



**CITY COUNCIL AGENDA**  
May 13, 2019 – 6:30 p.m.  
City Council Meetings

**CITY COUNCIL**

1. Call Meeting of City Council to Order
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 April 22, 2019 meeting
  - 4.2 Approve payment of claims
  - 4.3 Approve liquor license renewals
  - 4.4 Accept Dan Stender's Retirement Notice
  - 4.5 Approve Lawful Gambling Permit for Stiftungsfest
  - 4.6 Approve hiring Bob Hoen as Seasonal Public Service Worker I
  - 4.7 Approve hiring Kay Diers as Part-time Custodian
  - 4.8 Springfest Artisan Fair – Union Street Closing Request
5. Public Hearings
6. Old Business
7. New Business
  - 7.1 The Preserve Association request to install Private Drainage onto City Property
  - 7.2 132 Elm Street E. Nuisance Abatement Consideration
  - 7.3 Discuss Economic Development Consultant / Community Development Director
  - 7.4 Compost Site Brush Pile Removal Cost Estimates
  - 7.5 Public Services Lead Position Appointment
8. Council Member & Mayor Reports
9. Adjournment

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

**UPCOMING MEETINGS / EVENTS**

- |         |  |
|---------|--|
| May 15  | Economic Development Commission – 6:00 p.m.  |
| May 16  | Senior Advisory Committee – 9:00 a.m.  |
| May 18  | Springfest Artisan Fair  |
| May 21  | Parks and Recreation Commission – 4:45 p.m.  |
| May 22  | Safety Committee – 2:00 p.m.   |
| May 27  | Memorial Day – City Offices Closed   |
| May 28  | Work Session, EDA, City Council – 6:30 p.m.  |
| June 1  | Spring Clean-up Day – 7:00 to noon   |
| June 4  | Planning Commission – 6:00 p.m.  |
| June 10 | Personnel Committee – 5:30 p.m.  |
| June 10 | City Council – 6:30 p.m.   |
| June 12 | Joint Meeting – City Council, EDC, Planning Commission, Parks & Recreation Commission, and Chamber of Commerce Board – 6:00 p.m. |



## CITY COUNCIL MINUTES

April 22, 2019 – 6:30 p.m.

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

ABSENT: None

STAFF: Steve Helget, City Administrator, Tony Voigt, Public Service Director, Cynthia Smith-Strack, Planning Consultant, and Josh Eckstein, Bolton & Menk.

OTHERS: Theresa Peterman, Mike Kimpling, David McCarthy and Justin Pike, Air Products & Chemicals, Sheriff Jason Kamerud, Commander Mike Wollin, Craig Lofohl and Marvin Denzer, MN Valley Electric Coop, and Stan & Lois Schultz.

1. Call meeting of the City Council to Order

The meeting was called to order by Mayor Diedrick at 6:32 p.m. with all City Council members present.

The Pledge of Allegiance was recited.

Approve Agenda

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

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

Sheriff Jason Kamerud and Commander Mike Wollin introduced themselves.

4. Consent Agenda

4.1 Minutes of April 8, 2019 meeting

4.2 Payment of claims

4.3 Springfest Artisan Fair – Union Street Closing Request

4.4 PSD Seasonal Employee Hiring – Caleb Hormann

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

5. Public Hearings

5.1 Resolution 2019-08, Vacating a Drainage and Utility Easement in the Tacoma West Industrial Park

Diedrick opened the public hearing at 6:43. Smith stated Air Products and Chemicals proposes to purchase two abutting lots in the Tacoma West Industrial Park for the purpose of constructing an atmospheric air separation, processing, and storage facility. Proposed is to combine lots 9 and 10, Block 2, Tacoma West Industrial Park into a single lot. The City has a drainage and utility easement on the shared lot line between lots 9 and 10 which is proposed to be vacated.

*Motion: DS/MM to close the public hearing. Vote 5-0. Motion carried. The hearing was closed at 6:45.*

6. Old Business - None

7. New Business

7.1 Resolution 2019-08, Vacating a Drainage and Utility Easement in the Tacoma West Industrial Park

*Motion: MM/DS to approve Resolution 2019-08, Vacating a Drainage and Utility Easement in the Tacoma West Industrial Park. Vote 5-0. Motion carried.*

7.2 Resolution 2019-09, Preliminary and Final Plat Tacoma West Industrial Park 4<sup>th</sup> Addition

Smith-Strack stated Air Products and Chemicals proposes to purchase two adjacent lots in the Tacoma West Industrial Park for the purpose of constructing an atmospheric air separation, processing, and storage facility. Proposed is to combine lots 9 and 10, Block 2, Tacoma West Industrial Park into a single lot.

*Motion: DS/CS to approve Resolution 2019-09, Preliminary and Final Plat Tacoma West Industrial Park 4<sup>th</sup> Addition. Vote 5-0. Motion carried.*

7.3 Resolution 2019-10, Air Products & Chemicals Variance to Maximum Area of Accessory Structures

Smith-Strack stated Air Products is seeking a variance from Section 1245.04, Subd. 2(B)(2) which restricts the maximum area of accessory structures to thirty percent (30%) of the gross floor area of the principal structure.

Air Products is requesting accessory structures (two) which equal 120% of the size of the principal structure on the site.

Dave McCarthy, Air Products and Chemicals, provided a presentation and information about their company and production of their products (oxygen, nitrogen, and argon) which would be separated from the air and manufactured at this site.

Diedrick expressed concern by having two accessory buildings it would not be consistent with the Industrial Park covenants design criteria and would be inconsistent with the other existing buildings in the Industrial Park.

McPadden questioned if the Council should be considering any variance without a signed Preliminary Development Agreement. Mr. McCarthy stated they like to get the variances approved first so they know if the City is going to accept their project.

McPadden stated the look of their proposed buildings are not what we want in the Industrial Park. McPadden also stated even with approval of these planning & zoning resolutions it does not mean that this project is a done deal yet.

Smith-Strack stated the control building is proposed to be 1,412 sq. ft., the maintenance building 900 sq. ft., and the PDC building is 800 sq. ft. If the control and maintenance buildings would be combined the building would be 2,312 sq. ft. and the PDC accessory building would be 35% of the principal building.

McCarthy reported on the safety of their facilities and locations in proximity to residential neighborhoods.

The Council consented to review and decide on the other Air Products and Chemicals resolutions first and come back to this resolution.

McCarthy stated they would be willing to combine the control and maintenance buildings.

Heher stated he still has concerns with any variance to the maximum accessory structures area.

*Motion: TD/CS to approve Resolution 2019-10, a Variance to Maximum Area of Accessory Structures for Air Products & Chemicals with the accessory structure totaling 35% of principal structure, with one accessory structure, and the maximum accessory structure square footage not exceeding 800 square feet. Vote 4 – 1, with Heher opposed. Motion carried.*

- 7.4 Resolution 2019-11, Air Products & Chemicals Variance to Maximum Height of Accessory Structures  
Smith-Strack stated the maximum height for an accessory structure in accordance with Section 1245.04, Subd. 2(M) is 18 feet and the applicant is proposing 35 feet for the PDC or electrical building.

Heher stated he voted against the variance at that Planning Commission meeting but the other four members present voted in favor. Heher stated given the covenants and building design requirements for the industrial park, the proposed accessory structures do not match any of those. It would change the look of the industrial park from light industrial to heavy industrial. He would like to see one larger building similar to other buildings in the industrial park and have a uniform look. He questions the sale ability of the other properties if this facility is next to them from an aesthetics standpoint.

