captain know

We need to start to get ideas for the taste of NYA. Having the new mini pumper up there

We will need to update our by-laws to include our duty crews and station on call.

If working a duty crew you will only be able to get 1/2 % per month, even if you do more than one duty crew in that month.

We will need to look at anyway a person can make up a meeting if they need to. Maybe go to a stiftungsfest meeting

The air on engine 11 is not being hooked up all the time. Steve E will be looking into putting a reverse valve in it

We discussed having Scott Geiselhart come out and share his Firefighters Story of Survival

NYA Fire Department
Officers Meeting
June 26, 2017

Attendance: Steve Z, Steve E, Steve N, Mark T, Chris G, Brad D, Kevin R

Still waiting for other bids to replace the concrete pad in front of NYA Fire Station #2

Engine 21 has NYA Fire logos on it

We still need to put NYA Fire logos on the track machine

Station duty crews seem to be going good

Duty crew have started and seem to be going good

Discussed using duty crew for Taste of NYA. If we use duty crews for these functions than there is no time to detail the stations

If we use the tankers and dump out some of the water, we should completely dump it because if we drive the tankers half full the water moves around and makes it unsafe to drive

The suction unit in Rescue 11 doesn't work. So we will look at getting a new one like the one we put in Utility 21

We will look at having Scott Geiselhart to come and tell his story on his Fire Fighter Story of Survival and open it up to the public

We have been talking to 3 three people about joining the fire department

We will be asking Spandy to do the duck dinner again this year

NYA Fire Department
Officers Meeting
July 31st, 2017

Attendance: Steve Z, Steve E, Mark T, Chris G, Brad D, Kevin R, Mark S

We will be looking at replacing the concrete slab at NYA Station #2 the week of July 31st-August 4th

Duty Crews seem to be going good and people seem to getting to know the other station better

We have listed the duty crew sign up dates for the next 2 months please look at them and sign up
Remember that the first Monday of the month we will detail all the trucks starting at 6:00 before our drill, if you can't be there at that time let the chiefs know and there maybe something for you to do after drill. We will be keeping track of who shows up to do detail on these days. We will have a separate sheet to sign, so remember to sign it
NYA Station #2 will do detail at station #2 before they come up for drill

We are trying to see if we can find another department or organization that would be interested in old air packs

We will be having Scott Geiselhart tell his story on Sept 6th at 6:30. We will be putting out fliers to invite everyone

We are still waiting to hear about a scheduling date for our pump testing

We were declined for the DNR Grant. They only gave out 174 grants and they had 374 applications

We have not heard anything about the FEMA Grant yet.

We will be looking to apply for the AG-Star grant. It is do by August 17th

We have not heard anything about Center Point Energy Grant yet

We still need to do our SOG'S. Maybe having a duty crew do them

North station mens bathroom cabinet has been put in. Need to put together the cabinet for the woman's bathroom and install it. We also got a cabinet for the mail boxes, so we need to put them in also

We have meet with two people about joining the department and will be meeting with a third one. One of the people was on Shakopee's Fire Department so he would not need any training.

We will be looking at getting Epi-Pens for the trucks again the cost is \$350.00, but if we use them we would get a new replacement one from Ridgeview. They are using the same Epi-Pen for children and adults.

National Night Out we will be getting the bouncy house and taking Engine 21

We are looking for help with the Tour of DeTonka on August 5th

NYA Station #2 has move the run sheets and box out the maps and cleaned up the desk in the office

We need to start to get a 5 year plan for our relief together to give to the city for approval. Our current one will be done 2018. This year the city contribution is \$3300.00

We are looking for people to help with medicals during the State Baseball Tournament.

We will be getting together with Peace Villa to schedule our annual drill with them

The Harbor and Haven have purchased a lift that they are using now, so our lift assist calls should go down at those locations

NYA Fire Department
Officers Meeting
September 4th 2017

Attendance: Steve Z, Steve E, Mark T, Chris G, Brad D, Andy W, Kevin R

NYA Fire department annual medical exams will be December 5th, 2017 for the first half of the alphabet and the three new recruits from 4-8 p.m please sign up

Mark T, Steve E, Steve N, Brad D will be going to the Chiefs Conference in October

The cement at NYA Station #2 has been replaced

The duty crew dates and times for the next two months have been posted please sign up

We may need to start having special details so we can detail the trucks and clean the stations if no one signs up for the duty crews

We are still waiting to hear for a date to have the pump tested done

We are still working on the SOG'S

We have not heard about the FEMA Grant yet

The Fire Fighters Survival Story will be at 6:30. He is only charging us \$1000.00 not \$1500.00

And Brad D is applying for a grant to help cover the cost. We need to have firefighter their early so we can have people sign in when they get there. Wear your blue polo shirts

New recruits orientation will be coming soon

September 21st we will be having the Joint Chiefs meeting here

October 12th at 6:30 we will be having the Carver County Mutual Aid Association meeting here and we will be serving dinner looking for help

Last year we received \$6400.00 for training reimbursement and were rewarded another \$2700

Next year they will only be giving us \$3760.00

We will have a special detail on October 30th so we can clean the stations for our open house on October 31st

We will try to hand out our calendars on November 25th and December 2nd

We need to update our EMR cards

October drill is fire drill at Peace Villa

Central High school will be having their home coming parade on October 13th. Looking for people to drive Engine 11 and Utility 21

We are get pricing for new fabs for the doors at the stations

Fire Fighters Memorial will be on September 24th if interested in going see Brad D

The new mail box slots have been put in at NYA Station #1

We will be getting pricing for cabinets at NYA Station #2

Some of our hose has kerosene on it Kevin R will be checking on what we need to do with it

When we update our by-laws we will need to add information on our duty crews and station crews and about Captain 4

**Norwood Young America Fire Dept
Officer's meeting Sept 25th, 2017**

Members present: Brad Droege, Mark Thomas, Andy Wigfield, Steve Zumberge,
Kevin Raether, Mark Stender, Steve Ehrenberg, Chris Glander
Minutes taken by Chris Glander

Old Business

PERA benefit level update- Next years contribution from the city would be \$0 because of how our investments did this year. Steve ran different scenarios if we were to approach the city for increasing our yearly pension as follows:

-\$2100.00	City contribution \$2410.00
-\$2200.00	City contribution \$8738.00
-\$2300.00	City contribution \$21,382.00

Because the city has already rolled over the same amount in the budget as last year (\$3400.00), we will ask for the increase to be at least \$2100.00 for now, with possible increases in the future.

Duty crews- Seem to be going well, we will add more dates for future crews.

Detail- Seems to be going well with the combination of duty crews and drill nights

Drills/ meetings-

October 2nd- Peace Villa

October 9th- Meeting

November 6th- Bongards?

Pump testing was finally done by Fire USA

FEMA grants- have heard nothing yet

SOG's- will be re-written this winter

Survival Story- disappointed with the turnout by other departments

New recruits orientation- will be taking place (possibly 3rd Mondays?)

Chief's Conference- Brad, Mark T, Steve N, Steve E

-Will talk to Carlson and see if there is a place to donate old SCBA's

-Will look into thermal cameras attached to new SCBA's. Large sale on them now

Joint Chief's meeting Sept 28th at station 1

CCMAA meeting October 12th at station 1. Dinner served at 6:30

(pulled pork, potato salad)

Medical exams will take place on Dec 5th for members

EMR cards will be updated at upcoming drill and meetings

Fire Prevention- Sign up on board at Station 1

Toy Drive- Lions will be heading up with our help

Open house on Halloween night

Calendar hand out will take place on Nov 25th and Dec 2nd

New Business

Stiftungsfest profits look better than last year. Right now possibly \$20,000? The committee did a great job making cuts which helped

KNUJ radio interviews will take place October 13th

Smoke Trailer- Watertown is getting it, then Victoria on Oct 9th and Watertown again on the 11th

Kevin- Explorers are looking for more leaders. Right now we have only 3 and need 5. Please see Kevin if you are willing to help. We are also looking for more Explorer's- we have lost 5 and are looking for 3 more. Steve E and Kevin are leaders now. Kevin will be lining up sizing for those who need new uniforms around Jan 1st

Chris- Discussed fire prevention. CHS basketball teams are selling salt- we are purchasing ½ pallet.

Andy W- Nov 11th will be hosting Princess pizza party at station 1

Brad- Duck dinner list was handed out. We are cutting back on the duck and adding pulled pork

Mark Stender- Unhinged gave us an invoice that was from 2014 for around \$80.00.

He is going to pay it, but from now on, we will have to pay for it with our personal cash/ credit and get reimbursed from Mark

Steve E- Scott Bloom went through the pumper on Saturday with him. Since he has been on Shakopee fire and has gone through our truck with Steve, he is OK to drive the vehicles.

NYA Fire Department
Officers Meeting
October 30th 2017

Attendance Chris G, Steve E, Steve N, Mark T, Kevin R, Brad D, Andy W, Mark S

If you show up to the opposite station when they have a station duty crew call you will not get credit for that call

We need to do detail better at both stations

We will be touring Bongards. We will look at making it a annual drill and getting preplans made up for the building

Pump testing is finally done and everything passed

No updates on the FEMA Grant

Look at up dating our SOGS in January

Chris G and Mark S got their 10 year pins from the Chiefs Conference

At the county chiefs meeting department were discussing the one page for calls and they don't like that. They will work with the county to see if we can improve that

New recruits will be going thru their orientation

People who need to do their medical exam for the fire department have been contacted and their is a sheet in their mail box that they need to fill out and bring it with them. Their will be a sheet with times to sign up on

We need to get our EMR cards updated some have expired

St Johns school would like us to bring the fire house trailer next year for fire prevention week

Toy drive boxes have been put out set up will be December 12th and hand out December 14th

Everything is ready for the open house on October 31st. We will have brats this year

Calendar hand out will be November 25th and December 2nd and 8:00 a.m.

We will be asking the city to increase our pension for para for 2018 to \$2100.00

We need to get a group together to set up a five year plan for para to give to the city

Our yellow four gas monitor is bad. Andy got pricing on new ones and he will be getting a new Quray III for \$814.00. We have new small ones that are on the medical bags. They are always on and when the batteries die we throw them away

We need to test them every time we do detail

Arli-Dazzle is December 2nd if interested in helping let Mark T know

Explores yearly fee of \$24.00 is due

We should have a article put in the paper looking for new explores for the program

We need to get more spanner wrenches

We need to have the front tires on Engine 21 looked at. When you drive it and get up to a certain speed the front end starts to vibrate

The thermo cameras for the air packs are in Andy will put three in Engine 11, three in Utility 21

We will look at changing our year to January 1st - December 31st

Chris G will be getting cabinets for NYA Station #2

If you need a class A uniform see Kevin R. We also need to get the flag put on the sleeves

January we will be doing RTK with Hamburg fire at NYA Station #1 on January 8th

We will look at going to 4 meetings a year instead of 6. We will have to figure out which months we will have them

NYA Fire Department
Officers Meeting
November 27th 2017

Attendance: Steve Z, Steve E, Steve N, Chris G, Mark T, Brad D, Kevin R, Andy W, Dave O, Jesse M

Duck dinner social hour is 5:00 dinner is 6:00. We will be having pulled pork this year. We will look at limiting the drinking by active member this year. The city is looking into cutting us off from having alcohol in the station at all. Last year was not a good thing and we can't have that happen again in the station, we need to be more responsible.

We need to find out if invites went out to the retired guys yet

We will keep trying the duty crews

The city's four gas monitor was found

If we get called mutual aid we need to get the trucks put back together and cleaned. And if we need to we will have a special detail to get them cleaned and ready

We will not be having a drill on January 1st we will have RTK and half of our EMR with Hamburg at NYA Station #1 on January 8th and on January 22nd we will have CPR

Months for meetings will be March, June, September, December

FEMA Grant is waiting to see if the Assistance to Firefighter Grant is voted in or not that is where the money comes from

If we get a call at Bongards Creamery their will be someone in the boiler room that will direct use in where we need to go. If we need any MSDS Sheets they have access to them

We will look at updating our SOGS IN January

We still have one person to go thru their orientation yet

We have one new application. Steve is still talking to two people about joining our rescue reserve for daytime calls

When going to schools if we can we need to ride together

People that need to do their medical exams this year have been contacted and their are papers in their mail boxes that need to be filled out and brought with when they have their exams

We need to start a calling tree for retired firefighter, so we can keep them informed funerals

Steve N is working on getting us information so we can update our EMR cards

Toy drive boxes are out. Set up will be December 12th and hand out will be December 14th

We will be adding a shelve in the back of Engine 11. To help organize it better

We will also look at the door latches, because they don't open anymore

Banquet committee will be Wes T, Mark S, Steve Z, Tony M, Mike V

On December 2nd they will be having bus driver training at NYA Station #1 for 8 hours

If you need class A uniforms see Kevin R

Fire Officer school is coming up in February if interested let Steve N know

Jesse is now part of the city's new web site if you need to have information concerning the fire department on it let him know and he can put it on their

The city approved our para to be \$2100.00 for 2018. We need to get a group together for a 5 year plan to propose to the the city

NYA Station #2 counter top is in

One of the pull cords for the trucks at NYA Station #2 has been installed. We need to add them for the rest of the trucks and add a motion light in the doorway. We will also look at moving the hose reels between the doors

We will get pricing to have someone paint the inside of NYA Station #2

We will be counting the calendar hand out as a drill, because it helps us familiarize ourselves with areas in our fire districts that we don't get to

Andy W will be packing up all our old SCBAS and mailing them to New Jersey

Andy W has straps for our masks and he is working with the city in getting updated maps for hanging on the walls

Andy W will be making direction sheets for the air compressors at NYA Station #1

If interested in going to Duluth let Steve N know

Look at drilling in or talking with people from the solar fields

Things we need to add or change in our by laws

Look at changing our year to run from January 1st to December 31st

Adding duty crews

Adding Station Crews

Adding Station details

Adding Captain 4



CITY COUNCIL MINUTES

January 26, 2018 – 7:00 a.m.
Special City Council Meeting

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

Absent: Craig Heher

City Staff: City Administrator Steve Helget

CITY COUNCIL

1. Call Meeting of City Council to Order

1.1 Pledge of Allegiance

Meeting was called to order at 7:00am by Mayor Lagergren.

Due to weather, the City Council meeting on January 22 was canceled. There were some items that could not wait until the next scheduled meeting; those items are being discussed at this meeting. All other items will be at the February 12 meeting. The Work Session items will be at the February 26 meeting.

2. Approve Agenda

Motion: MM/DS to approve the agenda. Vote 4 – 0. Motion carried.

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

4. Consent Agenda

4.1 Approve minutes of January 8, 2018 meeting

4.2 Approve payment of claims

4.3 Church of the Ascension Knights of Columbus Fish Fry – Street Closure Request

4.4 Approve resignation of Fire Fighter Mark Stender

4.5 Approve resignation of Fire Fighter Pete Luskey

4.6 Approve hiring Jamie Schlechter to the Fire Department Rescue Reserves

Motion: DS/CS to approve the consent agenda. Vote 4 – 0. Motion carried.

5. Public Hearings - none

6. Old Business - none

7. New Business

7.1 Carver County SHIP Memorandum of Understanding

SHIP grant will put a faucet in the Community Gardens. The cost to the City would be the water meter.

Motion: DS/MM to approve the SHIP Memorandum of Understanding. Vote 4- 0. Motion carried.

7.2 Resolution 2018-05, Amending the 2008 Comprehensive Plan – Relating to Independent School District 108

Rezoning property on school grounds.

Motion: MM/DS to adopt Resolution 2018-05, Amending the 2008 Comprehensive Plan – Relating to Independent School District 108. Vote 4 – 0. Motion carried.

7.3 Resolution 2018-06, Support of Funding for Trunk Highway 5 through Corridors of Commerce Program

MN Department of Transportation Alliance asked for support for the Highway 5 Corridors of Commerce Program.

Motion: CS/MM approving Resolution 2018-06, Support of Funding for Trunk Highway 5 through Corridors of Commerce Program. Vote 4 – 0. Motion carried.

7.4 Entrance Monument Signs

EDC looking at replacing monument signs as you enter the City. Received two quotes. Looking at hiring American HeartStone. The cost for the three monument signs will be about \$22,000 + cost of logo and footings. \$50,000 was budgeted. We will be applying for grants also.

Motion: MM/CS to approve quote from America HeartStone for three monument signs for a total of approximately \$22,800.
Vote 4- 0. Motion carried.

8. Council Member & Mayor Reports – none

Upcoming Meetings:

February 6 Planning Commission – 6:00 p.m.

February 12 City Council – 6:00 p.m.

February 14 Economic Development Commission – 6:00 p.m.

February 20 Parks and Rec. Commission – 5:30 p.m.

February 22 Senior Advisory Committee – 9:00 a.m.

February 26 Work Session, EDA, City Council – 6:00 p.m.

March 14 Joint Meeting – City Council, EDC, Planning Commission, and Chamber of Commerce Board – 6:30 p.m.

9. Adjournment

Motion: MM/CS to adjourn at 7:12 am. Vote 4 – 0. Motion carried.

Respectfully Submitted:

Kelly Hayes, City Clerk / Treasurer

Carol Lagergren, Mayor

CITY OF NORWOOD YOUNG AMERICA

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

To Be Approved: February 12, 2018

Pre-Paid Claims **\$39,774.34**
(Check Sequence #27755-27756; 504640-504673)

Claims Pending Payment **\$50,660.05**
(Check Sequence #27757-27816)

Grand Total **\$90,434.39**

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:28 AM

Page 1

*Check Summary Register©

NOVEMBER 2017 to FEBRUARY 2018

Name	Check Date	Check Amt
10100 CHECKING		
Paid Chk# 027755 MN POLLUTION CONTROL AGEN	12/29/2017	\$1,450.00 WASTEWATER 2016 PERMIT FEE
Paid Chk# 027756 BOND TRUST SERVICES CORP.	1/19/2018	\$5,000.00
	Total Checks	\$6,450.00

PAYROLL - JANUARY 26, 2018

CHECK #	NAME	GROSS
504640	ARETZ, BRENT R	\$2,521.60
504641	BIPES, DEBORAH	\$216.78
504642	CANO, JOEY M	\$1,687.88
504643	FRATUS, DOMINIC	\$313.27
504644	HAAG, HERMAN	\$189.14
504645	HAYES, KELLY	\$2,340.00
504646	HELGET, STEVE	\$3,644.00
504647	Hormann, Duane	\$437.61
504648	J AUS, RODNEY D	\$1,543.20
504649	LENZ, DEBRA A	\$1,924.81
504650	MENZEL, ALICIA	\$1,702.40
504651	NIESEN, CHRISTOPHER D.	\$846.65
504652	SCHESSO, STEVEN	\$71.82
504653	SCHNEEDWIND, BRIAN O	\$1,620.00
504654	STENDER, DANIEL H	\$2,440.33
504655	VOIGT, ANTHONY	<u>\$2,975.51</u>
504656	KLEINBANK - NET	\$16,027.14
	GROSS	\$24,475.00

PTO AND COMP TIME PAYOUT

504657	NIESEN, CHRISTOPHER D.	\$2,964.91
504658	KLEINBANK - NET	<u>\$2,355.21</u>
	GROSS	2964.91

PAYROLL FEBRUARY 8, 2018

CHECK #	EMPLOYEE	GROSS
504659	ARETZ, BRENT R	\$2,521.60
504660	BIPES, DEBORAH	\$236.79
504661	CANO, JOEY M	\$1,543.20
504662	FRATUS, DOMINIC	\$328.74
504663	HAAG, HERMAN	\$185.63
504664	HAYES, KELLY	\$2,340.00
504665	HELGET, STEVE	\$3,644.00
504666	Hormann, Duane	\$335.75
504667	J AUS, RODNEY D	\$1,543.21
504668	LENZ, DEBRA A	\$1,924.81
504669	MENZEL, ALICIA	\$1,707.72
504670	SCHNEEDWIND, BRIAN O	\$1,690.88
504671	STENDER, DANIEL H	\$2,168.80
504672	VOIGT, ANTHONY	\$2,569.94
504673	KLEINBANK - NET	<u>\$14,941.99</u>
	GROSS	\$22,741.07

