



## CITY COUNCIL AGENDA

April 8, 2019 – 6:30 p.m.

City Council Meeting

### 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 March 13 and 25, 2019 meetings
  - 4.2 Approve payment of claims
  - 4.3 Approve Midtown Family Restaurant renewal of Consumption and Display Permit
  - 4.4 Approve Pour House Pub – sale/drink of alcohol outside premises during Springfest Artisan Fair
5. Public Hearings
6. Old Business
  - 6.1 Spring Clean-up Day – Newsletter Article
  - 6.2 Nuisance Code Follow-up Discussion
7. New Business
  - 7.1 Approve Beyond the Yellow Ribbon Proclamation
  - 7.2 Review 2018 Annual Financial Report
  - 7.3 Award Contract mowing of City owned Cemeteries
  - 7.4 Adopt Ordinance No. 319, Prohibiting Adult Uses abutting U.S. Highway 212
  - 7.5 Downtown Redevelopment Plan and Springfest Artisan Fair Update
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: March Building Permit Report.

### UPCOMING MEETINGS / EVENTS

- |          |  |
|----------|--|
| April 10 | Economic Development Commission – 6:00 p.m.  |
| April 16 | Parks and Recreation Commission – 4:45 p.m.  |
| April 18 | Senior Advisory Committee – 9:00 a.m.  |
| April 22 | Work Session, EDA, City Council – 6:30 p.m.  |
| May 7    | Planning Commission – 6:00 p.m.  |
| May 13   | Personnel Committee – 5:30 p.m.  |
| May 13   | City Council – 6:30 p.m.   |
| May 18   | Springfest Artisan Fair  |
| June 1   | Spring Clean-up Day  |
| June 12  | Joint Meeting – City Council, EDC, Planning Commission, Parks & Recreation Commission, and Chamber of Commerce Board – 6:00 p.m. |

**NORWOOD YOUNG AMERICA CITY COUNCIL  
NORWOOD YOUNG AMERICA PLANNING COMMISSION  
NORWOOD YOUNG AMERICA PARKS & RECREATION COMMISSION  
NORWOOD YOUNG AMERICA ECONOMIC DEVELOPMENT COMMISSION  
NORWOOD YOUNG AMERICA AREA CHAMBER OF COMMERCE**

**Minutes from Joint Meeting on Wednesday, March 13, 2019 at 6:30 p.m.  
City Hall – City Council Chambers  
310 Elm Street West  
Norwood Young America, MN**

**I. Call to Order**

Mayor Diedrick called the Joint Meeting of the City Council, EDC, Planning Commission, Parks & Recreation Commission, and Chamber of Commerce to order at 6:30 p.m.

Council members in attendance: Tina Diedrick, Craig Heher, Charlie Storms, Dick Stolz, and Mike McPadden.  
Planning Commission members in attendance: Mike Eggers.  
EDC members in attendance: Tonya Noeldner and Theresa Peterman.  
Parks & Recreation Commission members in attendance: None.  
Chamber of Commerce members in attendance: Kaarin Foede.  
Heritage Center representatives in attendance: LaVonne Kroells.  
Staff members in attendance: Steve Helget, City Administrator.

**II. Agenda**

*Motion Storms, second McPadden to approve the agenda as presented. Motion carried 5-0.*

**III. Business**

**A. Downtown Redevelopment Plan – Implementation Plan**

Diedrick distributed the 2019 City/Commission Goals. The Implementation Plan short/long-term goals were reviewed with some discussion about specific involvement. McPadden provided a report on the upcoming Springfest Artisan Fair planned for May 18<sup>th</sup>. McPadden listed the many potential artisans, activities, food vendors, and music and dance entertainment.

The group consented to meeting quarterly with the next meeting to be held in June.

**IV. Adjourn**

A motion was made by Storms seconded by McPadden to adjourn the meeting at 7:07 p.m. Motion carried 5-0.

Respectfully submitted,

---

Steven Helget  
City Administrator



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

ABSENT: Craig Heher

STAFF: Jay Squires, City Attorney, and Steve Helget, City Administrator.

OTHERS: LaVonne Kroells, Theresa Peterman, Stephanie Falkers, and Rick Masloski.

1. Call Meeting of City Council to Order

Meeting was called to order by Mayor Diedrick at 7:21pm with councilperson Craig Heher absent.

2. Approve Agenda

Additions: 7.4 Proclaim Arbor Day Proclamation and 7.5 Contract with AEM Financial Solutions

*Motion: CS/DS to approve the agenda with the changes. Vote 4 – 0. Motion carried.*

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

LaVonne Kroells from the Willkommen Heritage Center brought the 2018 final report. “Night at the Museum” was well attended regarding the railroad. This year they are going to have “Day at the Museum” on April 28 in honor of the military. They have been requested to do tours during Stiftungsfest again this year. Membership is growing.

4. Consent Agenda

4.1 Approve minutes of March 11, 2019 meetings

4.2 Approve payment of claims

4.3 Chamber of Commerce Street Closing Request

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

5. Public Hearings - none

6. Old Business

6.1 Approve Resolution 2019-06, Submittal of 2040 Comprehensive Plan to Metropolitan Council

Consultant Stephanie Falkers, SRF Consulting Group, reviewed the changes that have been changed since the last Council meeting.

1. 10 Historic Sites added.

2. Transportation – added current info about 5310 bus.

3. Implementation steps – changed to the development of the long and short term of the downtown redevelopment plan.

*Motion: MM/CS to adopt resolution 2019-06, to direct the City Administrator to distribute the Norwood Young America 2040 Comprehensive Plan to the Metropolitan Council by March 29, 2019, pursuant to the Minnesota Statutes 473.864 with the inclusion of any comments received by affective and adjacent communities prior to the submittal. Vote 4 – 0. Motion carried.*

6.2 Approve Social Media Policies

These policies were brought back from the March 11 meeting. The Fire Department Chiefs reviewed the policy and did not have any changes/updates. The Council consented to changing the discrimination description bullet.