Diedrick asked if the resolution could just apply to the PRC building. Smith-Strack stated the variance currently is written to allow a variance for any of the accessory buildings.

Storms stated his concern with the PDC building is that it has stilts coming down and it is open underneath and coming down will be pipes/conduits. McCarthy stated the stilts will be 10 feet high. McCarthy stated they would install skirting around the building.

*Motion: DS/CS to approve Resolution 2019-11, Air Products & Chemicals Variance to Maximum Height of Accessory Structures to include screening of the PDC building. Vote 4 – 1, with Heher opposed. Motion carried.*

- 7.5 Resolution 2019-12, Air Products & Chemicals Conditional Use Permit for Outdoor Storage  
Smith-Strack stated the applicant is as required under Section 1230.12, Subd. 4(E) applying for a CUP for their proposed bulk storage tanks pertaining to the atmospheric air separation and storage facility. The

storage tanks include an 8,000 gallon liquid argon tank, a 50,000 gallon liquid oxygen tank, three liquid nitrogen tanks in 54,000 gallon capacity, and one additional 4,000 liquid nitrogen tank. The applicant notes the tanks will be at about 80% capacity daily. The MPCA requires permits for all the tanks.

*Motion: MM/CS to approve Resolution 2019-12, a Conditional Use Permit for Outdoor Storage for Air Products & Chemicals, Inc. Vote 5 – 0. Motion carried.*

- 7.6 Resolution 2019-13, Air Products & Chemicals Conditional Use Permit for Commercial Fence Height  
Smith-Strack stated according to Section 1245.05, Subd. 5(A) of the City Code for commercial/industrial fences in excess of 8 feet a CUP is required. The applicant proposes an 8 feet chain link fence with security wire on top. The Planning Commission is recommending approval with additions that the fence be vinyl and have slats.

Heher stated the Planning Commission held considerable discussion on the aesthetics of the fence and is recommending the vinyl and slats.

Diedrick asked what the setbacks are for fencing for commercial/industrial properties. Smith-Strack stated the setback is 1 foot from any property line.

*Motion: MM/DS to approve Resolution 2019-13, a Conditional Use Permit for commercial fence exceeding 8 feet in height for Air Products & Chemicals, Inc. Vote 5 – 0. Motion carried.*

- 7.7 Resolution 2019-14, Air Products & Chemicals Site Plan  
Smith-Strack reviewed the Site Plan. Parking meets the Code standards provided if more than 8 semi-truck trailers are to be parked on site additional parking is to be provided and the site plan amended to reflect it. Proof of parking is to be provided if 8 or more employees are to be working on site. The City engineer has approved the partial parameter curb. The photogenic plan reflects the light levels at the property line. The landscape plan includes 2.5 inch diameter trees, berm, grass seeding, etc. The strictest noise decimals will apply has provided by the MPCA. If the facility is decommissioned, the storage tanks are to be removed within one year.

Josh Eckstein, Bolton & Menk, reported on the egress and ingress of the trucks coming into the site. Still working on one truck movement with Air Products but don't anticipate a problem in resolving it.

Eckstein stated the City's water and sewer infrastructure will be adequate to meet Air Products needs. Eckstein reported on the City's water appropriation. The DNR has appropriated the City 159 million gallons per year and of that only 119 million gallons can be taken from the Mount Simon Aquifer which the City's primary well is drawing from. In addition, the City can only pump 75 gallons per capita per day from the Mount Simon Aquifer. Depending on the city's population we may not be able to pump 119 million gallons from the Mount Simon Aquifer until the city grows in population. In 2018, the City pump 96 million gallons from the Mount Simon Aquifer which represents 73.4 gallons per capita per day. The City can pump more as the residential population grows but not for commercial/industrial growth. Eckstein provided options they are still researching: 1) increase pumping of the backup well at the north water treatment facility but it is not preferred because if the main well goes down there is not an adequate backup well; 2) put the south water treatment facility back on line which has two wells supplying it and one is a Jordan Aquifer but the well is fairly old and some test pumping would have to be completed; and 3) the Oak Grove well is 300 gallon per minute and has a line extended to the south side of the Oak Grove building onto Elm Street but watermain would have to be installed and extended to the south water treatment facility. The well is not a Mount Simon well. Air Products' proposed water usage equates to about 438 homes.

McPadden asked if any of the aquifers are better quality water. Eckstein stated the Mount Simon Aquifer is better but once the water goes through the City's water treatment facility it is all the same and it is blended.

Heher stated the look of the facility is going to be what Norwood Young America is going to be known for (i.e. the 156 feet high structure, 70 feet high storage tanks, etc.). The City has worked hard to enhance its nuisance and rental housing codes and creating a new tag line "more than a place, it's home" This facility will become an identifier for the city. Heher added that allowing this facility to come in would be a step backwards.

*Motion: DS/CS to approve Resolution 2019-13, approving a Site Plan for an atmospheric air processing and distribution facility as proposed by Air Products and Chemicals, Inc. Vote 4 – 1, with Heher opposed. Motion carried.*

#### 7.8 Water Tower Cleaning and Repair

Voigt provided a report on the north water tower. The age of the paint of the tower and maintenance has been researched. Bolton & Menk inspected the exterior coating and their opinion if nothing is done now in about 5 years we will have to do a complete paint strip and repainting. Bolton & Menk feels recoating the tank would be sufficient and would get 10 years. Xcel Energy's lines is a major concern. When a total recoating is to be completed, there is no room for a blanket which slides up and down on cables and right now it would go right through power lines. Xcel is proposing a maintenance plan which includes them deenergizing the lines while crews work on the tower. Voigt stated they will continue to work with Xcel because in 10 years will have a full containment on the tower when it is repainted.

Upon inspection of the inside bowl of the water tower, it was determined it needs to be completely stripped and repainted. There are Department of Health standard upgrades to be addressed to include installing a pressure release valve and also a number of small items. Landings will be changed so water runs away. The cost for these items is \$28,000. Bolton & Menk's inspection fees is \$14,000 to \$18,000.

Voigt solicited quotes for recoating the north water tower and they are:

Central Tank Coating	\$106,000
Maguire Iron, Inc.	\$115,650
Classic Protective Coating	\$227,200

Central Tank could complete the project by Stiftungsfest. If a new logo is desired it would cost \$10,000 to \$15,000 depending on size, color, and design. The Council consented to consider the logo at a future meeting.

*Motion: CS/DS to hire Central Tank Coating to complete the repairs for \$106,000 and to hire Bolton & Menk to provide inspection services for the project for an amount to not exceed \$18,000 and to approve the required Minnesota Department of Health standard updates for the amount not to exceed \$28,000. Vote 5 – 0. Motion carried.*

#### 7.9 Bucket Truck Lift and Body Purchase Proposal

Voigt stated the 2019 chassis was ordered but according to Midway Ford the City did not make the cut off. It had to do with the supply of fuel tanks. Orders for a 2020 chassis will start this August and it is estimated it will cost about \$1,000 more than the 2019 chassis.

Voigt solicited quotes for a bucket truck lift and body and they are as follows:

Truck Utilities for a DTAX-44 44' platform	\$74,500
Crysteel Truck Equipment for a TKI46 41' platform	\$75,743.15
ABM Equipment & Supply for a vst-47-l46.4' platform	\$89,861

*Motion: CS/CH to purchase an aerial lift and associated equipment from Truck Utilities for the amount of \$74,500. Vote 5 – 0. Motion carried.*

#### 7.10 Part-time Administrative Assistant Hiring Proposal

*Motion: CS/CH to hire Eloise Swanson as part-time Administrative Assistant for a maximum of 20 hours per week at Range 5, Step 3. Vote 5 – 0. Motion carried.*

#### 8. Council Member & Mayor Reports

CH No report.