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 1

*Check Detail Register©

FEBRUARY 2018

			Check Amt	Invoice	Comment
10100 CHECKING					
Paid Chk#	027757	2/12/2018	180 COLLISION INC		
E 101-49800-221	Repair/Maintenance Equipment		\$1,010.49	10661	BUS REPAIRS
	Total 180 COLLISION INC		\$1,010.49		
Paid Chk#	027758	2/12/2018	BANYON DATA SYSTEMS INC		
E 101-41400-437	Maintenance Contract		\$680.00	00156962	POS, FIXED ASSET SUPPORT
	Total BANYON DATA SYSTEMS INC		\$680.00		
Paid Chk#	027759	2/12/2018	BDS LAUNDRY SYSTEMS		
E 101-42200-221	Repair/Maintenance Equipment		\$305.28	SOI0133527	WASHER REPAIRS
	Total BDS LAUNDRY SYSTEMS		\$305.28		
Paid Chk#	027760	2/12/2018	BOLTON & MENK, INC		
E 601-49400-303	Engineering Fees		\$76.00	0213483	WATER SUPPLY PLAN
G 809-22100	Escrow Collected		\$152.00	0213483	ALL SAINTS
E 101-41500-303	Engineering Fees		\$55.00	0213483	SUBD ORD
	Total BOLTON & MENK, INC		\$283.00		
Paid Chk#	027761	2/12/2018	CARGILL SALT		
E 101-43100-224	Street Maint Materials		\$3,560.12	2903915420	DEICER SALT
	Total CARGILL SALT		\$3,560.12		
Paid Chk#	027762	2/12/2018	CARQUEST AUTO PARTS		
E 101-43100-221	Repair/Maintenance Equipment		\$148.00	5927-161186	AMBER BEACON
E 101-43100-221	Repair/Maintenance Equipment		\$5.04	5927-161225	FUNNEL, OIL
E 101-43100-221	Repair/Maintenance Equipment		\$31.38	5927-161305	TRUCKLITE
E 602-49450-221	Repair/Maintenance Equipment		\$12.98	5927-161319	AIR FILTER
E 101-43100-210	Operating Supplies		\$21.99	5927-161693	DRILL BIT
E 101-43100-210	Operating Supplies		\$65.00	5927-161792	TOW STRAP
E 101-43100-221	Repair/Maintenance Equipment		\$69.97	5927-161805	CHIPPER PARTS
E 101-43100-210	Operating Supplies		\$4.29	5927-161807	PAINT MARKER
E 101-43100-221	Repair/Maintenance Equipment		\$5.99	5927-161811	LAMP
E 101-43100-210	Operating Supplies		\$7.13	5927-161814	BRAKE CLEAN
E 101-42200-221	Repair/Maintenance Equipment		\$42.00	5927-161986	FIRE DEPT
E 101-43100-210	Operating Supplies		\$12.66	5927-162172	BOX TOWELS
E 101-43100-210	Operating Supplies		\$9.89	5927-162311	GRINDING WHEEL
E 101-43100-221	Repair/Maintenance Equipment		\$25.47	5927-162324	RED GREASE
E 101-43100-221	Repair/Maintenance Equipment		\$12.99	5927-162488	WIPER BLADE
E 101-43100-221	Repair/Maintenance Equipment		\$246.19	5927-162550	HYD REPAIRS
E 101-43100-221	Repair/Maintenance Equipment		\$25.48	5927-162793	COUPLER, PLUGS
E 101-43100-221	Repair/Maintenance Equipment		\$8.99	5927-162853	ADAPTER
E 602-49450-210	Operating Supplies		\$54.27	5927-162883	
	Total CARQUEST AUTO PARTS		\$809.71		
Paid Chk#	027763	2/12/2018	CARVER COUNTY		
E 101-41400-438	Taxes and Assessments		\$150.00	2050	AUDIT TAX DISTRICT
	Total CARVER COUNTY		\$150.00		

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 2

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FEBRUARY 2018

			Check Amt	Invoice	Comment
Paid Chk# 027764	2/12/2018	CARVER COUNTY			
E 101-43100-226	Signs		\$268.76	PW4651	MISC SIGNS
	Total	CARVER COUNTY	\$268.76		
Paid Chk# 027765	2/12/2018	CARVERLINK-CARVER CO BROADBAND			
E 101-41940-321	Telephone		\$142.85		
E 601-49400-321	Telephone		\$77.13		
E 602-49450-321	Telephone		\$77.13		
E 101-42200-321	Telephone		\$254.07		
E 101-43100-321	Telephone		\$48.57		
E 101-45200-321	Telephone		\$48.57		
E 101-41940-321	Telephone		\$147.14		
E 101-41300-321	Telephone		\$120.79		
E 101-41320-321	Telephone		\$120.79		
E 101-41400-321	Telephone		\$144.95		
E 101-46500-321	Telephone		\$48.32		
E 101-42100-321	Telephone		\$24.16		
E 101-45500-321	Telephone		\$24.16		
	Total	CARVERLINK-CARVER CO BROADBAND	\$1,278.63		
Paid Chk# 027766	2/12/2018	CENTER POINT			
E 101-41940-383	Gas Utilities		\$728.90		
E 101-42200-383	Gas Utilities		\$262.20		
E 101-43100-383	Gas Utilities		\$1,951.84		
E 101-45200-383	Gas Utilities		\$680.55		
E 601-49400-383	Gas Utilities		\$462.31		
E 602-49450-383	Gas Utilities		\$1,839.37		
E 101-49860-383	Gas Utilities		\$18.23		
	Total	CENTER POINT	\$5,943.40		
Paid Chk# 027767	2/12/2018	CITY OF SHAKOPEE			
E 101-42122-311	County Police Contract		\$2,100.00	8657	SW METRO DRUG TASKFORCE
	Total	CITY OF SHAKOPEE	\$2,100.00		
Paid Chk# 027768	2/12/2018	CRYSTEEL TRUCK EQUIPMENT, INC			
E 101-43100-221	Repair/Maintenance Equipment		\$45.00	LP182595	EYE BOLT
E 101-43100-221	Repair/Maintenance Equipment		\$1,084.00	LP182627	CUTTING EDGE
	Total	CRYSTEEL TRUCK EQUIPMENT, INC	\$1,129.00		
Paid Chk# 027769	2/12/2018	D.E.I. ELECTRICAL			
E 101-42200-223	Repair/Maintenance Bldg/Ground		\$301.22	58185	FIRE DEPT
	Total	D.E.I. ELECTRICAL	\$301.22		
Paid Chk# 027770	2/12/2018	DELTA DENTAL			
G 101-21714	Dental Insurance		\$1,138.20		DENTAL INSURANCE
	Total	DELTA DENTAL	\$1,138.20		
Paid Chk# 027771	2/12/2018	DROEGE, BRAD			

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 3

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FEBRUARY 2018

			Check Amt	Invoice	Comment
E 101-42200-430	Miscellaneous		\$163.50		MILEAGE
	Total DROEGE, BRAD		\$163.50		
Paid Chk# 027772	2/12/2018	DWK CLEAN WATER SERVICES LLC			
E 601-49400-314	Contracts Payments		\$666.25	0118	CONTRACTED HOURS
E 602-49450-314	Contracts Payments		\$666.25	0118	CONTRACTED HOURS
	Total DWK CLEAN WATER SERVICES LLC		\$1,332.50		
Paid Chk# 027773	2/12/2018	EMERGENCY RESPONSE SOLUTIONS			
E 101-42200-240	Small Tools and Minor Equip		\$206.10	10170	SPRING CLIPS
E 101-42200-305	Other Professional Fees		\$55.15	10201	CAIRNS
	Total EMERGENCY RESPONSE SOLUTIONS		\$261.25		
Paid Chk# 027774	2/12/2018	FASHION INTERIORS			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$123.00		CARPET TILE ADHESIVE
	Total FASHION INTERIORS		\$123.00		
Paid Chk# 027775	2/12/2018	GOPHER STATE ONE-CALL, INC.			
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$25.00	8000622	ANNUAL FEE
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$25.00	8000622	ANNUAL FEE
	Total GOPHER STATE ONE-CALL, INC.		\$50.00		
Paid Chk# 027776	2/12/2018	HD SUPPLY WATERWORKS			
E 601-49400-229	Water Meters		\$229.00	1404714	CLAMP, WIRE, SCREW
	Total HD SUPPLY WATERWORKS		\$229.00		
Paid Chk# 027777	2/12/2018	HELGET, STEVE			
E 101-41300-331	Travel/Meeting Expense		\$54.50		MILEAGE
	Total HELGET, STEVE		\$54.50		
Paid Chk# 027778	2/12/2018	HOLIDAY FLEET			
E 101-43100-212	Motor Fuels		\$186.23		FUEL
	Total HOLIDAY FLEET		\$186.23		
Paid Chk# 027779	2/12/2018	HOME SOLUTIONS			
E 101-43100-210	Operating Supplies		\$31.35		
E 101-43100-221	Repair/Maintenance Equipment		\$113.93		
E 101-43100-223	Repair/Maintenance Bldg/Ground		\$8.54		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$149.57		
E 101-41940-210	Operating Supplies		\$18.31		
E 601-49400-210	Operating Supplies		\$9.39		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$30.38		
E 602-49450-210	Operating Supplies		\$8.06		
E 101-42200-221	Repair/Maintenance Equipment		\$28.96		FIRE DEPT
	Total HOME SOLUTIONS		\$398.49		
Paid Chk# 027780	2/12/2018	HYDRO ENGINEERING INC			
E 101-43100-221	Repair/Maintenance Equipment		\$81.60	82681	TUBE

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 4

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FEBRUARY 2018

			Check Amt	Invoice	Comment
Total HYDRO ENGINEERING INC			\$81.60		
Paid Chk#	027781	2/12/2018	KENNEDY & GRAVEN CHTD		
G 812-22100	Escrow Collected		\$437.00		VICKERMAN TIF
Total KENNEDY & GRAVEN CHTD			\$437.00		
Paid Chk#	027782	2/12/2018	KWIK TRIP INC.		
E 101-43100-212	Motor Fuels		\$21.60		BOBCAT FUEL
Total KWIK TRIP INC.			\$21.60		
Paid Chk#	027783	2/12/2018	LANO EQUIPMENT		
E 101-43100-221	Repair/Maintenance Equipment		\$17.20	19048	BOBCAT OIL FILTER
E 602-49450-221	Repair/Maintenance Equipment		\$211.35	19138	PLOW BLADE FOR MC35
E 602-49450-221	Repair/Maintenance Equipment		\$23.76	19290	NEW HOLLAND TRACTOR
Total LANO EQUIPMENT			\$252.31		
Paid Chk#	027784	2/12/2018	LEAGUE OF MN CITIES		
E 101-41400-207	Training Instructional		\$450.00	268025	SAFETY TRAINING
Total LEAGUE OF MN CITIES			\$450.00		
Paid Chk#	027785	2/12/2018	LOFFLER BUSINESS SYS LLC		
E 101-41400-437	Maintenance Contract		\$84.08	2719917	STAPLES
Total LOFFLER BUSINESS SYS LLC			\$84.08		
Paid Chk#	027786	2/12/2018	LOFFLER COMPANIES, INC.		
E 101-41400-437	Maintenance Contract		\$115.50	22055232	COPIER RENT
Total LOFFLER COMPANIES, INC.			\$115.50		
Paid Chk#	027787	2/12/2018	METRO WEST INSPECTION SERVICES		
E 101-42400-312	Building Inspection Fee		\$894.82		INSPECTION SERVICES
Total METRO WEST INSPECTION SERVICES			\$894.82		
Paid Chk#	027788	2/12/2018	MID-AMERICA BACKFLOW PREVENTER		
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$367.50	17359	BACKFLOW TEST
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$367.50	17359	BACKFLOW TEST
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$340.00	17362	BACKFLOW TEST
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$340.00	17362	BACKFLOW TEST
Total MID-AMERICA BACKFLOW PREVENTER			\$1,415.00		
Paid Chk#	027789	2/12/2018	MID-AMERICAN RESEARCH CHEMICAL		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$222.80	0626607-IN	URINAL SCRNS
Total MID-AMERICAN RESEARCH CHEMICAL			\$222.80		
Paid Chk#	027790	2/12/2018	MID-COUNTY CO-OP OIL ASSN		
E 602-49450-212	Motor Fuels		\$1,049.23	41803	DYED DIESEL
E 101-43100-212	Motor Fuels		\$914.70	41828	DYED DIESEL
E 101-43100-212	Motor Fuels		\$828.28	41933	DYED DIESEL
Total MID-COUNTY CO-OP OIL ASSN			\$2,792.21		

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 5

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FEBRUARY 2018

			Check Amt	Invoice	Comment
Paid Chk# 027791	2/12/2018	MINI BIFF			
E 101-45200-418	Other Rentals (Biffs)		\$119.85	A-93582	ICE RINK
	Total MINI BIFF		\$119.85		
Paid Chk# 027792	2/12/2018	MINNESOTA VALLEY TESTING LAB			
E 602-49450-217	Lab Fees		\$411.50	902373	TSS & MERCURY TESTING
	Total MINNESOTA VALLEY TESTING LAB		\$411.50		
Paid Chk# 027793	2/12/2018	MN DEPARTMENT OF HEALTH			
E 601-49400-406	LICENSES		\$32.00		EXAM FEE
	Total MN DEPARTMENT OF HEALTH		\$32.00		
Paid Chk# 027794	2/12/2018	MN POLLUTION CONTROL AGENCY			
E 602-49450-406	LICENSES		\$55.00		EXAM FEE
	Total MN POLLUTION CONTROL AGENCY		\$55.00		
Paid Chk# 027795	2/12/2018	MN STATE FIRE CHIEFS ASSOC			
E 101-42200-207	Training Instructional		\$285.00	200002289	MOLNAU REGISTRATION
E 101-42200-207	Training Instructional		\$285.00	200002397	ULRICH REGISTRATION
	Total MN STATE FIRE CHIEFS ASSOC		\$570.00		
Paid Chk# 027796	2/12/2018	MN VALLEY ELECTRIC COOPERATIVE			
E 602-49450-381	Electric Utilities		\$33.40		LIFT STATION
E 601-49400-381	Electric Utilities		\$521.00		640 TACOMA BLVD
E 101-43100-380	Street Lighting		\$98.69		STREET LIGHTS
	Total MN VALLEY ELECTRIC COOPERATIVE		\$653.09		
Paid Chk# 027797	2/12/2018	NAPA - NYA AUTO PARTS			
E 101-43100-221	Repair/Maintenance Equipment		\$11.69	265080	MACS SPRAY GREASE
	Total NAPA - NYA AUTO PARTS		\$11.69		
Paid Chk# 027798	2/12/2018	NCPERS 855401LIFE INS			
G 101-21705	PERA Life		\$16.00		
	Total NCPERS 855401LIFE INS		\$16.00		
Paid Chk# 027799	2/12/2018	NYA TIMES			
E 101-43100-350	Print/Publishing/Postage		\$108.50	564656	PUBLIC SERVICE TECH
E 101-45200-350	Print/Publishing/Postage		\$46.50	564656	PUBLIC SERVICE TECH
E 601-49400-350	Print/Publishing/Postage		\$77.50	564656	PUBLIC SERVICE TECH
E 602-49450-350	Print/Publishing/Postage		\$77.50	564656	PUBLIC SERVICE TECH
E 101-41400-350	Print/Publishing/Postage		\$34.02	565737	SR ADVISORY
E 101-41300-350	Print/Publishing/Postage		\$68.04	565738	BUDGET SUMMARY
E 101-43100-350	Print/Publishing/Postage		\$73.50	566118	PUBLIC SERVICES TECH
E 101-45200-350	Print/Publishing/Postage		\$31.50	566118	PUBLIC SERVICES TECH
E 601-49400-350	Print/Publishing/Postage		\$52.50	566118	PUBLIC SERVICES TECH
E 602-49450-350	Print/Publishing/Postage		\$52.50	566118	PUBLIC SERVICES TECH
E 101-41320-350	Print/Publishing/Postage		\$143.64	567418	VACATION HEARING
E 101-41320-350	Print/Publishing/Postage		\$45.36	567419	PRELIM PLAT TWIP
E 101-41320-350	Print/Publishing/Postage		\$52.92	567420	VICKERMAN VARIANCE

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 6

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FEBRUARY 2018

			Check Amt	Invoice	Comment
E 101-43100-350	Print/Publishing/Postage		\$73.50	568093	PUBLIC SERVICE TECH
E 101-45200-350	Print/Publishing/Postage		\$31.50	568093	PUBLIC SERVICE TECH
E 601-49400-350	Print/Publishing/Postage		\$52.50	568093	PUBLIC SERVICE TECH
E 602-49450-350	Print/Publishing/Postage		\$52.50	568093	PUBLIC SERVICE TECH
	Total NYA TIMES		\$1,073.98		
Paid Chk# 027800	2/12/2018	ORR, DAVE			
E 101-42200-207	Training Instructional		\$371.44		HOTEL STAY
E 101-42200-207	Training Instructional		\$214.73		MILEAGE
	Total ORR, DAVE		\$586.17		
Paid Chk# 027801	2/12/2018	POMASL FIRE EQUIPMENT INC			
E 101-42200-542	FD Equipment		\$150.77	71447	
	Total POMASL FIRE EQUIPMENT INC		\$150.77		
Paid Chk# 027802	2/12/2018	PRO AUTO & TRANSMISSION REPAIR			
E 101-42200-221	Repair/Maintenance Equipment		\$109.86	0058718	GRASS RIG
E 101-42200-221	Repair/Maintenance Equipment		\$1,051.74	0058913	U-21 HEAVY RESCUE
E 101-43100-221	Repair/Maintenance Equipment		\$595.02	0059088	CHIPPER
E 101-43100-221	Repair/Maintenance Equipment		\$130.24	0059090	CUTTING EDGE
	Total PRO AUTO & TRANSMISSION REPAIR		\$1,886.86		
Paid Chk# 027803	2/12/2018	QUILL CORPORATION			
E 101-41400-200	Office Supplies		\$88.45	4086227	FILE POCKETS, FOLDERS, FLAGS, POST-ITS
	Total QUILL CORPORATION		\$88.45		
Paid Chk# 027804	2/12/2018	SMITH OIL CO			
E 101-43100-212	Motor Fuels		\$571.18		
E 601-49400-212	Motor Fuels		\$194.93		
E 602-49450-212	Motor Fuels		\$194.92		
E 251-46331-212	Motor Fuels		\$261.22		
E 101-42200-212	Motor Fuels		\$270.95		FIRE DEPT
	Total SMITH OIL CO		\$1,493.20		
Paid Chk# 027805	2/12/2018	SRF CONSULTING GROUP INC			
E 101-41320-310	Other Professional Services		\$1,742.78	10479.00-7	COMP PLAN UPDATE
E 522-43100-528	Underpass Expenses		\$4,844.54	11012.00-1	212 UNDERPASS
	Total SRF CONSULTING GROUP INC		\$6,587.32		
Paid Chk# 027806	2/12/2018	STRACK CONSULTING LLC			
E 101-41320-305	Other Professional Fees		\$1,240.00	1082	PLANNING CONSULTANT
	Total STRACK CONSULTING LLC		\$1,240.00		
Paid Chk# 027807	2/12/2018	TASC			
G 101-21713	Health Care Reimbursement Acct		\$15.00	IN198566	COBRA ADMIN FEE
	Total TASC		\$15.00		
Paid Chk# 027808	2/12/2018	TECHSTAR IT SOLUTIONS			
E 101-41400-437	Maintenance Contract		\$1,014.00		MANAGED SERVICES FEBRUARY

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 7

*Check Detail Register©

FEBRUARY 2018

			Check Amt	Invoice	Comment
Total TECHSTAR IT SOLUTIONS			\$1,014.00		
Paid Chk#	027809	2/12/2018	UNITED FARMERS CO-OP		
E	101-43100-221	Repair/Maintenance Equipment	\$190.71	868449	
E	602-49450-210	Operating Supplies	\$39.98	869435	
Total UNITED FARMERS CO-OP			\$230.69		
Paid Chk#	027810	2/12/2018	US POSTAL SERVICE		
E	601-49400-350	Print/Publishing/Postage	\$131.50		FEBRUARY H2O BILLS
E	602-49450-350	Print/Publishing/Postage	\$131.51		FEBRUARY H2O BILLS
E	603-49500-350	Print/Publishing/Postage	\$131.51		FEBRUARY H2O BILLS
Total US POSTAL SERVICE			\$394.52		
Paid Chk#	027811	2/12/2018	UTILITY CONSULTANTS		
E	602-49450-217	Lab Fees	\$681.65	97201	CBOD/TSS TESTING
Total UTILITY CONSULTANTS			\$681.65		
Paid Chk#	027812	2/12/2018	VERIZON WIRELESS		
E	101-43100-321	Telephone	\$197.02		CELL PHONES
E	101-45200-321	Telephone	\$84.43		CELL PHONES
E	601-49400-321	Telephone	\$117.33		CELL PHONES
E	602-49450-321	Telephone	\$117.34		CELL PHONES
E	101-42200-321	Telephone	\$175.05		FIRE DEPT ACCT
Total VERIZON WIRELESS			\$691.17		
Paid Chk#	027813	2/12/2018	VESSCO, INC.		
E	601-49400-223	Repair/Maintenance Bldg/Ground	\$541.36	71873	WWTP REPAIRS
Total VESSCO, INC.			\$541.36		
Paid Chk#	027814	2/12/2018	WASTE MANAGEMENT		
E	101-41940-223	Repair/Maintenance Bldg/Ground	\$295.00		GARBAGE REMOVAL
Total WASTE MANAGEMENT			\$295.00		
Paid Chk#	027815	2/12/2018	WATER CONSERVATION SERVICE INC		
E	601-49400-310	Other Professional Services	\$373.88	8165	LEAK LOCATE
Total WATER CONSERVATION SERVICE INC			\$373.88		
Paid Chk#	027816	2/12/2018	XCEL ENERGY		
E	601-49400-381	Electric Utilities	\$2,897.18		104 3RD AVE SE
E	101-45200-381	Electric Utilities	\$26.52		VETERANS PARK
Total XCEL ENERGY			\$2,923.70		
10100 CHECKING			\$50,660.05		

CITY OF NORWOOD YOUNG AMERICA

02/08/18 11:31 AM

Page 8

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FEBRUARY 2018

Check Amt Invoice Comment

Fund Summary

10100 CHECKING

101 GENERAL FUND	\$31,036.44		
251 HARBOR AT PEACE	\$261.22		
522 Underpass Project	\$4,844.54		
601 WATER FUND	\$7,244.26		
602 SEWER FUND	\$6,553.08		
603 STORM WATER UTILITY	\$131.51		
809 Escrow - All Saints	\$152.00		
812 Vickerman - 2018 Expansion	\$437.00		
	<hr/>		
	\$50,660.05		



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: February 12, 2018

RE: Community Education Donation Request

In the past, the City has budgeted for summer programs that are administered through Community Education. The City has budgeted the following amounts for 2018:

\$2,000 for the Summer Recreation Program

\$3,000 for the Summer Enhanced Program

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

RECOMMENDATION:

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

City of NYA
NYA, MN 55368

Dear Mayor and City Council Members,

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

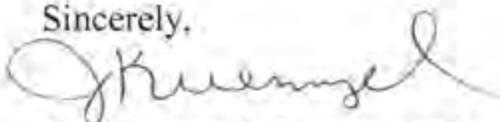
Your contributions help pay for salaries and supplies for the summer recreation and park programs held in Norwood Young America. We like to offer these activities free or as inexpensively as possible so that all children have a chance to participate and enjoy the summer.

