



## **WORK SESSION**

1. Call Meeting of City Council Work Session to Order
  2. Approve Agenda
  3. Approve February 25, 2019 minutes
  4. Joint Meeting with Planning Commission
    - a) Auto Repair Uses
  5. Adjournment
- 

## **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.)
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 February 25, 2019 meetings
  - 4.2 Approve payment of claims
  - 4.3 Approve Transient Merchant License – Fireman’s BBQ
5. Public Hearings
6. Old Business
  - 6.1 Review 2040 Comprehensive Plan Update
  - 6.2 Carver County Road 33/Highway 5 Roundabout Project Update
7. New Business
  - 7.1 Approve Social Media Policies
  - 7.2 Spring Clean-Up Day Update
  - 7.3 Approve to Reschedule May 27, 2019 Work Session/EDA/City Council Meetings
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: February Building Permit Report.

## **UPCOMING MEETINGS / EVENTS**

- March 13 Economic Development Commission – 6:00 p.m.
- March 13 Joint Meeting – City Council, EDC, Planning Commission, Parks & Recreation Commission, and Chamber of Commerce Board – 6:30 p.m.
- March 19 Parks and Recreation Commission – 4:45 p.m.
- March 21 Senior Advisory Committee – 9:00 a.m.
- March 25 Work Session, EDA, City Council – 6:30 p.m.
- April 2 Planning Commission – 6:00 p.m.
- April 8 Personnel Committee – 5:30 p.m.
- April 8 City Council – 6:30 p.m.



## CITY COUNCIL WORK SESSION MINUTES

February 25, 2019 – 6:00 p.m.

ATTENDEES: Tina Diedrick, Mike McPadden, Dick Stolz, Charlie Storms

ABSENT: Craig Heher

STAFF: Steve Helget, Kelly Hayes, Tony Voigt

1. Call Meeting of City Council Work Session to Order  
Work Session was called to order by Mayor Diedrick at 6:06pm.

2. Approve Agenda

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

- 2.1 Review Snow Removal Procedures

Snow emergency is declared when there is two inches or blowing of snow. Residents cannot park on the street when there is a snow emergency. Vehicles that are parked on the street during a snow emergency will be ticketed or towed. It depends on the timing of the snow start and end time for when the plows go out.

- 2.2 Miscellaneous Updates

- Spring Clean Up Day – Helget contacted both refuse haulers (Waste Management and Randy's). Waste Management is \$50 per ton but will not do curbside pick up. Randy's would do curbside, however, the cost would be \$13,000 for 3 hours and anything over that would be \$300 an hour. Neither company are available in May when the City was hoping to do the event.
- 793 Tacoma Nuisance – Carver County charged a misdemeanor for the vehicles. The City could charge a fee for the junk nuisance issue. There is also a building in the backyard that the City is going to take a look at.
- Social Media Policy – Hayes presented the Social Media Policy from the League of MN Cities. She included a few bulletpoints that she found on other city websites that were more specific than what the League had for their policy – Example: League's policy states "discrimination" and a social media policy that was found on a different MN City states "Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status in regards to public assistance, national origin, physical or mental disability, or sexual orientation". The policy will be brought back to the council at the next meeting.
- Marco – Will be installing equipment the end of the week. March 5 they will meet with Helget to come up with a plan. Will start sometime between March 18 – 29.
- EDC Consultant – Helget is meeting with a company called CEDA. They would charge on an hourly basis, approximately \$62 an hour. The consultant would probably office in City Hall a portion of her hours.
- Auto Repair in Downtowns – Planning Commission would like to meet with Council to discuss this issue to make sure they are understanding what the Council wants.

3. Adjournment

*Motion: MM/CS to adjourn at 7:00pm. Vote 4 – 0. Motion carried.*

Respectfully Submitted:

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Tina Diedrick, Mayor

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Kelly Hayes, City Clerk / Treasurer



TO: Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: March 11, 2019  
SUBJECT: Joint Work Session with Planning Commission

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The City Council at its February 11<sup>th</sup> meeting approved scheduling a Joint Work Session with the Planning Commission for the purpose of discussing the establishment of "auto repair uses" in certain zoning districts. One of the Planning Commission's 2019 goals is to consider the merits of providing for auto repair uses in commercial and industrial zoning districts.

Currently the City's Zoning Code provides for the following:

1. Automobile "service stations" are allowed with a CUP in the C-2, General Commercial District.
2. Automobile "repair, major" is allowed as a permitted use in the B-I, Business Industrial District.
3. Auto repair as an accessory use is allowed in the C-3, Downtown District.
4. Auto repair (either major or minor) is not an allowable use, either principal or conditional, in the C-3, RC-1, or I-1 Districts.
5. Central Auto and Pro Auto are currently operating in the C-3 and RC-1 Districts respectively as non-conforming uses.
6. Curfman Trucking has requested consideration of allowing semi-truck repair in the I-1 District.

The following are the current definitions of major and minor auto repair and automobile service stations:

**Automobile repair, major.** General repair, rebuilding or reconditioning of engines, motor vehicles or trailers, including body work, frame work and major painting service.

**Automobile repair, minor.** Incidental repairs, replacement of parts and motor service to automobiles, but not including any operation specified under *Automobile repair, major*.

**Automobile service station.** Any building or premises used for the dispensing or sale of automobile fuels, lubricating oil or grease, tires, batteries or minor automobile accessories. Services offered may include the installation of tires, batteries or minor accessories; minor automobile repairs; and greasing or washing of individual automobiles. When sales, services and repairs as detailed here are offered to the public, the premises will be classified as a public garage. Automobile service stations shall not include the sale or storage of vehicles; shall not include premises offering major automobile repairs, automobile wrecking or detached car washes.

Enclosed from the Planning Commission's February 5, 2019 meeting is a copy of the staff memo on auto repair uses and a draft ordinance amendment.