CS Provided an update from the April 16<sup>th</sup> Parks & Recreation Commission meeting. The Commission took a bus tour and inspected the City parks. They identified that the Legion Park playground equipment needs to be replaced due to cracking and they have to determine what to do with the Skate Park which is getting in tough shape. The Prairie Dawn trail is experiencing some water puddling issues.

MM The EDC met on April 17<sup>th</sup> and reviewed Air Products & Chemicals' request for some variances from the Industrial Park Covenants. The Small Business Week Breakfast will be held on May 8<sup>th</sup> with a speaker from 7 Minute Security who will provide 7 steps for preventing computer hacking. The Springfest Artisan Fair will be held on Saturday, May 18<sup>th</sup>. A Stiftungsfest Committee was held last week but he was unable to attend, but everything is moving ahead like normal.

DS The Senior Advisory Committee met on April 18<sup>th</sup> it was reported all the senior housing facilities are full and there is a 12 – 18 month waiting list. They are in the process of creating a committee to research the possibility of establishing a Senior Center. The local Girl Scouts will be planting and taking care of the Community Gardens that are not rented.

TD Attended and spoke at the Chamber of Commerce General Membership meeting on April 17<sup>th</sup>. Attended the President Donald Trump event in Burnsville. She gave Norwood Young America mug and pin and letter to one of the President's aids. Will be representing the SW Corridor Transportation Coalition with Carver County is hosting an upcoming bus tour of Highways 212 and 5 with representatives of the Metropolitan Council.

#### UPCOMING MEETINGS / EVENTS

May 7 Planning Commission – 6:00 p.m.

May 13 Personnel Committee – 5:30 p.m.

May 15 Economic Development Commission – 6:00 p.m.

May 21 Parks and Recreation Commission – 4:45 p.m.

May 22 Safety Committee – 2:00

May 28 Work Session, EDA, City Council – 6:30 p.m.

June 12 Joint Meeting – Downtown Redevelopment – 6:00 p.m.

May 13 City Council – 6:30 p.m.

May 18 Springfest Artisan Fair

May 16 Senior Advisory Committee – 9:00 a.m.

May 27 Memorial Day – City Offices Closed

June 1 Spring Clean-up Day

#### 9. Adjournment

*Motion: MM/CH to adjourn at 9:37 p.m. Vote 5 – 0. Motion carried.*

*Respectfully Submitted:*

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*Tina Diedrick, Mayor*

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*Steven Helget, City Administrator*



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

**To Be Approved: May 13, 2019**

<b>Payroll EFT</b>	<b><u>\$15,970.03</u></b>
(Check Sequence#29241-29257)	

<b>Claims Pending Payment</b>	<b><u>\$95,120.69</u></b>
(Check Sequence #29258-29316)	

<b>Grand Total</b>	<b><u>\$111,090.72</u></b>
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## CITY OF NORWOOD YOUNG AMERICA

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MAY 2019

			Check Amt	Invoice	Comment
<b>10100 CHECKING</b>					
Paid Chk#	029258	5/13/2019	<b>A-1 ELECTRIC SERV OF WACONIA</b>		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$210.96	21435	TRILANE LIFT STATION
<b>Total</b>	<b>A-1 ELECTRIC SERV OF WACONIA</b>		\$210.96		
Paid Chk#	029259	5/13/2019	<b>AEM FINANCIAL SOLUTIONS</b>		
E 101-41400-430	Miscellaneous		\$7,200.00		April 2019 financial services
<b>Total</b>	<b>AEM FINANCIAL SOLUTIONS</b>		\$7,200.00		
Paid Chk#	029260	5/13/2019	<b>BOLTON &amp; MENK, INC</b>		
G 814-22100	Escrow Collected		\$14,788.00		Air Products
E 603-49500-303	Engineering Fees		\$1,200.00		Storm Sewer
G 807-22100	Escrow Collected		\$294.00		Preserve 5th addition
E 101-41500-303	Engineering Fees		\$4,618.00		
<b>Total</b>	<b>BOLTON &amp; MENK, INC</b>		\$20,900.00		
Paid Chk#	029261	5/13/2019	<b>BRYAN ROCK PRODUCTS, INC.</b>		
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$119.02		Willkommen ballfield
<b>Total</b>	<b>BRYAN ROCK PRODUCTS, INC.</b>		\$119.02		
Paid Chk#	029262	5/13/2019	<b>CARQUEST AUTO PARTS</b>		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$23.77		
E 101-43100-210	Operating Supplies		\$15.99		
E 101-43100-223	Repair/Maintenance Bldg/Ground		\$35.20		
E 101-43100-221	Repair/Maintenance Equipment		\$818.14		
E 101-45200-221	Repair/Maintenance Equipment		\$109.14		
E 101-42200-210	Operating Supplies		\$23.44		FIRE DEPT ACCOUNT
E 101-42200-210	Operating Supplies		\$23.44		E-11
<b>Total</b>	<b>CARQUEST AUTO PARTS</b>		\$1,049.12		
Paid Chk#	029263	5/13/2019	<b>CARVER COUNTY</b>		
E 602-49450-310	Other Professional Services		\$1,478.89		
E 601-49400-310	Other Professional Services		\$1,478.90		
E 101-43100-310	Other Professional Services		\$1,232.41		
E 101-45200-310	Other Professional Services		\$739.45	CSER-639	GIS POSITION
<b>Total</b>	<b>CARVER COUNTY</b>		\$4,929.65		
Paid Chk#	029264	5/13/2019	<b>CARVER COUNTY</b>		
E 423-41960-350	Print/Publishing/Postage		\$290.00		
E 425-41960-350	Print/Publishing/Postage		\$290.00		
E 407-41960-350	Print/Publishing/Postage		\$290.00		
E 424-41960-350	Print/Publishing/Postage		\$290.00		
<b>Total</b>	<b>CARVER COUNTY</b>		\$1,160.00		
Paid Chk#	029265	5/13/2019	<b>CARVERLINK-CARVER CO BROADBAND</b>		
E 101-41940-321	Telephone		\$114.27		phone/internet
E 601-49400-321	Telephone		\$97.14		phone/internet
E 602-49450-321	Telephone		\$57.14		phone/internet