The local park program is held Monday - Thursday at both city parks for school age youth and for preschoolers 2 hours a day both parks. Last summer we served over 100 children from NYA who were signed up for the park programs. I hope you agree with us as to the importance of offering these activities to our youth. Our goal is not only to enrich our children's lives, but also to give many kids constructive things to do, which may, in turn, prevent boredom and sometimes trouble.

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

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

Sincerely,



Julie Kuenzel, Director of Community Education

City of NYA
NYA, MN 55397

Dear Mayor and City Council Members,

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

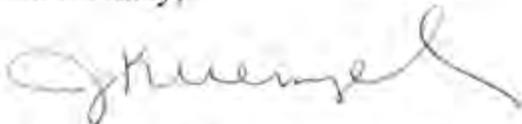
Your contributions help pay for salaries and supplies for the programs held in Norwood Young America. We like to offer these activities free or as inexpensively as possible so that all youth have a chance to participate and enjoy the summer.

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

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

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

Sincerely,



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

City Administrator
City of Norwood Young America
NYA, MN 55397

Last yr

Dear City Administrator,

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

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

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

Sincerely,

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

There will not
be a bill for this
since we did just one
page this year.
Julie

SC/LLC

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

From: Cynthia Smith Strack, Consulting Planner

Date: January 22, 2017

Re: Southwest Paving CUP Revocation Hearing

BACKGROUND

At the regular meeting November, 27, 2017 the City Council called for a public hearing on January 8, 2018 to consider revocation of a conditional use permit for 700 Railroad Street West for non-compliance with prescribed use conditions. Specifically the Council found a landscaping plan the property owner submitted and which was approved as part of Resolution 2015-13 had not been implemented. The specified completion date for installation of landscaping included in the resolution was October 31, 2015. Council also found weed and grass control is lacking under the terms of a letter submitted by the property owner describing operations proposed for the site received by the City on February 13, 2006.

At the January 8, 2018 City Council meeting, upon recommendation of the City Attorney, due to the property owner's inability to attend the meeting, the City Council tabled the public hearing to its January 22, 2018 regular meeting. Attached is Resolution 2018-02 for the Council's consideration.

Attached please find a copy of Resolution 2015-13, Resolution 2006-33, and attachments referenced within those resolutions for reference. Also attached is a the staff report prepared for the November 27, 2017 Council meeting. It itemizes specific landscaping non-compliance items.

A notice of public hearing has been posted, published, and mailed to property owners within 350 feet of the subject address prior to the hearing. The property owner also received a letter regarding the revocation hearing.

ACTION

The Council is to continue the revocation hearing. At the time of this memo, it is unknown whether or not the property owner will be able to attend the meeting.

RESOLUTION 2006-33

A RESOLUTION APPROVING A SITE PLAN AND A CONDITIONAL USE PERMIT FOR SOUTHWEST PAVING ON PROPERTY LOCATED AT 700 RAILROAD STREET W.

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

WHEREAS, the City of Norwood Young America requires approval of a site plan and conditional use permit pursuant to Sections 1270 and 1272 of the Norwood Young America City Code; and

WHEREAS, Southwest Paving, (the "Applicant") applied for approval of the site plan and conditional use permit to construct a building, associated site improvements, and to allow outdoor storage of equipment and materials (the "Use") on property located at 700 Railroad Street W

WHEREAS, the City of Norwood Young America Planning Commission held a public hearing to consider the Applicant's request for a site plan and conditional use permit to locate the Use on the Property at a meeting on March 16, 2006; and

WHEREAS, the City of Norwood Young America City Council at a regularly meeting on March 27th, 2006, considered the testimony of the public hearing, the application materials on file with the City, and the recommendation of the Planning Commission.

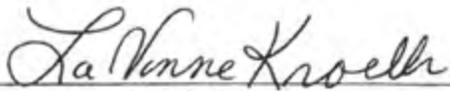
THEREFORE, BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby makes and adopts the following findings of fact:

1. The subject property is zoned C/I, Commercial/Industrial, which requires a conditional use permit for the proposed use with outside storage.
2. The use appears to be consistent with the intent of this Ordinance.
3. The use does not have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements, and
4. The use does not have an undue adverse impact on the public health, safety or welfare.
5. The use does not negatively impact automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.
6. The use appears to meet all of the performance criteria requirements as established in Section 1250 of the Zoning Ordinance.
7. The Use, subject to certain conditions, conforms to the specific conditional use provisions as established in Section 1270 of the Norwood Young America City Code.

THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves the Applicant's request for a site plan and conditional use permit, subject to the following conditions:

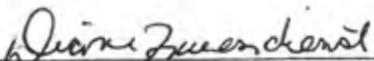
1. Approval of the site plan and conditional use permit is subject to the applicant purchasing the subject property from the City.
2. The applicant shall revise and provide a site plan to the City that is to scale and complies with the standards of Section 1220, Off Street Parking and Loading, in the Zoning Ordinance. Dimensions of the parking spaces and drive-aisles shall be clearly identified on the plan and shall be in conformance with Section 1220.
3. The applicant shall comply with the conditions in the City Engineer's letter dated March 9, 2006.
4. Review and approval of plans and required applications by Carver County
5. The applicant shall provide a 40-foot wide easement along the east property line, as recommended by the City Engineer, to accommodate the future utility extension. The location of the security fence and storage bins shall be relocated outside of the easement area.
6. The applicant shall provide a 20-foot easement along the south property line to accommodate the future westerly extension of sewer and water facilities.
7. The applicant shall provide a revised landscape plan showing additional evergreens to be planted to provide additional screening along Highway 212. The plan shall be submitted to staff for review and approval prior to issuance of building permits.
8. Prior to installation of any signage, the applicant shall submit detailed plans for all signage with the required building permit application.
9. The applicant shall submit detailed plans and fixture information for any additional lighting proposed, along with the required building permit application.
10. The applicant shall comply with the performance criteria established in Section 1250 of the Zoning Ordinance.
11. The conditional use permit allows storage of equipment and materials as identified in the application materials and description of use received by the City on February 13, 2006.
12. Building permits shall be required prior to any building construction or improvements on this property.
13. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
14. This approval shall expire one year after date of approval unless the Applicants have commenced operation of the Use on-site.
15. The permit shall be subject to annual inspection and review by the City. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution.
16. Any change in ownership, operations or operator shall be cause for the permit to be reviewed by the City for a determination as to whether an application for an amendment or similar consideration is necessary.

Adopted by the City Council this 27th day of March, 2006.



LaVonne Kroells, Mayor

ATTEST:



Diane Frauchdienst
City Clerk/Treasurer



Description of use for 700 Railroad Street

Use of property to conduct normal business operations for Southwest Paving, Inc.

Basic Operation

Employees will report to the shop every morning and leave shortly after to head to the job site. Employees would return every evening. Times would vary depending on workload and location of job.

Included in the basic operation will be storage and maintenance of equipment, storage of materials and daily operations of the business. Also, included are plans for the leasing of space and the upkeep of the property.

Equipment list

- Dump Trucks
- Tractor Trailers
- Several Pick-up trucks
- Paving machines
- Rollers
- Backhoes
- Skid Steers
- Bulldozers
- Other General Construction Equipment

Materials Stored on-site

- Base Material *
- Chip Rock held in bins
- Asphalt and Concrete Chunks to be recycled*

*both items would be piled in the rear of the property behind berm with coniferous trees

Other

- Dumpster
- Fuel tanks in required spill protection

Space to be leased

- Proposed that Southwest Paving will lease part of the space in the building
- Proposed tenants would be similar construction type business
- Goal is to lease to two tenants

Building Site Maintenance

- Grounds will be kept neat with grass mowed as needed
- Front of the property (along Railroad St.) will be landscaped
- Fill berm across 212 edge of lot with coniferous trees
- Fence to encompass entire property once grade is complete

RESOLUTION 2015-13

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT AMENDMENT FOR THE PROPERTY AT 700 RAILROAD STREET WEST

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

WHEREAS, a conditional use permit is required under Chapter 12, Section 1210.06, *Conditional Use Permits*, Subd. 3(B)(18) of the City Code for outdoor storage in industrial districts; and

WHEREAS, Greg Brakefield, d.b.a. Southwest Paving (the "Applicant") had previously applied for and was granted a conditional use permit to allow outdoor storage on industrial property (the "Use") at 700 Railroad Street West (the "Property"); and

WHEREAS, the terms of the conditional use permit approval were specified in City of Norwood Young America Resolution 2006-33 which is hereby incorporated by reference; and

WHEREAS, said Resolution 2006-33 provides for storage of equipment and materials as identified in the permit application materials and a description of the use received by the City on February 13, 2006, which is hereby incorporated by reference; and

WHEREAS, the Applicant makes the following representations which the City accepts as a good faith representation of the proposed operation:

1. Perimeter fencing will interfere with the day to day operations at the site and limit efficiency of site usage.
2. If the requirement for a complete perimeter fence is removed the Applicant will provide landscaping with trees and a berm for screening around the subject property.
3. The Applicant has submitted a landscape plan with the application illustrating:
 - a. A total of 19 Black Hills Spruce trees will be placed along the berm adjacent to Highway 212 (north property line). There are seven existing, so 12 will be added. New trees will have an initial size of six feet.
 - b. A total of five Black Hills Spruce trees will be planted along the east property line. Initial size six feet.
 - c. A total of eleven Norway Pine trees will be planted along the west property line. Initial size four feet.
 - d. The following will be inserted in the front yard of the property adjacent to Railroad Street:
 - 14 Black Hills Spruce. Initial size six feet.

- Five Norway Pine. Initial size four feet.
 - Six Swiss Stone Pine. Initial size four feet.
 - Three Amur Maacki. Initial size 15 inches.
 - 48 flame grass. Initial size 18 inches.
 - 59 boxwood or low bush honeysuckle. Initial size 24 inches.
4. All plantings as represented in a landscape plan submitted with the application shall be installed at 700 Railroad Street West as illustrated in said landscape plan no later than October 31, 2015.

WHEREAS, the City of Norwood Young America Planning Commission on May 19, 2015 held a public hearing regarding the request after the hearing notice was posted, published, and distributed as required under law; and

WHEREAS, the Planning Commission, after review and discussion, recommends the City Council approve the conditional use permit based on several conditions; and

WHEREAS, at a regular meeting on May 26, 2015, the City Council considered the application materials on file with the City and the recommendation of the Planning Commission.

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. The subject property is zoned I-1, Light Industrial.
2. The Use, subject to certain conditions listed below, appears to be consistent with the intent of the Zoning Ordinance for properties with the I-1 District.
3. The Use, subject to certain conditions listed below, appears to be consistent with the goals and policies set forth in the City of Norwood Young America Comprehensive Plan for properties in the I-1 District.
4. The use, subject to certain conditions below, does not appear to have an undue adverse impact on governmental facilities, utilities, services or existing or proposed improvements because the use is already established and the proposed amendment does not appear to materially alter pre-existing conditions.
5. The use, subject to certain conditions below, does not appear to pose an undue adverse impact on the public health, safety or welfare.
6. The use, subject to certain conditions below, does not appear to be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood as the use is already established and the proposed amendment does not appear to materially alter preexisting conditions.
7. The use, subject to certain conditions below, will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district as the use has been previously established and the proposed amendment does not appear to materially alter preexisting conditions.
8. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.

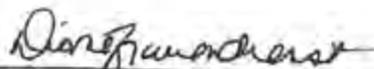
THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota, hereby approves a conditional use permit amendment for the property at 700 Railroad Street West, subject to the following conditions:

1. All conditions contained in NYA Resolution 2006-33 relating to the subject property remain in effect, except that the requirement for a perimeter fence specified in correspondence dated February 13, 2006 under condition number eleven shall be released.
2. The exact vegetation type, size, and volume proposed in a landscape plan submitted by the Applicant in conjunction with the CUP be planted by October 31, 2015.
3. The Applicant shall maintain said vegetation at all times. In the event any of the vegetation represented in the landscape plan does not survive at the site it shall be replaced as represented in the landscape plan within ninety (90) days of showing signs of distress.
4. This approval is applicable only to the property at 700 Railroad Street West.
5. This permit is subject to all applicable codes, regulations and ordinances, and violation thereof shall be grounds for revocation.
6. The permit shall be subject to annual inspection and audit by the City.
7. The City may revoke the CUP upon violation of the conditional use permit standards in the Zoning Ordinance or violation of the conditions of this resolution, subject to the requirements of Section 1210.06, Subd. 5 "Revocation of Conditional Use Permits" of the Zoning Ordinance.
8. The conditional use permitted under this Resolution shall be revoked if the Use ceases for more than 12 consecutive months.

Approved and adopted by the City Council this 26th day of May, 2015.


Mayor

ATTEST:


Diane Fraüendienst, City Clerk/Treasurer



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

From: Cynthia Smith Strack, Consulting Planner

Date: November 27, 2017

Re: Southwest Paving CUP Compliance

BACKGROUND

The Planning Commission has conducted an audit of compliance with a conditional use permit and an amendment to the conditional use permit pertaining to property at 700 Railroad Street West (Southwest Paving). Review of records and site visits indicate the property is not in compliance with conditions of the use permits. The Commission recommends the Council request the owner of the property appear before the Council to discuss continued non-compliance issues with the intent of the Council being to schedule a hearing to revoke the CUP unless the Applicant demonstrates ability to comply with conditions by June 1, 2018.

Following is pertinent background information:

1. A CUP was issued on March 27, 2006 as Resolution 2006-33 allowing for the contractor operation and outdoor storage. Conditions on the use permit referenced a memo provided by the Applicant detailing how operations would be conducted and what the Applicant was committed to perform to limit impact of the use on adjacent areas.
2. An amendment to the initial CUP was approved on May 26, 2015 as Resolution 2015-13. The amendment rescinded a requirement for complete perimeter fencing which was a condition of the initial CUP. The Applicant proposed detailed site landscaping as per a landscape plan he submitted in lieu of perimeter fencing. The Council agreed to rescind perimeter fencing requirement provided the landscape plan was implemented prior to October 31, 2015.
3. In the fall of 2016 the Planning Commission discussed compliance of the site pertaining to necessary landscaping. The Commission found the CUP holder had not performed as represented. A letter was mailed to the Property Owner in November 2016 alerting him to the fact his site was not in compliance and allowing him until summer 2017 to install necessary landscaping.
4. At this time an audit of the site finds the CUP holder has made an effort to store equipment on the site in an orderly manner on appropriate surfaces, an improvement from years past. However, the site remains inconsistent with approved standards particularly related to landscaping as itemized below:
 - A. Black Hills Spruce trees have been placed on the berm adjacent to Highway 212 as illustrated in the landscape plan approved under Resolution 2015-13.
 - B. Under the landscaping plan five Black Hills Spruce trees were to be planted along the east property line with an initial size of six feet. Although there are three deciduous trees on the east side of the property parallel to Railroad Street, no spruce trees have been installed in the side property line as illustrated on the landscape plan.

- C. A total of eleven Norway Pine trees were to be planted along the west property line with an initial size of four feet. One Spruce tree is present.
- D. Under the landscape plan the following were to be installed in the front yard: (1) 14 Black Hills Spruce trees at an initial size of six feet, (2) five Norway Pine with an initial size of four feet; (3) six Swiss Stone Pine with an initial size of four feet; (4) three Amur Maacki with an initial size of 15 inches; (5) 48 flame grass plantings with an initial size of 18 inches and 59 boxwood or low bush honeysuckle with an initial size of 24 inches. At this time a total of eight spruce trees have been planted in the front yard – five are west of the building front and three east of the building front.
- E. The property owner committed to keeping the grounds neat with grass mowed as needed. Nearly all of the south, east, and west sides of the property have not been mowed.
- F. The southern part of the lot is a mix of countless piles of material and weeds.

ACTION

The Planning Commission recommends the Council request the owner of the property appear before the Council to discuss continued non-compliance issues with the intent of the Council being to schedule a hearing to revoke the CUP unless the Applicant demonstrates ability to comply with conditions by June 1, 2018. The Commission recommends a follow-up letter detailing discussion at the City Council meeting be dispatched to the owner of the property following Council discussion.

ATTACHMENTS

1. Conditional Use Permit issued March 27, 2006 as Resolution 2006-33.
2. Written narrative description of proposed use submitted by the property owner, dated February 13, 2006 as specified in Resolution 2006-33.
3. CUP Amendment dated May 26, 2015 approved as Resolution 2015-13. The amendment provided requested relief to perimeter fencing requirements prescribed by Resolution 2006-33. The CUP amendment was initiated by the property owner and reflects a landscape plan created and submitted by the property owner.
4. Landscape plan pertaining to Resolution 2015-13.
5. Draft letter from November 2016 sent to property owner alerting him of non-compliance and need to cure by summer 2017.
6. Photos of the site dated October 2017.



more than a place, it's home.

Norwood Young America
310 Elm Street West – P.O. Box 59
Norwood Young America, MN 55368
Phone: (952) 467-1800
Fax: (952) 467-1818
Website: www.cityofnya.com

December 12, 2017

Mr. Greg Brakefield
Southwest Paving
700 Railroad Street West
Norwood Young America, MN 55368

Dear Mr. Brakefield:

The Norwood Young America City Council at their regular meeting on November 27, 2017 called for a public hearing for **6:00 p.m., January 8, 2018**, for the purpose of considering revocation of your conditional use permit for 700 Railroad Street West, due to non-compliance with the prescribed use conditions. Specifically the Council finds the landscaping plan you submitted and which was approved as part of Resolution 2015-13 has not been completed. The resolution specified a completion date for installation of landscaping as October 31, 2015.

The City Council also finds the weed and grass control is lacking under the terms of your letter describing operations proposed for the site received by the City on February 13, 2006.

Attached please find a copy of Resolution 2015-13, Resolution 2006-33, and attachments referenced within those resolutions for your convenience.

A notice of public hearing will be posted, published, and mailed to property owners within 350 feet of the subject address prior to the hearing. Anyone who is interested in submitting oral comment can do so at the public hearing. Written comments will also be accepted prior to and during the hearing.

You are invited and encouraged to attend the City Council meeting to address the possible revocation of your conditional use permit.

Please feel free to contact me with any questions at (952) 467-1800 or by email at cityadmin@cityofnya.com.

Sincerely,


Steven Helget
City Administrator

December 27, 2017



Mr. Steven Helget
City Administrator
Norwood Young America
310 Elm St West PO BOX 59
NYA, MN 55368

Dear Mr. Helget:

I am responding to the correspondence you sent me in November and December concerning the compliance on my property at 700 Railroad St West in Norwood Young America.

We have worked the past two years to meet the compliance request and while we have fallen a little short of the demands we continue to make improvements on our property. We have completed all the grade work, mowed the weed areas and made the property ready for final grade in the spring. We have planted the trees on the berm on Hwy 212, on the front of the property and along the west side. I have ordered the balance of the trees so they can be planted early next year.

I will not be able to attend your city meeting on Jan. 8th. My children have an appointment in Chicago with their bio-medical specialist, Dr. Anju Usman at the same time.

Please let me know if you have any questions.

Regards,
Greg Brakefield
Southwest Paving
700 Railroad St W
Norwood Young America, MN 55367

Greg Brakefield

From: Southwest Paving <greg@southwestpaving.com>
Sent: Wednesday, December 20, 2017 9:09 AM
To: Greg Brakefield

[This sender failed our fraud detection checks and may not be who they appear to be. Learn about spoofing at <http://aka.ms/LearnAboutSpoofing>]



Sent from my iPhone

Kevin J. Rupp
Scott T. Anderson
Jay T. Squires*
Michael J. Waldspurger*
Amy E. Mace
Trevor S. Helmers*
Tessa S. Wagner
John P. Edison
Liz J. Vieira
Kristin C. Nierengarten
Zachary J. Cronen
Michael J. Ervin
Jacob J. Kimmes
Abbi R. Kelzer
Steven R. Gersbanc

**RUPP, ANDERSON, SQUIRES
& WALDSPURGER, P. A.**



*Also Admitted in Wisconsin

†Real Property Specialist Certified by
the MN State Bar Association

January 8, 2018

Mr. Steve Helget
City Administrator
City of Norwood Young America
310 Elm Street W.
PO Box 59
Norwood Young America, MN 55368

RE: Miscellaneous
Our File No. 4040-0001

Dear Mr. Helget:

You asked me to outline for the Council the process for revocation of the above CUP for failure to abide by CUP Conditions. Following is a summary of the process.