*Motion: MM/DS to approve the Social Media Policy for City Staff, Council, and Commissions as changed. Vote 4 – 0.*

*Motion carried.*

*Motion: DS/CS to approve the Social Media Policy for Fire Department and Emergency Services Personnel. Vote 4 – 0.*

*Motion carried.*

6.3 Approve Spring Clean-Up Day

At the March 11 meeting, the Council agreed to do a drop off event at the Oak Grove parking lot and residents could bring “junk” to be put into Roll-Off dumpsters. Waste Management does not have any Saturdays available in May. The next available dates are June 1 or 29. Idea was brought up to see if volunteers would be able to assist residents that cannot get their things to the event. There will be four staff members and then one person from Waste Management there. This event would be only for city residents, local businesses and people living outside of city limits would not be allowed to participate.

*Motion: TD/MM to schedule with Waste Management on Saturday June 1 from 7am – Noon at the Oak Grove north parking lot. Vote 4 – 0. Motion carried.*

## 7. New Business

### 7.1 Novel Energy Solutions Presentation

Rick Masloski gave information regarding a community solar garden and the City becoming a subscriber. Mr. Masloski provided information about the following:

- The maximum allowable size any new community solar garden is 1 megawatt
- Each Community Solar Garden must have a minimum of 5 subscribers with no one subscriber accounting for more than 40% of the power generated
- Base on the City's current Xcel Energy usage, the City would exceed 40% and so would have to be a subscriber to two community solar gardens in order to receive full benefit
- Novel Energy Solutions is offering 5, 10, or 25 year contracts and is guaranteeing half cent to one cent savings per kilowatt hour for the entire term of the contract
- Novel Energy Solutions is seeking subscribers for a community solar garden located in McLeod County which is scheduled to go on-line in April, 2019. They also will be developing another solar garden in McLeod County this year which is scheduled to go on-line before the end of 2019.

Mr. Masloski reviewed the calculation for determining the City's annual savings. The Council took no action on this item.

### 7.2 Review Nuisance Code

To date the City has handled nuisances on a complaint basis and the Council discussed not waiting for a complaint and addressing nuisances immediately in an effort to keep the community clean. In accordance with City Code, when a resident receives a nuisance notice, the resident can request a hearing with the Council to discuss the issue. City Attorney Squires gave some suggestions of how to shorten the time period. He also recommended the Council give staff a detailed timeline of how to handle nuisances. Councilperson Storms asked if there has to be a place to keep things so if a nuisance was abated and the resident wants their things back. Squires recommended taking photos and documenting.

### 7.3 Schedule next Downtown Redevelopment Joint Meeting

*Motion: CS/MM to schedule the next Joint Downtown Redevelopment Meeting for June 12, 2019 at 6:30pm. Vote 4 – 0. Motion carried.*

### 7.4 Arbor Day

In 2018, Amber Orr, a former student from Central High School, requested that the City consider becoming a Tree City USA. In order to become a tree city, the City must recognize and hold an Arbor Day event. Mayor Diedrick read the Arbor Day proclamation and identifies April 26, 2019 as Arbor Day in Norwood Young America.

### 7.5 AEM Financial Solutions Contract

Helget the City Clerk / Treasurer may need to be out due to a medical leave. The City has utilized the temporary services of AEM in the past and had a good experience. This is not a definite leave, but Administrator Helget recommended the City be prepared in case their services are needed. The fee would \$7,200 per month for AEM to provide payroll, fund accounting, etc.

*Motion: MM/CS to authorize the City Administrator and City Attorney to work out a contract with AEM Financial Services. Vote 4 – 0. Motion carried.*

## 8. Council Member & Mayor Reports

CS In respect to the Swimming Pool, water is going to have to be put in earlier because of the remaining repair items that need to be completed prior to the pool opening this season. The Parks & Recreation Commission is going to tour the City parks and will utilize the City bus. Parks & Rec. is looking at having someone from the University of Minnesota come to give input of what type of trees would be best for the downtown areas.

MM Music lined up for Stiftungsfest. Opening ceremony will be at 7pm instead of 5pm in hopes that more people will be able to attend.

DS Met with Ecumen representatives and the management for the Harbor. Things are going well, but they have had more turnover than normal last year. Occupancy is full and there is a waiting list.

TD The City currently has openings on every one of our Commissions. Residents can contact the City or go onto the City's website for a Commission application.

UPCOMING MEETINGS / EVENTS

April 2	Planning Commission – 6:00 p.m.	April 16	Parks and Recreation Commission – 4:45 p.m.
April 8	Personnel Committee – 5:30 p.m.	April 18	Senior Advisory Committee – 9:00 a.m.
April 8	City Council – 6:30 p.m.	April 22	Work Session, EDA, City Council – 6:30 p.m.
April 10	Economic Development Commission – 6:00 p.m.		

9. Adjournment

*Motion: MM/CS to adjourn at 9:40pm. Vote 4 – 0. Motion carried.*

*Respectfully Submitted:*

---

*Tina Diedrick, Mayor*

---

*Kelly Hayes, City Clerk / Treasurer*



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

**To Be Approved: April 8, 2019**

<b>Payroll EFT</b> (Check Sequence#505305-505321)	<b><u>\$16,906.42</u></b>
<b>Claims Pending Payment</b> (Check Sequence #29127-29175)	<b><u>\$48,207.93</u></b>
<b>Grand Total</b>	<b><u>\$65,114.35</u></b>

