



### **ECONOMIC DEVELOPMENT AUTHORITY**

1. Call Meeting of Economic Development Authority to Order
    - 1.1 Pledge of Allegiance
  2. Approve Agenda
    - 2.1 Approve minutes of May 28, 2019 meeting
  3. Adjournment
- 

### **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 May 28, 2019 meetings
  - 4.2 Approve payment of claims
  - 4.3 Accept Debbie Lenz's Notice of Retirement
  - 4.4 Approve Hiring Seasonal Staff
5. Public Hearings
6. Old Business
  - 6.1 Pavilion Liquor License
7. New Business
  - 7.1 Resolution 2019-15, Acknowledging and Accepting of Mayor Tina Diedrick's Resignation and Declaring Mayor's Seat Vacancy
  - 7.2 Schedule Public Hearing for Zoning Violation Appeal
  - 7.3 Approve hiring Public Service Worker to Streets and Parks
  - 7.4 Approve Personnel Handbook Amendment – Callback Pay
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: Carver County Sheriff's Office May Report; June Building Permit Report.

### **UPCOMING MEETINGS / EVENTS**

- |         |   |
|---------|---|
| July 2  | Planning Commission – 6:00 p.m.             |
| July 8  | Personnel Committee – 5:30 p.m.             |
| July 8  | City Council – 6:30 p.m.                    |
| July 10 | Economic Development Commission – 6:00 p.m. |
| July 16 | Parks and Recreation Commission – 4:45 p.m. |
| July 17 | Safety Committee – 2:00 p.m.                |

|           |  |
|-----------|--|
| July 18   | Senior Advisory Committee – 9:00 a.m.  |
| July 22   | Work Session, EDA, City Council – 6:30 p.m.  |
| August 14 | Joint Meeting – City Council, EDC, Planning Commission, Parks & Recreation Commission, and Chamber of Commerce Board – 6:30 p.m. |



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

STAFF: Steve Helget, Tony Voigt

OTHERS: Heidi Hoks, Curt Kobilarcsik, Paul Ericsson, Mike Kapling, Wade DeMond, Paul Lano, Joel Johnson

1. Call Meeting of Economic Development Authority to Order

President Diedrick called the meeting to order at 7:30pm with all members present.

1.1 Pledge of Allegiance

2. Approve Agenda

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

2.1 Approve minutes of April 22, 2019 meeting

*Motion: MM/CH to approve the minutes of April 22, 2019. Vote 5 – 0. Motion carried.*

3. Adjournment

*Motion: CS/MM to adjourn at 7:31pm. Vote 5 – 0. Motion carried.*

Sincerely Submitted,

---

Tina Diedrick, President

---

Kelly Hayes, City Clerk / Treasurer



## CITY COUNCIL WORK SESSION MINUTES

May 28, 2019 – 6:30 p.m.

Work Session; followed by EDA / City Council Meetings

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

STAFF: Steve Helget, Tony Voigt

OTHERS: Heidi Hoks, Curt Kobilarcsik, Paul Ericsson, Mike Kapling, Wade DeMond, Paul Lano, Joel Johnson

1. Call Meeting of City Council Work Session to Order

Meeting was called to order by Mayor Diedrick at 6:30pm with all members present.

2. Approve Agenda

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

2.1 Infrastructure Rehabilitation Plan/Pavement Management Plan

Jake Salisbury from Bolton & Menk reviewed infrastructure projects that have occurred in the past, how to prolong the life of streets and utilities, and recommendations/costs of projects that could be done.

3. Adjournment

*Motion: DS/CH to adjourn at 7:30pm. Vote 5 – 0. Motion carried.*

Sincerely Submitted,

---

Tina Diedrick, Mayor

---

Kelly Hayes, City Clerk/Treasurer



## CITY COUNCIL MINUTES

May 28, 2019 – 6:30 p.m.

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

STAFF: Steve Helget, Tony Voigt

OTHERS: Heidi Hoks, Curt Kobilarcsik, Paul Ericsson, Mike Kapling, Wade DeMond, Paul Lano, Joel Johnson

1. Call Meeting of City Council to Order

Mayor Diedrick called the meeting to order at 7:31pm with all members present.

2. Approve Agenda

Additions/Changes: 4.3 include Ellie Coffel, 4.6 include Cathleen Williams, 4.7 Approve Request for Proposals – Pavilion Liquor License, 6.4 Update on Spring Clean-Up, Remove 7.1

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

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

3.1 Carver County Library System Annual Report – Heidi Hoks and Paul Erickson

Heidi Hoks and Paul Ericsson presented information about the NYA Library, their programs and other events that they had over 2018 and also upcoming events.

Resident Mayone Brenke brought up concern regarding water in her backyard.

4. Consent Agenda

4.1 Approve minutes of May 13, 2019 meeting

4.2 Approve payment of claims

4.3 Approve hiring Swimming Pool Staff including Ellie Coffel

4.4 Approve Public Service Department Seasonal Staff Hiring

4.5 Approve Staff Participation in the Minnesota State Retirement System Deferred Compensation Plan

4.6 Approve appointing Kay Hampshire and Cathleen Williams to the Senior Advisory Committee

4.7 Approve Request for Proposals – Pavilion Liquor License

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

5. Public Hearings - none

6. Old Business

6.1 2020 Highway 212 Mill & Overlay Project Update

Representatives from MNDot and SRF gave an update on the upcoming 2020 Highway 212 Mill & Overlay Project. Environmental document and appraisals completed. Final design due in June. Reviewed the detour routes. Discussed the J-Turn on Highway 212 and Tacoma. East of Morse will have a sidewalk and West of Morse will be a trail (trail is 10 feet verses sidewalks are 6 feet). Cost of project is in-line with original projection. Resident Paul Lano brought up concerns with the projected guardrail that is going to be on the south side of Highway 212 and the safety of pedestrians. MNDot will look at the data from previous accidents.