*Norwood Young America*



To: Chairperson Heher  
Members of the Planning Commission  
Administrator Helget

From: Cynthia Smith Strack, Consulting Planner

Date: February 5, 2019

Re: Discussion: Auto Repair Uses

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**BACKGROUND**

The Planning Commission has initiated review of zoning standards pertaining to auto repair uses in various districts. At the January meeting the PC reached consensus to review draft language providing for:

1. Amend definitions of minor & major auto repair.
2. Allow minor auto repair in the RC-1 District as a conditional use.
3. Allow minor auto repair in the C-3 Downtown Districts as a conditional use.
4. Allow minor and major auto repair in the I-1 Light Industrial District as permitted uses but with the understanding a CUP is needed for any outdoor storage.
5. Allow repair of non-passenger automobiles such as semi-trucks/trailers, heavy equipment, agricultural equipment, boats, and marine equipment as conditional use in I-1 District.

Attached please find draft code amendment language for review.

Also attached are minutes from meetings (PC & CC) in 2009 where the RC-1 District was discussed.

**ACTION:**

Discussion is kindly requested

**CITY OF NORWOOD YOUNG AMERICA  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 1200.04, DEFINITIONS, CHAPTER 1230.08, SUBD. 4 CONDITIONAL USES IN THE RC-1 RESIDENCE NEIGHBORHOOD COMMERCIAL DISTRICT, CHAPTER 1230.10, SUBD. 4 CONDITIONAL USES IN THE C-3 DOWNTOWN DISTRICTS, CHAPTER 1230.12, SUBD. 2(G) OF THE I-1 LIGHT INDUSTRIAL DISTRICT, AND CHAPTER 1230.12, SUBD. 4(D) CONDITIONAL USES IN THE I-1 LIGHT INDUSTRIAL DISTRICTS TO PROVIDE FOR MINOR AND MAJOR AUTO REPAIR.**

- I. THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA HEREBY ORDAINS:**
- II. SECTION 1200.04 OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED AS FOLLOWS.**
- Automobile repair, major. Auto-body repair of passenger automobiles General repair, rebuilding or reconditioning of engines, motor vehicles or trailers, including body work, frame work and major painting service.*
- Automobile repair, minor. Mechanical repair of passenger automobiles such as incidental repairs, replacement of parts and motor service to automobiles, but not including any operation specified under Automobile repair, major.*
- III. SECTION 1230.08, SUBD. (4) OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED AS FOLLOWS.**

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- A. Churches, schools and similar public uses
- B. Condominiums
- C. Contractor Operations (Amended by Ord. 216; 8-24-2009)
- D. Licensed Daycare Facilities, other than those permitted in Subd. 2.E. above
- E. Converted residential dwellings for lodging services, such as hotels, motels and bed and breakfasts.
- F. Multifamily, up to 4-units per dwelling

G. Custom or Limited Manufacturing, Assembly, or Treatment of Articles or Merchandise from Previously Prepared Materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool. (Amended by Ord. 303, 5-30-2018)

**H. Minor Auto Repair provided:**

- i. Fencing and screening. When abutting a property used for residential purposes a landscaped buffer sufficient to screen the use from the adjacent residence at all times of the year shall be provided. When abutting a commercial property a fence is required.
- ii. No vehicles shall be parked on the premises other than those utilized by employees, used by the business, or awaiting service. No vehicle shall be parked or be waiting service longer than fifteen (15) days. Vehicles shall display current licenses.
- iii. Junk yards and/or auto salvage is prohibited.
- iv. Exterior storage besides other than vehicles shall be limited to service equipment and incidental, seasonal, and occasional items offered for sale.
- v. The storage of tires, batteries and other such items for sale outside the building is allowed only during hours of business operation.
- vi. Business activities not listed in the definition of auto repair, major or minor may be allowed if a conditional use permit is obtained specifically for such business. Such activities include but are not limited to the following: 1) automatic car and truck wash, 2) rental of vehicles, equipment or trailers, and 3) general retail sales.

**IV. SECTION 1230.10, SUBD. 4 OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED AS FOLLOWS.**

Subd. 4 Conditional Uses. The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- A. Contractor Operations (Amended by Ord. 216; 8-24-2009)
- B. Lodging Services, such as hotels, motels and bed and breakfasts.
- C. Entertainment Services, such as motion picture theaters and bowling alleys
- D. Licensed Daycare Facilities
- E. Custom or limited manufacturing, assembly, or treatment of articles or merchandise from previously prepared materials, such as cloth, fiber, leather, metal, paper, plastic, stone, wax, wood, and wool (Amended by Ord. 261, 5-11-2015)
- F. Auto Dealership Sales, Storage, and Display with or without ancillary minor auto repair and service, provided:
  - i. Sales, display, and storage are limited to new and used passenger automobiles.
  - ii. A valid dealership license is maintained.
  - iii. Office space devoted to perform transactions in conjunction with the business is provided on site.
  - iv. Service and repair, if provided, are clearly secondary and subordinate to the use of the property for auto dealer sales, display, and storage.
  - v. Auto service and repair, if provided, shall be conducted indoors and all automobiles undergoing service or repair shall be stored off-street.
  - vi. Auto repair shall not include vehicle painting or auto body work. (Amended by Ord 274, 6-27-16)
- H. Veterinary clinic, animal care, animal shelter, pet daycare, pet training, or animal hospital.
- I. Minor Auto Repair, provided:

- i. **Fencing and screening.** When abutting a property used for residential purposes a landscaped buffer sufficient to screen the use from the adjacent residence at all times of the year shall be provided. When abutting a commercial property a fence is required.
- ii. **No vehicles shall be parked on the premises other than those utilized by employees, used by the business, or awaiting service. No vehicle shall be parked or be waiting service longer than fifteen (15) days. Vehicles shall display current licenses.**
- iii. **Junk yards and/or auto salvage is prohibited.**
- iv. **Exterior storage other than vehicles shall be limited to service equipment and incidental, seasonal, and occasional items offered for sale.**
- v. **The storage of tires, batteries and other such items for sale outside the building is allowed only during hours of business operation.**
- vi. **Business activities not listed in the definition of auto repair, major or minor may be allowed if a conditional use permit is obtained specifically for such business. Such activities include but are not limited to the following: 1) automatic car and truck wash, 2) rental of vehicles, equipment or trailers, and 3) general retail sales.**

**V. SECTION 1230.12, SUBD. 2 OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED AS FOLLOWS.**

Permitted Uses. The following uses are permitted in the Light Industrial District:

- A. Contractor Operations;
- B. Laboratories;
- C. Light Industry;
- D. Utilities (public sewer, water);
- E. Warehousing;
- F. Wholesale Trade and Showrooms
- G. Minor Auto Repair, subject to standards contained in Section 1230.12, Subd. 4 pertaining to accessory outdoor storage, as may be amended.**
- H. Major Auto Repair, subject to standards contained in Section 1230.12, Subd. 4 pertaining to accessory outdoor storage, as may be amended.**

**VI. SECTION 1230.12, SUBD. 4 OF THE NORWOOD YOUNG AMERICA CITY CODE IS HEREBY AMENDED AS FOLLOWS.**

**Subd. 4 Conditional Uses.** The following uses are permitted, subject to the provisions of Section 1210.06:

Principal Uses:

- A. Antennas, satellite dishes, communication and radio towers;
- B. Vocational and Technical Schools;
- C. Adult Uses
- D. Non-Passenger Auto Repair such as semi-truck repair, large equipment repair, agricultural equipment repair, boat repair, and marine equipment repair, provided:**



- i. Fencing and screening. When abutting a property used for residential purposes a landscaped buffer sufficient to screen the use from the adjacent residence at all times of the year shall be provided. When abutting a commercial property a fence is required.
- ii. No vehicle or equipment shall be parked on the premises other than those utilized by employees, used by the business, or awaiting service. No vehicle or equipment shall be parked or be waiting service longer than fifteen (15) days. Vehicles and equipment, if required to be licensed, shall display current licenses.
- iii. Junk yards and/or auto salvage is prohibited.
- iv. Exterior storage other than vehicles and equipment being repaired shall be limited to service equipment and incidental, seasonal, and occasional items offered for sale.
- v. The storage of tires, batteries and other such items for sale outside the building is allowed only during hours of business operation.
- vi. Business activities such as automatic car and truck wash, rental of vehicles, equipment or trailers, and general retail sales may be allowed.

Accessory Uses:

- ~~C.~~ A. Freight and yard equipment;
- ~~D.~~ B. Outdoor Auto, Truck, Recreational Vehicle and Equipment Sales and Display;
- ~~E.~~ C. Outdoor Storage;
- ~~F.~~ D. Barbed-wire Fencing

**VII. EFFECTIVE DATE: THIS ORDINANCE IS EFFECTIVE UPON ITS ADOPTION AND PUBLICATION AS PRESCRIBED BY LAW.**

Adopted by the City of Norwood Young America on the \_\_\_ day of \_\_\_\_\_, 2019.

Attest:

\_\_\_\_\_  
Tina Diedrick, Mayor

\_\_\_\_\_  
Kelly Hayes, City Clerk

Adopted:  
Published:



ATTENDEES: Tina Diedrick, Mike McPadden, Dick Stolz, Charlie Storms

ABSENT: Craig Heher

STAFF: Steve Helget, Kelly Hayes, Tony Voigt

1. Call Meeting of City Council to Order

Meeting was called to order by Mayor Diedrick at 7:15pm.

2. Approve Agenda

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

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

4. Consent Agenda

4.1 Approve minutes of February 11, 2019 meeting

4.2 Approve payment of claims

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

5. Public Hearings

5.1 Small Cities Development Program Grant Citizen Participation Plan

Opened the public hearing at 7:17pm. A Citizen Participation to apply for the Small Cities Development Program Grant. Grant will assist in maintaining businesses (example: windows, siding, etc). Grant must be submitted on 2/28/19. In June we will find out if we received the grant. There were no comments from the public.

*Motion: DS/CS to close the public hearing. Vote 4 – 0. Motion carried.*

6. Old Business

6.1 Approve Summary Publication of Ordinance No. 317

This was missed on the last council meeting.

*Motion: CS/MM to approve the summary publication of Ordinance 317. Vote 4 – 0. Motion carried.*

7. New Business

7.1 Review Minnesota Highway 5/Carver County Road 33 Roundabout Project

Representatives from Carver County and MNDot presented information about the proposed roundabout at Highway 5 and County Road 33. The plan is to start the project the summer of 2020. The City had requested that this intersection be looked at due to the safety concerns as there have been quite a few accidents there.

7.2 Approve 1<sup>st</sup> Annual Springfest Artisan Fair – New Event Mini Grant Request

The Chamber of Commerce has requested the City's assistance for the 1<sup>st</sup> Annual Springfest Artisan Fair. EDC has requested that the City use \$1,000 of the EDC budget to help fund this event. If anyone in the public would like to assist with this event, please contact Karen at the Chamber or a member of the EDC Commission.