CITY OF NORWOOD YOUNG AMERICA

04/04/19 2:50 PM

Page 1

**\*Check Detail Register©**

MARCH 2019 to APRIL 2019

		Check Amt	Invoice	Comment
<b>10100 CHECKING</b>				
Paid Chk#	029127	3/25/2019	<b>MARCO TECHNOLOGIES LLC</b>	
E	101-41400-437	Maintenance Contract	\$1,302.00	INV6168237 MANAGED 7 USERS
	<b>Total</b>	<b>MARCO TECHNOLOGIES LLC</b>	<b>\$1,302.00</b>	
Paid Chk#	029128	3/25/2019	<b>MINN DEPT OF HEALTH</b>	
E	601-49400-406	LICENSES	\$175.00	OAK GROVE WELL PERMIT
	<b>Total</b>	<b>MINN DEPT OF HEALTH</b>	<b>\$175.00</b>	
Paid Chk#	029129	3/25/2019	<b>TASC</b>	
G	101-21713	Health Care Reimbursement Acct	\$15.00	COBRA
	<b>Total</b>	<b>TASC</b>	<b>\$15.00</b>	
Paid Chk#	029130	3/25/2019	<b>USA BLUE BOOK</b>	
E	601-49400-216	Chemicals and Chem Products	\$272.78	835164 CHLORINE & FLUORIDE
	<b>Total</b>	<b>USA BLUE BOOK</b>	<b>\$272.78</b>	
Paid Chk#	029131	4/8/2019	<b>ALL FLAGS. LLC</b>	
E	101-41940-223	Repair/Maintenance Bldg/Ground	\$534.96	FLAGS
	<b>Total</b>	<b>ALL FLAGS. LLC</b>	<b>\$534.96</b>	
Paid Chk#	029132	4/8/2019	<b>ANDERSON, WILLIAM</b>	
E	601-49400-432	Refund	\$258.96	OVERPAYMENT OF UTILITY BILL
	<b>Total</b>	<b>ANDERSON, WILLIAM</b>	<b>\$258.96</b>	
Paid Chk#	029133	4/8/2019	<b>BOLTON &amp; MENK, INC</b>	
G	814-22100	Escrow Collected	\$473.00	0231364 AIR PRODUCTS
E	603-49500-303	Engineering Fees	\$3,400.00	0231365 SURFACE WATER MGMT PLAN
E	601-49400-303	Engineering Fees	\$1,120.00	0231366 MISC ENGIN
	<b>Total</b>	<b>BOLTON &amp; MENK, INC</b>	<b>\$4,993.00</b>	
Paid Chk#	029134	4/8/2019	<b>BRUCKELMYER, GRETA</b>	
E	602-49450-360	Insurance	\$239.95	SEWER BACKUP
	<b>Total</b>	<b>BRUCKELMYER, GRETA</b>	<b>\$239.95</b>	
Paid Chk#	029135	4/8/2019	<b>CARVER COUNTY</b>	
E	101-41400-430	Miscellaneous	\$395.00	2273 SPECIAL ASSESSMENTS
	<b>Total</b>	<b>CARVER COUNTY</b>	<b>\$395.00</b>	
Paid Chk#	029136	4/8/2019	<b>CARVER COUNTY</b>	
G	251-22100	Escrow Collected	\$950.40	TAXES FOR 300 FAXON
	<b>Total</b>	<b>CARVER COUNTY</b>	<b>\$950.40</b>	
Paid Chk#	029137	4/8/2019	<b>CARVER COUNTY</b>	
E	101-41500-307	Prosecution Contract	\$2,998.23	1ST QTR FINES
	<b>Total</b>	<b>CARVER COUNTY</b>	<b>\$2,998.23</b>	
Paid Chk#	029138	4/8/2019	<b>CARVER COUNTY RECORDER</b>	
E	101-41320-350	Print/Publishing/Postage	\$46.00	CUP 700 RR ST W

CITY OF NORWOOD YOUNG AMERICA

04/04/19 2:50 PM

Page 2

**\*Check Detail Register©**

MARCH 2019 to APRIL 2019

			Check Amt	Invoice	Comment
<b>Total CARVER COUNTY RECORDER</b>			\$46.00		
<hr/>					
Paid Chk#	029139	4/8/2019	<b>CARVERLINK-CARVER CO BROADBAND</b>		
E	101-41940-321	Telephone	\$114.28		
E	601-49400-321	Telephone	\$97.14		
E	602-49450-321	Telephone	\$57.14		
E	101-42200-321	Telephone	\$142.45		
E	101-43100-321	Telephone	\$68.00		
E	101-45200-321	Telephone	\$29.14		
E	101-41940-321	Telephone	\$125.71		
E	101-41300-321	Telephone	\$59.74		
E	101-41320-321	Telephone	\$59.74		
E	101-41400-321	Telephone	\$59.74		
E	101-46500-321	Telephone	\$19.91		
E	101-42100-321	Telephone	\$99.57		
E	101-45500-321	Telephone	\$99.57		
<b>al CARVERLINK-CARVER CO BROADBAND</b>			\$1,032.13		
<hr/>					
Paid Chk#	029140	4/8/2019	<b>CENTER POINT</b>		
E	101-41940-383	Gas Utilities	\$666.90		
E	101-42200-383	Gas Utilities	\$256.24		
E	101-43100-383	Gas Utilities	\$1,951.38		
E	101-45200-383	Gas Utilities	\$675.55		
E	601-49400-383	Gas Utilities	\$420.88		
E	602-49450-383	Gas Utilities	\$1,914.34		
E	101-49860-383	Gas Utilities	\$22.54		
<b>Total CENTER POINT</b>			\$5,907.83		
<hr/>					
Paid Chk#	029141	4/8/2019	<b>CITY OF WACONIA</b>		
E	101-43100-224	Street Maint Materials	\$3,951.64		BRINE
<b>Total CITY OF WACONIA</b>			\$3,951.64		
<hr/>					
Paid Chk#	029142	4/8/2019	<b>CURFMAN TRUCKING &amp; REPAIR INC</b>		
E	101-43100-437	Maintenance Contract	\$600.00	INV-C19V84	SNOW HAULING
<b>Total CURFMAN TRUCKING &amp; REPAIR INC</b>			\$600.00		
<hr/>					
Paid Chk#	029143	4/8/2019	<b>DHOORE, PAUL</b>		
E	101-49860-331	Travel/Meeting Expense	\$66.61		
<b>Total DHOORE, PAUL</b>			\$66.61		
<hr/>					
Paid Chk#	029144	4/8/2019	<b>DPC INDUSTRIES INC</b>		
E	602-49450-216	Chemicals and Chem Products	\$829.98	827000288-19	CHLORINE, SULFUR DIOXIDE
<b>Total DPC INDUSTRIES INC</b>			\$829.98		
<hr/>					
Paid Chk#	029145	4/8/2019	<b>GOPHER STATE ONE-CALL, INC.</b>		
E	601-49400-223	Repair/Maintenance Bldg/Ground	\$13.50	9030635	LOCATES
E	602-49450-223	Repair/Maintenance Bldg/Ground	\$13.50	9030635	LOCATES
<b>Total GOPHER STATE ONE-CALL, INC.</b>			\$27.00		