6.2 Consider/Approve North Water Tower Logo

Will cost approximately \$10,500 to put the logo on the water tower on both sides.

*Motion: CH/CS to accept Central Tank Coating's quote to furnish and install two logos on the north water tower at a cost of \$10,500.00. Vote 5 – 0. Motion carried.*

6.3 Award Crack Sealing and Sealcoating Projects

Obtained bids for crack sealing and sealcoating projects. Bids came in a little higher than anticipated. \$100,000 was budgeted.

*Motion: MM/DS to award the Crack Sealing quote to Gopher State Sealcoat, Inc and to award the Sealcoating quote to Pearson Bros., Inc. with a combined cost not to exceed \$100,000. Vote 5 – 0. Motion carried.*

6.4 Update on Spring Clean-Up

Getting ready for the spring clean up even which is Saturday, June 1. We have not gotten any volunteers to help with picking up “junk items” for residents that are unable to get their items to City Hall. Mayor Diedrick was intending to be there but is now not available. None of the other council members are able to help. Steve will notify the residents that have contacted the City to have items picked up that City Staff will be picking items up on Friday, May 31 and items needs to be at curbside on Friday by 7:00am.

7. New Business

~~7.1 118 Trilane Dr. Nuisance Abatement Consideration~~

Removed from agenda.

7.2 Public Service Worker Appointment to Water and Wastewater

Personnel Committee interviewed three internal applicants. This will not change the rate of pay until he gets his water/sewer licenses.

*Motion: CS/CH to approve the transfer of Rodney Jaus to the water and sewer department and to post the position for a Public Service Technician for streets and parks. Vote 5 – 0. Motion carried.*

8. Council Member & Mayor Reports

CH – nothing from Planning.

CS – Parks Commission Donovan Schuette came in to talk about trees. Commission will be looking into what kind of trees to plant throughout the City.

MM – Stiftungsfest is getting ready for celebration in August. The weather didn’t cooperate for Springfest, however, it went pretty good. They plan to have it again next year and will start planning the event around September.

DS – Senior Advisory discussion on senior survey from two years ago. Will have someone from the county at the next meeting to assist with the results of the survey.

TD – Thank you to the Springfest Committee and the businesses that opened their doors to the vendors. Yellow Ribbon had banquet to recognize veterans. Still looking at new business in Industrial Park. Great job to those that assisted with the Memorial Day program.

Steve noted that the pool will be opening on Saturday, June 8 and we will be providing swimming lessons.

9. Adjournment

Motion: MM/CS to adjourn at 9:48pm. Vote 5 – 0. Motion carried.

Sincerely Submitted,

---

Tina Diedrick, Mayor

---

Kelly Hayes, City Clerk/Treasurer



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

**To Be Approved: June 24, 2019**

|  |                            |
|--|----------------------------|
| <b>Payroll EFT/Prepays</b>                 | <b><u>\$259,300.82</u></b> |
| (Check Sequence#29337-29425;505326-505344) |                            |

|                               |                            |
|-------------------------------|----------------------------|
| <b>Claims Pending Payment</b> | <b><u>\$145,188.87</u></b> |
| (Check Sequence #29426-29470) |                            |

|                    |                            |
|--------------------|----------------------------|
| <b>Grand Total</b> | <b><u>\$404,489.69</u></b> |
|--------------------|----------------------------|





## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 1

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|                       |                                     |           | Check Amt                           | Invoice      | Comment            |
|-----------------------|-------------------------------------|-----------|-------------------------------------|--------------|--------------------|
| <b>10100 CHECKING</b> |                                     |           |                                     |              |                    |
| Paid Chk#             | 029337                              | 5/28/2019 | <b>AEM FINANCIAL SOLUTIONS</b>      |              |                    |
| E 101-41400-430       | Miscellaneous                       |           | \$2,125.00                          | 416447       | MAY                |
| <b>Total</b>          | <b>AEM FINANCIAL SOLUTIONS</b>      |           | \$2,125.00                          |              |                    |
| Paid Chk#             | 029338                              | 5/28/2019 | <b>BRYAN ROCK PRODUCTS, INC.</b>    |              |                    |
| E 101-45200-223       | Repair/Maintenance Bldg/Ground      |           | \$248.80                            | 34262        | RED BALL DIAMOND   |
| <b>Total</b>          | <b>BRYAN ROCK PRODUCTS, INC.</b>    |           | \$248.80                            |              |                    |
| Paid Chk#             | 029339                              | 5/28/2019 | <b>CARDMEMBER SERVICE</b>           |              |                    |
| E 101-43100-210       | Operating Supplies                  |           | \$238.71                            |              |                    |
| E 602-49450-211       | Personal Protection Equipment       |           | \$175.90                            |              |                    |
| E 602-49450-223       | Repair/Maintenance Bldg/Ground      |           | \$60.92                             |              |                    |
| E 101-41940-223       | Repair/Maintenance Bldg/Ground      |           | \$167.87                            |              |                    |
| E 101-42200-210       | Operating Supplies                  |           | \$90.19                             |              |                    |
| E 602-49450-221       | Repair/Maintenance Equipment        |           | \$7.35                              |              |                    |
| E 601-49400-350       | Print/Publishing/Postage            |           | \$28.65                             |              |                    |
| E 101-43100-207       | Training Instructional              |           | \$90.00                             |              |                    |
| E 101-45200-207       | Training Instructional              |           | \$90.00                             |              |                    |
| E 101-42200-433       | Dues and Subscriptions              |           | \$200.00                            |              |                    |
| E 101-45200-223       | Repair/Maintenance Bldg/Ground      |           | \$504.00                            |              |                    |
| <b>Total</b>          | <b>CARDMEMBER SERVICE</b>           |           | \$1,653.59                          |              |                    |
| Paid Chk#             | 029340                              | 5/28/2019 | <b>CASH</b>                         |              |                    |
| E 101-49860-251       | Concessions                         |           | \$75.00                             |              | pool start up cash |
| <b>Total</b>          | <b>CASH</b>                         |           | \$75.00                             |              |                    |
| Paid Chk#             | 029341                              | 5/28/2019 | <b>CENTER POINT</b>                 |              |                    |
| E 602-49450-383       | Gas Utilities                       |           | \$17.00                             |              | 406 2nd avenue     |
| E 601-49400-383       | Gas Utilities                       |           | \$16.11                             |              | 640 Tacoma         |
| E 601-49400-383       | Gas Utilities                       |           | \$29.84                             |              | 104 3rd Aven SE    |
| <b>Total</b>          | <b>CENTER POINT</b>                 |           | \$62.95                             |              |                    |
| Paid Chk#             | 029342                              | 5/28/2019 | <b>CITIZEN STATE BANK HSA ACCTS</b> |              |                    |
| G 101-21718           | HSA ACCOUNT                         |           | \$1,749.99                          |              |                    |
| <b>Total</b>          | <b>CITIZEN STATE BANK HSA ACCTS</b> |           | \$1,749.99                          |              |                    |
| Paid Chk#             | 029343                              | 5/28/2019 | <b>DAMMANN SEED SALES</b>           |              |                    |
| E 101-45200-223       | Repair/Maintenance Bldg/Ground      |           | \$180.00                            |              | grass seed         |
| <b>Total</b>          | <b>DAMMANN SEED SALES</b>           |           | \$180.00                            |              |                    |
| Paid Chk#             | 029344                              | 5/28/2019 | <b>DELTA DENTAL</b>                 |              |                    |
| G 101-21714           | Dental Insurance                    |           | \$861.75                            |              |                    |
| <b>Total</b>          | <b>DELTA DENTAL</b>                 |           | \$861.75                            |              |                    |
| Paid Chk#             | 029345                              | 5/28/2019 | <b>DPC INDUSTRIES INC</b>           |              |                    |
| E 101-49860-216       | Chemicals and Chem Products         |           | \$162.99                            | 827000522-19 |                    |
| <b>Total</b>          | <b>DPC INDUSTRIES INC</b>           |           | \$162.99                            |              |                    |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 2

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|           |                 | Check Amt                                 | Invoice                                   | Comment                           |
|-----------|-----------------|---|---|-----------------------------------|
| Paid Chk# | 029346          | 5/28/2019                                 | <b>EHLERS AND ASSOCIATES, INC</b>         |                                   |
|           | G 814-22100     | Escrow Collected                          | \$5,000.00                                | 80213 TIF 3-7                     |
|           | <b>Total</b>    | <b>EHLERS AND ASSOCIATES, INC</b>         | <b>\$5,000.00</b>                         |                                   |
| Paid Chk# | 029347          | 5/28/2019                                 | <b>EMERGENCY RESPONSE SOLUTIONS</b>       |                                   |
|           | E 101-42200-542 | FD Equipment                              | \$1,379.09                                | 13109 HYDRANT VALVE, WRENCH, HOSE |
|           | E 101-42200-542 | FD Equipment                              | \$2,690.17                                | 13110 HOSE, WRENCH                |
|           | <b>otal</b>     | <b>EMERGENCY RESPONSE SOLUTIONS</b>       | <b>\$4,069.26</b>                         |                                   |
| Paid Chk# | 029348          | 5/28/2019                                 | <b>GRAMS, RYAN</b>                        |                                   |
|           | E 601-49400-432 | Refund                                    | \$100.00                                  | Utility refund                    |
|           | <b>Total</b>    | <b>GRAMS, RYAN</b>                        | <b>\$100.00</b>                           |                                   |
| Paid Chk# | 029349          | 5/28/2019                                 | <b>HD SUPPLY WATERWORKS</b>               |                                   |
|           | E 601-49400-229 | Water Meters                              | \$3,510.00                                |                                   |
|           | <b>Total</b>    | <b>HD SUPPLY WATERWORKS</b>               | <b>\$3,510.00</b>                         |                                   |
| Paid Chk# | 029350          | 5/28/2019                                 | <b>HEALTH PARTNERS</b>                    |                                   |
|           | G 101-21706     | Hospitalization/Medical Ins               | \$10,132.78                               |                                   |
|           | <b>Total</b>    | <b>HEALTH PARTNERS</b>                    | <b>\$10,132.78</b>                        |                                   |
| Paid Chk# | 029351          | 5/28/2019                                 | <b>HILGERS PLUMBING &amp; HEATING, IN</b> |                                   |
|           | E 101-41940-223 | Repair/Maintenance Bldg/Ground            | \$310.00                                  | Clay Building furnace             |
|           | <b>Total</b>    | <b>HILGERS PLUMBING &amp; HEATING, IN</b> | <b>\$310.00</b>                           |                                   |
| Paid Chk# | 029352          | 5/28/2019                                 | <b>HOLIDAY FLEET</b>                      |                                   |
|           | E 101-43100-212 | Motor Fuels                               | \$73.14                                   |                                   |
|           | <b>Total</b>    | <b>HOLIDAY FLEET</b>                      | <b>\$73.14</b>                            |                                   |
| Paid Chk# | 029353          | 5/28/2019                                 | <b>HORIZON COMMERCIAL POOL SUPPLY</b>     |                                   |
|           | E 101-49860-223 | Repair/Maintenance Bldg/Ground            | \$646.35                                  | 190430003 multi port valve        |
|           | E 101-49860-223 | Repair/Maintenance Bldg/Ground            | \$24,310.00                               | J180831109 balance on repair      |
|           | <b>tal</b>      | <b>HORIZON COMMERCIAL POOL SUPPLY</b>     | <b>\$24,956.35</b>                        |                                   |
| Paid Chk# | 029354          | 5/28/2019                                 | <b>KLEINBANK</b>                          |                                   |
|           | G 101-21718     | HSA ACCOUNT                               | \$458.34                                  |                                   |
|           | <b>Total</b>    | <b>KLEINBANK</b>                          | <b>\$458.34</b>                           |                                   |
| Paid Chk# | 029355          | 5/28/2019                                 | <b>KWIK TRIP INC.</b>                     |                                   |
|           | E 101-43100-212 | Motor Fuels                               | \$42.70                                   |                                   |
|           | <b>Total</b>    | <b>KWIK TRIP INC.</b>                     | <b>\$42.70</b>                            |                                   |
| Paid Chk# | 029356          | 5/28/2019                                 | <b>LANO EQUIPMENT</b>                     |                                   |
|           | E 101-43100-221 | Repair/Maintenance Equipment              | \$29.68                                   | 34710 Cologne's Box sweeper       |
|           | <b>Total</b>    | <b>LANO EQUIPMENT</b>                     | <b>\$29.68</b>                            |                                   |
| Paid Chk# | 029357          | 5/28/2019                                 | <b>LMC INSURANCE TRUST</b>                |                                   |
|           | E 101-49800-365 | Insurance Claims                          | \$4,924.28                                | 4696                              |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 3