*Motion: to approve the 1<sup>st</sup> Annual Springfest Artisan Fair. Vote 4 – 0. Motion carried.*

7.3 Approve Resolution No. 2019-05, Call for Public Hearing to establish TIF District No. 3-7

*Motion: DS/MM to approve Resolution No. 2019-05, a resolution calling for a public hearing on the proposed adoption of a modification to the Redevelopment Plan for the Tacoma West Industrial Park Redevelopment Project and the proposed establishment of Tax Increment Financing District No. 3-7 (an Economic Development District). Vote 4 – 0. Motion carried.*

7.4 Adopt Small Cities Development Program Grant Citizen Participation Plan

*Motion: MM/DS to adopt Small Cities Development Program Grant Citizen Participation Plan. Vote 4 – 0. Motion carried.*

7.5 Schedule Special City Council Meeting on Open Meeting Law with City Commissions

Jay Squires, the City Attorney, has offered to hold a training with the Council and commission members on the Open Meeting Law.

*Motion: DS/CS to approve a special City Council Meeting on March 27, 2019 at 6:30pm regarding the Open Meeting Law. After discussion, DS/CS requested to withdraw the motion and to table this until the next council meeting. Helget will contact Squires to see if he is available at the council meeting on 3/25/19.*

8. Council Member & Mayor Reports

CS – Looking for another person to be on the Parks Commission.

MM – EDC is going to take another look at the hotel study.

DS – none

TD – Tom Emmer was at City Hall to hold a townhall meeting. Attended fireman's banquet. Red Cross will be at Pavilion on March 4.

9. Adjournment

*Motion: MM/CS to adjourn at 8:27pm. Vote 4 – 0. Motion carried.*

Respectfully Submitted:

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Tina Diedrick, Mayor

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Kelly Hayes, City Clerk / Treasurer



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

**To Be Approved: March 11, 2019**

<b>Payroll EFT</b> (Check Sequence#505271-505287)	<b><u>\$18,302.73</u></b>
<b>Claims Pending Payment</b> (Check Sequence #29039-29085)	<b><u>\$44,145.81</u></b>
<b>Grand Total</b>	<b><u>\$62,448.54</u></b>

CITY OF NORWOOD YOUNG AMERICA

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**\*Check Detail Register©**

MARCH 2019

		Check Amt	Invoice	Comment
<b>10100 CHECKING</b>				
Paid Chk#	029039	3/11/2019	<b>A &amp; K REPAIR</b>	
E	602-49450-223	Repair/Maintenance Bldg/Ground	\$69.95	46716 WWTP
		<b>Total A &amp; K REPAIR</b>	\$69.95	
Paid Chk#	029040	3/11/2019	<b>A-1 ELECTRIC SERV OF WACONIA</b>	
E	602-49450-223	Repair/Maintenance Bldg/Ground	\$295.80	21350 ELM ST LIFT STATION
		<b>Total A-1 ELECTRIC SERV OF WACONIA</b>	\$295.80	
Paid Chk#	029041	3/11/2019	<b>BERSCHEIT, RHONDA</b>	
E	601-49400-432	Refund	\$80.28	
		<b>Total BERSCHEIT, RHONDA</b>	\$80.28	
Paid Chk#	029042	3/11/2019	<b>CARDMEMBER SERVICE</b>	
E	101-42200-433	Dues and Subscriptions	\$93.00	
E	101-42200-210	Operating Supplies	\$176.77	
E	101-42200-207	Training Instructional	\$754.98	
E	101-41400-350	Print/Publishing/Postage	\$500.00	
E	101-41400-207	Training Instructional	\$181.61	
E	101-42200-305	Other Professional Fees	\$53.95	
E	101-43100-210	Operating Supplies	\$75.81	
E	101-43100-406	LICENSES	\$30.22	
E	101-45200-221	Repair/Maintenance Equipment	\$112.85	
E	101-41940-223	Repair/Maintenance Bldg/Ground	\$454.10	
E	101-43100-207	Training Instructional	\$70.00	
E	603-49500-223	Repair/Maintenance Bldg/Ground	\$100.00	
E	101-41110-350	Print/Publishing/Postage	\$25.00	
E	101-41110-350	Print/Publishing/Postage	\$16.10	
E	101-41400-200	Office Supplies	\$26.41	
		<b>Total CARDMEMBER SERVICE</b>	\$2,670.80	
Paid Chk#	029043	3/11/2019	<b>CARGILL SALT</b>	
E	101-43100-224	Street Maint Materials	\$2,054.52	2904610057 DEICER
E	101-43100-224	Street Maint Materials	\$2,001.78	2904627976 DEICER
E	101-43100-224	Street Maint Materials	\$3,921.44	2904630753 DEICER
E	101-43100-224	Street Maint Materials	\$2,201.43	2904633178 DEICER
		<b>Total CARGILL SALT</b>	\$10,179.17	
Paid Chk#	029044	3/11/2019	<b>CARQUEST AUTO PARTS</b>	
E	101-43100-210	Operating Supplies	\$59.15	
E	101-43100-221	Repair/Maintenance Equipment	\$217.10	
E	101-45200-221	Repair/Maintenance Equipment	\$3.28	
E	601-49400-221	Repair/Maintenance Equipment	\$4.12	
E	602-49450-221	Repair/Maintenance Equipment	\$13.13	
		<b>Total CARQUEST AUTO PARTS</b>	\$296.78	
Paid Chk#	029045	3/11/2019	<b>CARVER COUNTY</b>	
E	101-43100-226	Signs	\$300.00	SIGNS