CITY OF NORWOOD YOUNG AMERICA

04/04/19 2:50 PM

Page 3

\*Check Detail Register©

MARCH 2019 to APRIL 2019

			Check Amt	Invoice	Comment
Paid Chk#	029146	4/8/2019	<b>H&amp;L MESABI</b>		
E 101-43100-221	Repair/Maintenance Equipment		\$4,047.21	03717	CARBIDE BLADE
	<b>Total H&amp;L MESABI</b>		\$4,047.21		
Paid Chk#	029147	4/8/2019	<b>HAYES, KELLY</b>		
E 101-41410-331	Travel/Meeting Expense		\$10.70		
E 101-45200-331	Travel/Meeting Expense		\$12.84		
E 101-41320-331	Travel/Meeting Expense		\$4.28		
E 101-41410-331	Travel/Meeting Expense		\$122.96		
E 101-41110-331	Travel/Meeting Expense		\$11.60		
E 101-41400-331	Travel/Meeting Expense		\$397.86		
	<b>Total HAYES, KELLY</b>		\$560.24		
Paid Chk#	029148	4/8/2019	<b>HD SUPPLY WATERWORKS</b>		
E 601-49400-229	Water Meters		\$205.00	K264748	WATER HYD
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$869.05	K264748	WATER HYD
	<b>Total HD SUPPLY WATERWORKS</b>		\$1,074.05		
Paid Chk#	029149	4/8/2019	<b>HECKSEL MACHINE INC</b>		
E 602-49450-221	Repair/Maintenance Equipment		\$43.00	105729	YOKE
	<b>Total HECKSEL MACHINE INC</b>		\$43.00		
Paid Chk#	029150	4/8/2019	<b>HOME SOLUTIONS</b>		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$14.98		
E 101-45200-221	Repair/Maintenance Equipment		\$2.21		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$45.67		
E 101-43100-221	Repair/Maintenance Equipment		\$0.53		
E 602-49450-210	Operating Supplies		\$6.82		
E 601-49400-210	Operating Supplies		\$25.00		
E 602-49450-210	Operating Supplies		\$25.01		
E 101-43100-210	Operating Supplies		\$33.49		
	<b>Total HOME SOLUTIONS</b>		\$153.71		
Paid Chk#	029151	4/8/2019	<b>KENNEDY &amp; GRAVEN CHTD</b>		
G 814-22100	Escrow Collected		\$1,266.00		AIR PRODUCTS
	<b>Total KENNEDY &amp; GRAVEN CHTD</b>		\$1,266.00		
Paid Chk#	029152	4/8/2019	<b>KOCH, WILLIAM</b>		
E 101-49860-331	Travel/Meeting Expense		\$58.18		
	<b>Total KOCH, WILLIAM</b>		\$58.18		
Paid Chk#	029153	4/8/2019	<b>MARSHALL-BOND PUMPS, INC</b>		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$1,754.93	39159.0	NORDEL DIAPHRAGM
	<b>Total MARSHALL-BOND PUMPS, INC</b>		\$1,754.93		
Paid Chk#	029154	4/8/2019	<b>MID-COUNTY CO-OP OIL ASSN</b>		
E 101-43100-212	Motor Fuels		\$887.04	22819	DYED DIESEL
	<b>Total MID-COUNTY CO-OP OIL ASSN</b>		\$887.04		