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MAY 2019

		Check Amt	Invoice	Comment
E 101-42200-321	Telephone	\$142.45		phone/internet
E 101-43100-321	Telephone	\$68.00		phone/internet
E 101-45200-321	Telephone	\$29.14		phone/internet
E 101-41940-321	Telephone	\$125.71		phone/internet
E 101-41300-321	Telephone	\$62.19		phone/internet
E 101-41320-321	Telephone	\$62.19		phone/internet
E 101-41400-321	Telephone	\$62.19		phone/internet
E 101-46500-321	Telephone	\$20.73		phone/internet
E 101-42100-321	Telephone	\$103.64		phone/internet
E 101-45500-321	Telephone	\$103.64		phone/internet
<b>al CARVERLINK-CARVER CO BROADBAND</b>		<b>\$1,048.43</b>		
<hr/>				
Paid Chk#	029266	5/13/2019	<b>CENTER POINT</b>	
E 101-41940-383	Gas Utilities	\$373.33		
E 101-42200-383	Gas Utilities	\$128.81		
E 101-43100-383	Gas Utilities	\$918.22		
E 101-45200-383	Gas Utilities	\$374.43		
E 601-49400-383	Gas Utilities	\$218.26		
E 602-49450-383	Gas Utilities	\$1,252.54		
E 101-49860-383	Gas Utilities	\$22.54		
<b>Total CENTER POINT</b>		<b>\$3,288.13</b>		
<hr/>				
Paid Chk#	029267	5/13/2019	<b>CENTRAL FIRE PROTECTION, INC</b>	
E 101-42200-210	Operating Supplies	\$48.00	40507	EXTG RECHARGE & CERTIFY
<b>Total CENTRAL FIRE PROTECTION, INC</b>		<b>\$48.00</b>		
<hr/>				
Paid Chk#	029268	5/13/2019	<b>CITY OF NYA/PETTY CASH</b>	
E 601-49400-350	Print/Publishing/Postage	\$45.95		
E 101-41320-350	Print/Publishing/Postage	\$86.00		
<b>Total CITY OF NYA/PETTY CASH</b>		<b>\$131.95</b>		
<hr/>				
Paid Chk#	029269	5/13/2019	<b>COPPERHEAD INNOVATIONS</b>	
E 602-49450-223	Repair/Maintenance Bldg/Ground	\$662.34		
E 603-49500-223	Repair/Maintenance Bldg/Ground	\$662.35		
E 601-49400-223	Repair/Maintenance Bldg/Ground	\$662.34	11685	FERROMAGNETIC LOCATOR
<b>Total COPPERHEAD INNOVATIONS</b>		<b>\$1,987.03</b>		
<hr/>				
Paid Chk#	029270	5/13/2019	<b>CURFMAN TRUCKING &amp; REPAIR INC</b>	
E 101-43100-437	Maintenance Contract	\$712.50		hauling snow
<b>Total CURFMAN TRUCKING &amp; REPAIR INC</b>		<b>\$712.50</b>		
<hr/>				
Paid Chk#	029271	5/13/2019	<b>DELTA DENTAL</b>	
G 101-21714	Dental Insurance	\$820.20		
<b>Total DELTA DENTAL</b>		<b>\$820.20</b>		
<hr/>				
Paid Chk#	029272	5/13/2019	<b>DPC INDUSTRIES INC</b>	
E 101-49860-216	Chemicals and Chem Products	\$244.49	827000358-19	CHLORINE
<b>Total DPC INDUSTRIES INC</b>		<b>\$244.49</b>		

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MAY 2019

			Check Amt	Invoice	Comment
Paid Chk#	029273	5/13/2019	<b>DR DANS REFRIGERATION</b>		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$138.00	11966	ICE MACHINE PAVILION
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$1,098.00	11966	COMPRESSOR BALL PARK
<b>Total DR DANS REFRIGERATION</b>			<b>\$1,236.00</b>		
Paid Chk#	029274	5/13/2019	<b>DROEGE, BRAD</b>		
E 101-42200-210	Operating Supplies		\$645.99		MAJESTIC FIRE
E 101-42200-210	Operating Supplies		\$240.00		FIRE STORE
E 101-42200-207	Training Instructional		\$610.74		HOTEL FDIC CONFERENCE
<b>Total DROEGE, BRAD</b>			<b>\$1,496.73</b>		
Paid Chk#	029275	5/13/2019	<b>EMERGENCY APPARATUS MAINTENANC</b>		
E 101-42200-221	Repair/Maintenance Equipment		\$873.09	105020	ENGINE 11
E 101-42200-221	Repair/Maintenance Equipment		\$821.97	105021	ENGINE E-21
E 101-42200-221	Repair/Maintenance Equipment		\$1,865.41	105022	LADDER 11
E 101-42200-221	Repair/Maintenance Equipment		\$414.29	105745	ENGINE E-21
<b>il EMERGENCY APPARATUS MAINTENANC</b>			<b>\$3,974.76</b>		
Paid Chk#	029276	5/13/2019	<b>EMERGENCY RESPONSE SOLUTIONS</b>		
E 101-42200-221	Repair/Maintenance Equipment		\$1,624.00	12757	SCBA FLOW TEST
<b>otal EMERGENCY RESPONSE SOLUTIONS</b>			<b>\$1,624.00</b>		
Paid Chk#	029277	5/13/2019	<b>FIRE SAFETY USA</b>		
E 101-42200-210	Operating Supplies		\$91.79	119880	GEAR BAG
E 101-42200-221	Repair/Maintenance Equipment		\$385.00	121756	
E 101-42200-542	FD Equipment		\$1,280.00	122246	NOZZLE
<b>Total FIRE SAFETY USA</b>			<b>\$1,756.79</b>		
Paid Chk#	029278	5/13/2019	<b>GOPHER STATE ONE-CALL, INC.</b>		
E 601-49400-223	Repair/Maintenance Bldg/Ground		\$54.67		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$54.68		
<b>Total GOPHER STATE ONE-CALL, INC.</b>			<b>\$109.35</b>		
Paid Chk#	029279	5/13/2019	<b>GRUNDAHL, WILLIAM</b>		
E 101-45200-432	Refund		\$62.50		1/2 LIONS BLDG DEPOSIT
<b>Total GRUNDAHL, WILLIAM</b>			<b>\$62.50</b>		
Paid Chk#	029280	5/13/2019	<b>HANSON, VIRGINIA</b>		
E 601-49400-432	Refund		\$111.00		WATER REFUND
<b>Total HANSON, VIRGINIA</b>			<b>\$111.00</b>		
Paid Chk#	029281	5/13/2019	<b>HD SUPPLY WATERWORKS</b>		
E 602-49450-221	Repair/Maintenance Equipment		\$75.20		meters
E 601-49400-229	Water Meters		\$1,762.00		meters
<b>Total HD SUPPLY WATERWORKS</b>			<b>\$1,837.20</b>		
Paid Chk#	029282	5/13/2019	<b>HILLYARD FLOOR CARE SUPPLY</b>		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$305.24		