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MARCH 2019

			Check Amt	Invoice	Comment
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$66.00		SIGNS
	<b>Total CARVER COUNTY</b>		\$366.00		
<b>Paid Chk# 029046 3/11/2019 CRYSTEEL TRUCK EQUIPMENT, INC</b>					
E 101-43100-221	Repair/Maintenance Equipment		\$282.33	LP189064	
	<b>Total CRYSTEEL TRUCK EQUIPMENT, INC</b>		\$282.33		
<b>Paid Chk# 029047 3/11/2019 DELTA DENTAL</b>					
G 101-21714	Dental Insurance		\$989.40		INSURANCE
	<b>Total DELTA DENTAL</b>		\$989.40		
<b>Paid Chk# 029048 3/11/2019 DOOR POWER INC</b>					
E 101-42200-223	Repair/Maintenance Bldg/Ground		\$1,826.00	10242	SOUTH STATION
	<b>Total DOOR POWER INC</b>		\$1,826.00		
<b>Paid Chk# 029049 3/11/2019 DROEGE, BRAD</b>					
E 101-42200-210	Operating Supplies		\$320.23		
	<b>Total DROEGE, BRAD</b>		\$320.23		
<b>Paid Chk# 029050 3/11/2019 EMERGENCY AUTOMOTIVE TECH.INC</b>					
E 101-43100-221	Repair/Maintenance Equipment		\$43.50	WC010219-20	AMBER LENS
	<b>Total EMERGENCY AUTOMOTIVE TECH.INC</b>		\$43.50		
<b>Paid Chk# 029051 3/11/2019 FDSAS</b>					
E 101-42200-542	FD Equipment		\$471.62	058808	CAIRNS
	<b>Total FDSAS</b>		\$471.62		
<b>Paid Chk# 029052 3/11/2019 FIRE SAFETY USA</b>					
E 101-42200-430	Miscellaneous		\$159.90	119673	GLOVES
	<b>Total FIRE SAFETY USA</b>		\$159.90		
<b>Paid Chk# 029053 3/11/2019 GLANDER, CHRIS</b>					
E 101-42200-240	Small Tools and Minor Equip		\$128.19		
	<b>Total GLANDER, CHRIS</b>		\$128.19		
<b>Paid Chk# 029054 3/11/2019 GOPHER STATE ONE-CALL, INC.</b>					
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$16.20	9020627	LOCATES
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$16.20	9020627	LOCATES
	<b>Total GOPHER STATE ONE-CALL, INC.</b>		\$32.40		
<b>Paid Chk# 029055 3/11/2019 HECKSEL MACHINE INC</b>					
E 602-49450-221	Repair/Maintenance Equipment		\$157.14		PTO YOKE ON BLOWER
	<b>Total HECKSEL MACHINE INC</b>		\$157.14		
<b>Paid Chk# 029056 3/11/2019 HELGET, STEVE</b>					
E 101-41300-331	Travel/Meeting Expense		\$58.00		MILEAGE
	<b>Total HELGET, STEVE</b>		\$58.00		
<b>Paid Chk# 029057 3/11/2019 HOLIDAY FLEET</b>					

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MARCH 2019

			Check Amt	Invoice	Comment
E 101-43100-212	Motor Fuels		\$56.47		FUEL
	<b>Total HOLIDAY FLEET</b>		\$56.47		
<hr/>					
Paid Chk# 029068	3/11/2019	<b>HOME SOLUTIONS</b>			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$2.69		
E 101-43100-221	Repair/Maintenance Equipment		\$20.37		
E 101-43100-210	Operating Supplies		\$61.16		
E 601-49400-221	Repair/Maintenance Equipment		\$20.05		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$17.97		
E 101-43100-223	Repair/Maintenance Bldg/Ground		\$18.77		
	<b>Total HOME SOLUTIONS</b>		\$141.01		
<hr/>					
Paid Chk# 029059	3/11/2019	<b>JERRY S TRANSMISSION SERVICE</b>			
E 101-42200-221	Repair/Maintenance Equipment		\$2,668.42	0032042	2002 PETE
E 101-42200-221	Repair/Maintenance Equipment		\$589.33	0032176	1996 LADDER
E 101-42200-221	Repair/Maintenance Equipment		\$1,330.96	0032234	2015 F550
	<b>Total JERRY S TRANSMISSION SERVICE</b>		\$4,588.71		
<hr/>					
Paid Chk# 029060	3/11/2019	<b>KWIK TRIP INC.</b>			
E 101-45200-212	Motor Fuels		\$21.75		4348802
E 101-43100-212	Motor Fuels		\$18.35		4368495
	<b>Total KWIK TRIP INC.</b>		\$40.10		
<hr/>					
Paid Chk# 029061	3/11/2019	<b>LANO EQUIPMENT</b>			
E 101-43100-221	Repair/Maintenance Equipment		\$25.90	31971	
E 101-43100-221	Repair/Maintenance Equipment		\$18.66	32228	OIL
	<b>Total LANO EQUIPMENT</b>		\$44.56		
<hr/>					
Paid Chk# 029062	3/11/2019	<b>LOFFLER COMPANIES, INC.</b>			
E 101-41400-437	Maintenance Contract		\$89.50	24329636	COPIER RENT
	<b>Total LOFFLER COMPANIES, INC.</b>		\$89.50		
<hr/>					
Paid Chk# 029063	3/11/2019	<b>MAYER LUMBER CO.</b>			
E 101-43100-210	Operating Supplies		\$319.28	167579	SNOW PUSHER
E 101-43100-223	Repair/Maintenance Bldg/Ground		\$83.99	167789	MAILBOX
	<b>Total MAYER LUMBER CO.</b>		\$403.27		
<hr/>					
Paid Chk# 029064	3/11/2019	<b>METRO WEST INSPECTION SERVICES</b>			
E 101-42400-312	Building Inspection Fee		\$2,919.31		PERMITS
E 101-42400-328	Rental Dwelling Inspections		\$420.00		RENTALS
	<b>Total METRO WEST INSPECTION SERVICES</b>		\$3,339.31		
<hr/>					
Paid Chk# 029065	3/11/2019	<b>MID-COUNTY CO-OP OIL ASSN</b>			
E 101-43100-221	Repair/Maintenance Equipment		\$833.64	39617	TIRES
E 101-43100-212	Motor Fuels		\$809.36	45008	DYED DIESEL
E 101-43100-212	Motor Fuels		\$822.00	45052	DYED DIESEL
E 101-43100-212	Motor Fuels		\$906.66	45076	DYED DIESEL
	<b>Total MID-COUNTY CO-OP OIL ASSN</b>		\$3,371.66		