CITY OF NORWOOD YOUNG AMERICA

04/04/19 2:50 PM

Page 4

**\*Check Detail Register©**

MARCH 2019 to APRIL 2019

			Check Amt	Invoice	Comment
Paid Chk#	029155	4/8/2019	<b>MN VALLEY ELECTRIC COOPERATIVE</b>		
E	101-43100-380	Street Lighting	\$101.98		STREET LIGHTS
E	601-49400-381	Electric Utilities	\$804.87		WATER TOWER
E	602-49450-381	Electric Utilities	\$34.25		LIFT STATION
	<b>total MN VALLEY ELECTRIC COOPERATIVE</b>		<b>\$941.10</b>		
Paid Chk#	029156	4/8/2019	<b>NCPERS 855401LIFE INS</b>		
G	101-21705	PERA Life	\$16.00		
	<b>Total NCPERS 855401LIFE INS</b>		<b>\$16.00</b>		
Paid Chk#	029157	4/8/2019	<b>NYA CHAMBER OF COMMERCE</b>		
E	101-41400-433	Dues and Subscriptions	\$75.00		DONATION
	<b>Total NYA CHAMBER OF COMMERCE</b>		<b>\$75.00</b>		
Paid Chk#	029158	4/8/2019	<b>NYA TIMES</b>		
E	101-41320-350	Print/Publishing/Postage	\$37.80	680284	ADULT USES
E	101-41320-350	Print/Publishing/Postage	\$41.58	680285	TWIP
E	101-41320-350	Print/Publishing/Postage	\$49.14	680286	CUP AIR PRODUCTS
E	101-41320-350	Print/Publishing/Postage	\$49.14	680287	VARIANCE AIR PRODUCTS
E	101-41320-350	Print/Publishing/Postage	\$64.26	682023	AIR PRODUCTS
	<b>Total NYA TIMES</b>		<b>\$241.92</b>		
Paid Chk#	029159	4/8/2019	<b>PRO AUTO &amp; TRANSMISSION REPAIR</b>		
E	101-43100-221	Repair/Maintenance Equipment	\$1,775.36	0062549	P3
E	101-45200-221	Repair/Maintenance Equipment	\$562.35	0062752	2015 RANGER
	<b>Total PRO AUTO &amp; TRANSMISSION REPAIR</b>		<b>\$2,337.71</b>		
Paid Chk#	029160	4/8/2019	<b>QUILL CORPORATION</b>		
E	101-41400-200	Office Supplies	\$70.96	6111698	
	<b>Total QUILL CORPORATION</b>		<b>\$70.96</b>		
Paid Chk#	029161	4/8/2019	<b>SMITH OIL CO</b>		
E	101-45200-212	Motor Fuels	\$29.60		
E	601-49400-212	Motor Fuels	\$186.78		
E	602-49450-212	Motor Fuels	\$186.78		
E	251-46331-212	Motor Fuels	\$112.73		
E	101-43100-212	Motor Fuels	\$231.08		
E	101-42200-212	Motor Fuels	\$273.00		FIRE DEPT FUEL
	<b>Total SMITH OIL CO</b>		<b>\$1,019.97</b>		
Paid Chk#	029162	4/8/2019	<b>SRF CONSULTING GROUP INC</b>		
E	101-41320-310	Other Professional Services	\$1,119.92	10479.00-18	COMP PLAN
	<b>Total SRF CONSULTING GROUP INC</b>		<b>\$1,119.92</b>		
Paid Chk#	029163	4/8/2019	<b>STRACK CONSULTING LLC</b>		
E	101-41320-305	Other Professional Fees	\$2,140.00	1123	PLANNING CONSULTANT
	<b>Total STRACK CONSULTING LLC</b>		<b>\$2,140.00</b>		
Paid Chk#	029164	4/8/2019	<b>TECHSTAR IT SOLUTIONS</b>		

CITY OF NORWOOD YOUNG AMERICA

04/04/19 2:50 PM

Page 5

**\*Check Detail Register©**

MARCH 2019 to APRIL 2019

			Check Amt	Invoice	Comment
E 101-41400-437	Maintenance Contract		\$1,014.00	MSP-8703	APRIL BILLING
	<b>Total TECHSTAR IT SOLUTIONS</b>		\$1,014.00		
Paid Chk# 029165	4/8/2019	<b>TWIN CITIES &amp; WESTERN RAILROAD</b>			
E 101-43100-440	Lease		\$70.77	M013612-IN	
	<b>Total TWIN CITIES &amp; WESTERN RAILROAD</b>		\$70.77		
Paid Chk# 029166	4/8/2019	<b>UFC FARM SUPPLY</b>			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$51.94	908288	HAMMER DRILL RENTAL
	<b>Total UFC FARM SUPPLY</b>		\$51.94		
Paid Chk# 029167	4/8/2019	<b>UNCOMN TAP CLEANING</b>			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$30.00	232700	PAVILION LINES
	<b>Total UNCOMN TAP CLEANING</b>		\$30.00		
Paid Chk# 029168	4/8/2019	<b>UNIQUE PAVING MATERIALS CORP</b>			
E 101-43100-224	Street Maint Materials		\$392.85	42974	COLD MIX
	<b>Total UNIQUE PAVING MATERIALS CORP</b>		\$392.85		
Paid Chk# 029169	4/8/2019	<b>US POSTAL SERVICE</b>			
E 601-49400-350	Print/Publishing/Postage		\$134.87		APRIL H2O BILLS
E 602-49450-350	Print/Publishing/Postage		\$134.87		APRIL H2O BILLS
E 603-49500-350	Print/Publishing/Postage		\$134.87		APRIL H2O BILLS
	<b>Total US POSTAL SERVICE</b>		\$404.61		
Paid Chk# 029170	4/8/2019	<b>UTILITY CONSULTANTS</b>			
E 602-49450-217	Lab Fees		\$576.75	101090	CBOS/TSS TESTING
	<b>Total UTILITY CONSULTANTS</b>		\$576.75		
Paid Chk# 029171	4/8/2019	<b>VERIZON WIRELESS</b>			
E 601-49400-321	Telephone		\$129.30		
E 602-49450-321	Telephone		\$129.30		
E 101-41300-321	Telephone		\$154.70		
E 101-45200-321	Telephone		\$66.30		
E 101-42200-321	Telephone		\$175.05		FIRE DEPT
	<b>Total VERIZON WIRELESS</b>		\$654.65		
Paid Chk# 029172	4/8/2019	<b>WIGFIELD DESIGN</b>			
E 101-43100-430	Miscellaneous		\$165.00	1194	CLUB CAR & SNOWBLOWER LETTERING
	<b>Total WIGFIELD DESIGN</b>		\$165.00		
Paid Chk# 029173	4/8/2019	<b>WM MUELLER &amp; SONS INC</b>			
E 101-43100-224	Street Maint Materials		\$71.07	242528	FINE ASPH
	<b>Total WM MUELLER &amp; SONS INC</b>		\$71.07		
Paid Chk# 029174	4/8/2019	<b>XTREME ELECTRICAL</b>			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$31.38	19-2639	2 ACRYLIC LENSES
	<b>Total XTREME ELECTRICAL</b>		\$31.38		

CITY OF NORWOOD YOUNG AMERICA

04/04/19 2:50 PM

Page 6

**\*Check Detail Register©**

MARCH 2019 to APRIL 2019

			Check Amt	Invoice	Comment
Paid Chk#	029175	4/8/2019			YOUNG AMERICA TOWNSHIP
E	101-43100-224	Street Maint Materials	\$2,341.50		DUST CONTROL
	<b>Total</b>	<b>YOUNG AMERICA TOWNSHIP</b>	<b>\$2,341.50</b>		
		<b>10100 CHECKING</b>	<b>\$48,207.93</b>		

Fund Summary

<b>10100 CHECKING</b>	
101 GENERAL FUND	\$31,196.20
251 HARBOR / HAVEN	\$1,063.13
601 WATER FUND	\$4,713.13
602 SEWER FUND	\$5,961.60
603 STORM WATER UTILITY	\$3,534.87
814 Escrow - Air Products	\$1,739.00
	<b>\$48,207.93</b>



TO: Mayor Diedrick and City Council Members  
FROM: Kelly Hayes, City Clerk / Treasurer  
DATE: April 8, 2019  
RE: Renewal of Consumption and Display Permit – Midtown Family Restaurant

---

Midtown Family Restaurant has submitted a *Renewal of Consumption and Display Permit*. Their current permit expired on 3/31/19. Below is MN Statute 340A.414 Consumption and Display Permits.