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|                 |                                |  | Check Amt                              | Invoice    | Comment                  |
|-----------------|--------------------------------|--|--|------------|--------------------------|
| <hr/>           |                                |  |  |            |                          |
|                 | <b>Total</b>                   | <b>LMC INSURANCE TRUST</b>             | <b>\$4,924.28</b>                      |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029358                         | 5/28/2019                              | <b>MARCO TECHNOLOGIES LLC</b>          |            |                          |
| E 101-41000-614 | Cable Franchise                |  | \$845.59                               | INV6294439 | CLERK COMPUTER           |
| E 101-41000-614 | Cable Franchise                |  | \$225.49                               | INV6370326 | CLERK COMPUTER           |
| E 101-41400-437 | Maintenance Contract           |  | \$87.50                                | INV6370850 | CSP AGREEMENT            |
|                 | <b>Total</b>                   | <b>MARCO TECHNOLOGIES LLC</b>          | <b>\$1,158.58</b>                      |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029359                         | 5/28/2019                              | <b>MID COUNTRY BANK</b>                |            |                          |
| G 101-21718     | HSA ACCOUNT                    |  | \$453.33                               |            |                          |
|                 | <b>Total</b>                   | <b>MID COUNTRY BANK</b>                | <b>\$453.33</b>                        |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029360                         | 5/28/2019                              | <b>MINNESOTA VALLEY TESTING LAB</b>    |            |                          |
| E 602-49450-217 | Lab Fees                       |  | \$36.20                                | 974385     |                          |
| E 601-49400-217 | Lab Fees                       |  | \$93.00                                | 974619     |                          |
| E 602-49450-217 | Lab Fees                       |  | \$36.20                                | 975591     |                          |
|                 | <b>Total</b>                   | <b>MINNESOTA VALLEY TESTING LAB</b>    | <b>\$165.40</b>                        |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029361                         | 5/28/2019                              | <b>MN DEPT OF HEALTH</b>               |            |                          |
| G 601-20281     | MDH FEE                        |  | \$2,177.00                             |            | CONNECTION FEE           |
|                 | <b>Total</b>                   | <b>MN DEPT OF HEALTH</b>               | <b>\$2,177.00</b>                      |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029362                         | 5/28/2019                              | <b>MN DEPT OF LABOR &amp; INDUSTRY</b> |            |                          |
| G 101-21721     | State Bldg Surcharge Fee       |  | \$316.28                               |            | 1ST QTR SURCHARGE        |
|                 | <b>Total</b>                   | <b>MN DEPT OF LABOR &amp; INDUSTRY</b> | <b>\$316.28</b>                        |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029363                         | 5/28/2019                              | <b>NYA TIMES</b>                       |            |                          |
| E 603-49500-350 | Print/Publishing/Postage       |  | \$46.00                                | 694217     | Grass clippings          |
| E 101-43100-350 | Print/Publishing/Postage       |  | \$160.00                               | 694218     | Public service Worker ad |
| E 601-49400-350 | Print/Publishing/Postage       |  | \$76.00                                | 694219     | Watering restrictions    |
| E 101-45200-350 | Print/Publishing/Postage       |  | \$292.00                               | 694220     | Pool managers/lifeguards |
|                 | <b>Total</b>                   | <b>NYA TIMES</b>                       | <b>\$574.00</b>                        |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029364                         | 5/28/2019                              | <b>OEM SERVICE CO, LLC</b>             |            |                          |
| E 601-49400-223 | Repair/Maintenance Bldg/Ground |  | \$42.79                                | 027086     | ALUM PARTS REPAIR        |
|                 | <b>Total</b>                   | <b>OEM SERVICE CO, LLC</b>             | <b>\$42.79</b>                         |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029365                         | 5/28/2019                              | <b>QUILL CORPORATION</b>               |            |                          |
| E 101-41400-200 | Office Supplies                |  | \$59.97                                | 7039535    |                          |
| E 101-41400-200 | Office Supplies                |  | \$152.76                               | 7200853    |                          |
| E 101-41400-200 | Office Supplies                |  | \$87.75                                | 7270600    |                          |
|                 | <b>Total</b>                   | <b>QUILL CORPORATION</b>               | <b>\$300.48</b>                        |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029366                         | 5/28/2019                              | <b>RUPP, ANDERSON, SQUIRES, PA</b>     |            |                          |
| E 101-41500-304 | Legal Fees                     |  | \$1,325.56                             |            |                          |
|                 | <b>Total</b>                   | <b>RUPP, ANDERSON, SQUIRES, PA</b>     | <b>\$1,325.56</b>                      |            |                          |
| <hr/>           |                                |  |  |            |                          |
| Paid Chk#       | 029367                         | 5/28/2019                              | <b>SAM S TIRE SERVICE</b>              |            |                          |
| E 101-43100-221 | Repair/Maintenance Equipment   |  | \$244.00                               | 150672     | tires/lawn and garden    |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 4