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			Check Amt	Invoice	Comment
<b>Total HILLYARD FLOOR CARE SUPPLY</b>			\$305.24		
Paid Chk#	029283	5/13/2019	<b>HOME SOLUTIONS</b>		
E 101-43100-221	Repair/Maintenance Equipment		\$7.19		
E 101-43100-223	Repair/Maintenance Bldg/Ground		\$9.88		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$93.82		
E 101-43100-210	Operating Supplies		\$85.47		
E 101-45200-223	Repair/Maintenance Bldg/Ground		\$39.28		
E 602-49450-210	Operating Supplies		\$14.68		
E 601-49400-210	Operating Supplies		\$7.87		
E 602-49450-223	Repair/Maintenance Bldg/Ground		\$271.08		
E 101-42200-221	Repair/Maintenance Equipment		\$28.79		
<b>Total HOME SOLUTIONS</b>			\$558.06		
Paid Chk#	029284	5/13/2019	<b>HYDRO ENGINEERING INC</b>		
E 101-43100-221	Repair/Maintenance Equipment		\$63.00	86731	CHIPPER
<b>Total HYDRO ENGINEERING INC</b>			\$63.00		
Paid Chk#	029285	5/13/2019	<b>KENNEDY &amp; GRAVEN CHTD</b>		
G 814-22100	Escrow Collected		\$588.00		Air Products
<b>Total KENNEDY &amp; GRAVEN CHTD</b>			\$588.00		
Paid Chk#	029286	5/13/2019	<b>KWIK TRIP INC.</b>		
E 101-43100-212	Motor Fuels		\$62.62	4505963	
<b>Total KWIK TRIP INC.</b>			\$62.62		
Paid Chk#	029287	5/13/2019	<b>LANO EQUIPMENT</b>		
E 101-43100-221	Repair/Maintenance Equipment		\$21.61	33825	o ring and oil
<b>Total LANO EQUIPMENT</b>			\$21.61		
Paid Chk#	029288	5/13/2019	<b>LEAGUE OF MN CITIES</b>		
E 602-49450-360	Insurance		\$5,000.00		deductible on claim 2/9/19
E 101-41110-331	Travel/Meeting Expense		\$400.00		Stolz-conference
E 101-41300-331	Travel/Meeting Expense		\$400.00		Helget-conference
<b>Total LEAGUE OF MN CITIES</b>			\$5,800.00		
Paid Chk#	029289	5/13/2019	<b>LEES REFRIGERATION</b>		
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$170.00	32007	KEG COOLER - PAVILION
<b>Total LEES REFRIGERATION</b>			\$170.00		
Paid Chk#	029290	5/13/2019	<b>LIBERTY TITLE INC</b>		
G 101-22000	Deposits		\$900.00		845 LAKEWOOD TRAIL
<b>Total LIBERTY TITLE INC</b>			\$900.00		
Paid Chk#	029291	5/13/2019	<b>LOFFLER BUSINESS SYS LLC</b>		
E 101-41400-437	Maintenance Contract		\$193.66		
<b>Total LOFFLER BUSINESS SYS LLC</b>			\$193.66		
Paid Chk#	029292	5/13/2019	<b>LOFFLER COMPANIES, INC.</b>		

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		Check Amt	Invoice	Comment
E 101-41400-437	Maintenance Contract	\$89.50		
<b>Total LOFFLER COMPANIES, INC.</b>		<b>\$89.50</b>		
Paid Chk# 029293	5/13/2019 <b>MAYER LUMBER CO.</b>			
E 101-42200-207	Training Instructional	\$97.17		FIRE DEPT TRAINING BLDG
E 101-41940-223	Repair/Maintenance Bldg/Ground	\$62.37		
E 101-41940-223	Repair/Maintenance Bldg/Ground	\$62.37		
<b>Total MAYER LUMBER CO.</b>		<b>\$221.91</b>		
Paid Chk# 029294	5/13/2019 <b>METRO WEST INSPECTION SERVICES</b>			
E 101-42400-312	Building Inspection Fee	\$1,463.13		
E 101-42400-328	Rental Dwelling Inspections	\$108.00		
<b>Total METRO WEST INSPECTION SERVICES</b>		<b>\$1,571.13</b>		
Paid Chk# 029295	5/13/2019 <b>MID-COUNTY CO-OP OIL ASSN</b>			
E 101-43100-212	Motor Fuels	\$909.75	45301	diesel
<b>Total MID-COUNTY CO-OP OIL ASSN</b>		<b>\$909.75</b>		
Paid Chk# 029296	5/13/2019 <b>MINI BIFF</b>			
E 101-45200-418	Other Rentals (Biffs)	\$197.88	A-104151	
E 101-45200-418	Other Rentals (Biffs)	\$113.73	A-104153	
E 101-45200-418	Other Rentals (Biffs)	\$113.73	A-104160	
E 101-45200-418	Other Rentals (Biffs)	\$110.16	A-104256	
<b>Total MINI BIFF</b>		<b>\$535.50</b>		
Paid Chk# 029297	5/13/2019 <b>MN VALLEY ELECTRIC COOPERATIVE</b>			
E 601-49400-381	Electric Utilities	\$542.38		640 Tacoma Blvd
E 602-49450-381	Electric Utilities	\$34.31		Lift Station
E 101-43100-380	Street Lighting	\$102.19		Street Lights
<b>Total MN VALLEY ELECTRIC COOPERATIVE</b>		<b>\$678.88</b>		
Paid Chk# 029298	5/13/2019 <b>NYA TIMES</b>			
E 101-45200-350	Print/Publishing/Postage	\$292.00	687815	SEASONAL EMPLOYMENT
E 601-49400-350	Print/Publishing/Postage	\$589.68	689430	DRINKING WATER REPORT
E 101-45200-350	Print/Publishing/Postage	\$192.00	690008	SEASONAL EMPLOYMENT
E 101-41320-350	Print/Publishing/Postage	\$117.18	691905	Air Products TIF
E 101-41320-350	Print/Publishing/Postage	\$64.26	691906	
<b>Total NYA TIMES</b>		<b>\$1,255.12</b>		
Paid Chk# 029299	5/13/2019 <b>PRO AUTO &amp; TRANSMISSION REPAIR</b>			
E 101-42200-221	Repair/Maintenance Equipment	\$990.34		
E 101-42200-221	Repair/Maintenance Equipment	\$435.47	0063188	MINI PUMPER
E 101-42200-221	Repair/Maintenance Equipment	\$990.34	62986	Ford F350 pickup
E 101-43100-221	Repair/Maintenance Equipment	\$478.74	63028	FORD550 COOLING SYSTEM
E 101-45200-221	Repair/Maintenance Equipment	\$65.66	63184	MOWER TIRE REPAIR
E 101-42200-221	Repair/Maintenance Equipment	\$435.47	63188	mini pumper
<b>Total PRO AUTO &amp; TRANSMISSION REPAIR</b>		<b>\$3,396.02</b>		
Paid Chk# 029300	5/13/2019 <b>QUILL CORPORATION</b>			

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			Check Amt	Invoice	Comment
E 101-41400-200	Office Supplies		\$576.50		
E 101-43100-210	Operating Supplies		\$6.39		
E 101-45200-210	Operating Supplies		\$6.40		
E 101-41400-200	Office Supplies		\$42.58	6763116	
<b>Total QUILL CORPORATION</b>			<b>\$631.87</b>		
Paid Chk# 029301	5/13/2019	<b>RUPP, ANDERSON, SQUIRES, PA</b>			
G 814-22100	Escrow Collected		\$235.00		Air Products
E 101-41500-304	Legal Fees		\$551.09		
<b>Total RUPP, ANDERSON, SQUIRES, PA</b>			<b>\$786.09</b>		
Paid Chk# 029302	5/13/2019	<b>SMITH OIL CO</b>			
E 101-49600-212	Motor Fuels		\$732.40		
E 101-43100-223	Repair/Maintenance Bldg/Ground		\$49.99		
E 101-43100-212	Motor Fuels		\$197.38		
E 101-45200-212	Motor Fuels		\$61.34		
E 601-49400-212	Motor Fuels		\$101.32		
E 602-49450-212	Motor Fuels		\$101.33		
E 101-42200-212	Motor Fuels		\$413.39		Tire department fuel
<b>Total SMITH OIL CO</b>			<b>\$1,657.15</b>		
Paid Chk# 029303	5/13/2019	<b>SRF CONSULTING GROUP INC</b>			
E 101-41320-310	Other Professional Services		\$2,253.37		
<b>Total SRF CONSULTING GROUP INC</b>			<b>\$2,253.37</b>		
Paid Chk# 029304	5/13/2019	<b>STORMS WELDING &amp; MFG INC</b>			
E 832-45250-470	Donation Expense		\$75.27		Plaque holder
E 833-45250-470	Donation Expense		\$75.27		
<b>Total STORMS WELDING &amp; MFG INC</b>			<b>\$150.54</b>		
Paid Chk# 029305	5/13/2019	<b>STRACK CONSULTING LLC</b>			
E 101-41320-305	Other Professional Fees		\$1,220.00		
<b>Total STRACK CONSULTING LLC</b>			<b>\$1,220.00</b>		
Paid Chk# 029306	5/13/2019	<b>TOP NOTCH TURF</b>			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$391.00		April '19 lawn mowing
<b>Total TOP NOTCH TURF</b>			<b>\$391.00</b>		
Paid Chk# 029307	5/13/2019	<b>TOWN &amp; COUNTRY GLASS</b>			
E 101-49800-221	Repair/Maintenance Equipment		\$322.28		2017 Ford Econ
<b>Total TOWN &amp; COUNTRY GLASS</b>			<b>\$322.28</b>		
Paid Chk# 029308	5/13/2019	<b>TRAFFIC CONTROL CORP</b>			
E 101-43100-380	Street Lighting		\$268.50	112123	
<b>Total TRAFFIC CONTROL CORP</b>			<b>\$268.50</b>		
Paid Chk# 029309	5/13/2019	<b>UFC FARM SUPPLY</b>			
E 101-49860-223	Repair/Maintenance Bldg/Ground		\$44.99	k10369	pool