***340A.414 CONSUMPTION AND DISPLAY PERMITS.***

***Subdivision 1. Permit required.***

*No business establishment or club which does not hold an on-sale intoxicating liquor license may directly or indirectly allow the consumption and display of alcoholic beverages or knowingly serve any liquid for the purpose of mixing with intoxicating liquor without first having obtained a permit from the commissioner. Rental of a public facility does not make a subdivision or the facility a "business establishment" for the purposes of this chapter.*

**Suggested Motion:**

**A motion to approve the Renewal of Consumption and Display Permit for Midtown Family Restaurant.**



TO: Honorable Mayor Diedrick and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: April 8, 2019

RE: Spring Clean-Up Day – Newsletter Article

---

Enclosed is a draft newsletter article for the Spring Clean-Up Day scheduled for Saturday, June 1<sup>st</sup>. Proposed is to discuss having a paper shredding truck, setting aside used furniture, appliance drop or pick-up, and scrap metal drop-off.

Waste Management will drop off 4 roll-off dumpsters early in the morning on June 1<sup>st</sup>. The dumpsters are 8'x28' and about 6' tall. They suggest placing two dumpsters in the parking lot and used the Oak Grove property on the west side of Reform Street as a staging area.

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: April 8, 2019  
SUBJECT: Nuisance Code Follow-up Discussion

---

Proposed is to continue the City Council's discussion on nuisance code enforcement and the process for resolving nuisances. At the March 25<sup>th</sup> Work Session meeting, Jay Squires, City Attorney, suggested the City could with the initial nuisance letters state in the letter if the nuisance is not resolved by the next City Council meeting that the nuisance will be placed on the agenda to discuss abating the nuisance. Proposed is to also discuss going onto private property without the property owner's permission in order to resolve nuisance violations. Enclosed is a copy of the Nuisance section of the City Code.

## CHAPTER 6. NUISANCES

### Section 600 – Nuisances

#### 600.01 Public Nuisances Prohibition.

**Subd 1.** A person must not act, or fail to act, in a manner that is or causes a public nuisance. For purposes of this section, a person that does any of the following is guilty of maintaining a public nuisance:

- A. Maintains or permits a condition which unreasonably annoys, injures, or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; or
- B. Interferes with, obstructs, or renders dangerous for passage, any public highway or right-of-way, or waters used by the public; or
- C. Does any other act or omission declared by law or this ordinance to be a public nuisance.

#### 600.02 Public Nuisances Affecting Health.

**Subd. 1** The following are hereby declared to be nuisances affecting health:

- A. The exposed accumulation of decayed or unwholesome food or vegetable matter;
- B. All diseased animals running at large;
- C. All ponds or pools of stagnant water;
- D. Carcasses of animals not buried or destroyed within twenty-four (24) hours after death;
- E. Accumulation of junk, trash, rubbish, manure, refuse, or other debris;
- F. Privy vaults and garbage cans which are not rodent-free or fly-tight, or which are so maintained as to constitute a health hazard or to emit foul and disagreeable odors;
- G. The pollution of any public well or cistern, stream or lake, canal or body of water by sewage, industrial waste, or other substances;
- H. All noxious weeds and other rank growths of vegetation upon public or private property and all other weed or grass growing to a height of six (6) inches or more;
- I. Dead trees, fallen trees, or tree limbs which are a fire hazard or are otherwise detrimental to the neighborhood;
- J. Dense smoke, noxious fumes, gas, soot, or cinders in unreasonable quantities;
- K. All public exposure of people having a contagious disease; and
- L. Any offensive trade or business as defined by statute not operating under local license.

#### 600.03 Public Nuisances Affecting Morals And Decency.

**Subd. 1** The following are hereby declared to be nuisances affecting public morals and decency:

- A. All gambling devices, slot machines, and punch boards, except otherwise authorized and permitted by federal, state, or local law;
- B. Betting, bookmaking, and all apparatus used in those occupations;
- C. All houses kept for the purpose of prostitution or promiscuous sexual intercourse, gambling houses, houses of ill fame, and bawdy houses;
- D. All places where intoxicating or 3.2 malt liquor is manufactured or disposed of in violation of law or where, in violation of law, people are permitted to resort, for the purpose of drinking intoxicating or 3.2 malt liquor, or where intoxicating or 3.2 malt liquor is kept for sale or other disposition in violation of law, and all liquor and other property used for maintaining that place; and
- E. Any vehicle used for the unlawful transportation of intoxicating or 3.2 malt liquor, or for promiscuous sexual intercourse, or any other immoral or illegal purpose.