## CITY OF NORWOOD YOUNG AMERICA

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			Check Amt	Invoice	Comment
Paid Chk#	029066	3/11/2019	<b>MIDWEST MACHINERY CO</b>		
E	101-43100-221	Repair/Maintenance Equipment	\$396.02	1841660	
E	101-43100-221	Repair/Maintenance Equipment	\$396.02	1842345	
	<b>Total</b>	<b>MIDWEST MACHINERY CO</b>	<b>\$792.04</b>		
Paid Chk#	029067	3/11/2019	<b>MN DEPARTMENT OF HEALTH</b>		
G	601-20281	MDH FEE	\$2,165.00		CONNECTION FEES
	<b>Total</b>	<b>MN DEPARTMENT OF HEALTH</b>	<b>\$2,165.00</b>		
Paid Chk#	029068	3/11/2019	<b>MN STATE FIRE CHIEFS ASSOC</b>		
E	101-42200-207	Training Instructional	\$285.00	200003401	ALEX REGISTRATION
	<b>Total</b>	<b>MN STATE FIRE CHIEFS ASSOC</b>	<b>\$285.00</b>		
Paid Chk#	029069	3/11/2019	<b>MN VALLEY ELECTRIC COOPERATIVE</b>		
E	101-43100-380	Street Lighting	\$96.52		STREET LIGHTS
E	602-49450-381	Electric Utilities	\$32.84		LIFT STATION
E	601-49400-381	Electric Utilities	\$682.91		640 TACOMA BLVD
	<b>otal</b>	<b>MN VALLEY ELECTRIC COOPERATIVE</b>	<b>\$812.27</b>		
Paid Chk#	029070	3/11/2019	<b>NOVOTNY, TYLER</b>		
E	601-49400-432	Refund	\$49.34		
	<b>Total</b>	<b>NOVOTNY, TYLER</b>	<b>\$49.34</b>		
Paid Chk#	029071	3/11/2019	<b>NYA CHAMBER OF COMMERCE</b>		
E	101-46500-430	Miscellaneous	\$1,000.00		SPRINGFEST FAIR MINI GRANT
	<b>Total</b>	<b>NYA CHAMBER OF COMMERCE</b>	<b>\$1,000.00</b>		
Paid Chk#	029072	3/11/2019	<b>NYA TIMES</b>		
E	101-41110-350	Print/Publishing/Postage	\$34.02	673103	COUNCIL MEETING TIME
E	101-41320-350	Print/Publishing/Postage	\$45.36	674662	2040 PH
	<b>Total</b>	<b>NYA TIMES</b>	<b>\$79.38</b>		
Paid Chk#	029073	3/11/2019	<b>OEM SERVICE CO, LLC</b>		
E	101-43100-221	Repair/Maintenance Equipment	\$288.63	026463	
E	602-49450-223	Repair/Maintenance Bldg/Ground	\$126.89	026463	
E	101-43100-221	Repair/Maintenance Equipment	\$170.20	026510	T3 PLOW
	<b>Total</b>	<b>OEM SERVICE CO, LLC</b>	<b>\$585.72</b>		
Paid Chk#	029074	3/11/2019	<b>ORR, DAVE</b>		
E	101-42200-207	Training Instructional	\$165.88		MILEAGE
	<b>Total</b>	<b>ORR, DAVE</b>	<b>\$165.88</b>		
Paid Chk#	029075	3/11/2019	<b>SMITH OIL CO</b>		
E	601-49400-212	Motor Fuels	\$210.43		
E	602-49450-212	Motor Fuels	\$210.43		
E	251-46331-212	Motor Fuels	\$557.52		
E	251-46331-212	Motor Fuels	\$557.52		
E	101-43100-212	Motor Fuels	\$375.15		
E	101-42200-212	Motor Fuels	\$264.31		FIRE DEPT FUEL



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MARCH 2019

			Check Amt	Invoice	Comment
<b>Total SMITH OIL CO</b>			\$2,175.36		
Paid Chk#	029076	3/11/2019	<b>STACKEN, PAT</b>		
E 101-42200-207	Training Instructional		\$866.02		
<b>Total STACKEN, PAT</b>			\$866.02		
Paid Chk#	029077	3/11/2019	<b>STRACK CONSULTING LLC</b>		
E 101-41320-305	Other Professional Fees		\$620.00	1120	PLANNING CONSULTANT
<b>Total STRACK CONSULTING LLC</b>			\$620.00		
Paid Chk#	029078	3/11/2019	<b>TASC</b>		
G 101-21713	Health Care Reimbursement Acct		\$15.00	IN1459146	COBRA
<b>Total TASC</b>			\$15.00		
Paid Chk#	029079	3/11/2019	<b>TECHSTAR IT SOLUTIONS</b>		
E 101-41400-437	Maintenance Contract		\$1,014.00	MSP-8631	MANAGED SERVICES
<b>Total TECHSTAR IT SOLUTIONS</b>			\$1,014.00		
Paid Chk#	029080	3/11/2019	<b>TOWMASTER</b>		
E 101-43100-221	Repair/Maintenance Equipment		\$96.72	412751	FALLS BOLT
E 101-43100-221	Repair/Maintenance Equipment		\$103.28	413104	FALLS BOLT
E 101-43100-221	Repair/Maintenance Equipment		\$333.33	413288	FALLS SPRING
<b>Total TOWMASTER</b>			\$533.33		
Paid Chk#	029081	3/11/2019	<b>US POSTAL SERVICE</b>		
E 601-49400-350	Print/Publishing/Postage		\$134.68		
E 602-49450-350	Print/Publishing/Postage		\$134.68		
E 603-49500-350	Print/Publishing/Postage		\$134.68		
<b>Total US POSTAL SERVICE</b>			\$404.04		
Paid Chk#	029082	3/11/2019	<b>UTILITY CONSULTANTS</b>		
E 602-49450-217	Lab Fees		\$576.75	100905	CBOD, TSS TESTING
<b>Total UTILITY CONSULTANTS</b>			\$576.75		
Paid Chk#	029083	3/11/2019	<b>VERIZON WIRELESS</b>		
E 101-43100-321	Telephone		\$149.29		
E 101-45200-321	Telephone		\$63.98		
E 601-49400-321	Telephone		\$115.20		
E 602-49450-321	Telephone		\$115.20		
E 320-49300-303	Engineering Fees		\$175.05		FIRE DEPT
<b>Total VERIZON WIRELESS</b>			\$618.72		
Paid Chk#	029084	3/11/2019	<b>VIVID IMAGE</b>		
E 101-41400-437	Maintenance Contract		\$720.00	13593	
<b>Total VIVID IMAGE</b>			\$720.00		
Paid Chk#	029085	3/11/2019	<b>WIGFIELD, ANDY</b>		
E 101-42200-207	Training Instructional		\$165.88		MILEAGE

