



more than a place, it's home.

Norwood Young America Parks and Recreation Commission
Tuesday, March 20, 2018 at 5:30 p.m.
Oak Grove City Center ~ City Council Chambers, 310 Elm St. W.

AGENDA

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| Sharilyn Feltmann
Vice-Chair | 1. Call to Order
A. Pledge of Allegiance |
| Karla Hormann | 2. Adoption of Agenda |
| Jim Zellmann | 3. Appoint Chairperson |
| Julie Kuenzel,
School District
Rep. | 4. Approve Minutes of February 20, 2018 meeting |
| JR Hoernemann
Planning
Comm. Rep. | 5. Old Business
A. Park Bench Project Update and Location Discussion
B. South Park Hockey Rink Warming House Update
C. Serenity Trail Repaving Project - Construction Proposals
D. Willkommen Memorial Park – Old Town Buildings |
| Charlie Storms
City Council
Liaison | 6. New Business |
| | 7. Miscellaneous Updates
A. 2018 Goals & Objectives Update |
| | 8. Commissioner Reports/Updates |
| | 9. Adjourn |

UPCOMING MEETINGS

March 26 th	6:00 p.m. – City Council meeting
April 9 th	6:00 p.m. – City Council meeting
April 17 th	5:30 p.m. – Parks & Recreation Commission meeting

**NORWOOD YOUNG AMERICA
PARKS & RECREATION COMMISSION
FEBRUARY 20, 2018 MINUTES**

Present: Commissioners Lori Trocke, Sharilyn Feltmann, Jim Zellmann, and Charlie Storms.
Absent: Karla Hormann, JR Hoernemann, and Julie Kuenzel.
Staff Present: Steven Helget, City Administrator.
Others Present: None.

1. Call to Order

Trocke called the meeting to order at 5:30 p.m. The Pledge of Allegiance was recited.

2. Adopt Agenda

Motion was made by Storms to approve the agenda. Seconded by Zellmann and unanimously carried.

3. Approve Minutes

Motion was made by Storms to approve the January 16, 2018 minutes. Seconded by Feltmann and unanimously carried.

4. Old Business

A. Willkommen Memorial Park Restroom Project Update

Trocke stated the Stiftungsfest Committee has agreed to make a donation of a \$1,000 for the next 5 years. Storms stated that Young America Corporation has changed their name and he'll get to that to Trocke when he receives it.

B. Willkommen Memorial Park Bench Project Update

Storms stated they started working on it. The Young America Corporation logo will go on the back of the bench. Storms stated he'll submit a final illustration. Helget stated the Council needs to approve the final design and it will be presented to the Council at their February 26th regular meeting.

C. South Park Hockey Rink Warming House Update

It was reported that the local American Legion donated \$5,000 and the VFW donated \$4,000 for the project. The Commission discussed the color of the siding. They agreed on color of "French Grey" as the first choice and "Bungalow" as the second choice. The Commission agreed to do a plaque to recognize the American Legion and VFW to be placed on the building. Storms will check on prices.

D. Serenity Trail Repaving Project – Construction Proposals

Helget stated WM Mueller & Sons and OMG Midwest both have elected not to change their respective proposals that they submitted last year. The Commission questioned if the proposals were proposing the same work and elected to table this item to their March meeting.

E. Willkommen Memorial Park – Old Town Buildings

No progress has been made since last month.

5. New Business

A. Commissioner Trocke Resignation

Trocke stated she is grateful for the opportunity to have served on the Commission but needs to step back at this time.

6. Miscellaneous Updates - None

7. Commissioner Reports/Updates

Storms reported on the 2020 Highway 212 Mill & Overlay project and the Vickerman Company project.

8. Adjournment

There being no further business, motion was made by Storms to adjourn. Seconded by Feltmann and unanimously carried, the meeting was declared adjourned at 6:10.