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|                                     |                 |                                | Check Amt                     | Invoice    | Comment                          |
|-------------------------------------|-----------------|--------------------------------|-------------------------------|------------|----------------------------------|
| <b>Total SAM S TIRE SERVICE</b>     |                 |                                | \$244.00                      |            |                                  |
| Paid Chk#                           | 029368          | 5/28/2019                      | <b>STATE BANK OF HAMBURG</b>  |            |                                  |
|                                     | G 101-21718     | HSA ACCOUNT                    | \$533.33                      |            |                                  |
| <b>Total STATE BANK OF HAMBURG</b>  |                 |                                | \$533.33                      |            |                                  |
| Paid Chk#                           | 029369          | 5/28/2019                      | <b>UFC FARM SUPPLY</b>        |            |                                  |
|                                     | E 101-43100-211 | Personal Protection Equipment  | \$15.95                       | 912200     |                                  |
| <b>Total UFC FARM SUPPLY</b>        |                 |                                | \$15.95                       |            |                                  |
| Paid Chk#                           | 029370          | 5/28/2019                      | <b>UHL COMPANY, INC</b>       |            |                                  |
|                                     | E 101-42200-437 | Maintenance Contract           | \$383.40                      | 57832      |                                  |
| <b>Total UHL COMPANY, INC</b>       |                 |                                | \$383.40                      |            |                                  |
| Paid Chk#                           | 029371          | 5/28/2019                      | <b>UNUM LIFE INSURANCE CO</b> |            |                                  |
|                                     | G 101-21715     | Life Ins                       | \$129.36                      |            |                                  |
|                                     | G 101-21715     | Life Ins                       | \$109.56                      |            |                                  |
| <b>Total UNUM LIFE INSURANCE CO</b> |                 |                                | \$238.92                      |            |                                  |
| Paid Chk#                           | 029372          | 5/28/2019                      | <b>WERNER, WESLEY</b>         |            |                                  |
|                                     | E 601-49400-432 | Refund                         | \$49.36                       |            | OVERPAYMENT OF UTILITY BILL      |
| <b>Total WERNER, WESLEY</b>         |                 |                                | \$49.36                       |            |                                  |
| Paid Chk#                           | 029373          | 5/28/2019                      | <b>XCEL ENERGY</b>            |            |                                  |
|                                     | E 601-49400-381 | Electric Utilities             | \$2,541.94                    |            |                                  |
|                                     | E 101-41940-381 | Electric Utilities             | \$808.01                      |            |                                  |
|                                     | E 101-42200-381 | Electric Utilities             | \$29.42                       |            |                                  |
|                                     | E 101-42500-381 | Electric Utilities             | \$11.32                       |            |                                  |
|                                     | E 101-43100-380 | Street Lighting                | \$3,979.42                    |            |                                  |
|                                     | E 101-43100-381 | Electric Utilities             | \$266.89                      |            |                                  |
|                                     | E 101-45200-381 | Electric Utilities             | \$305.99                      |            |                                  |
|                                     | E 101-45500-381 | Electric Utilities             | \$355.21                      |            |                                  |
|                                     | E 601-49400-381 | Electric Utilities             | \$356.09                      |            |                                  |
|                                     | E 602-49450-381 | Electric Utilities             | \$1,663.80                    |            |                                  |
|                                     | E 101-49860-381 | Electric Utilities             | \$89.31                       |            |                                  |
| <b>Total XCEL ENERGY</b>            |                 |                                | \$10,407.40                   |            |                                  |
| Paid Chk#                           | 029374          | 6/10/2019                      | <b>ACCESS LIFTS, INC.</b>     |            |                                  |
|                                     | E 101-41940-223 | Repair/Maintenance Bldg/Ground | \$975.00                      | M3178SA-24 | SEMI-ANNUAL MAINTENANCE CONTRACT |
| <b>Total ACCESS LIFTS, INC.</b>     |                 |                                | \$975.00                      |            |                                  |
| Paid Chk#                           | 029375          | 6/10/2019                      | <b>ALL TRAFFIC SOLUTIONS</b>  |            |                                  |
|                                     | E 101-43100-221 | Repair/Maintenance Equipment   | \$1,500.00                    |            | 2019 TRAFFIC APP                 |
| <b>Total ALL TRAFFIC SOLUTIONS</b>  |                 |                                | \$1,500.00                    |            |                                  |
| Paid Chk#                           | 029376          | 6/10/2019                      | <b>BOLTON &amp; MENK, INC</b> |            |                                  |
|                                     | G 814-22100     | Escrow Collected               | \$5,362.00                    |            |                                  |
|                                     | G 807-22100     | Escrow Collected               | \$383.00                      |            |                                  |
|                                     | E 601-49400-303 | Engineering Fees               | \$1,897.00                    |            |                                  |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 5