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MARCH 2019

	Check Amt	Invoice	Comment
<b>Total WIGFIELD, ANDY</b>	<b>\$165.88</b>		
<b>10100 CHECKING</b>	<b>\$44,145.81</b>		

**Fund Summary**

<b>10100 CHECKING</b>	
101 GENERAL FUND	\$37,375.85
251 HARBOR / HAVEN	\$1,115.04
320 2013 INFRASTRUCTURE REHABILI	\$175.05
601 WATER FUND	\$3,478.21
602 SEWER FUND	\$1,766.98
603 STORM WATER UTILITY	\$234.68
	<u>\$44,145.81</u>



TO: Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: March 11, 2019  
SUBJECT: Review 2040 Comprehensive Plan Update

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Proposed is to review the 2040 Comprehensive Plan update. Stephanie Falkers, SRF Consulting Group, will be in attendance to provide a presentation on the entire Plan. To date, the only comments received from other agencies/jurisdictions are from MnDOT which are enclosed. MnDOT's suggestions have been incorporated into the Plan.

The Planning Commission reviewed the 2040 Comprehensive Plan at their March 5<sup>th</sup> regular meeting and will be holding a public hearing on the Plan at a special meeting on March 12<sup>th</sup>.

Proposed is the City Council review the 2040 Comprehensive Plan at the March 11<sup>th</sup> meeting, agree on any changes, and adopt it at its March 25<sup>th</sup> regular meeting. The City must submit the Plan to the Metropolitan Council by March 29, 2019.

**Suggested Motion:**

No action is suggested at this time.

February 27, 2019

Steve Helget, City Administrator  
310 Elm St W  
P.O. Box 59  
Norwood Young America, MN 55368

SUBJECT: Norwood Young America 2040 Comprehensive Plan  
MnDOT Review #CPA19-009  
City of Norwood Young America, Carver County

Dear Mr. Helget:

MnDOT has reviewed the draft 2040 update of the Norwood Comprehensive Plan submitted 2/7/19 and offers the following comments:

***Traffic***

The traffic volumes shown on page 68 in Table 19 for US 212 and MN 5 are from 2014 and 2015. Traffic volume information for these highways is also available for the years 2016 and 2017 via this link: <http://mndotgis.dot.state.mn.us/tfa/Map>. This more recent traffic volume data could be incorporated into Table 19 to provide a more current picture of traffic in the 2015-2016 timeframe.

Regarding the Future Roadway Concept on Figure 20 presented on page 79: It appears that the section of MN 5/25 where both highways run concurrently is shown as being realigned to the west as a new A Minor Arterial connection (dark blue dashed line). MnDOT anticipates that with the future roundabout at the intersection of MN 5 and CSAH 33, the north/south portion of MN 5/25 north of US 212 will remain as an A-Minor Arterial, as shown on Figure 14. However, there are no future MnDOT projects planned to create such a new alignment for MN 5/25. MnDOT suggests that the future roadway concept for this segment of MN 5/25 could be shown in Figure 20 as a green dashed line and labeled as a future major collector. This would also apply to the light blue dashed line that continues south at Railroad Street.

Please direct questions regarding traffic to Matt Engstrom of MnDOT's Metro District Engineering Section at 651-234-7724 or [Matthew.Engstrom@state.mn.us](mailto:Matthew.Engstrom@state.mn.us).

***Bicycle and Pedestrian Facilities***

MnDOT suggests that the plan clearly identify the location of the planned pedestrian underpass under US 212. Currently, the plan says the underpass will be "near Morse Street." MnDOT recommends that the description of the underpass location reflects the currently proposed location, which is between Reform and Morse Streets.

Please direct questions regarding bicycle and pedestrian facilities to Cameron Muhic of MnDOT's Metro District Planning Section at 651-234-7797 or [Cameron.Muhic@state.mn.us](mailto:Cameron.Muhic@state.mn.us).

**Review Submittal Options**

MnDOT's goal is to review proposed development plans and documents within 30 days of receipt. Electronic file submittals are typically processed more rapidly. There are four submittal options:

1. Email documents and plans in .pdf format to [metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us). Attachments may not exceed 20 megabytes per email. If multiple emails are necessary, number each message.
2. Upload .pdf file(s) to MnDOT's external shared internet workspace site at: <https://mft.dot.state.mn.us>. Contact MnDOT Planning development review staff at [metrodevreviews.dot@state.mn.us](mailto:metrodevreviews.dot@state.mn.us) for access instructions and send an email listing the file name(s) after the documents have been uploaded.
3. Mail, courier, or hand deliver documents and plans in .pdf format on a CD-ROM compact disc to:  
MnDOT – Metro District Planning Section  
Development Reviews Coordinator  
1500 West County Road B-2  
Roseville, MN 55113
4. Submit printed documents via U.S. Mail, courier, or hand delivery to the address above. Include one set of full size plans.