Respectfully submitted,

Steven Helget, City Administrator



TO: Parks & Recreation Commission Members

FROM: Tony Voigt, Public Service Director

DATE: February 20, 2018

RE: Serenity Trail Repaving Project - Construction Proposals

One of the Parks & Rec. Commission's 2018 goals is to repave Serenity Trail. I recommend we replace the missing trail section and also overlay the existing trail sections located on the ends of the trail. There will be some damage to the existing sections with the construction project and also overlaying the existing sections will increase the entire trail's life expectancy. I also recommend the contractor do the black dirt work with City staff doing the grass seeding and erosion control.

I contacted WM Mueller & Sons and Chard (OMG Midwest) to obtain proposal updates. Both companies responded that they're not changing their original proposal which were submitted last year. Wm Mueller & Sons' total proposal is \$47,100 and Chard is \$39,821.25. Both contractors verbally agreed they could get it done late spring/early summer weather permitting. There are some culverts that will need to be replaced and City staff can replace them this spring.

Recommendation:

Motion to award the Serenity Trail project to OMG Midwest and to recommend such to the City Council.

Norwood Young America

ROAD CONTRACTORS
AGGREGATES
BITUMINOUS PAVING
BITUMINOUS MATERIALS



HAMBURG, MN

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

PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO:	City of Norwood Young America	DATE:	2/13/2018	PHONE:	320-761-5008
STREET:	310 Elm St. W., P.O. Box 59	JOB NAME:	Pave trail		
CITY, STATE, ZIP:	NYA, MN 55368	JOB LOCATION:	trail from Tacoma Ave. to Industrial Blvd.		
CONTACT:	Tony Voigt	VIA:	tvoigt@cityofnya.com		

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

Shape & Pave 3"

- * Shape the existing gravel base in the 1,240' x 8' area to a 3" depth for new bituminous.
- * Pave 1.5" of bituminous base and 1.5" of bituminous wear, compacted thickness.

\$23,750.00

Overlay 1.5" bituminous wear.

- * Sweep clean and prep the 490' x 8' & 1030' x 8' areas for a 1.5" bituminous overlay.
- * Tack area and pave 1.5" of bituminous wear, compacted thickness.

\$17,550.00

Black Dirt

- * Furnish and place 1.5' of black dirt along the trail edge.

\$5,800.00

NOTES:

WE PROPOSE TO FURNISH MATERIAL AND LABOR - COMPLETE
IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS
FOR THE SUM OF: \$47,100.00

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

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

AUTHORIZED SIGNATURE: *Timothy Mueller*
TITLE: *Secretary/Treasurer*

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

PLEASE SIGN AND RETURN ONE COPY

SIGNATURE: _____
DATE OF ACCEPTANCE: _____

PARKS & RECREATION COMMISSION

2018 GOALS & OBJECTIVES

<u>Goal</u>	<u>Action</u>	<u>Estimated Cost</u>
Serenity Trail Improvement Project	Repave existing trail where bituminous surface was removed and overlay existing pavement. Also replace culverts.	\$30,000
Complete project for Young America Corp. \$5,000 donation	Construct park bench for Willkommen Memorial Park.	\$5,000
Update Trails & Sidewalks Plan	Rate condition of existing sidewalks; Evaluate trail and sidewalk system; Update Trails & Sidewalks Map; Present to City Council for approval. Complete by end of June 2018.	\$1,000
South Park Hockey Rink Warming House	Partner with School to construct a new warming house.	\$12,000
Willkommen Memorial Park Pavilion	Complete improvements to stabilize floor and replace the four doors and door frames.	Unknown
Willkommen Memorial Park Old Town Buildings	Establish a plan for repair or replacement, to include an estimated cost	\$1,000

PARKS & RECREATION COMMISSION

LONG-TERM GOALS

<u>Goal</u>	<u>Action</u>	<u>Estimated Cost</u>
Dog Park	Install fencing and signage on identified site	\$25,000
South Park Improvements	Improve/replace Hockey Rink rink boards and lighting	Unknown
Emma Street Trail	Complete Emma Street Trail to connect to Sports Complex Trail	Unknown