**600.04 Public Nuisances Affecting Peace And Safety.**

**Subd. 1** The following are declared to be nuisances affecting public peace and safety:

- A. All snow and ice that is not removed from public sidewalks within twenty-four (24) hours after the snow or other precipitation causing the condition has ceased to fall;
- B. All trees, hedges, billboards, or other obstructions which prevent people from having a clear view of all traffic approaching an intersection;
- C. All wires and limbs of trees that are so close to the surface of a sidewalk or street as to constitute a danger to pedestrians or vehicles;
- D. Any person participating in any party or other gathering that causes the unreasonable disturbing of the peace, quiet, or repose of another person;
- E. All unnecessary and annoying vibrations;
- F. Obstructions and excavations affecting the ordinary public use of streets, alleys, sidewalks, or public grounds, except under conditions as are permitted by this ordinance or other applicable law;
- G. Radio aerials or television antennae erected or maintained in a dangerous manner;
- H. Any use of property abutting on a public street or sidewalk or any use of a public street or sidewalk that causes large crowds or people to gather, obstructing traffic and the free use of the street or sidewalk;
- I. All hanging signs, awnings, and other similar structures over streets and sidewalks, so situated as to endanger public safety, or not constructed and maintained as provided by ordinance;
- J. The allowing of rainwater, ice, or snow to fall from any building or structure upon any street or sidewalk or to follow across any sidewalk;
- K. Any barbed wire fence located less than six (6) feet above the ground and within three (3) feet of a public sidewalk or way;
- L. All dangerous, unguarded machinery in any public place, or so situated or operated on private property as to attract the public;
- M. Wastewater cast upon or permitted to flow upon streets or other public properties;
- N. Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies or other materials in a manner conducive to the harboring of rats, mice, snakes, or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health, or other safety hazards from such accumulation;
- O. Any well, hole, or similar excavation that is left uncovered or in such other condition as to constitute a hazard to any child or other person coming on the premises where it is located;
- P. Obstruction to the free flow of water in a natural waterway or a public street drain, gutter, or ditch with trash or other materials;
- Q. The placing or throwing on any street, sidewalk, or other public property of any glass, tacks, nails, bottles, or other substances that may injure any person or animal or damage any pneumatic tire when passing over such substance;
- R. The depositing of garbage or refuse on a public right-of-way or on adjacent private property;
- S. Reflected glare or light from private exterior lighting exceeding 0.5 footcandles as measured on the property line of the property where the lighting is located when abutting any residential parcel, and one (1) footcandle when abutting any commercial or industrial parcel;
- T. Any storage container placed on a property outside of any enclosed building for more than fourteen (14) consecutive days. Storage containers include but are not limited to portable on demand storage (PODS), intermodal cargo containers, or similar types of equipment intended for temporary or long-term storage but not including lawful accessory buildings; and
- U. All other conditions or things that are likely to cause injury to the person or property of another.

#### 610.01 Abatement Procedure.

**Subd. 1 Procedure.** Whenever the peace officer or other designated official determines that a public nuisance is being maintained or exists on the premises in the city, the official shall notify in writing the owner of record or occupant of the premises of such fact and order that the nuisance be terminated or abated. The notice of violation shall specify the steps to be taken to abate the nuisance and the time within which the nuisance is to be abated. If the notice of violation is not complied with within the time specified, the official shall report that fact forthwith to the City Council. Thereafter, the City Council may, after notice to the owner or occupant and an opportunity to be heard, determine that the condition identified in the notice of violation is a nuisance and further order that if the nuisance is not abated within the time prescribed by the City Council, the city may seek injunctive relief by serving a copy of the City Council order and notice of motion for summary enforcement or obtain an administrative search and seizure warrant and abate the nuisance.

**Subd. 2 Notice.** Written notice of the violation; notice of the time, date, place, and subject of any hearing before the City Council; notice of the City Council order; and notice of motion for summary enforcement hearing shall be served by a peace officer or designated official on the owner of record or occupant of the premises either in person or by certified or registered mail. If the premise is not occupied, the owner of record is unknown, or if the owner of record or occupant refuses to accept notice, notice of the violation shall be served by positing it on the premises.

**Subd. 3 Emergency Procedure; Summary Enforcement.** In cases of emergency, where delay in abatement required to complete the procedure and notice requirements as set forth in subdivisions (1) and (2) of this section will permit a continuing nuisance to unreasonably endanger public health, safety, or welfare, the City Council may order summary enforcement and abate the nuisance. To proceed with summary enforcement, the peace officer or other designated official shall determine that a public nuisance exists or is being maintained on premises in the city and that delay in abatement will unreasonably endanger public health, safety, or welfare. The officer or designated official shall notify in writing the occupant or owner of the premises of the nature of the nuisance, whether public health, safety, or welfare will be unreasonably endangered by delay in abatement required to complete the procedure set forth in subdivision (one) of this section and may order that the nuisance be immediately terminated or abated. If the nuisance is not immediately terminated or abated, the City Council may order summary enforcement and abate the nuisance.

**Subd. 4 Immediate Abatement.** Nothing in this section shall prevent the city, without notice or other process, from immediately abating any condition that poses an imminent and serious hazard to human life or safety, or from immediately abating any of the conditions described in sections 600.02(E), (H) and 600.04(A), (D), (E), (H), (J), (M), and (P) if the city determines, in its discretion, that the public interest would be served by immediate abatement.

**Subd. 5 Unlawful Parties or Gatherings.** When law enforcement determines that a gathering is creating a noise disturbance, the officer may order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disburse immediately. No person shall refuse to leave after being ordered to do so by law enforcement. Every owner or tenant of such premises who has knowledge of the disturbance shall make every reasonable effort to see that the disturbance is stopped.

**Subd. 6 Judicial Remedy.** Nothing in this section shall prevent the city from seeking a judicial remedy when no other adequate administrative remedy exists.

#### 610.02 Recovery of Cost.

**Subd. 1 Personal Liability.** The owner of the premises on which a nuisance has been abated by the city, or a person who has caused a public nuisance on property not owned by that person, shall be personally liable for the cost to the city of the abatement, including administrative costs. As soon as the work has been completed

and the cost determined, the city clerk or other city official shall prepare a bill for the cost and mail it to the owner. Thereupon the amount shall be immediately due and payable at the office of the city clerk.

**Subd. 2 Assessment.** After notice and hearing as provided in Minn. Stat. § 429.061, as it may be amended from time to time, if the nuisance is a public health or safety hazard on private property, the accumulation of snow and ice on public sidewalks, the growth of weeds on private property or outside the traveled portion of streets, or unsound or insect-infected trees, the city clerk shall, on or before September 1 next following abatement of the nuisance, list the total unpaid charges along with all other such charges as well as other charges for current services to be assessed under Minn. Stat. § 429.101 against each separate lot or parcel to which the charges are attributable. The City Council may then spread the charges against the property under that statute and any other pertinent statutes for certification to the county auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the City Council may determine in each case.