Under both Minn. Stat. § 462.3595, and Section 1210.06, subd. 5 of City Code, a CUP can be revoked for failure to comply with conditions imposed on the CUP. The above section of City Code does not identify a detailed or elaborate process. Simply, the property owner must be given notice of the proposed revocation, and a hearing must be held upon due notice (i.e. notice given in the same manner as when a CUP application is made).

Here, I understand notice was given for a hearing to be held on January 8. However, you have received a letter from the owner of Southwest Paving indicating he is unable to attend the January 8 hearing.

Given the above, I recommend that the Council open the public hearing on January 8. It could then take testimony from whoever may be present, or it could choose to hold off on testimony. I recommend the Council, after opening the hearing, move to continue it to the January 22 meeting. Do not close the hearing. You would then notify Mr. Brakefield that he will be able to address the Council on the 22nd if he wishes.

Steve Helget
January 8, 2018
Page 2

Per your request, attached is a draft revocation resolution for the Council's consideration.

Very Truly Yours,



Jay T. Squires

JTS/djw

RASW: 101473

**RESOLUTION 2018-02
A RESOLUTION REVOKING A CONDITIONAL USE PERMIT**

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the City Council, by Resolution 2006-33, granted Southwest Paving a Conditional Use Permit (CUP) to construct a building, make associated site improvements, and store equipment outdoors at 700 Railroad Street West; and

WHEREAS, the CUP granted by Resolution 2006-33, and site plan submitted in conjunction with the CUP request, contemplated construction of a perimeter fence to screen stored equipment; and

WHEREAS, Southwest Paving applied for a CUP amendment in 2015 to allow it, in lieu of perimeter fencing, to install Pine and Spruce trees and other landscaping, and install a berm along the property perimeter; and

WHEREAS, by Resolution 2015-13 the City Council approved the amended CUP application, specifically permitting the landscaping in lieu of fencing, provided it was installed by October 31, 2015; and

WHEREAS, Southwest Paving failed to install the required perimeter landscaping by the above date, and despite numerous demands by the City, has failed to do so as of the date of this Resolution; and

WHEREAS, Resolution 2015-13 specifically indicates:

The City may revoke the CUP upon violation of the conditional use permit standards as prescribed in the Zoning Ordinance or violation of the conditions of this Resolution 2018-02.

NOW, THEREFORE, BE IT RESOLVED by the City Council as follows:

1. Conditional Use Permits 2006-33 and 2015-13 are hereby REVOKED
2. City staff shall provide for the recording of this revocation resolution with Carver County.
3. City staff and the City attorney are authorized and directed to take all action necessary to enforce the terms of this Resolution.

Adopted by the City Council this 12th day of February, 2018.

Carol Lagergren, Mayor

Attest:

Kelly Hayes, City Clerk/Treasurer



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

From: Cynthia Smith Strack, Consulting Planner

Date: February 12, 2018

Re: Easement Vacation: Tacoma West Industrial Park, Tacoma West Industrial Park 2nd Addition

BACKGROUND

The City Council called for a public hearing to consider vacation of certain drainage and utility easements in Tacoma West Industrial Park 2nd Addition and Tacoma West Industrial Park. The City is Fee Owner of the subject properties.

Attached please find an exhibit of the proposed easements to be vacation along with a proposed final plat for Tacoma West Industrial Park 3rd Addition illustrating proposed easements to be dedicated with the 3rd addition.

Please note the following is the relevant impact of the proposed drainage and utility easement vacations:

1. A drainage and utility easement located on Lots 2 and 3, Block 1, Tacoma West Industrial Park 2nd Addition, Carver County, Minnesota.
2. A drainage and utility easement located on Lot 3, Block 1, Tacoma West Industrial Park 2nd Addition and Lot 4, Block 2 Tacoma West Industrial Park, Carver County, Minnesota.
3. A drainage and utility easement located on Lots 4 and 5, Block 2 Tacoma West Industrial Park, Carver County, Minnesota.

Notice of the hearing has been published twice in the NYA Times and distributed to adjacent property owners and utility providers.

The Council is to hold a public hearing to take input on the proposed vacation. Following the hearing the Council will take action on the request.

ACTION

Consider RESOLUTION vacating certain drainage and utility easements.

RESOLUTION NO. 2018-07

A RESOLUTION VACATING CERTAIN DRAINAGE AND UTILITY EASEMENTS IN TACOMA WEST INDUSTRIAL PARK AND TACOMA WEST INDUSTRIAL PARK 2ND ADDITION

The City Council of the City of Norwood Young America, Minnesota does hereby resolve as follows:

WHEREAS, the City Council previously approved Resolution 2018-04 noting its interest in vacating pursuant to Minnesota Statute §412.851 certain drainage and utility easements located on Lot 3, Block 1 Tacoma West Industrial Park 2nd Addition; Lot 4, Block 2 Tacoma West Industrial Park; and Lot 5, Block 2 Tacoma West Industrial Park legally described as:

The drainage and utility easements contained within Lot 3, Block 1, Tacoma West Industrial Park 2nd Addition and the drainage and utility easements contained within Lots 4 and 5, Block 2 Tacoma West Industrial Park, Carver County, Minnesota.

WHEREAS, a public hearing to consider the vacation of such drainage and utility easements was held on the February 12, 2018, before the City Council in the City Hall located at 310 Elm Street West, Norwood Young America, at 6:00 p.m. after due published notice and notice to all affected property owners, and utility providers; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because it will allow for:

1. Re-platting of three existing, vacant, improved city lots into one lot as provided for in the final plat for Tacoma West Industrial Park 3rd Addition, attached hereto.
2. Construction of a planned 118,698 square foot warehouse facility on Lot 1, Block 1 Tacoma West Industrial Park 3rd Addition.

WHEREAS, four-fifths of all members of the City Council concur with this Resolution.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Norwood Young America, Carver County, Minnesota, that such petition for vacation is hereby granted and the utility and drainage easements described as follows are hereby vacated:

The drainage and utility easements contained within Lot 3, Block 1, Tacoma West Industrial Park 2nd Addition and the drainage and utility easements contained within Lots 4 and 5, Block 2 Tacoma West Industrial Park, Carver County, Minnesota.

BE IT FURTHER RESOLVED the Mayor and City Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this Resolution.

BE IT FURTHER RESOLVED this Resolution shall become effective following execution by the Mayor and City Clerk and the filing of the final plat for Tacoma West Industrial Park 3rd Addition.

Adopted by the City Council this 12th day of February, 2018.

Attest:

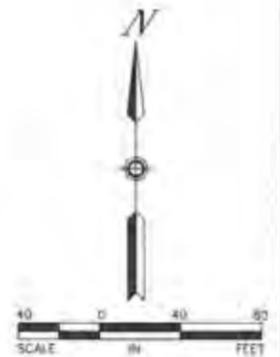
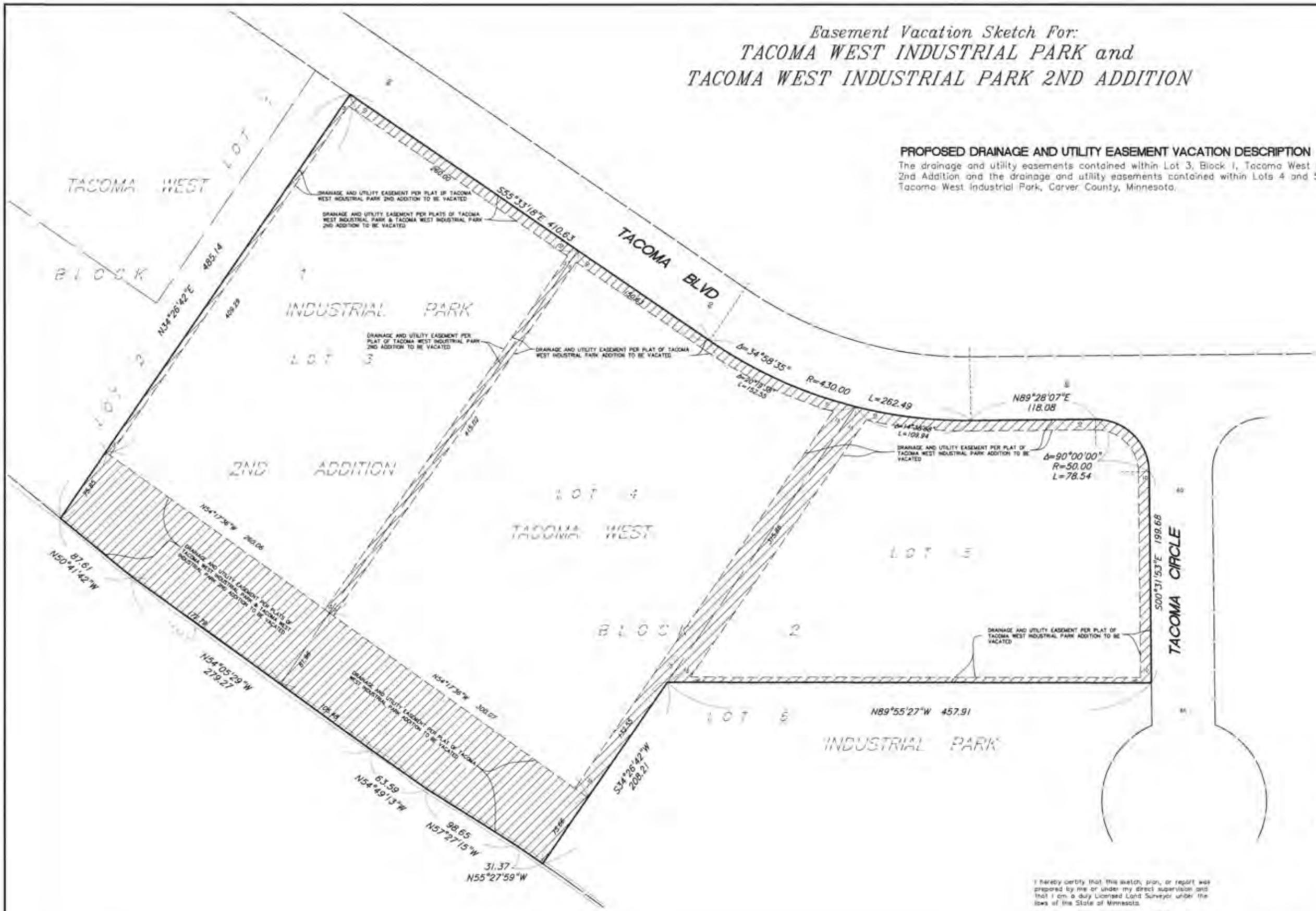
Carol Lagergren, Mayor

Kelly Hayes, City Clerk/Treasurer

Easement Vacation Sketch For:
**TACOMA WEST INDUSTRIAL PARK and
 TACOMA WEST INDUSTRIAL PARK 2ND ADDITION**

PROPOSED DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION

The drainage and utility easements contained within Lot 3, Block 1, Tacoma West Industrial Park 2nd Addition and the drainage and utility easements contained within Lots 4 and 5, Block 2, Tacoma West Industrial Park, Carver County, Minnesota.



I hereby certify that this sketch, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
 Dated this 20th day of December, 2017.
 SUNDE LAND SURVEYING, LLC
 By: *Arnie J. Carlson*
 Arnie J. Carlson, P.L.S., Minn. Lic. No. 44900

SUNDE
 LAND SURVEYING
 850 East Burlington Freeway (254) Suite 118
 Brainerd, Minnesota 56420-3420
 812-881-2400 (Fax) 812-888-9028
 www.sunde.com

TACOMA WEST INDUSTRIAL PARK 3RD ADDITION

PLAT FILE NO. _____
C.R. DOC. NO. _____



KNOW ALL PERSONS BY THESE PRESENTS: That the City of Norwood Young America, a Minnesota municipal corporation, fee owner of the following described property situated in the County of Carver, State of Minnesota, to wit:

Lot 3, Block 1, TACOMA WEST INDUSTRIAL PARK 2ND ADDITION and Lots 4 and 5, Block 2, TACOMA WEST INDUSTRIAL PARK, Carver County, Minnesota.

Has caused the same to be surveyed and platted as TACOMA WEST INDUSTRIAL PARK 3RD ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said City of Norwood Young America, a Minnesota municipal corporation, caused these presents to be signed by its proper officers this _____ day of _____ 20____.

SIGNED:
CITY OF NORWOOD YOUNG AMERICA, a Minnesota municipal corporation:

Carol Lagergren, its Mayor

Kelly Hayes, its Clerk

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ 20____ by Carol Lagergren, the Mayor and Kelly Hayes, Clerk of the City of Norwood Young America, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Arise J. Carlson, do hereby certify that this plat was prepared by me or under my direct supervision, that I am a duly Licensed Land Surveyor in the State of Minnesota, that this plat is a correct representation of the boundary survey, that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____ 20____.

Arise J. Carlson, Land Surveyor
Minnesota License No. 44900

STATE OF MINNESOTA
COUNTY OF HENNEPIN

This instrument was acknowledged before me this _____ day of _____ 20____ by Arise J. Carlson.

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY COUNCIL, CITY OF NORWOOD YOUNG AMERICA, MINNESOTA

The plat of TACOMA WEST INDUSTRIAL PARK 3RD ADDITION was approved and accepted by the City Council of Norwood Young America, Minnesota, at a regular meeting thereof held this _____ day of _____ 20____ and is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL OF NORWOOD YOUNG AMERICA, MINNESOTA

By: _____ Mayor
Carol Lagergren
By: _____ City Manager
Kelly Hayes

COUNTY SURVEYOR, Carver County, Minnesota

Pursuant to Chapter 355, Minnesota Laws of 1971, this plat has been approved this _____ day of _____ 20____.

Brian C. Prosen, County Surveyor
By: _____

COUNTY AUDITOR/TREASURER, Carver County, Minnesota

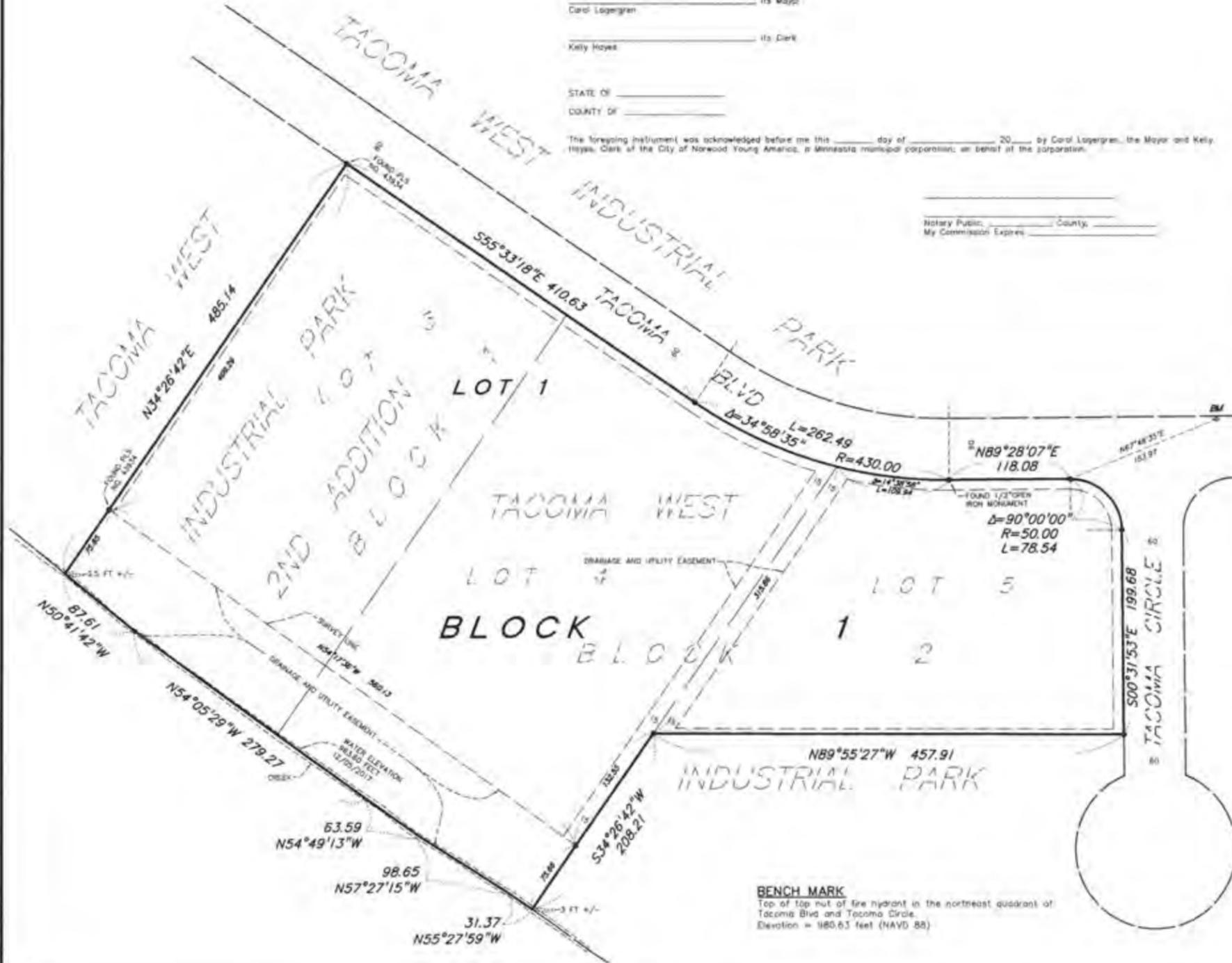
I hereby certify that taxes payable in _____ and prior years have been paid for and described on this plat. Dated this _____ day of _____ 20____.

Laurie Davies, County Auditor/Treasurer
By: _____

COUNTY RECORDER, Carver County, Minnesota

I hereby certify that this plat of TACOMA WEST INDUSTRIAL PARK 3RD ADDITION was filed this _____ day of _____ 20____ at _____ o'clock _____ M. as Document No. _____.

County Recorder
By: _____



• Denotes 1/2 inch iron monument found, marked with PLS No. 19840, unless otherwise noted.

The northwestern line of Lot 3, Block 1, TACOMA WEST INDUSTRIAL PARK 2ND ADDITION is assumed to have a bearing of N34°26'42"E.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THIS
NOT TO SCALE

Being 10 feet in width and adjoining right of way lines and 5 feet in width and adjoining lot lines unless shown otherwise.