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			Check Amt	Invoice	Comment
<b>Total UFC FARM SUPPLY</b>			<b>\$44.99</b>		
Paid Chk# 029310	5/13/2019	UNCOMN TAP CLEANING			
E 101-41940-223	Repair/Maintenance Bldg/Ground		\$30.00		Pavilion - lines
<b>Total UNCOMN TAP CLEANING</b>			<b>\$30.00</b>		
Paid Chk# 029311	5/13/2019	USA BLUE BOOK			
E 601-49400-437	Maintenance Contract		\$135.98	882559	CHLORINE
<b>Total USA BLUE BOOK</b>			<b>\$135.98</b>		
Paid Chk# 029312	5/13/2019	UTILITY CONSULTANTS			
E 602-49450-217	Lab Fees		\$576.75		
<b>Total UTILITY CONSULTANTS</b>			<b>\$576.75</b>		
Paid Chk# 029313	5/13/2019	VERIZON WIRELESS			
E 101-45200-321	Telephone		\$60.16		
E 101-41300-321	Telephone		\$140.39		
E 602-49450-321	Telephone		\$114.54		
E 601-49400-321	Telephone		\$114.54		
E 101-42200-321	Telephone		\$175.05	9828832857	
<b>Total VERIZON WIRELESS</b>			<b>\$604.68</b>		
Paid Chk# 029314	5/13/2019	WATER CONSERVATION SERVICE INC			
E 601-49400-310	Other Professional Services		\$504.02	9020	locate leak
<b>Total WATER CONSERVATION SERVICE INC</b>			<b>\$504.02</b>		
Paid Chk# 029315	5/13/2019	WM MUELLER & SONS INC			
E 101-43100-224	Street Maint Materials		\$104.50	243089	asphalt tack
E 101-43100-224	Street Maint Materials		\$137.31	243090	asphalt plant
E 101-43100-224	Street Maint Materials		\$138.00	243129	asphalt plant
<b>Total WM MUELLER &amp; SONS INC</b>			<b>\$379.81</b>		
Paid Chk# 029316	5/13/2019	XCEL ENERGY			
E 101-41940-381	Electric Utilities		\$1,328.83		
E 101-42200-381	Electric Utilities		\$260.95		
E 101-42500-381	Electric Utilities		\$11.82		
E 101-43100-380	Street Lighting		\$3,993.73		
E 101-43100-381	Electric Utilities		\$513.54		
E 101-45200-381	Electric Utilities		\$412.66		
E 101-45500-381	Electric Utilities		\$866.70		
E 601-49400-381	Electric Utilities		\$501.76		
E 602-49450-381	Electric Utilities		\$3,545.56		
E 101-49860-381	Electric Utilities		\$336.30		
E 101-45200-381	Electric Utilities		\$14.00		Railroad Street
<b>Total XCEL ENERGY</b>			<b>\$11,785.85</b>		
<b>10100 CHECKING</b>			<b>\$95,120.69</b>		

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**Fund Summary****10100 CHECKING**

101 GENERAL FUND	\$55,641.22
407 TAX INCREMENT 1-5 PEACE VILLAG	\$290.00
423 TAX INCREMENT DISTRICT 3-3 V#2	\$290.00
424 TAX INCREMENT DISTRICT 3-4 WMI	\$290.00
425 TAX INCREMENT DISTRICT 3-5 V#3	\$290.00
601 WATER FUND	\$6,927.81
602 SEWER FUND	\$13,473.77
603 STORM WATER UTILITY	\$1,862.35
807 Escrow - Preserve 5	\$294.00
814 Escrow - Air Products	\$15,611.00
832 DONATIONS - VFW	\$75.27
833 DONATIONS - LEGION	\$75.27
	<hr/>
	\$95,120.69



TO: Mayor Diedrick and Council Members  
FROM: Debbie Lenz, Deputy Clerk  
DATE: May 13, 2019  
RE: Liquor License Renewals for 2019-2020

---

The City's liquor licenses will renew on July 1, 2019. A list of current licensees is listed below for City Council review and approval contingent upon receipt of all required documentation, fees, and sheriff's department approval.

The Carver County Sheriff's Office will review all applications for any violations before they are sent to the Alcohol and Gambling Enforcement Division of the State for approval.

Applicant	License Type
<i>Nash Finch dba: Econo</i>	Off-Sale 3.2 Beer
<i>Gasthouse</i>	Off-Sale Liquor, Sunday Liquor, & On-Sale Liquor
<i>Good Time</i>	Off-Sale Liquor
<i>Lazy Loon Lanes</i>	Off-Sale Liquor, Sunday Liquor, & On-Sale Liquor
<i>Holiday</i>	Off-Sale 3.2 Beer
<i>Northside Grill</i>	On-Sale Liquor, Sunday Liquor
<i>Last Call Too</i>	Off-Sale Liquor, Sunday Liquor, & On-Sale Liquor
<i>Kwik Trip</i>	Off-Sale 3.2 Beer
<i>Mid-Town</i>	Wine & On-Sale Beer
<i>Norwood Baseball</i>	On-Sale 3.2 Beer
<i>Pour House Pub</i>	Off-Sale Liquor, On-Sale Liquor, Sunday Liquor, & 2 am Close
<i>Stiftungsfest</i>	Temporary - Intoxicating Liquor
<i>Young America Baseball</i>	On-Sale 3.2 Beer
<i>NYA West Carver Lions</i>	Temporary On-Sale

**Suggested Motion:**

A motion to approve the liquor license applications as listed contingent on receipt of all required documentation, fees, and sheriff's department approval.

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: May 13, 2019  
SUBJECT: Accept Dan Stender's Retirement Notice

---

Enclosed is Dan Stender's retirement notice effective May 10, 2019.

**Suggested Motion:**

**Motion to accept Dan Stender's retirement notice effective May 10, 2019 and to express the City's gratitude and appreciation for his many years of service to the City of Norwood Young America.**



TO: Mayor Diedrick and City Council Members

FROM: Debbie Lenz, Deputy Clerk

DATE: May 13, 2019

RE: Application for Exempt Permit - Stiftungsfest

---

Stiftungsfest has submitted an LG220 Application for Exempt Permit. This permit authorizes the organization to conduct lawful gambling for not more than 5 days and awards less than \$50,000 in prizes in a calendar year. The Minnesota Gambling Control Board requires the City Council to approve the permit application before it issues the permit.