#### **610.03 Administrative Offense and Penalty.**

In addition to abatement procedures outlined in this Section 610, violations of the nuisance ordinance are designated as an administrative offense and subject to an administrative penalty as established in the Fee Schedule by Ordinance of the City Council.

**Subd. 1 Notice.** Any officer of the Carver County Sheriff's Department, or any other person employed by the city, and having authority to enforce a code provision designated as an administrative offense, shall, upon determining that there has been a violation, notify the violator pursuant to Section 610.01-610.05 above of the violation. In addition to this notice, the violator shall be provided:

- A. A statement that failure to take remedial action by the specified deadline will result in an administrative penalty for violation of the nuisance ordinance; and
- B. A statement that additional violations of the same or substantially similar offense within a 12 month period of the abatement deadline stated above will result in an automatic administrative fine, which shall be increased for each subsequent offense

**Subd. 2 Payment.** Once such notice is given, the alleged violator must, within 10 days after issuance of the notice or passing of the specified deadline for abating the nuisance ordinance violation, pay the amount set forth established in the Fee Schedule by Ordinance of the City Council, or may request a hearing in writing, pursuant to Section 610.02 above. The penalty may be paid in person or by mail, and payment shall be deemed to be an admission of the violation.

**Subd. 3 Failure to Pay.** In the event a party charged with an administrative offense fails to pay the penalty, a misdemeanor or petty misdemeanor charge may be brought against the alleged violation in accordance with applicable statutes, or any unpaid fines may be charged against the real estate as a special assessment. If the penalty is paid or if an individual is found not to have committed the administrative offense by the hearing officer, no such charge may be brought by the city for the same violation.

**Subd. 4 Disposition of Penalties.** All penalties collected pursuant to this chapter shall be paid to the City Clerk's Office and may be deposited in the city's general fund.

**Subd. 5 Subsequent Offenses.** In the event a party is charged with a subsequent administrative offense within a 12-month period of paying an administrative penalty for the same or substantially similar offense, the subsequent administrative penalty shall be increased by 25% above the previous administrative penalty except when otherwise provided by ordinance. *(Amended by Ord. 242, 05-13-13)*

5th offense	100.00
6th offense	150.00
each additional offense increases in increments of \$50	
<b>Sprinkling Ban Violation</b>	
1st offense	Warning
2nd offense	50.00
3rd offense	100.00
each additional offense	
	200.00
<b>Towing and Storage of Vehicles</b>	
	Actual Cost
<b>Nuisance Violation - rolling 12 month period</b>	
1st offense	Warning
Offenses thereafter	administrative penalty + cost of abatement
<b>Administrative Penalty</b>	
1st offense	Warning
2nd offense	115.00
3rd offense	130.00
4th offense	150.00
each additional offense increases in increments of \$50	
<b>Abatement Fees</b>	
	Actual Cost

**PLANNING - Application fees may require additional legal, engineering and associated costs.**

Infrastructure Deposit (refundable)	Amount may be different based on development	900.00
Excavation Permit		Actual Cost
Fill Permit		Actual Cost
General Sign Permit (no plan review required)	60.00 permit + 1.00 surcharge	61.00
Residential Demolition Permit	100.00 permit + 1.00 surcharge	101.00
Commercial Demolition Permit	200.00 permit + 1.00 surcharge	201.00
Conditional Use Permit - Residential		200.00
Conditional Use Permit - Non-Residential		300.00
Interim Use Permit - Residential		200.00
Interim Use Permit - Non-Residential		300.00
Rezoning Application		350.00
Variance - Residential		200.00
Variance - Non-Residential		300.00
Street/Alley/Easement Vacation Application Fee		150.00
Annexation Application Fee		300.00
Storm Water Plan		250.00
Wetland Mitigation Plan	Fee + Escrow	100.00
Parking Reduction		100.00



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steven Helget, City Administrator

DATE: April 8, 2019

SUBJECT: Beyond the Yellow Ribbon Proclamation

=====

A representative of Beyond the Yellow Ribbon will be present requesting the adoption of the enclosed Proclamation which proclaims May 2019 as Yellow Ribbon Month and May 18<sup>th</sup> as Yellow Ribbon Day.

**Suggested Motion:**

**Motion to adopt Norwood Young America Beyond the Yellow Ribbon Proclamation.**



TO: Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: April 8, 2019  
SUBJECT: Review 2018 Annual Financial Report

---

Brad Falteysek, Abdo Eick & Meyers, will be in attendance to present the 2018 Annual Financial Report. Enclosed is a copy of the Audit Report, Management Letter, and a copy of Mr. Falteysek's presentation.

**Suggested Motion:**

**This is financial report and a motion is not required.**

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members  
FROM: Tony Voigt, Public Service Director  
DATE: April 8, 2019  
RE: Contract mowing of City owned Cemeteries

---

Proposed is to hire a mowing service to mow the City owned cemeteries this year. The cemeteries take a considerable amount of staff time therefore I inquired about contracting the service. It has worked well in past years to contract the mowing and allow staff more time to complete other tasks. I solicited from two contractors and received the bids as follows;

BJ's Lawn Service for \$265 per time  
Dave's Season All for \$200 per time

I appreciate the consideration to allow us to contract again this year. I will make sure the contracted service and the combined part-time staff salaries will not exceed the 2019 budget.

**Recommended motion:**

**To hire Dave's Season All to mow the City owned cemeteries during the 2019 mowing season for \$200 per time.**

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steven Helget, City Administrator

DATE: April 8, 2019

SUBJECT: Downtown Redevelopment Plan and Springfest Artisan Fair Update

=====

Proposed is to continue discussion on the Downtown Redevelopment Plan Implementation Plan and also receive an update and Springfest Artisan Fair.