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|                  |  |  | Check Amt          | Invoice     | Comment                  |
|------------------|--|--|--------------------|-------------|--------------------------|
| E 101-41500-303  | Engineering Fees                               |  | \$741.00           |             |                          |
|                  | <b>Total BOLTON &amp; MENK, INC</b>            |  | <b>\$8,383.00</b>  |             |                          |
| Paid Chk# 029377 | 6/10/2019                                      | <b>CARVER COUNTY</b>                     |                    |             |                          |
| E 101-42100-311  | County Police Contract                         |  | \$1,825.27         |             | 2018 POLICE CONTRACT     |
|                  | <b>Total CARVER COUNTY</b>                     |  | <b>\$1,825.27</b>  |             |                          |
| Paid Chk# 029378 | 6/10/2019                                      | <b>CARVER COUNTY</b>                     |                    |             |                          |
| E 101-42100-311  | County Police Contract                         |  | \$90,760.00        | SHERI003261 | 1ST HALF POLICE CONTRACT |
|                  | <b>Total CARVER COUNTY</b>                     |  | <b>\$90,760.00</b> |             |                          |
| Paid Chk# 029379 | 6/10/2019                                      | <b>CENTER POINT</b>                      |                    |             |                          |
| E 101-41940-383  | Gas Utilities                                  |  | \$248.39           |             |                          |
| E 101-42200-383  | Gas Utilities                                  |  | \$59.77            |             |                          |
| E 101-43100-383  | Gas Utilities                                  |  | \$401.23           |             |                          |
| E 101-45200-383  | Gas Utilities                                  |  | \$230.21           |             |                          |
| E 601-49400-383  | Gas Utilities                                  |  | \$130.54           |             |                          |
| E 602-49450-383  | Gas Utilities                                  |  | \$1,028.37         |             |                          |
| E 101-49860-383  | Gas Utilities                                  |  | \$22.54            |             |                          |
|                  | <b>Total CENTER POINT</b>                      |  | <b>\$2,121.05</b>  |             |                          |
| Paid Chk# 029380 | 6/10/2019                                      | <b>CNH CAPITAL</b>                       |                    |             |                          |
| E 101-45200-221  | Repair/Maintenance Equipment                   |  | \$82.32            |             |                          |
|                  | <b>Total CNH CAPITAL</b>                       |  | <b>\$82.32</b>     |             |                          |
| Paid Chk# 029381 | 6/10/2019                                      | <b>D.E.I. ELECTRICAL</b>                 |                    |             |                          |
| E 101-42200-223  | Repair/Maintenance Bldg/Ground                 |  | \$79.51            | 58695       |                          |
|                  | <b>Total D.E.I. ELECTRICAL</b>                 |  | <b>\$79.51</b>     |             |                          |
| Paid Chk# 029382 | 6/10/2019                                      | <b>DAVE S SEASON ALL</b>                 |                    |             |                          |
| E 101-43100-437  | Maintenance Contract                           |  | \$1,000.00         | 987405      | MAY CEMETERY             |
|                  | <b>Total DAVE S SEASON ALL</b>                 |  | <b>\$1,000.00</b>  |             |                          |
| Paid Chk# 029383 | 6/10/2019                                      | <b>DIEDRICK, TINA</b>                    |                    |             |                          |
| E 101-41110-331  | Travel/Meeting Expense                         |  | \$176.97           |             |                          |
|                  | <b>Total DIEDRICK, TINA</b>                    |  | <b>\$176.97</b>    |             |                          |
| Paid Chk# 029384 | 6/10/2019                                      | <b>DIVERSIFIED PLUMING &amp; HEATING</b> |                    |             |                          |
| E 101-49860-223  | Repair/Maintenance Bldg/Ground                 |  | \$715.00           | 26287       | 314 REFORM ST            |
|                  | <b>Total DIVERSIFIED PLUMING &amp; HEATING</b> |  | <b>\$715.00</b>    |             |                          |
| Paid Chk# 029385 | 6/10/2019                                      | <b>DR DANS REFRIGERATION</b>             |                    |             |                          |
| E 101-41940-223  | Repair/Maintenance Bldg/Ground                 |  | \$138.00           | 11966       | ICE MACHINE              |
| E 101-45200-223  | Repair/Maintenance Bldg/Ground                 |  | \$763.00           | 11966       | NORWOOD BASEBALL COOLER  |
|                  | <b>Total DR DANS REFRIGERATION</b>             |  | <b>\$901.00</b>    |             |                          |
| Paid Chk# 029386 | 6/10/2019                                      | <b>EMERGENCY RESPONSE SOLUTIONS</b>      |                    |             |                          |
| E 101-42200-221  | Repair/Maintenance Equipment                   |  | \$180.15           | 13219       | LUG ADAPTER              |



## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 6

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|   |                                |           | Check Amt                             | Invoice | Comment       |
|---|--------------------------------|-----------|---------------------------------------|---------|---------------|
| <b>total EMERGENCY RESPONSE SOLUTIONS</b>   |                                |           | <b>\$180.15</b>                       |         |               |
| Paid Chk#                                   | 029387                         | 6/10/2019 | <b>FLOW MEASUREMENT AND CONTROL C</b> |         |               |
| E 602-49450-223                             | Repair/Maintenance Bldg/Ground |           | \$510.00                              | 8665    | FLOW METER    |
| <b>total FLOW MEASUREMENT AND CONTROL C</b> |                                |           | <b>\$510.00</b>                       |         |               |
| Paid Chk#                                   | 029388                         | 6/10/2019 | <b>GOPHER STATE ONE-CALL, INC.</b>    |         |               |
| E 601-49400-223                             | Repair/Maintenance Bldg/Ground |           | \$54.68                               | 9050637 | LOCATES       |
| E 602-49450-223                             | Repair/Maintenance Bldg/Ground |           | \$54.67                               | 9050637 | LOCATES       |
| <b>Total GOPHER STATE ONE-CALL, INC.</b>    |                                |           | <b>\$109.35</b>                       |         |               |
| Paid Chk#                                   | 029389                         | 6/10/2019 | <b>HD SUPPLY WATERWORKS</b>           |         |               |
| E 601-49400-229                             | Water Meters                   |           | \$312.43                              | K608473 |               |
| <b>Total HD SUPPLY WATERWORKS</b>           |                                |           | <b>\$312.43</b>                       |         |               |
| Paid Chk#                                   | 029390                         | 6/10/2019 | <b>HEDTKE, CHERYL</b>                 |         |               |
| E 831-45250-470                             | Donation Expense               |           | \$763.95                              |         |               |
| <b>Total HEDTKE, CHERYL</b>                 |                                |           | <b>\$763.95</b>                       |         |               |
| Paid Chk#                                   | 029391                         | 6/10/2019 | <b>HOLIDAY FLEET</b>                  |         |               |
| E 101-43100-212                             | Motor Fuels                    |           | \$147.08                              |         |               |
| <b>Total HOLIDAY FLEET</b>                  |                                |           | <b>\$147.08</b>                       |         |               |
| Paid Chk#                                   | 029392                         | 6/10/2019 | <b>HOME SOLUTIONS</b>                 |         |               |
| E 101-41940-223                             | Repair/Maintenance Bldg/Ground |           | \$262.15                              |         |               |
| E 101-43100-223                             | Repair/Maintenance Bldg/Ground |           | \$12.40                               |         |               |
| E 101-45200-223                             | Repair/Maintenance Bldg/Ground |           | \$16.98                               |         |               |
| E 101-45200-221                             | Repair/Maintenance Equipment   |           | \$4.64                                |         |               |
| E 101-41940-210                             | Operating Supplies             |           | \$58.85                               |         |               |
| E 602-49450-223                             | Repair/Maintenance Bldg/Ground |           | \$12.59                               |         |               |
| E 101-49860-223                             | Repair/Maintenance Bldg/Ground |           | \$24.23                               |         |               |
| <b>Total HOME SOLUTIONS</b>                 |                                |           | <b>\$391.84</b>                       |         |               |
| Paid Chk#                                   | 029393                         | 6/10/2019 | <b>JAUS, RODNEY</b>                   |         |               |
| E 101-43100-417                             | Uniform                        |           | \$115.97                              |         | CLOTHING      |
| <b>Total JAUS, RODNEY</b>                   |                                |           | <b>\$115.97</b>                       |         |               |
| Paid Chk#                                   | 029394                         | 6/10/2019 | <b>JERRY S TRANSMISSION SERVICE</b>   |         |               |
| E 101-42200-221                             | Repair/Maintenance Equipment   |           | \$82.43                               | 0032046 |               |
| E 101-42200-221                             | Repair/Maintenance Equipment   |           | \$494.81                              | 32308   | E11           |
| E 101-42200-221                             | Repair/Maintenance Equipment   |           | \$404.81                              | 32872   | 1218          |
| <b>Total JERRY S TRANSMISSION SERVICE</b>   |                                |           | <b>\$982.05</b>                       |         |               |
| Paid Chk#                                   | 029395                         | 6/10/2019 | <b>JEURISSEN, ANDREW</b>              |         |               |
| E 101-45200-223                             | Repair/Maintenance Bldg/Ground |           | \$85.00                               |         | STUMP GRINDER |
| <b>Total JEURISSEN, ANDREW</b>              |                                |           | <b>\$85.00</b>                        |         |               |
| Paid Chk#                                   | 029396                         | 6/10/2019 | <b>KENNEDY &amp; GRAVEN CHTD</b>      |         |               |
| G 814-22100                                 | Escrow Collected               |           | \$3,795.00                            |         | AIR PRODUCTS  |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 7