Suggested motion: **A motion to approve the LG220 Application for Exempt Permit for Stiftungsfest.**



TO: Honorable Mayor Diedrick and City Council Members  
FROM: Tony Voigt, Public Service Director  
DATE: May 13<sup>th</sup>, 2019  
RE: Seasonal staff hiring

---

Applications were accepted for the seasonal Public Service Worker 1 position.

**Recommended Motion: Hire Bob Hoen for the 2019 season at \$14.15/hr**

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: May 13<sup>th</sup>, 2019

RE: Hiring of Custodian position

---

We are looking to hire another custodian to fulfill our custodial needs of the city. Currently Debbie our custodian that cleans city hall and the Pavillion took another full-time position and is not as available to complete all of the required cleaning. Debbie is still available to help clean the Pavillion during the weekends but has been unavailable during the week for the other routine cleaning. We accepted applications and are requesting a recommendation as follows

**Recommended motion: Hire Kay Diers for the Custodian position at \$13.45/hr**

*Norwood Young America*

---



TO: Mayor Diedrick and City Council Members

FROM: Alicia Menzel, Administrative Assistant

DATE: May 13, 2019

SUBJECT: Springfest Artisan Fair – Union Street Closing Request

---

The Council has previously approved street closings for the Artisan Fair. The Chamber of Commerce has one more street closing request. They would like Union Street closed until 11:00 a.m. on Sunday, May 19, 2019. If approved, this would make Union Street closed from 3:00 p.m. Friday, May 17<sup>th</sup> until 11:00 a.m. Sunday, May 19<sup>th</sup>.

**Suggested Motion:**

**Motion to approve the NYA Chamber of Commerce street closing request.**

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: May 13<sup>th</sup>, 2019

RE: Request to install private drainage on city property

---

I was contacted by Don Fritz with the Preserve Association. They are proposing to address some drainage concerns within their properties. Don has included some information for the council to review. Bill McMahon will be at the meeting to present the information and discuss any concerns the city may have. I reached out to Jake Saulsbury with Bolton&Menk who recommended we have a memorandum of understanding with the association if we decide to allow them to move forward with their project. I have included the information from Don Fritz to review and an example of the mou drafted by Jake with Bolton&Menk.

**Recommended Motion:** Allow the Preserve Association to move forward with their project in agreement with an memorandum of understanding with the City of Norwood Young America.

Steve,

Don Fritz told me that Tony Voigt had mentioned that we needed to have someone at the City Council meeting on May 13 to answer questions regarding what we want to do with the drainage on city land behind the twin homes on Shoreview Lane. Don had knee surgery on Monday and asked me to attend in his place.

I am not sure what is being presented so I'm not sure if a writeup is required for council members. Attached is a description of what we want to do along with a diagram.

Please let me know if anything else is required.

Thanks

Bill McMahon  
952-412-4246

A handwritten signature in black ink, appearing to read 'Bill McMahon', is written over the printed name and phone number.

## **PRESERVE ASSOCIATION OF NORWOOD YOUNG AMERICA MINNESOTA**

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

From: Don Fritz, President Preserve Association of Norwood Young America

Date: May 13, 2019

Re: Easement request to place rain/snow runoff water pipe on city owned property

**BACKGROUND INFORMATION:** The Preserve Association of Norwood Young America is a Common Interest Community located within the City limits of Norwood Young America Minnesota. The Association is comprised of Town Homes and Twin Homes located along Meadow Lane, Marsh Path and Shoreview Lane within the city limits.

Along the north side of Shoreview Lane are twin homes. Two sets of twin homes have been in existence for several years. Additional twin homes were built in 2017 and more are being built today. The land to the north of these twin homes is owned by the City of Norwood Young America and is planned for park land at some point in the future.

### **ISSUE DRIVING REQUEST:**

The two original Twin Homes (554/550 & 556/562 Shoreview Lane) have always had water problems on the north side of the home due to the land being low compared to the surrounding land. The addition of new twin homes starting in 2017 has exasperated the problem and resulted in these new twin homes (568/574, 580/586 Shoreview Lane) to also have drainage issues. The city land behind the twin homes is at a higher elevation than the lawns of the twin homes. In addition, the building contractor, for the new twin homes, has installed a drain line for the sump pump and rain gutters that day lights at the property line causing water to pool as it cannot drain further north due to a hill to the north.

**REQUEST** (attached is a diagram showing the placement of the pipe described below)

The Association would like to place two pipes, running east to west, on city property behind the twin homes starting straight out from the east corner of 590 Shoreview Lane.

- The first pipe would be a drain tile pipe starting approximately 16 feet from the north Association property line, or 16 feet onto city property directly north of 580 Shoreview. The purpose of this pipe would be to catch the runoff from the city property. This pipe would run west at a slight angle until it ends at approximately the middle of 544 Shoreview Lane approximately 2 feet north of the Association property line, or 2 feet onto city property. The reason for the angle is that the first two buildings (4 homes) are built further back onto the property than the new homes. At the west end of the pipe it would intersect with pipe number two.
- Pipe number two would be a solid pipe starting approximately 6 feet to the west from the starting point of pipe number one, and be 2 feet further north than pipe number one. It is envisioned that the pipe behind 580/574/568 Shoreview will be 4" pipe, increasing to 6" behind

562 Shoreview then 8" starting behind 550 Shoreview until it ends at 554 Shoreview. The sump pump drain and the down spouts from each twin home would connect into this line. At the end the drain tile (pipe one) would also connect. The purpose of this pipe is to get the rain gutter and sump pump water away from the home, currently it has no place to go.

- Where the pipes (noted above) end at 554 Shoreview they would connect to another pipe (8") that would run at a northwest angle for approximately 86 feet where the water would be deposited.
- As part of this effort the back yards of 544/550 and 556/562 Shoreview will be regraded to raise the land next to the back of the house by approximately 3 inches and the back part of the yard lowered to allow any rain/snow water to drain away from the home.

#### **HOMES AFFECTED**

The Preserve 3<sup>rd</sup> Addition (Plat file number: 1339A, C.R. Doc number: 392793)

544 Shoreview Lane – Lot 1, Block 1  
550 Shoreview Lane - Lot 2, Block 1  
556 Shoreview Lane – Lot 1, Block 2  
562 Shoreview Lane – Lot 2, Block 2  
568 Shoreview Lane – Lot 1, Block 3  
574 Shoreview Lane – Lot 2, Block 3  
580 Shoreview Lane – Lot 1, Block 4  
586 Shoreview Lane – Lot 2, Block 4

Attachment A is a picture of the Association property butting up to the City Land with Young America lake to the north.

YOUNG AMERICA LAKE

YOUNG AMERICA TWP  
CITY OF NOTWOOD YOUNG AMERICA

INDICATED SCMP/CUTTER LINE

CITY OF NOTWOOD YOUNG AMERICA  
CITY OF NOTWOOD YOUNG AMERICA

96 FT  
911 PERP.

HARD  
LINE

TELLE  
LINE

21 FT

ASSOCIATION

PROPERTY LINE

4"

6"

4"

16 FT

20 FT

544

550

558

562

568

574

580

586

592

598

520

515

551

557

563

569

575

581

587

593

SHORELINE



Carver County GIS

This map was created using Carver County's Geographic Information Systems (GIS). It is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.