PRELIMINARY
Date: 12/20/2012
SUNDE
LAND SURVEYING



more than a place. it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: February 12, 2018

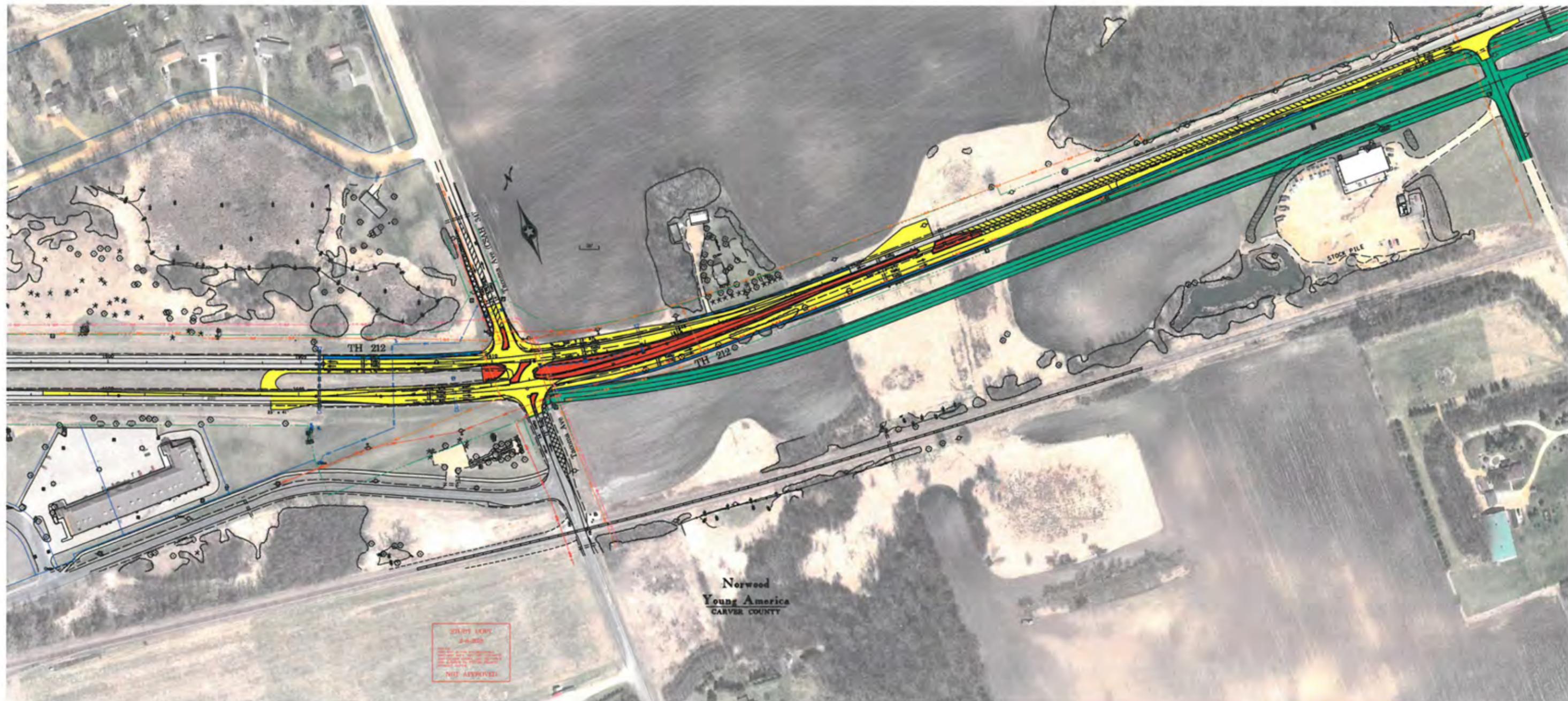
SUBJECT: U.S. Highway 212 Underpass Project Preliminary Design Update

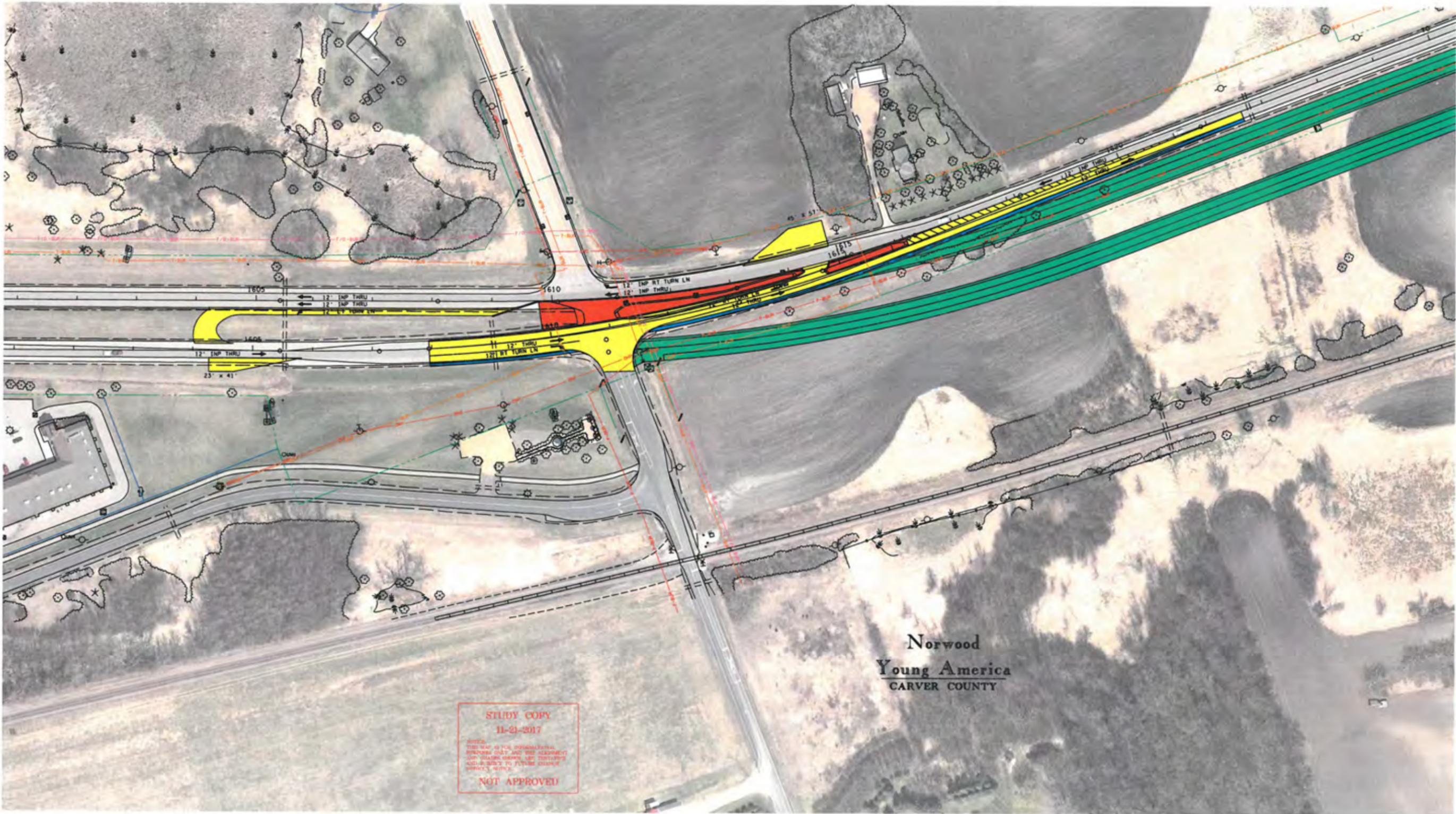
Kevin Jullie, SRF Consulting Group, will be present to provide an update on their progress in completing the preliminary design for the Highway 212 Underpass Project. John Solberg, MnDOT, will also be in attendance. Mr. Solberg will review the enclosed illustrations of different reconfiguring options they've been studying in regards to specific intersections along Highway 212.

In respect to the preliminary design, Mr. Solberg and Mr. Jullie will propose that MnDOT complete the three soil borings planned for the underpass project that SRF was to complete. MnDOT is planning to conduct soil borings for their 2020 Highway 212 Mill & Overlay Project and is willing to include the City's project borings with theirs. In addition, MnDOT is proposing to complete additional sidewalk/trail design as it relates to the underpass which they'll pay for. The contract between the City and SRF Consulting Group would need to be amended to allow for these service changes.

Suggested Motion:

Motion to authorize SRF Consulting Group to prepare an amendment to the Professional Services Agreement for City Council consideration.





Norwood
Young America
CARVER COUNTY

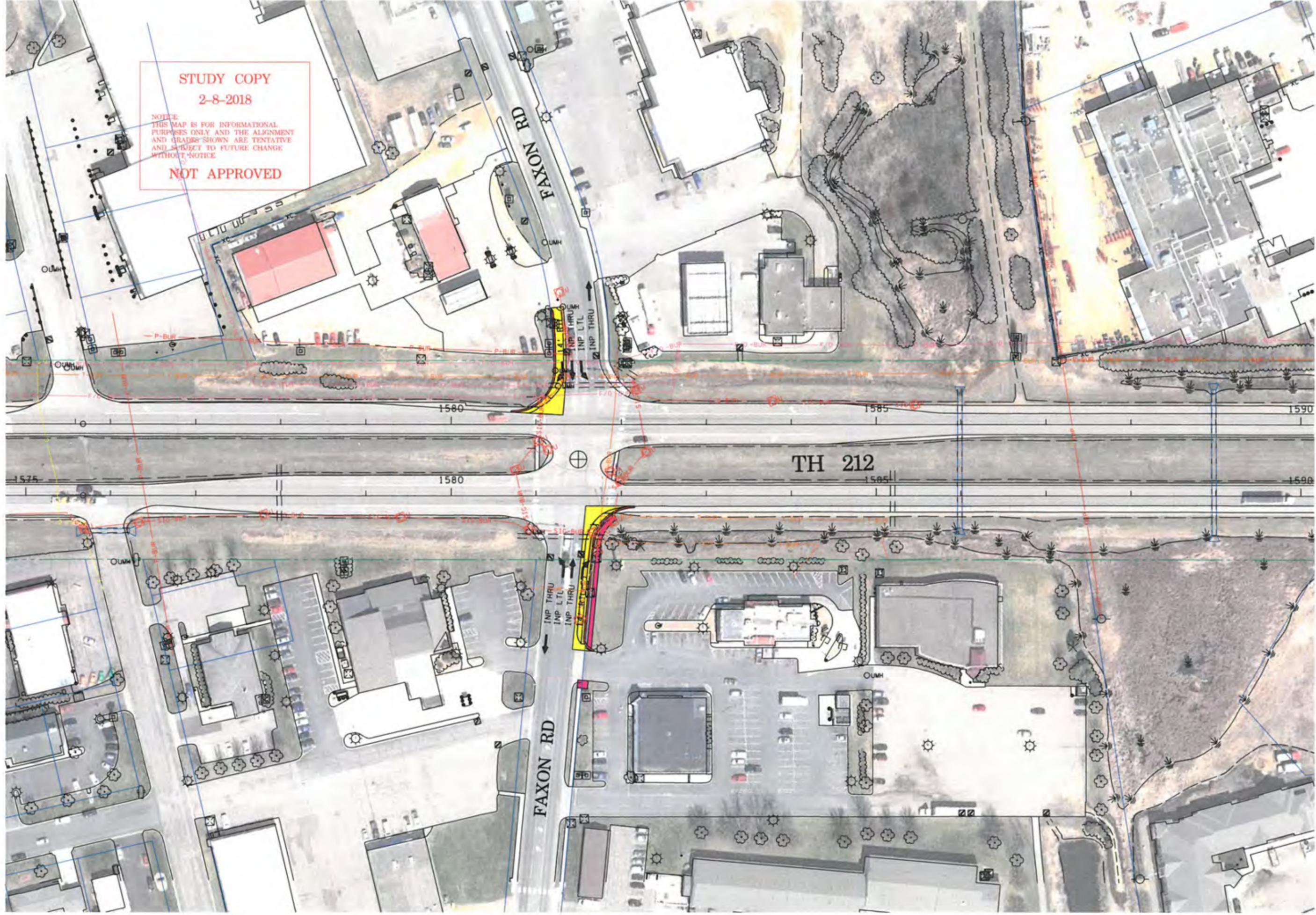
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11-21-2017
NOT APPROVED

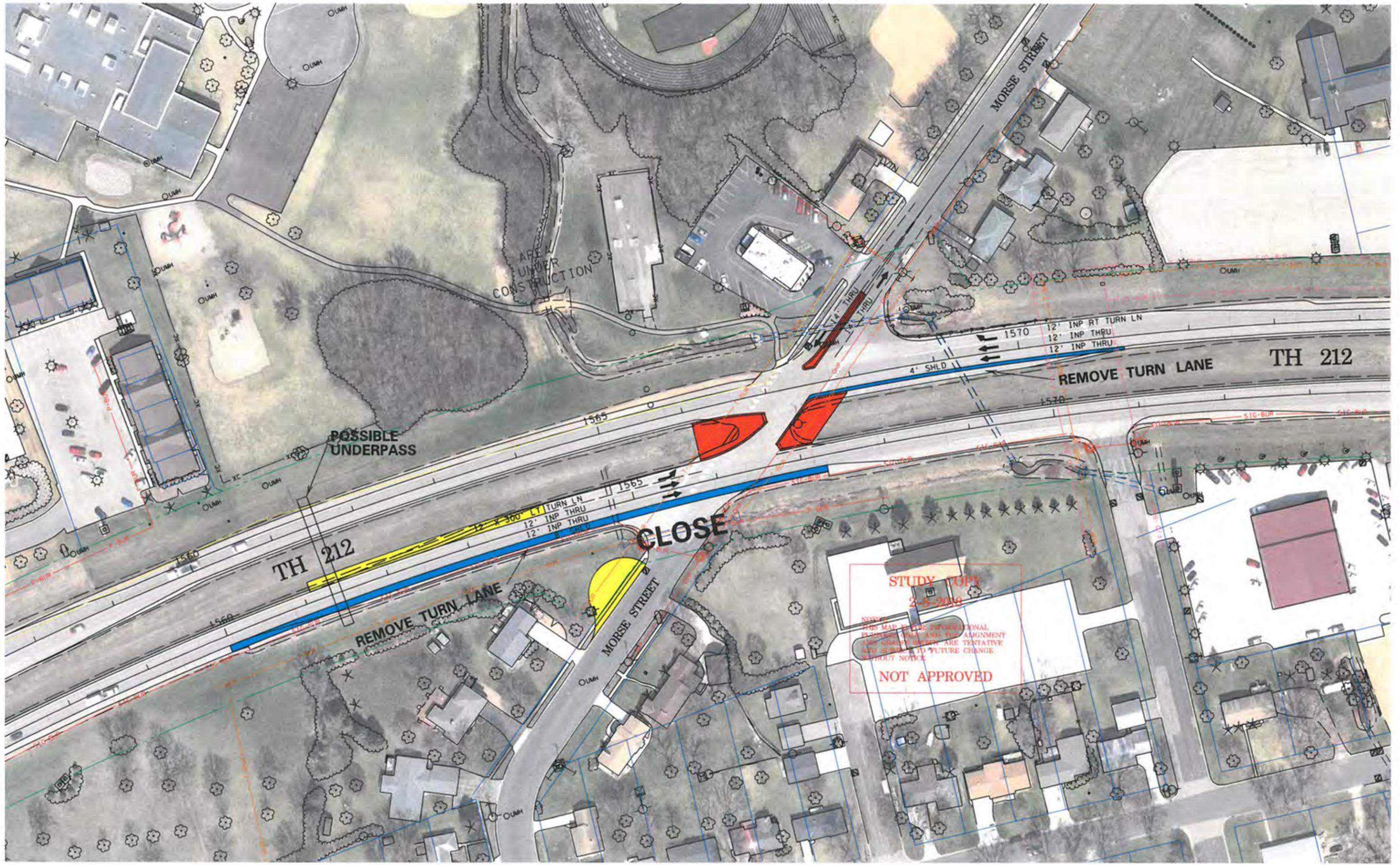
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2-8-2018

NOTICE
THIS MAP IS FOR INFORMATIONAL
PURPOSES ONLY AND THE ALIGNMENT
AND GRADES SHOWN ARE TENTATIVE
AND SUBJECT TO FUTURE CHANGE
WITHOUT NOTICE

NOT APPROVED





ARE UNDER CONSTRUCTION

POSSIBLE UNDERPASS

CLOSE

STUDY COPY
2-5-2018

NOTE: THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY AND THE ALIGNMENT AND SHOWN ARE TENTATIVE AND SUBJECT TO FUTURE CHANGE WITHOUT NOTICE.

NOT APPROVED

MORSE STREET

TH 212

TH 212

REMOVE TURN LANE

REMOVE TURN LANE

MORSE STREET

1570 12' INP RT TURN LN
12' INP THRU
12' INP THRU

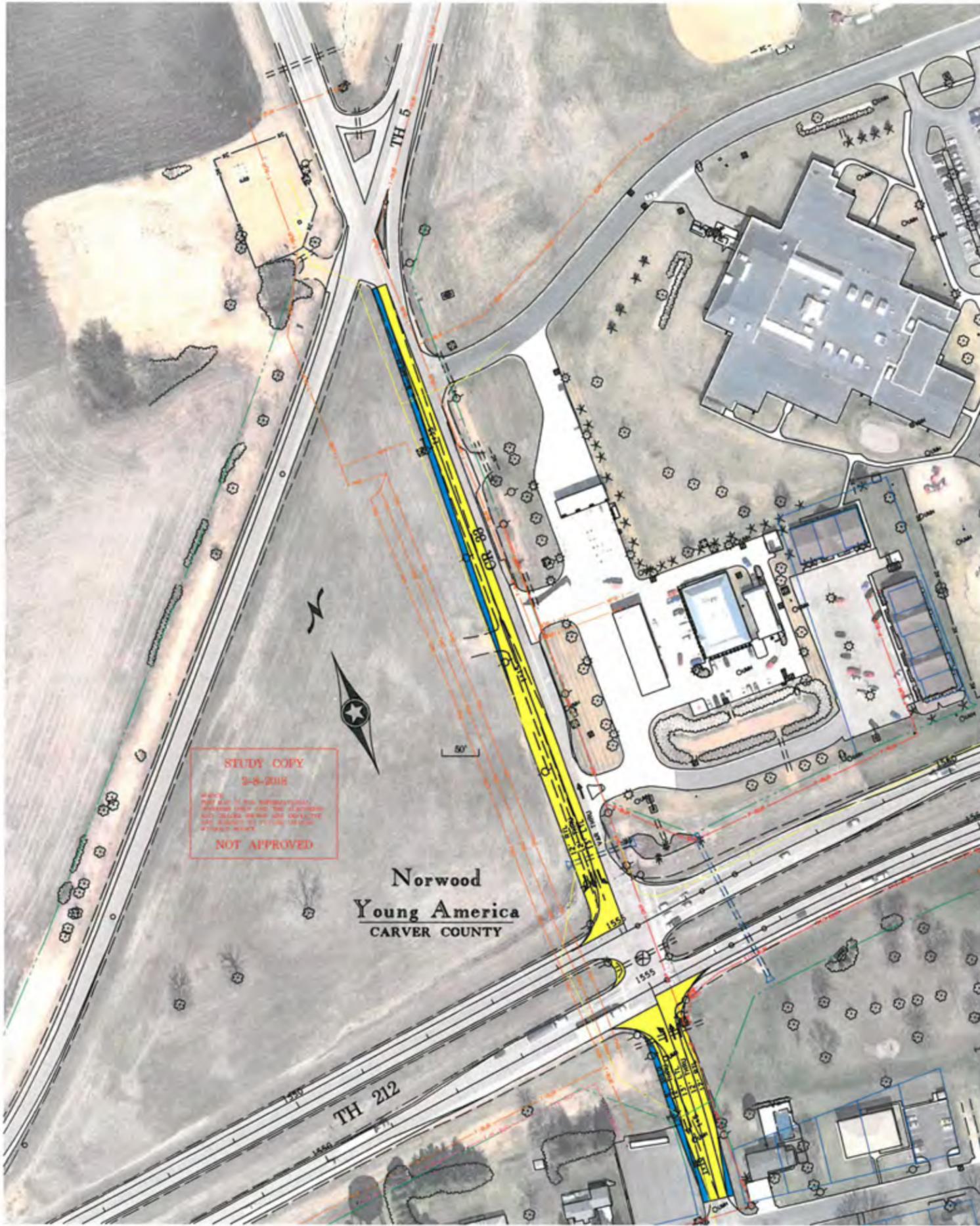
TURN LN
12' INP THRU
12' INP THRU

1565

1570

1560

1560



STUDY COPY
2-8-2018
NOT APPROVED

Norwood
Young America
CARVER COUNTY

TH 5

TH 212

50'

1555



more than a place. it's home.

TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 12, 2018
SUBJECT: Vickerman Company Warehouse Project – Land Sale and Terms of Assistance

Vickerman Company has approached the City with respect to purchasing three lots located in the Industrial Park for the purpose of constructing a warehouse building. The total lot area is approximately 8.5 acres and the lots are legally described as:

Lot 3, Block 1, Tacoma West Industrial Park 2nd Addition
Lots 4 and 5, Block 2, Tacoma West Industrial Park

Enclosed is a letter from Greystone Construction (General Contractor) which provides a description of the project. Also enclosed is an illustration of Vickerman's proposed warehouse building which is to be completed in two phases. Phase I is proposed to be completed in 2018 and would be an 118,698 sq. ft. warehouse building and include a link attaching to Vickerman's existing building. Phase II is a 33,352 sq. ft. warehouse building expansion. Vickerman has not identified a specific time period for completing Phase II. The total estimated cost of the warehouse building project is \$6.8 million.

The City has set a market value of \$2.75 per square foot for the land located in the Industrial Park. But the City is advertising the sale of the land for \$1.00 per sq. ft. if tax increment financing (TIF) is utilized for the respective development. The use of TIF allows the City to capture City, County, and School District property taxes on the new development. Vickerman is proposing to purchase the three lots for \$1.00 per sq. ft. and agrees to the use of TIF.

Enclosed is a letter from Randy Schuster, Vickerman Company CEO, requesting \$500,000 in financial assistance from the City to offset the cost of project site soil corrections and the City's water and sewer Equivalent Residential Unit (ERU) fees.

Soil corrections were completed with the initial construction of the Industrial Park but only to the extent of the speculated building pad areas. Vickerman's proposed project will significantly extend beyond the developed building pads.

The calculation for the ERU fees is based on the type of development and its water and sewer demands. The ERU assignment for "warehouse" is 1 ERU per 7,000 square feet and based on Vickerman's proposed project the amount to be assessed would be about \$169,000.

At the time of this memo, Vickerman Company had not provided the City with a pro forma bank financial statement showing their underlying financial assistance need. Vickerman is awaiting the completion of an appraisal of their proposed warehouse building. They're looking to utilize an SBA loan which will only allow them to borrow up to 90% of the appraised value. Vickerman is planning to invest capital into the project but is requesting the City assist to essentially make the project happen.

Enclosed is a letter from Nick Anhut, Ehlers & Associates, which provides a project TIF analysis and the possible use of tax increments to assist with Vickerman Company's project financing. On behalf of Ehlers, Shelly Eldridge will be present to review the TIF analysis for the proposed project.

City Council Consideration Items:

1. Is it acceptable to sell the 8.5 acres for \$1.00 per square foot and move ahead with preparing a purchase agreement based on shared deal points.
2. Is it acceptable to create a TIF District to recoup the City's original investment in creating the Industrial Park.
3. Is it acceptable, pending Vickerman Company providing the City with a pro forma bank financial statement, to issue a "Pay-As-You-Go" TIF Note.
4. Is it acceptable to support Vickerman Company's application to the Department of Employment and Economic Development (DEED) Job Creation Program.

Suggested Motion:

Motion to prepare a purchase agreement between the City of Norwood Young America and Par Real Estate LLC based on the concept of the land sale and shared deal points.



January 4th, 2018.

Randy Schuster
Vickerman Company
675 Tacoma Blvd
Norwood Young America, MN 55368
Re: 2018 Vickerman Expansion

Randy Schuster:

This letter is a follow up to a request from the City of Norwood to provide additional project information and details.