You are welcome to contact me with questions at 651-234-7795.

Sincerely,



Digitally signed by David Elvin  
DN: cn=David Elvin  
Date: 2019.02.27 14:09:17  
-06'00'

David Elvin, AICP  
Senior Planner

**Copy via E-Mail:**

Diane Langenbach, Area Engineer  
Matt Engstrom, Engineering  
Jeff Rones, Design  
Shane Rowbotham, Design  
Doug Nelson, Right of Way  
Jennifer Matti, Surveys  
Buck Craig, Permits  
Hailu Shekur, Water Resources  
Almin Ramic, Traffic Engineering  
Carl Jensen, Transit Advantages  
Mike Nelson, Surveys  
Cameron Muhic, Multi-Modal  
Russell Owen, Metropolitan Council  
Stephanie Falkers, SRF Consulting



TO: Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: March 11, 2019  
SUBJECT: Carver County Road 33/MN Highway 5 Roundabout Project Update

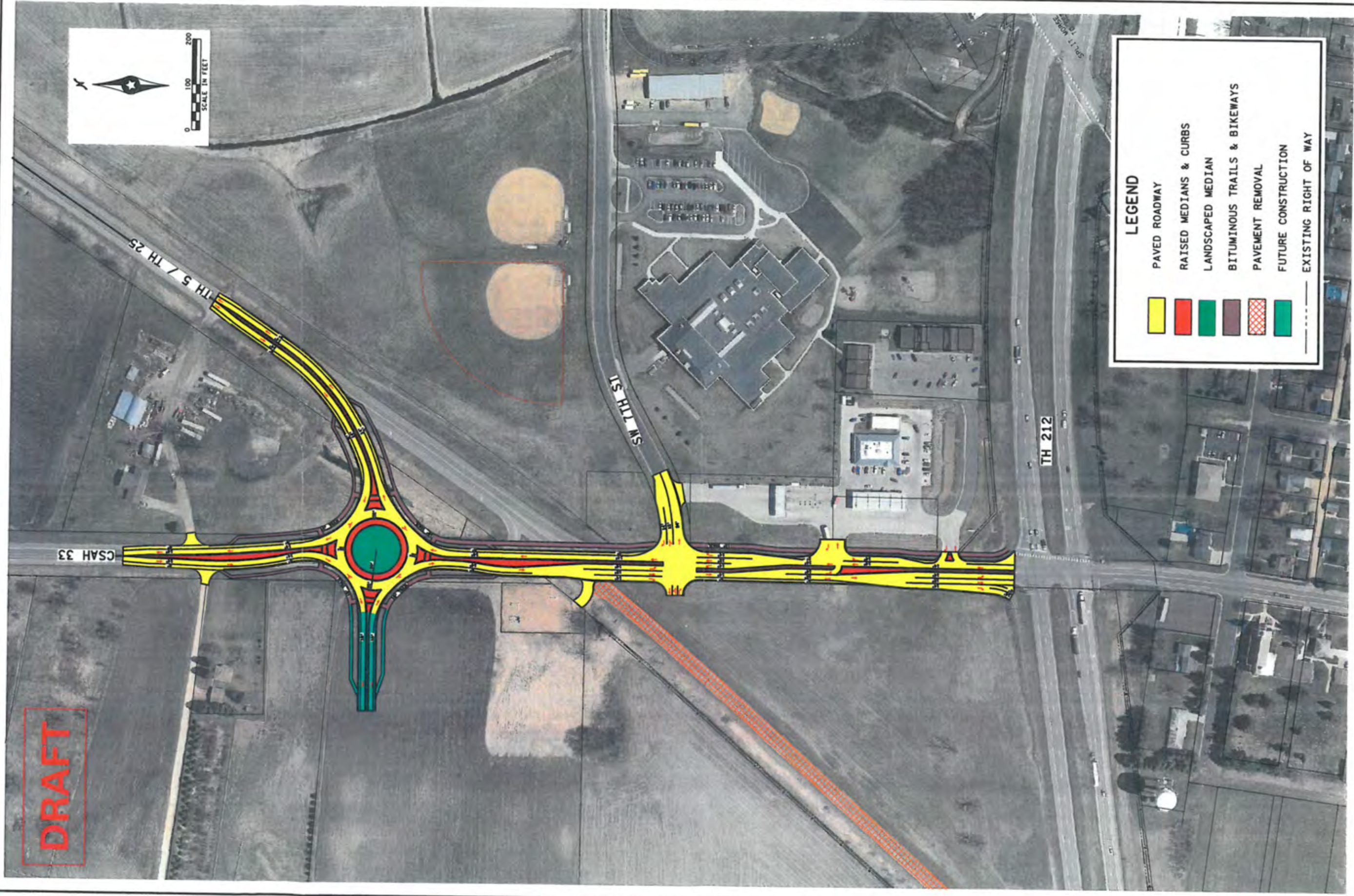
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Proposed is to continue the City Council's discussion on the Carver County Road 33/Highway 5 Roundabout Project. An update will be provided at the meeting. Enclosed is a copy of the most current drawing which was also included in the February 25<sup>th</sup> Council packet.

**Suggested Motion:**

No suggested motion at this time.

**DRAFT**



**SP 1006-32 TH 25 at CSAH 33 ROUNDABOUT - CONCEPT**

TH 5 / TH 25 INTERSECTION STUDY  
CARVER COUNTY, MN

811178  
06/15/2018