Map Date: 5/6/2019



TO: Honorable Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: May 13, 2019  
SUBJECT: 132 Elm Street E. Nuisance Abatement Consideration

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A nuisance violation letter was mailed to Deborah Matiak, 132 Elm Street E. on March 28, 2019 which identified numerous "junk" items as defined by City Code and more than four vehicles on the property. A follow-up inspection was completed on April 29 and it was determined that not all the nuisance violations had been resolved.

Proposed is discuss the existing nuisance violations at the subject property and to consider abatement procedures.

Enclosed are copies of the letters sent to Ms. Matiak with respect to the recent nuisance violations and a copy of Section 600 of the City Code, "Nuisances".

**Suggested Motion:**

**Motion to abate the nuisance violations at 132 Elm Street E. and to invoice the cost to the property owner.**

*Norwood Young America*



May 2, 2019

Deborah Matiak  
132 Elm St E  
Norwood Young America, MN 55368

Dear Ms. Matiak:

**RE: Nuisance Abatement**

The City mailed you a Nuisance Violation letter on March 28, 2019. The following nuisance violations were to be resolved by April 9, 2019:

- Removal of junk located in the front, side and rear of the house. This includes, but is not limited to: toys, furniture, bike parts and miscellaneous parts to other equipment, the items in the boats, and all other "junk" items located on the outside of the property.
- Decrease the number of vehicles on the property that are not stored inside the garage. From what I could see, there are currently three boats, three automobiles that are regularly parked on the property, a moped, lawn mower, and unknown vehicle type located in the backyard. City Code allows for up to 4 vehicles. Also, if there are any vehicles that have expired tabs, the tabs need to be updated.
- Removal of all junk located in the backyard under the make-shift lean-to under the tarp. It is difficult to tell what all of the items are in the backyard, however, it looks as though everything would be considered "junk" except the playground.

Upon inspection of your property on April 29, 2019, I have identified that you have not remedied all nuisance violations. See enclosed photo taken on April 29, 2019.

I am now referring this matter to the City Council to consider abatement procedures and assessing the cost to clean up your property back to you. The City Council will consider this matter at their May 13, 2019 meeting which commences at 6:30 p.m. in the City Council Chambers, 310 Elm Street W. This is an open meeting and you are cordially invited to attend.

Enclosed is a copy of the original March 28, 2019 nuisance letter. If you have any questions, please feel free to contact me at 952-467-1805.

Sincerely,

  
Steven Helget  
City Administrator

*Norwood Young America*



March 28, 2019

Deborah Matiak  
132 Elm St E  
Norwood Young America, MN 55368

Re: Nuisance Violation

Dear Ms. Matiak:

The City has received complaints regarding your property located at 132 Elm Street East in Norwood Young America. A site inspection was performed on March 28, 2019 and pictures were taken which are enclosed. It has been verified your property is in violation of the following Sections of the Norwood Young America City Code:

**600.02 Public Nuisances Affecting Health.**

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

- E. Accumulation of junk, trash, rubbish, manure, refuse, or other debris;

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

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

- 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;

**Section 720.045 Subd. 2 Residential Parking Restrictions.** Parking in all residential districts shall be subject to the following requirements:

- Off-street parking in the residential districts shall be on the same lot as the principal building unless otherwise approved by the City Council;
- No more than four (4) vehicles per lawful dwelling unit may be parked or stored anywhere outside on property zoned residential. This maximum does not include guests who do not reside on the property. For purposes of this Chapter, the words "motor vehicle" and "vehicle" shall be defined to mean every vehicle which is self-propelled. The terms "motor vehicle" and "vehicle" do not include an electric personal assistance mobility device or a vehicle moved solely by human power.

*Norwood Young America*

Upon inspection of the property, the following items have been identified and need to be resolved:

- Removal of junk located in the front, side and rear of the house. This includes, but is not limited to: toys, furniture, bike parts and miscellaneous parts to other equipment, the items in the boats, and all other "junk" items located on the outside of the property.
- Decrease the number of vehicles on the property that are not stored inside the garage. From what I could see, there are currently three boats, three automobiles that are regularly parked on the property, a moped, lawn mower, and unknown vehicle type located in the backyard. City Code allows for up to 4 vehicles. Also, if there are any vehicles that have expired tabs, the tabs need to be updated.
- Removal of all junk located in the backyard under the make-shift lean-to under the tarp. It is difficult to tell what all of the items are in the backyard, however, it looks as though everything would be considered "junk" except the playground.

Please remedy the above mentioned issues by noon on Tuesday, April 9, 2019. If the violation is not remedied in the manner described, nor a request for appeal filed with the City Administrator by the specified deadline, this will move immediately to the City Council who consider a date to abate the nuisance and charge all costs incurred to your property taxes as a special assessment.

Lastly, as this is your fourth nuisance violation within the past twelve month period (3/26/18, 4/6/2018, 4/12/2018), a nuisance fine invoice is also enclosed. If this fine is not paid, the balance, plus interest, will be assessed onto your property taxes.

If you have any questions regarding this letter, please feel free to contact me at 952-467-1805. Your prompt attention to this matter is appreciated.

Sincerely,

Steven Helget  
City Administrator

*Norwood Young America*



## **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)*



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steven Helget, City Administrator

DATE: May 13, 2019

SUBJECT: Economic Development Consultant / Community Development Director

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Ron Zeigler, Community and Economic Development Associates (CEDA), will be present to provide some background information on his company and the services they provide. Mr. Zeigler will also make a proposal to appoint one his staff to the City of Norwood Young America to provide economic development services at no charge for up to 60 days and at the end of the 60 day period the City would evaluate whether or not it would be interested in contracting with CEDA for the remainder of this year.

An update on the Community Development Director position research will be provided at the meeting.

**Suggested Motion:**

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: May 13<sup>th</sup>, 2019

RE: Brush Pile Removal

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In the past we have been able to get contractors to come out and cleanup our brush pile for no charge to the city. 2 years ago we did not get charged to chip and remove the pile but were forced to spend \$1500 to clean up the site after the company was finished. The company that chipped the pile last became very selective with the wood they wanted to chip and remove. I reached out to said company this year and they now will charge to come out and chip and remove the pile. I researched what has changed and discovered the supply has increased due to increased land clearing, an incinerator has stopped accepting the chips the said company would haul too, and therefore the demand has gone down.

We currently get reimbursed from the county for operation of the brush site. I asked for further assistance for removal of the current pile since the situation of the cost has changed. The county said there may be funds available for reimbursement but no guarantee.

I solicited to multiple contractors and received estimated pricing for the site. The proposals were estimates due to approximate size of current pile which was estimated around 2500 yds of material. I received two proposals which were estimated around \$7500 each. I do not want to clean up the site like we did 2 years ago therefore I am not proposing to go with the same contractor as before. I spoke with Rick from Davey Tree Experts and he confirmed if they were awarded the work, the site would be clean and the pile and chips would be removed. I also anticipate some reimbursement from the county for this removal.

**Recommended Motion: Hire Davey Tree to remove our brush pile for the estimated cost not to exceed \$7500.**

*Norwood Young America*



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steven Helget, City Administrator

DATE: May 13, 2019

SUBJECT: Public Services Lead Position Appointment

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The Personnel Committee met with Paul Dhoore on May 6<sup>th</sup> to consider him for the Public Services Lead position in the water and wastewater areas. The Personnel Committee recommends promoting Paul to the position effective May 14, 2019. Proposed is to compensate him at Grade 14, Step 7 (\$26.73 per hour).

**Suggested Motion:**

**Motion to promote Paul Dhoore to the Public Services Lead position effective May 14, 2019 at Grade 14, Step 7.**