Project Description: The 2018 East Vickerman expansion will consist of a 122,677 SF industrial warehouse building; the main building warehouse will be connected to Vickerman's existing buildings via link similar to what was done in 2015. Sitework for the project consists of new water and sewer connections, asphalt parking areas with curb and gutter, a gravel fire access road for fire department access around the rear of the new building, site grading, landscaping and a mass soil correction to properly support the building foundations and slabs. The building will contain pallet racking with storage up to 34' with a wet sprinkler system throughout. Interior buildout areas of the building will be Men's and Women's restroom areas, as well as a sprinkler riser room to house the new sprinkler fire pump for the expansion. The building type will be a pre-engineered metal building with colors matching the existing structures and a 3' masonry wainscot on the north side of the building facing the road. Nine loading docks will face the north for product to flow in and out of the building. Project construction is scheduled to begin in February with the site soil corrections and building completion by July 2018.

Lots: Vickerman Company intends on purchasing lots 3, 4, and 5. The 122,677 SF building will be built on lots 3 and 4. Lot 5 will be used for a future 35,000 SF addition. The three lots will be platted into one large property at this time.

Soil Correction: The soil correction for the 122,677 SF building is costing Vickerman \$549,145 to complete. The Clay soils currently onsite are not suitable to support the building foundation and interior slabs. 25,000 Cubic yards of material will need to be exported from the site and 21,000 Cubic yards of granular fill will need to be imported to construct the building pad.

Complete soil correction under the parking lot areas is not being performed; thicker aggregate sections and separation fabric will be used to support vehicle traffic due to the poor soils below those areas.

Lot 5 will also remain untouched during this phase of construction so there are likely soil corrections costs for that lot in the future as well.



Vickerman Company
675 Tacoma Blvd
NYA, MN 55368
952-373-2001

January 5, 2018

Steven Helget
City Administrator
City of Norwood Young America
P.O. Box 59
Norwood Young America, MN 55368

Steven Helget:

Please find the attached letter from Greystone Construction outlining the building we are proposing to develop on lots 3, 4 and 5 of the development, which are the lots just east of our current buildings. The estimated project cost is \$5,000,000, not including soil correction, building permits, SAC/WAC, platting expenses and closing costs.

Included in the letter is an estimate for soil correction of \$549,145, because the clay soils currently onsite are not suitable to support the building foundation and interior slabs. In addition, we estimate SAC/WAC fees for the project to be \$135,000. These two expense totaling nearly \$685,000 add little value to the project and are making the project hard to finance.

Because the bank looks at the lower of the building's cost or its appraised value, assistance is needed to bring our loan to value ratio in line for financing. As the City Council considers our project proposal, I am asking for \$500,000 in financial assistance to offset the expenses associated with the soil correction and SAC/WAC fees.

Thank you for your consideration.

Sincerely,

Randy Schuster
CEO
Vickerman Company



Memo

To: Steve Helget – City Administrator, Norwood Young America
From: Nick Anhut, Ehlers & Associates
Date: February 7, 2018
Subject: Vickerman Warehouse Expansion - Project TIF Analysis and Terms of Assistance

Par Real Estate and Vickerman Company (the "Redeveloper") are seeking to purchase three parcels of land within the Tacoma West Industrial Park (the "Project") consisting of 8.5 acres. The Redeveloper seeks to redevelop the site into an approximately 120,000 square foot warehouse building to service its existing manufacturing and distribution facility with an estimated total project cost in excess of \$6 million. The land includes area designated for an additional 35,000 square foot expansion at a yet-to-be-determined date. The Redeveloper seeks to complete the initial expansion in 2018.

The original costs to acquire and install infrastructure and other public improvements within the Tacoma West Industrial Park equals \$2.75 per square foot. Passing this land acquisition and infrastructure investment cost onto potential businesses makes further development of the Project infeasible without public assistance. The Redeveloper is proposing to purchase the 8.5 acres for \$1.00 per square foot, or \$371,358, equal to a \$649,876.50 subsidy as detailed in the table below:

Norwood Young America TIF 3-6
Land Write Down Calculation

Total Acres	8.525
Easement Acres	-
Net Acres	8.525
S.F. (1 A = 43,560 sf)	371,358.00
City Cost per s.f.	2.75
Total City Cost	1,021,234.50
Sale Price	371,358.00
Subsidy	649,876.50

The Redeveloper is also requesting additional assistance to offset extraordinary soil correction costs estimated above \$500,000. The expansion is being financed through a SBA loan program providing the lower of 90% Loan-To-Value (LTV) or 90% Loan-to-Cost (LTC). The Redeveloper estimates it will need at least \$680,000 for its equity, which puts pressure on its working capital for future growth. The Redeveloper will pursue a grant through the State's DEED Job Creation Fund to reimburse a portion of the expansion cost. The Redeveloper's bank is updating an appraisal for the expansion, which we expect to have the week of February 12th to identify any gap in financing over the Redeveloper's expected equity contribution.

TIF Estimate

The Norwood Economic Development Authority is proposing to establish a Tax Increment Financing (TIF) District to utilize tax increment generated from the redevelopment to repay the subsidy used to write down the cost of the land. Based on the proposed building size and the county assessor's initial estimate of taxable value, Ehlers estimates that the initial expansion will potentially generate \$951,715 in tax increment over the statutory maximum nine-year period from 2020 to 2028, or \$105,746 per year. A 35,000 sq. ft. additional expansion is estimated generate an additional \$31,004 per year. Assuming the additional expansion occurs in 2020, tax collection would start in 2022 and an estimated total of \$1,168,742 in TIF could be created for both phases.

For past industrial park projects, the EDA has attempted to recoup land subsidy and administrative costs by issuing an interfund loan to advance the foregone land value and legal/TIF Advisory fees incurred to establish the TIF District and negotiate the transaction. The loan is payable from tax increment created by the incoming redevelopment. Because the TIF repays the loan over an extended period of time, the EDA's interfund loans have included an interest component of 4.0%. The interest rate is at the discretion of the EDA, but is statutorily capped at 4.0%. The table below shows the TIF amounts necessary to repay the interfund loan, interest, and any remaining amount to potentially service the Redeveloper's additional request:

Phase I: 120,000 Warehouse constructed in 2018. Phase II: 35,000 expansion in 2020.

	<u>Both Phases</u>	<u>Phase I only</u>	<u>Difference</u>
Total TIF Cashflow	\$ 1,168,742	\$ 951,715	\$ 217,027
Less: Loan Principal (Subsidy and Fees)	\$ (680,000)	\$ (680,000)	\$ -
Remaining Tax Increment	\$ 488,742	\$ 271,715	\$ 217,027
Less: 4% Loan Interest	\$ (136,434)	\$ (136,434)	\$ -
Available for Soil / Admin.	\$ 352,308	\$ 135,281	\$ 217,027

What this table shows is that there is potentially \$135,000 to \$350,000 of additional TIF available to offset a portion of the private financing gap the Redeveloper is requesting. However, the available amount is subject to: 1) timing of the expansion phases, and 2) the EDA's loan interest rate. For discussion purposes only, the EDA could create approximately \$78,000 in additional capacity to assist the expansion by reducing its loan interest rate from 4.0% to 2.0%.

In order to provide additional assistance to the Redevelopment over and above the cost of the land subsidy and the EDA's administrative expenses, we suggest the following considerations as terms governing the assistance. Pending feedback from the EDA, these terms would be included as part of a Purchase and Development Contract between the Redeveloper and the EDA:

1. Minimum Improvements

- A. Construction on the Redevelopment Property of an approximately 120,000 square foot warehouse expansion to commence construction to be completed by December 31, 2018.
- B. The EDA and Redeveloper will enter into a Minimum Assessment Agreement for the Redevelopment Property at \$6,540,000 based on the County Assessor's estimate of taxable value for the 120,000 square foot initial expansion and land. The agreement will remain in effect for the 9-year life of the TIF District to preserve servicing the interfund loan.

2. Tax Increment

- A. EDA creates an Economic Development TIF district (nine-year term)
- B. The EDA will finance advances of \$649,876.50 for the foregone subsidy amount and an estimated \$30,000 for its TIF/closing and legal costs as an interfund loan to be reimbursed from tax increment. The interfund loan may accrue interest up to 4.00% at the EDA's discretion.
- C. EDA would issue developer a Pay-As-You-Go (PAYGO) TIF Note to reimburse the Redeveloper for a portion of its extraordinary soils correction costs. The Note is to be payable semi-annually only from any tax increment remaining after the EDA's semi-annual interfund loan installments are paid. The Note carries the same term as the TIF District.
 - i. Developer recognizes construction timing of the future expansion and its tax value impacts the TIF generated, and understands their risk that they may not be paid the full Note amount if the TIF is not generated.
 - ii. The PAYGO TIF Note will be issued upon completion of the Minimum Improvements and issuance of a Certificate of Completion. The amount of the Note is up to \$<350,000> subject to the Redeveloper providing written proof at project completion that its soil correction expenditures meet or exceed the approved Note amount.

3. Miscellaneous

- A. The Redeveloper and EDA will enter into a Business Subsidy Agreement.
 - i. The public purpose of the land subsidy is to facilitate redevelopment of the industrial park, increase net jobs in the City and State and increase the tax base.
 - ii. The Redeveloper must continue operation of the Minimum Improvements as a qualified facility for at least five years after issuance of a Certificate of Completion.
 - iii. The Redeveloper shall create at least 10 full-time equivalent jobs on the Redevelopment Property with wages at least \$13.00 per hour, exclusive of benefits, within two years of the Certificate of Completion.
- B. Redeveloper cannot transfer the Redevelopment Property or assign the Purchase and Redevelopment Contract with the EDA without prior written consent. Subject to cure and extraordinary circumstances, if the Minimum Improvements are not constructed the EDA has the right to re-enter and take possession of the land.

Please contact me at 651-697-8507 with any questions.

Norwood Young America - TIF 3-6 Preliminary Interfund Loan and Note Payment Schedule						
	Semi-Annual Gross Tax Increment	State Auditor Fee 0.36%	Semi-Annual Net Tax Increment	Interfund Loan \$680,000.00 Principal	Interfund Loan 4.00% Interest	Remaining for PAYGO Note
6/30/2020	\$ 53,064.10	\$ (191.03)	\$ 52,873.07	\$ (31,757.43)	\$ (13,600.00)	\$ 7,515.64
12/30/2020	\$ 53,064.10	\$ (191.03)	\$ 52,873.07	\$ (32,392.58)	\$ (12,964.85)	\$ 7,515.64
6/30/2021	\$ 53,064.10	\$ (191.03)	\$ 52,873.07	\$ (33,040.43)	\$ (12,317.00)	\$ 7,515.64
12/30/2021	\$ 53,064.10	\$ (191.03)	\$ 52,873.07	\$ (33,701.24)	\$ (11,656.19)	\$ 7,515.64
6/30/2022	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (34,375.26)	\$ (10,982.17)	\$ 23,017.56
12/30/2022	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (35,062.77)	\$ (10,294.66)	\$ 23,017.56
6/30/2023	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (35,764.02)	\$ (9,593.41)	\$ 23,017.56
12/30/2023	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (36,479.30)	\$ (8,878.13)	\$ 23,017.56
6/30/2024	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (37,208.89)	\$ (8,148.54)	\$ 23,017.56
12/30/2024	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (37,953.07)	\$ (7,404.36)	\$ 23,017.56
6/30/2025	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (38,712.13)	\$ (6,645.30)	\$ 23,017.56
12/30/2025	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (39,486.37)	\$ (5,871.06)	\$ 23,017.56
6/30/2026	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (40,276.10)	\$ (5,081.33)	\$ 23,017.56
12/30/2026	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (41,081.62)	\$ (4,275.81)	\$ 23,017.56
6/30/2027	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (41,903.25)	\$ (3,454.18)	\$ 23,017.56
12/30/2027	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (42,741.32)	\$ (2,616.11)	\$ 23,017.56
6/30/2028	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (43,596.15)	\$ (1,761.28)	\$ 23,017.56
12/30/2028	\$ 68,622.03	\$ (247.04)	\$ 68,374.99	\$ (44,468.07)	\$ (89.36)	\$ 23,017.56
Totals:	\$ 1,172,964.77	\$ (4,222.67)	\$ 1,168,742.10	\$ (680,000.00)	\$ (136,433.73)	\$ 352,308.37



February 5, 2018

Mayor Lagergren and Members of the City Council
Mr. Steve Helget, City Administrator
City of Norwood Young America
310 Elm Street West, PO Box 59
Norwood Young America, MN 55368

RE: Resolution Supporting Job Creation Fund Application-Vickerman Company

Mayor Lagergren, Members of the Council and Mr. Helget:

We have been working with Administrator Helget and Vickerman Company to identify financial programs which may be available to assist with the proposed expansion project at 675 Tacoma Boulevard. The 120,000 square foot addition will result in the creation of at least 10 full time jobs, paying a minimum of \$15 per hour, and result in capital investment of at least \$500,000, (actual estimated at \$6.5 million) both of which are requirements for their Job Creation Fund program. A copy of the Fact Sheet on the program is attached for the City Council's information. We have met with a representative from DEED to discuss the project and application.

The company respectfully requests the City Council's support of their application to DEED's Job Creation Fund, which could result in an estimated \$170,000 to \$190,000 in funding. Enclosed is a resolution for the Council's consideration and action.

If you have any questions on the request or financial incentive program, please contact me.

Best regards,

Jo Foust
MDG, LLC.

CITY OF NORWOOD YOUNG AMERICA, MINNESOTA

RESOLUTION 2018-08

**RESOLUTION REGARDING THE SUPPORT OF A JOB
CREATION FUND APPLICATION IN CONNECTION WITH
VICKERMAN COMPANIES**

WHEREAS, the City of Norwood Young America (the "City"), desires to assist Vickerman Company, a corporation which is proposing to construct facility in the City; and

WHEREAS, the City of Norwood Young America understands that Vickerman Company, through and with the support of the City, intends to submit to the Minnesota Department of Employment and Economic Development an application for an award and/or rebate from the Job Creation Fund Program; and

WHEREAS, the City of Norwood Young America held a City Council meeting on February 12, 2018 to consider the City's support for said application.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Norwood Young America, Carver County, Minnesota does hereby support Vickerman Company's application for an award and/or rebate from the Minnesota Department of Employment and Economic Development Job Creation Fund Program.

Adopted by the City Council this 12th day of February, 2018.

Attest:

Carol Lagergren, Mayor

Kelly Hayes, City Clerk/Treasurer



TO: Honorable Mayor Lagergren and City Council Members
FROM: Tony Voigt, Public Service Director
DATE: February 12, 2018
RE: Purchase Snow Plow for Bobcat 3400 Utility Vehicle

I'm requesting City Council approval for the purchase of a SnowDogg UTV v-plow from Pro Auto & Transmission Repair in the amount of \$2,829.00 for our Bobcat Utility Vehicle. This plow is used for removing snow off our trails and sidewalks. We currently have the Pro Auto plow installed on our vehicle as a demo and it has been working well. This plow is a left over model that we'd be able to purchase at fair market price.

I've also received other plow proposals and they include:

Pro Auto & Transmission Repair	Western UTV v-plow \$3,985.00
Crysteel Truck Equipment	SnowDogg UTV v-plow \$3,286.00

We're looking to replace the current plow we have on the utility vehicle which has been repaired numerous times and is now welded in a fixed angle position. It also does not have the safety trip mechanism functioning because that was damaged and welded solid as well. The current plow we own for this vehicle was a consumer/residential grade model intended for removing snow of a private driveway not multiple miles of trail like we use it. If Council approves this purchase proposed is to auction the old plow off and if it doesn't sell to scrap it.

Proposed Motion:

Motion to purchase a SnowDogg UTV v-plow from Pro Auto & Transmission Repair in the amount of \$2,829.00.

Norwood Young America



1130 73rd Avenue NE
Fridley, MN 55432
(763) 571-1902
1-800-795-1280
Fax # (763) 571-5091

Highway 60 East
Lake Crystal, MN 56055
(507) 726-6041
1-800-722-0588
Fax # (507) 726-2984

www.crysteeltruck.com

AN EQUAL OPPORTUNITY EMPLOYER

February 8, 2018

Tony
City of Norwood Young America

Crysteel Truck Equipment is pleased to submit this quote for your approval.

Buyers SnowDogg VUT65 6'6" UTV Vee Snow Plow

- Plow Type: V Plow
- Trip Style: Trip Edge
- Moldboard Material: 304 Stainless Steel
- Moldboard Thickness: 12 Ga
- Blade Width: 78"
- Angled Blade Width: 60"
- Blade Height: 25/31"
- Ribs: 6
- Cutting Edge: 1/4 x 5"
- Plow Shoes: Optional
- Snow Deflector: Contoured Poly
- Lights: Dual Halogen Bulbs
- Electrical: Headlamp Rated Replaceable Micro-ISO Relays
- Harnesses: Separate Light and Hydraulic 4GA Power Wires
- Trip Springs: 2
- Angle Cylinders: 1 1/2 x 1 3/4 x 8"
- Lift Cylinder: 1 1/2 x 6"
- Mounting System: Dual Foot Pedal Quick Mount
- Stand: Detachable Jack



Price of Plow	\$ 2,811.00
Price to Install Plow	\$ 475.00

Sincerely,
Kurt Krumwiede
Bob Chicos

Subject to all applicable taxes
Quote valid for 30 days



more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members
FROM: Steven Helget, City Administrator
DATE: February 12, 2018
SUBJECT: Peace Villa Bus Loan Agreement – Liability Insurance Coverage

Peace Villa desires to utilize the City's bus for their events/outings and they'd like to utilize their own driver for some of them. Jeff Hebeisen, Citizens Insurance Services, is Peace Villa's insurance agent and he's been researching whether or not Peace Villa's insurance carrier, West Bend Mutual Insurance, will carry liability insurance for the times when Peace Villa provides their own bus driver. West Bend has stated they will not.

The City currently has property and liability coverage for the bus even during times when the driver is not a City employee. I contacted the League of MN Cities Insurance Trust (LMCIT) last year about the coverages they'd provide for the bus and also their coverages for the use of it by third parties. Enclosed is a copy of the email response I received from Mr. Chris Smith in which he states ideally the third parties would provide their own liability coverage for the times when they'd provide their own drivers.

As recommended by the LMCIT, the City did require St. John's Lutheran Church to provide liability coverage for their bus drivers which they're providing. This may have been an easier requirement for them since they have a similar type bus and have carried liability insurance in the past for their volunteer drivers.

Discussion Considerations:

1. Whether or not to waive the liability insurance coverage requirement for Peace Villa. If waived, should the St. John's Lutheran Church bus loan agreement be amended to remove the liability insurance coverage requirement? Should liability insurance coverage be removed from future bus loan agreements?
2. Since Peace Villa is not able to provide liability insurance coverage for their bus drivers should only the City's bus drivers be authorized to drive the bus. Would this be the requirement for St. John's Lutheran Church as well?

Jeff Hebeisen will be present at the meeting to represent both the City and Peace Villa. Enclosed is a letter from Jeff and also draft Bus Loan Agreement with Peace Villa.

City Admin

From: Smith, Chris <CSmith@lmc.org>
Sent: Wednesday, July 19, 2017 10:58 AM
To: City Admin
Cc: Jeff Hebeisen
Subject: Coverage for Bus
Attachments: Equipment Loan Agreement (to private party).docx

Steve,

This email is to follow-up on our discussion yesterday relating to the city's coverage for the senior bus that was recently acquired by the city. My understanding is the city received a grant for the bus and one of the conditions is that the city must share the bus with other organizations.

As I stated, any claim is of course dependent on the particular facts. My intent here is to tell you generally how a claim would be handled.

When the city is operating the bus, whether by an employee or a volunteer, the bus is just like any other vehicle owned by the city. In other words, the city's LMCIT coverage will pay for damages to the bus as well as liability claims, subject to the city's deductible. The city's liability coverage would cover damages to bus passengers and third parties not on the bus, as well as property damage the bus might cause. The city's liability is limited by the municipal tort caps which limits damages to \$500,000 per person and \$1,500,000 per occurrence. See Minn. Stat. Section 466.04, subd. 1 (<https://www.revisor.mn.gov/statutes/?id=466.04>).

Minnesota requires "no-fault" automobile coverage which could impact a claim as well. No-fault coverage applies only to expenses resulting from injuries sustained in an accident.

All owners and drivers of cars and trucks in Minnesota are required to have Minnesota No-Fault Auto Insurance. The Minnesota No-Fault Law pays certain out-of-pocket expenses regardless of who is at fault. These out-of-pocket expenses—often referred to as No-Fault expenses or Personal Injury Protection (PIP) expenses—are paid by your own insurance company – just like medical insurance is paid by your own insurance company. No-Fault coverage generally pays up to \$20,000 in medical expense and up to \$20,000 in wage loss.

The minimum no-fault coverage is \$40,000 in Minnesota. That amount is available to each person injured in an accident; \$20,000 is allowed for medical expenses and \$20,000 may be used for non-medical expenses. Coverage beyond these minimum amounts may be purchased.

If injured people have their own automobile coverage, they would first look to their own coverage for no-fault benefits. If their expenses are greater than their no-fault limit, they would pursue a claim under the city's liability coverage, assuming the city is found liable. Of course, many of the bus passengers may not have their own vehicle and therefor would not have no-fault coverage.

Now let's assume the city is loaning the vehicle to a third party such as a Church and there is no written agreement.

The city's LMCIT Automobile Property Damage coverage is primary for a covered loss to an owned auto. Anyone using an auto owned by the city is a "covered party" under the city's LMCIT auto liability coverage while such auto is or was used with the city's permission.

The LMCIT auto liability coverage is primary for a covered loss resulting from the city's use of any auto owned by the city. Otherwise, the LMCIT auto liability coverage is excess over any other valid and collectible insurance.

If the church does not have auto liability coverage, then any claim would be covered by the city's LMCIT coverage, as there is no other valid and collectible insurance.

Presumably the Church has automobile liability coverage. If so, LMCIT would certainly argue the Church's liability insurance should apply. A potential problem is that the church's auto liability policy might state it is excess coverage for vehicles not owned by the church. Then we'd end up with two policies both stating they provide excess coverage. The two insurers (LMCIT and the church's insurance company) would need to sort out the claim. My guess is that the claim would likely be shared.

I would note that the Church or other non-governmental entity is not protected by the municipal tort caps like the city is so there is the potential for the city's LMCIT coverage to be quickly consumed. The city, however, is not assuming the liability of the church. So I don't think the city would have a claim in excess of its LMCIT liability coverage (at least \$2,000,000; or more if the city has excess coverage).

Ideally, there should be a written agreement between the city and whoever borrows the bus. As part of that agreement, I would require the borrower to have liability insurance and to agree to defend and indemnify the city for any claims against the city arising from the bus's use. It is important the agreement state the borrower's liability insurance is "primary and noncontributory" to any other insurance valid and collectible by the city.

Attached is a sample rental agreement to help the city get started. The city should work with its attorney and LMCIT can assist in reviewing draft agreements.

I hope that helps. Let me know if you have any questions.

Chris

Christopher Smith | Risk Management Attorney
Tel: (651) 281-1269 | Fax: (651) 281-1296
csmith@lmc.org | www.lmc.org
League of Minnesota Cities
145 University Ave. West | St. Paul, MN 55103

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 Think Green: Keep it on the screen!

January 31, 2018

Steve Helget
City Administrator
City of Norwood Young America

Steve – I am writing in advance of the February 12 council meeting that I plan on attending. Of course this is regarding the use of the bus by other parties, specifically Peace Villa at this time. The problem continues to be the fact that the owner of the bus has the primary liability for use of the unit, no matter what person or entity is using / driving it.

I have attached a Certificate of Insurance in favor of the City of Norwood Young America to document the coverages Peace Villa currently carries. Peace Villa is well protected with the West Bend coverages for elder care which of course is their primary operation. Liability for all 3 units of the Peace Village campus has this same coverage.

I am available to visit with you prior to the meeting on the 12th.



Jeffrey Hebeisen CIC

PASSENGER BUS LOAN AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2017, by and between the CITY OF NORWOOD YOUNG AMERICA, a Minnesota municipal corporation (the "City"), and PEACE VILLA, INC., a Minnesota nonprofit corporation (the "Peace Villa"), as owner of the "Villa at Peace Village and The Haven.

1. Loaned Equipment. The City agrees to lend the following passenger bus (the "Bus") to Peace Villa: 2017 Ford E450, fifteen (15) passenger seat bus.
2. Purpose. The City and Peace Villa agree to enter into and execute this Agreement for the purpose of the City providing use of its 15 passenger seat bus to Peace Villa for transportation of Peace Villa housing residents to and from the Villa at Peace Village located at 308 Faxon Road N., and The Haven located at 600 Railroad Drive, Norwood Young America, for residents shopping, activity events, community events, and the like.
3. Term. This agreement may be cancelled by either party at any time upon written notice to the other party.
4. Bus Inspection. Peace Villa is responsible for examining the Bus prior to receiving it from the City and must return the Bus in the same condition in which it was received, except normal wear and tear.
5. Routine Maintenance. The City is responsible for any routine maintenance to include fueling.
6. Training and Licensure. Peace Villa agrees that only persons with a valid Minnesota driver license will operate the bus. All drivers must have a DOT physical and receive Minnesota Department of Transportation certified training to operate the Bus. The City will provide the training to the Peace Villa's drivers at no cost to Peace Villa. Peace Villa will provide a list of names of their drivers and proof of DOT physicals to the City and subsequent updates as appropriate.
7. Damage to Equipment. Peace Villa shall be responsible for any damage to the Bus while under its usage.
8. Insurance. Peace Villa agrees to maintain commercial general liability (CGL) insurance in the minimum amount of \$1,500,000 per occurrence for bodily injury and property damage. Peace Villa shall name the City as an additional insured on its CGL insurance. Peace Villa shall maintain automobile liability insurance in the minimum amount of \$1,500,000 per occurrence for bodily injury and property damage. The following coverages should be included: owned, hired, and non-owned automobiles. Peace Villa shall provide the City with a certificate of insurance evidencing the required insurance coverages. Peace Villa's insurance shall be primary and non-contributory to any other valid and collectible insurance available to the City.

9. Workers' Compensation. Peace Villa shall be responsible for injuries or death of its own personnel while using the Bus. Peace Villa will maintain workers' compensation insurance covering its own personnel while they are using the Bus.
10. Indemnification. Peace Villa agrees to defend and indemnify the City against any claims brought or actions filed against the City or any officer, employee, or volunteer of the City for injury to, death of, or damage to the property of any third person or persons, arising from Peace Villa's use of the Bus.
11. Assumption of Risk. Peace Villa acknowledges that using the Bus has certain inherent risks that cannot be eliminated regardless of the care taken to avoid injuries. Peace Villa assumes any and all risks, whether known or unknown, while using the Bus.
12. Waiver. Peace Villa understands and agrees that neither the City nor any person acting on behalf of the City may be held liable in any way for any event which occurs in connection with using the Bus which may result in harm, injury or other damage to Peace Villa or any other person, including damage to property. This waiver of liability does not waive liability for any injuries that Peace Villa obtains as the result of willful, wanton or intentional misconduct by the City or any person acting on behalf of the City.
13. Rate (Peace Villa Driver). A rate of \$15.00 per hour shall be charged for all local trips and a rate of \$25.00 per hour shall be charged for trips outside Norwood Young America. The City reserves the right to adjust the fees for half or full day trips and for trips that exceed 30 miles outside the city Norwood Young America.
14. Rate (City Driver). A rate of \$25.00 per hour shall be charged for all trips. The City reserves the right to adjust the fees for half or full day trips and for trips that exceed 30 miles outside Norwood Young America.
15. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the City and Peace Villa and contains the entire agreement.
16. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both the City and Peace Villa.
17. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
18. Captions. Captions or headings contained in this Agreement are included for convenience only and form no part of the agreement between the City and Peace Villa.
19. Waivers. The waiver by either the City or Peace Villa of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach or failure to comply with any other provision of this Agreement.

20. Counterparts. This Agreement may be executed in counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.
21. Savings Clause. If any court finds any portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the City and Peace Villa, by action of their respective governing bodies, caused this Agreement to be approved.

**City of Norwood Young America,
Minnesota**

**Peace Villa, Inc.,
Norwood Young America, Minnesota**

BY: _____
Its Mayor

BY: _____
Its

AND: _____
Its City Administrator



TO: Mayor Lagergren and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: February 12, 2018

RE: Public Service Technician

Public Services Technician Chris Niesen resigned on January 12, 2018. The City Council approved to post the position. Applications were accepted through February 2, 2018. Five applications were received and the top two candidates were interviewed by the Personnel Committee, along with Tony Voigt, Doug Kammerer and Dan Stender. The Committee recommends hiring

Suggested Motion:

Approve hiring _____ as a Public Services Technician at a Pay Grade 9, Step _____, contingent on the results of the background check.



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December 5, 2017

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

RE: 2018 Professional Engineering Services

Dear Mr. Helget:

We are pleased to once again offer professional engineering services to the City of Norwood Young America for 2018 in accordance with the attached Fee Schedule. We look back with great satisfaction on the important projects we have been able to complete with you and your staff at the direction of the City Council. I have every confidence that our long-term knowledge of the Community and understanding of the City's needs coupled with cooperation and hard work will result in the successful completion of the projects identified by the City for 2018.

Once again, despite many rapidly increasing business expenses, we are proposing only minor modifications to our rate structure. This highlights our ongoing intentional goal of providing the wide array of services and expertise the City needs as cost effectively as possible. It is this commitment that has led to a five year average, aggregate fee increase of under 3% per year. **Moreover, it is my pleasure to inform you that we will continue offering the "municipal discount" for key staff members serving your City at the same hourly rate. This rate has remained unchanged for over 5-years.** This discount applies to day-to-day general engineering items and tasks not related to specific City projects or private development projects. As these fees are usually paid out of the City's General Fund, it is our intent that this municipal discount will help to minimize the engineering impact on the General Fund budget. **Further, we will continue to not charge a fee for City Council and Planning Commission meeting attendance. Finally, please note our project design fees for 2018 City projects will also remain unchanged as they have for in excess of 5-years.**

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

Please review the attached information and contact me with any questions you may have. **We are committed to providing you with the superior service you expect and require as together we work to build a safe, sustainable and beautiful community.**

Respectfully Submitted,
Bolton & Menk, Inc.

Kreg J. Schmidt, P.E.
Vice President

KJS/kjs

2018 CITY OF NORWOOD YOUNG AMERICA FEE SCHEDULE

January 1, 2018

Staff Position	Experience (Years)	2018 Hourly Rates (\$ / hr unless otherwise noted)*
Sr. Principal Engineer / Surveyor		\$170-\$240
<i>Kreg Schmidt:</i>	25+	**First 30 hrs/month @ \$60/hr
Sr. Project Manager - Principal Engineer / Surveyor		\$127-\$180
<i>Jake Saulsbury:</i>	15+	**First 20 hrs/month @ \$55/hr
Senior Transportation / Aviation Planner		\$125-175
Project Manager (Inc. Landscape Architect)		\$106-\$170
Project / Design Engineer / Planner / Landscape Architect		\$52-\$170
Licensed Surveyor		\$94-\$165
Project Surveyor		\$85-\$140
Specialist (Nat. Resources; GIS; Traffic; Graphics; Other)		\$47-\$140
Senior Technician (Inc. Survey)		\$72-\$165
Technician (Inc. Survey)		\$33-\$140
Administrative Support & Clerical		\$29-\$110
City Council Meeting / Planning Commission Attendance		No Charge
Municipal Project Design Fee - Final Plans and Specifications (Well Defined Scope)		6%
Municipal Project Design Fee - Final Plans and Specifications (State Aid & Federally Funded Projects)		8%
Additional Items:		
GPS / Robotic Survey Equipment		No Charge
CAD / Computer Usage		No Charge
Routine Office Supplies		No Charge
Routine Photo Copying / Reproduction		No Charge
Field Supplies / Survey Stakes & Equipment		No Charge
Mileage		No Charge

Notes:

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

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



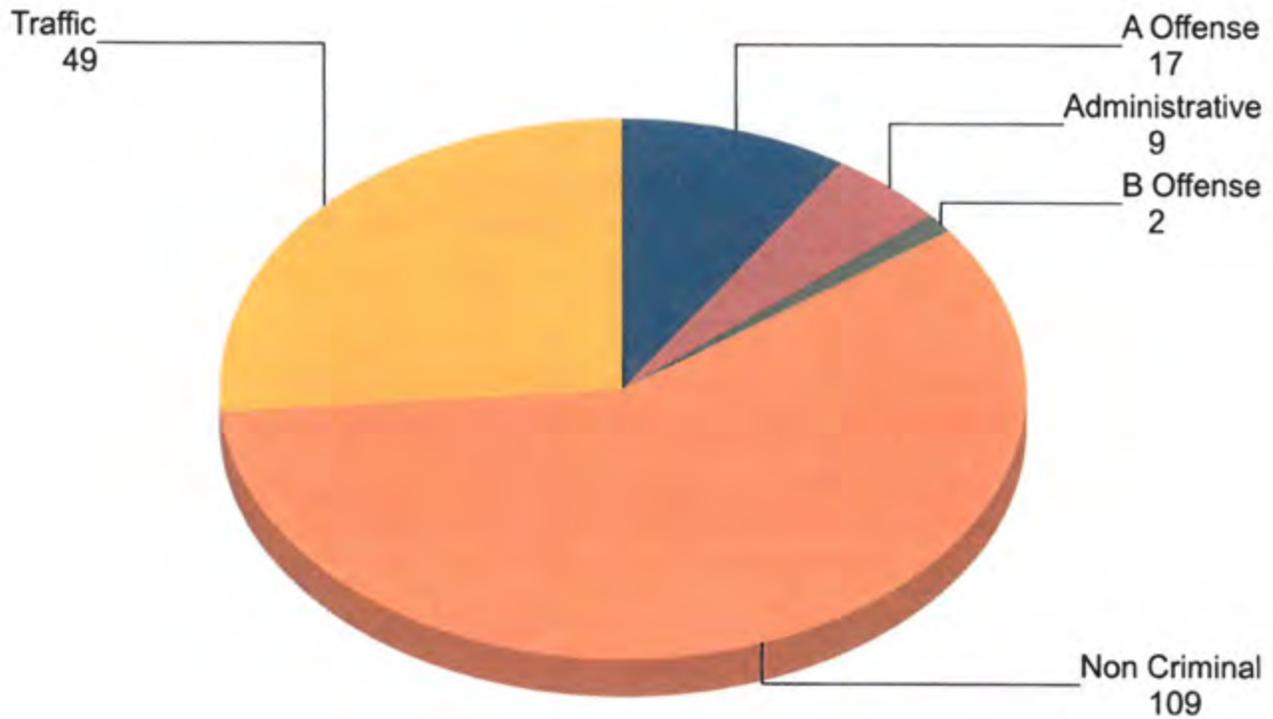
**City of Norwood Young
America**

January - 2018



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2018 To: 01/31/2018**

Norwood Young America City



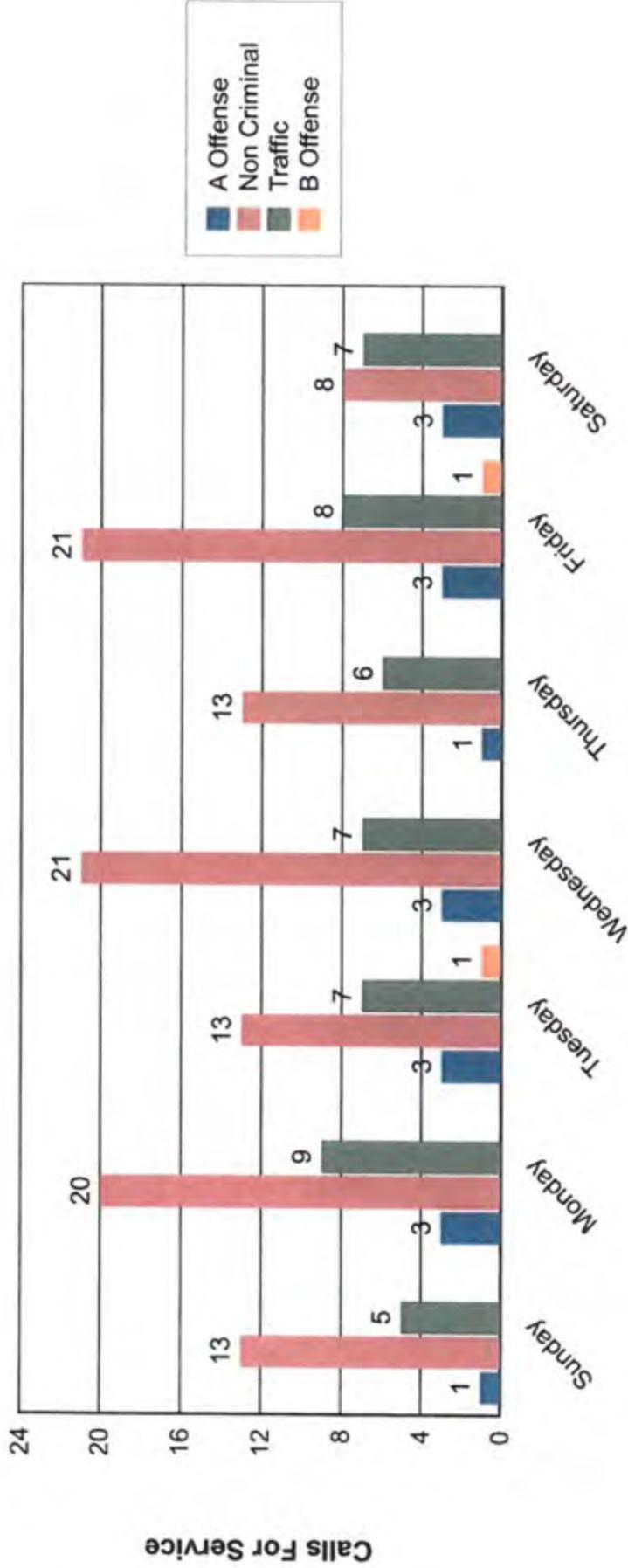
Total A Offense:	17
Total B Offense:	2
Total Non Criminal:	109
Total Traffic:	49
Total Administrative:	9

Total Norwood Young America City: 186



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 01/01/2018 To: 01/31/2018

Norwood Young America City

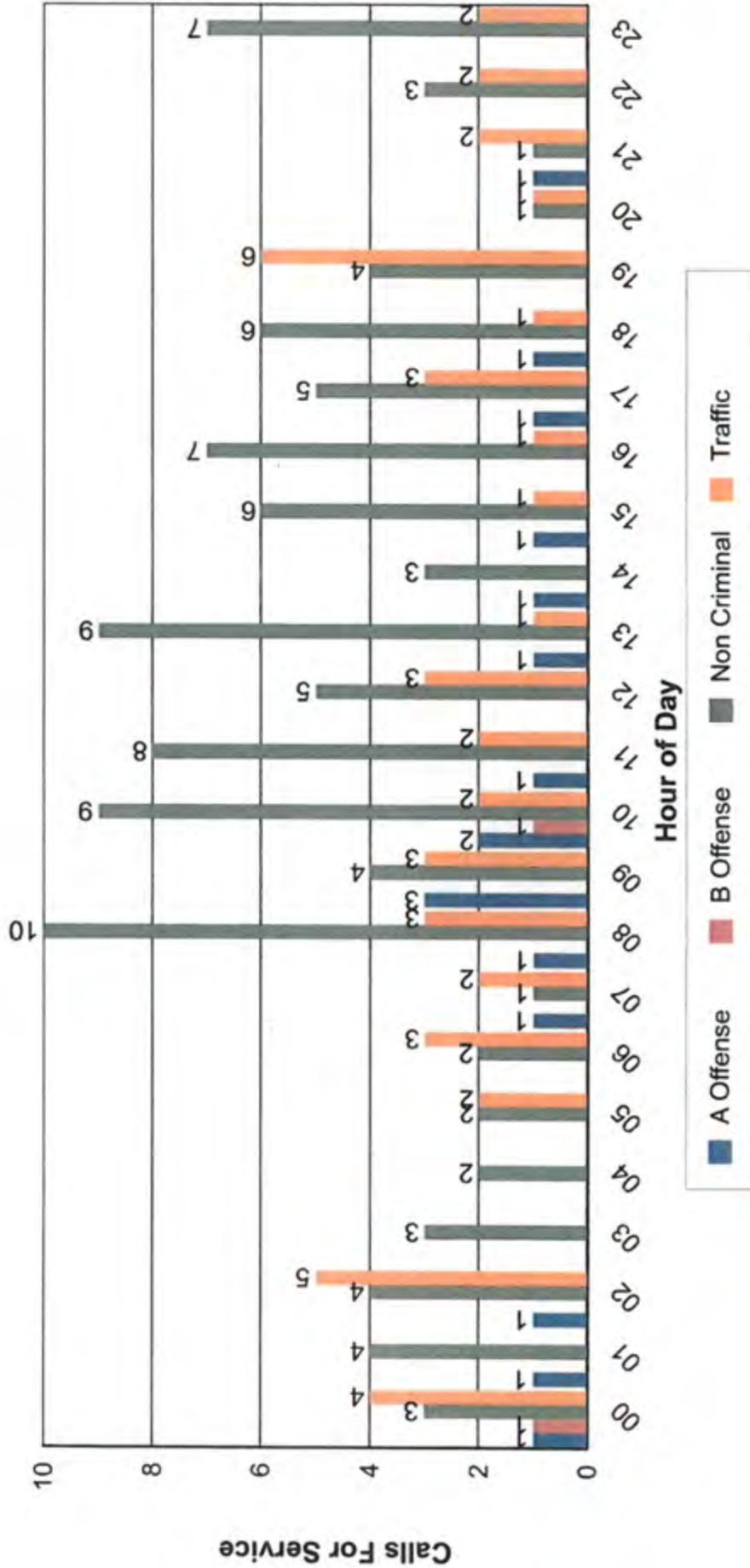


Total Norwood Young America City: 177



Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 01/01/2018 To: 01/31/2018

Norwood Young America City



Total Norwood Young America City: 177



Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2018 To: 01/31/2018

Norwood Young America City

Patrol

A Offense

Assault	5
Agg. Assault	1
Burglary	1
Counterfeiting/Forgery	1
Sex Crime	1
Theft	7
Fraud	1

Total A Offense: 17

B Offense

Traffic - alcohol Rel	1
Misc - criminal	1

Total B Offense: 2

Non Criminal

Misc Non-criminal	13
Alarm	2
Domestic	2
Abuse/Neglect (Info Only)	6
Animal	2
Medical	27
Assist Other Agency	1
Fire Call	3
Mental Health	23
Warrant Service	3
Suspicious Activity	18
Open Door	1
Disturbance (Info Only)	8

Total Non Criminal: 109

Traffic

Traffic - Misc	14
Traffic Stop	27
Pd Accident	5
Pi Accident	2
Driving Complaint	1

Total Traffic: 49

Total Patrol: 177

Administrative

Administrative

GunPermit-Acquire	4
GunPermit-CarryNew	1
GunPermit-CarryRenew	4

Total Administrative: 9



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2018 To: 01/31/2018**

Total Administrative: 9

Total Norwood Young America City: 186



Carver County Sherff's Office
Arrest Summary
For: Norwood Young America City
From: 01/01/2018 To: 01/31/2018

	Total Charges	Total Arrestees	Total Incidents
Norwood Young America City			
100 - Kidnapping/Abduction	1	1	1
13A - Aggravated Assault	1	1	1
13B - Simple Assault	1	0	0
13C - Intimidation	3	2	2
23C - Shoplifting	2	2	2
23H - All Other Larceny	2	1	1
26B - Credit Card/Automatic Teller Machine Fra	1	1	1
90D - Driving Under the Influence	2	1	1
90Z - All Other Offenses	1	0	0
Totals for Norwood Young America	14	9	9



**Carver County Sherff's Office
Traffic Citation Summary
From: 01/01/2018 To: 01/31/2018**

Norwood Young America City

DAS, DAR, DAC:	1
Expired Tabs:	13
Inattentive Driving:	1
No Parking Anytime:	10
No Proof Of Insurance:	2
Seatbelt Violation:	1
Snowbird / Winter Parking:	219
Traffic Control Device:	3
Total Norwood Young America City:	250



**Carver County Sheriff's Office
Verbal Warnings
From: 01/01/2018 to 01/31/2018**

Norwood Young America City

Animal:	1
Traffic Stop:	19
Grand Total Verbal Warnings:	20

Activity Code		Descriptor	NIBRS - Activity Codes
GROUP A			
AC	Animal Cruelty	Abuse or neglect of animal	
AR	Arson	Intentionally destroy property by fire	
A	Assault	Altercation between parties where physical harm occurred	
AA	Aggravated Assault	Assault where substantial injury is caused or weapon used	
BB	Bribery	Offering, giving, receive anything of value to sway judgement	
B	Burglary	Unlawful entry into a structure to commit a crime	
CF	Counterfeiting/Forgery	Alter, copy, imitation, passing a copy as an original	
P	Property Damage	All damage to property	
D	Drugs	All drug violations, possession of, sale of, manufacture of	
EM	Embezzlement	Misappropriation of money, property entrusted to person	
EX	Extortion/Blackmail	Unlawful obtain money, property by use or threat of force	
U	Fraud	Intentional perversion of truth to obtain money or property	
G	Gambling	Unlawful operate, promote or assist in operation of gambling	
H	Homicide	Intentional taking of a persons life	
HT	Human Trafficking	Induce a person to perform sex act or labor via force, fraud or coercion	
K	Kidnapping	Unlawful seizure, transport or detain person against their will	
T	Theft/larceny	Taking of property, stealing	
V	Motor Vehicle Theft	Theft of a motorized vehicle	
PO	Pornography	Manufacture, publish, sell, buy, possess sexually explicit material	
PR	Prostitution	Unlawfully engage in or promote sexual activity for anything of value	
R	Robbery	Taking of property by use of force	
S	Sex Offenses	Forcible sexual assault	
SN	Sex Offenses, Nonforcible	Nonforcible sexual intercourse (incest, statutory rape)	
SP	Stolen Prop Offenses	Receive, buy, sell possess, conceal, transport known stolen property	
W	Weapons	Violation of manufacture, sale purchase, transport use firearm	

GROUP B		
BC	Bad Checks	Intentional issuance of check against insufficient or nonexistent funds
CL *	Curfew/Loitering	Curfew violation/ person remain in area w/o visible means of support
DP *	Disorderly Conduct	Behavior tends to disturb public peace/shock public sense of morality
J	Driving Under Influence	Traffic stop or accident involving drive under influence
DR *	Drunkness	Drink alcohol to extent substantial impairs mental and physical function
FO	Family Offense, Non violent	Unviolent acts by family member against another family member
LV	Liquor Law Viol	Illegal consumption, sale, possession of liquor
PT *	Peeping Tom	Secretly look in windows, doorway, keyhole for purpose of voyeurism
RU	Runaway	Juvenile runaway
TR *	Trepassing	Unlawfully enter land, dwelling or other real property
M	All Other Offenses	OFP/Danco violation, Traffic - Hit & run accident
		All other offense not included in other A & B classifications
O *	Ordinances	Laws/rules created by county or cities.
		Use only when Enforcement used (citation or arrest)

Activity Codes
Non-criminal, Traffic and Administrative

NON CRIMINAL

Code	Description	
1	Misc. NonCriminal	Gen law enforcement questions: citizen assists, lost and found property civil disputes, juvenile disciplinary issues, etc
2	Unlock Veh/Bldg	Unlock doors of automobile, residence or business for owners
3	Alarm	Checking on an alarm at a private residence or business
4	Domestic	Verbal argument between parties. Must have relationship. No charges
5	Missing Person	Missing / Lost person (not runaway)
6	Abuse/Neglect - Info only	Abuse or neglect of children or adults
9	Animal	Animal bites, stray animals. All calls involving animals
10	Medical	Assist persons with medical issues, natural cause deaths
11	House/Business Check	Check on residences or business when owners are away from property
12	Assist other Agency	Assist other law enforcement, state patrol, govt depts, EMT or medical
13	Fire Call	Fires and assist to fire departments
15	Mental Health	Suicides, 72 hr holds for mental health issues
16	Civil Process	Service of civil papers. Assist with civil standby situations
17	Transport	Trtransport persons for various reasons.
19	Warrant Service	Service of warrant for Carver County and other counties.
20	Boat & Water	All incidents involving boats, watercraft and/or lakes
21	Snowmobile	All incidents involving snowmobiles
22	ATV	All incidents involving ATV
30	Suspicious Activity	Suspicious persons, acts or vehicles. Accidental 911 calls
31	Open Door	Located an open door to a business or residence
34	Drug - Info Only	Drug information only
35	Disturbance - Info Only	Noise complaint, disturbing peace
60	Child Custody Dispute	Incidents involving dispute over child custody

TRAFFIC RELATED

Code	Description	
8	Traffic - Misc	Misc. traffic issues, stalled vehicle, debris on roadway, traffic control, veh in ditch, assists, all parking issues
38	Traffic - Stops	All traffic stops initiated by officers
50	Auto Accd - Prop Damage	Auto accident in which only property damage occurred
51	Auto Accd - MV vs deer	Auto accident involving a motor vehicle and deer
52	Auto Accd - Injury	Auto accident in which injury and property damage occurred
54	Auto Accd - Fatality	Auto accident in which a fatality occurred
80	Driving Complaint	Complaints of bad driving behavior.

ADMINISTRATIVE

Code	Description	
0	Call Error	Calls for service created in error
18	Warrant Issued	Warrant issued by Carver County Court Administration
23	Explosive/Firearm Dealer	Application for a permit for explosives or firearms dealer license.
24	Gun Permit - Acquire	Application for a permit to purchase a handgun.
25	Gun Permit - Carry (new)	Application for a permit to carry a handgun.
26	Gun Permit - Transfer	Application for the transfer of a reg. gun from one individual to another.
28	Gun Permit - Carry (renewa	Application to renew a permit to carry a handgun.
32	Gun Permit - Carry Late Re	Application to renew a permit to carry a handgun after 90 day expiration
37	Rec Ck - Immigration	Records check for updating immigration status
39	Rec Ck - Gambling Permit	Records check for gambling permit
40	Rec Ck - Citizen Academy	Records check for citizens academy
41	Rec Ck - Adoption	Records check for adoption
42	Rec Ck - Carver Cty Employ	Records check for Carver County employment
43	Rec Ck - SO Employ	Records check for Carver County Sheriff's Office employment
44	Rec Ck - SO Volunteer	Records check for Carver County Sheriff's Office Volunteer
45	Rec Ck - DHS	Records check for Dept of Human Services
46	Rec Ck - Name Change	Records check for Name change purposed
47	Rec Ck - Other Employ	Records check for other employment
48	Rec Ck - Individual	Records check for an individual
49	Rec Ck - Military	Records check for the military
61	License - Day Care	Records check for a day care license
62	License - Foster Care	Records check for a foster care license
63	License - Liquor	Records check for a liquor license
64	License - Massage Parlor	Records check for a massage parlor license
65	License - Fireworks	Records check for fireworks permit
66	License - Peddler	Records check for peddlers license
999	Sealed	Records are sealed by Court Order



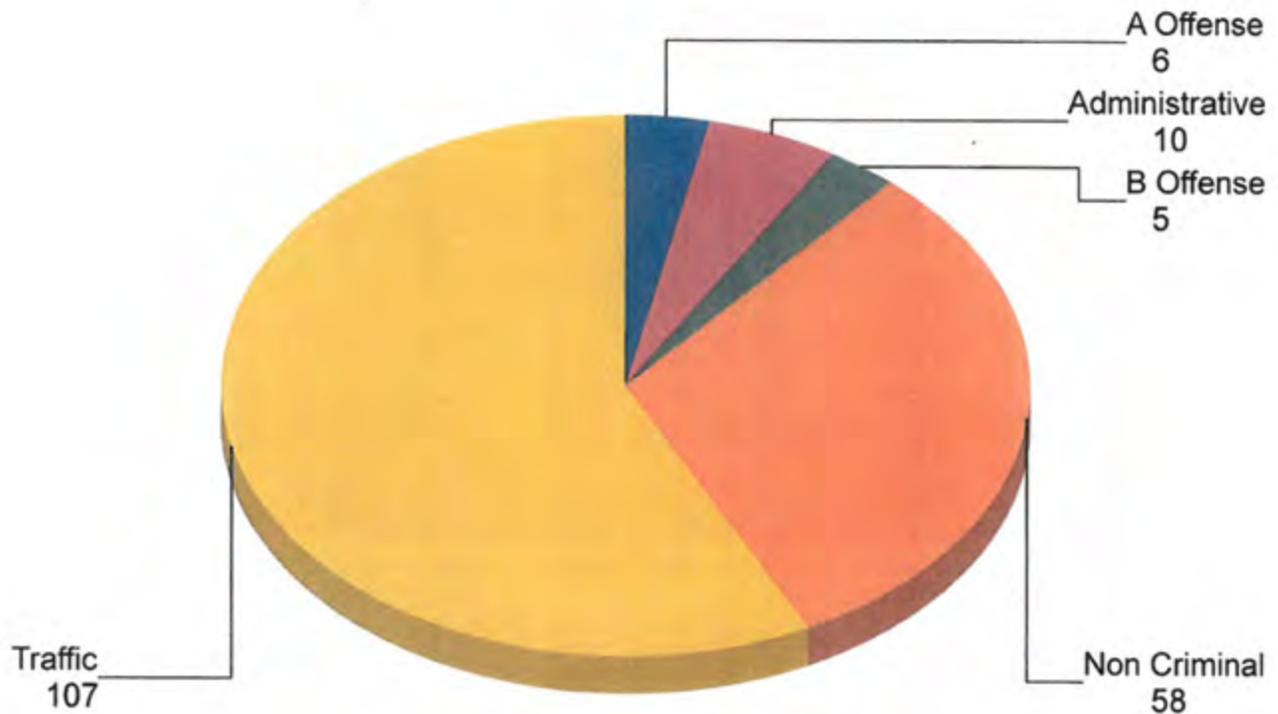
**City of Norwood Young
America**

January - 2017



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 01/31/2017**

Norwood Young America City



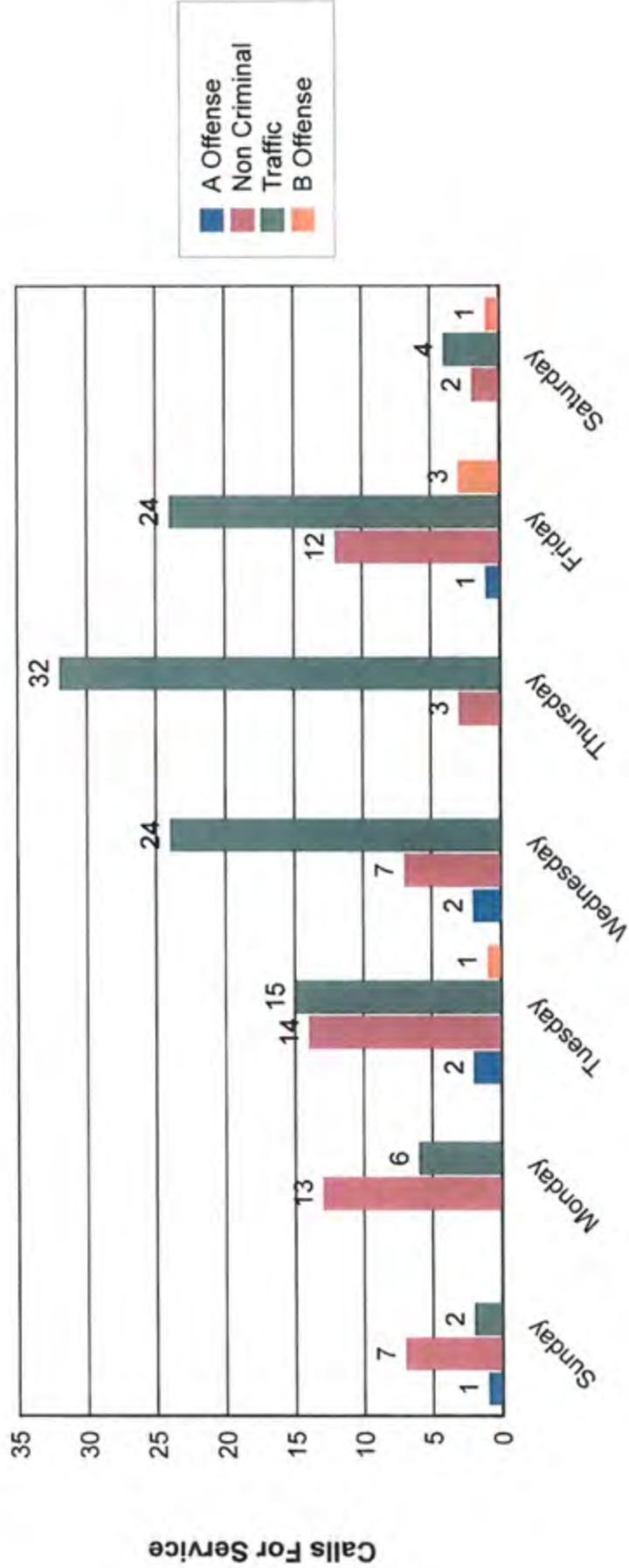
Total A Offense:	6
Total B Offense:	5
Total Non Criminal:	58
Total Traffic:	107
Total Administrative:	10

Total Norwood Young America City: 186



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 01/01/2017 To: 01/31/2017

Norwood Young America City

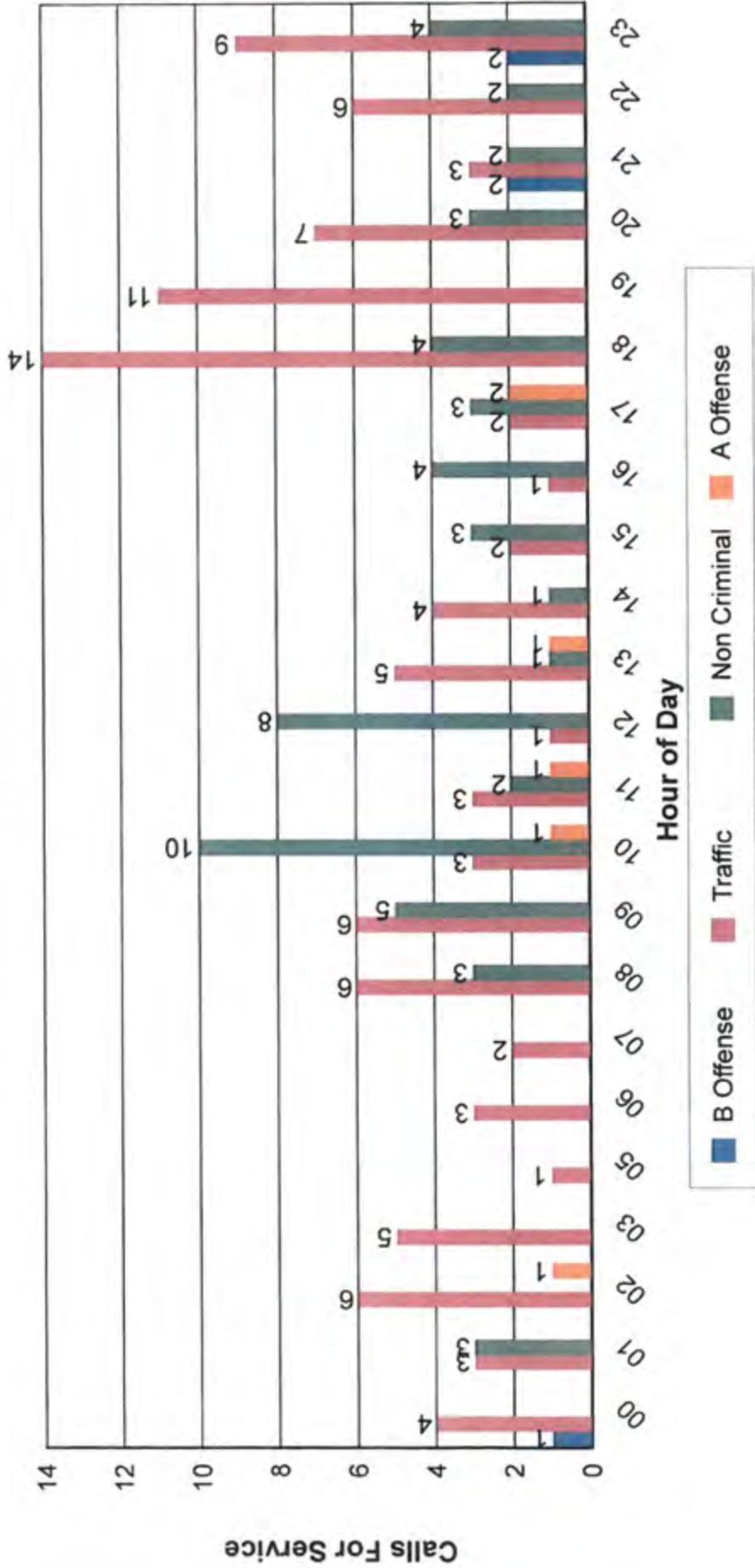


Total Norwood Young America City: 176



Carver County Sheriff's Office
 Hour of Day Analysis of Calls for Service
 Patrol Activity
 From: 01/01/2017 To: 01/31/2017

Norwood Young America City



Total Norwood Young America City: 176



Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 01/31/2017

Norwood Young America City

Patrol

A Offense

Agg. Assault	1
Burglary	1
Property Damage	1
Theft	1
Fraud	1
Vehicle Theft	1

Total A Offense: 6

B Offense

Disorderly Conduct	1
Traffic - alcohol Rel	3
Liquor Viol	1

Total B Offense: 5

Non Criminal

Misc Non-criminal	12
Unlock Vehicle/bldg	1
Alarm	4
Abuse/Neglect (Info Only)	2
Animal	2
Medical	16
Mental Health	3
Civil Process	1
Warrant Service	3
Suspicious Activity	9
Disturbance (Info Only)	4
Child Custody Dispute	1

Total Non Criminal: 58

Traffic

Traffic - Misc	18
Traffic Stop	84
Pd Accident	3
Driving Complaint	2

Total Traffic: 107

Total Patrol: 176

Administrative

Administrative

GunPermit-Acquire	4
GunPermit-CarryNew	6

Total Administrative: 10

Total Administrative: 10



**Carver County Sheriff's Office
Monthly Calls for Service
From: 01/01/2017 To: 01/31/2017**

Total Norwood Young America City: 186



Carver County Sherff's Office
Arrest Summary
From: 01/01/2017 To: 01/31/2017

Norwood Young America City

23D - Theft from Building	1
520 - Weapon Law Violations	2
90D - Driving Under the Influence	7
90G - Liquor Law Violations	2

Total Number of Charges Involving All Arrests:	12
Total Number Individuals Arrested:	6
Total Incident With Arrests:	5



**Carver County Sherff's Office
Citation Summary
From: 01/01/2017 To: 01/31/2017**

Norwood Young America City

DAS, DAR, DAC:	1
Expired Tabs:	10
No Proof Of Insurance:	9
No Valid Mn DL:	1
Parking - All Other:	4
Snowbird / Winter Parking:	50
Speed:	3
Texting W/driving:	1
Total Norwood Young America City:	79



**Carver County Sheriff's Office
Verbal Warnings
From: 01/01/2017 to 01/31/2017**

Norwood Young America City

Animal:	1
Traffic - Misc:	1
Traffic Stop:	66
Grand Total Verbal Warnings:	68