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|   |                                |                                       | Check Amt         | Invoice    | Comment                     |
|---|--------------------------------|---------------------------------------|-------------------|------------|-----------------------------|
| <b>Total KENNEDY &amp; GRAVEN CHTD</b>      |                                |                                       | <b>\$3,795.00</b> |            |                             |
| Paid Chk# 029397                            | 6/10/2019                      | <b>KNUJ</b>                           |                   |            |                             |
| E 101-41300-340                             | Advertising                    |                                       | \$167.00          |            | SENIOR HONORS               |
| <b>Total KNUJ</b>                           |                                |                                       | <b>\$167.00</b>   |            |                             |
| Paid Chk# 029398                            | 6/10/2019                      | <b>KWIK TRIP INC.</b>                 |                   |            |                             |
| E 101-45200-212                             | Motor Fuels                    |                                       | \$19.50           |            |                             |
| <b>Total KWIK TRIP INC.</b>                 |                                |                                       | <b>\$19.50</b>    |            |                             |
| Paid Chk# 029399                            | 6/10/2019                      | <b>LAKEVIEW CLINIC</b>                |                   |            |                             |
| E 101-42200-208                             | Medical-Physicals              |                                       | \$180.00          |            |                             |
| <b>Total LAKEVIEW CLINIC</b>                |                                |                                       | <b>\$180.00</b>   |            |                             |
| Paid Chk# 029400                            | 6/10/2019                      | <b>LEES REFRIGERATION</b>             |                   |            |                             |
| E 101-45200-223                             | Repair/Maintenance Bldg/Ground |                                       | \$335.00          | 32107      | NORWOOD BASEBALL COOLER     |
| <b>Total LEES REFRIGERATION</b>             |                                |                                       | <b>\$335.00</b>   |            |                             |
| Paid Chk# 029401                            | 6/10/2019                      | <b>LIFT MANAGEMENT</b>                |                   |            |                             |
| E 601-49400-432                             | Refund                         |                                       | \$41.20           |            | OVERPAYMENT OF UTILITY BILL |
| <b>Total LIFT MANAGEMENT</b>                |                                |                                       | <b>\$41.20</b>    |            |                             |
| Paid Chk# 029402                            | 6/10/2019                      | <b>LOFFLER COMPANIES, INC.</b>        |                   |            |                             |
| E 101-41400-437                             | Maintenance Contract           |                                       | \$115.50          |            | COPIER RENT                 |
| <b>Total LOFFLER COMPANIES, INC.</b>        |                                |                                       | <b>\$115.50</b>   |            |                             |
| Paid Chk# 029403                            | 6/10/2019                      | <b>MARCO TECHNOLOGIES LLC</b>         |                   |            |                             |
| E 101-41400-437                             | Maintenance Contract           |                                       | \$1,302.00        | INV6384579 | MANAGED SERVICES            |
| <b>Total MARCO TECHNOLOGIES LLC</b>         |                                |                                       | <b>\$1,302.00</b> |            |                             |
| Paid Chk# 029404                            | 6/10/2019                      | <b>METRO WEST INSPECTION SERVICES</b> |                   |            |                             |
| E 101-42400-328                             | Rental Dwelling Inspections    |                                       | \$54.00           |            |                             |
| E 101-42400-312                             | Building Inspection Fee        |                                       | \$3,237.18        |            |                             |
| <b>Total METRO WEST INSPECTION SERVICES</b> |                                |                                       | <b>\$3,291.18</b> |            |                             |
| Paid Chk# 029405                            | 6/10/2019                      | <b>MID-COUNTY CO-OP OIL ASSN</b>      |                   |            |                             |
| E 101-43100-212                             | Motor Fuels                    |                                       | \$984.90          | 45579      | DYED DIESEL                 |
| <b>Total MID-COUNTY CO-OP OIL ASSN</b>      |                                |                                       | <b>\$984.90</b>   |            |                             |
| Paid Chk# 029406                            | 6/10/2019                      | <b>MINI BIFF</b>                      |                   |            |                             |
| E 101-45200-418                             | Other Rentals (Biffs)          |                                       | \$197.88          | A-104693   | SPORTS COMPLEX              |
| E 101-45200-418                             | Other Rentals (Biffs)          |                                       | \$113.73          | A-104695   | FRIENDSHIP PARK             |
| E 101-45200-418                             | Other Rentals (Biffs)          |                                       | \$113.73          | A-104707   | PRAIRIE DAWN PARK           |
| <b>Total MINI BIFF</b>                      |                                |                                       | <b>\$425.34</b>   |            |                             |
| Paid Chk# 029407                            | 6/10/2019                      | <b>MINNESOTA VALLEY TESTING LAB</b>   |                   |            |                             |
| E 602-49450-217                             | Lab Fees                       |                                       | \$36.20           | 976638     | PHOSPHORUS                  |
| E 602-49450-217                             | Lab Fees                       |                                       | \$36.20           | 977972     | PHOSPHORUS                  |
| E 602-49450-217                             | Lab Fees                       |                                       | \$36.20           | 979066     | PHOSPHORUS                  |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 8

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|   |                                |           | Check Amt                             | Invoice | Comment            |
|---|--------------------------------|-----------|---------------------------------------|---------|--------------------|
| <b>Total MINNESOTA VALLEY TESTING LAB</b>   |                                |           | <b>\$108.60</b>                       |         |                    |
| Paid Chk#                                   | 029408                         | 6/10/2019 | <b>MN VALLEY ELECTRIC COOPERATIVE</b> |         |                    |
| E 602-49450-381                             | Electric Utilities             |           | \$45.84                               |         | LIFT STATION       |
| E 101-43100-380                             | Street Lighting                |           | \$101.63                              |         | STREET LIGHTS      |
| E 601-49400-381                             | Electric Utilities             |           | \$372.10                              |         | 640 TACOMA         |
| <b>otal MN VALLEY ELECTRIC COOPERATIVE</b>  |                                |           | <b>\$519.57</b>                       |         |                    |
| Paid Chk#                                   | 029409                         | 6/10/2019 | <b>NCPERS 855401LIFE INS</b>          |         |                    |
| G 101-21705                                 | PERA Life                      |           | \$16.00                               |         |                    |
| <b>Total NCPERS 855401LIFE INS</b>          |                                |           | <b>\$16.00</b>                        |         |                    |
| Paid Chk#                                   | 029410                         | 6/10/2019 | <b>NELSON ELECTRIC MOTOR REPAIR I</b> |         |                    |
| E 602-49450-223                             | Repair/Maintenance Bldg/Ground |           | \$270.00                              | 8922    | WM LIFT STATION    |
| <b>Total NELSON ELECTRIC MOTOR REPAIR I</b> |                                |           | <b>\$270.00</b>                       |         |                    |
| Paid Chk#                                   | 029411                         | 6/10/2019 | <b>NORTH AMERICAN SAFETY INC</b>      |         |                    |
| E 101-43100-211                             | Personal Protection Equipment  |           | \$19.99                               | 41955   |                    |
| E 101-43100-226                             | Signs                          |           | \$258.00                              | 42269   |                    |
| E 101-43100-211                             | Personal Protection Equipment  |           | \$850.47                              | 42339   |                    |
| E 101-43100-226                             | Signs                          |           | \$243.90                              | 42489   |                    |
| E 101-43100-226                             | Signs                          |           | \$243.90                              | 42489   |                    |
| <b>Total NORTH AMERICAN SAFETY INC</b>      |                                |           | <b>\$1,616.26</b>                     |         |                    |
| Paid Chk#                                   | 029412                         | 6/10/2019 | <b>NORWOOD ELECTRIC INC</b>           |         |                    |
| E 101-49860-223                             | Repair/Maintenance Bldg/Ground |           | \$290.98                              | 16144   | POOL PARK PUMP     |
| E 275-46500-522                             | Streets-Other Improvements     |           | \$2,863.80                            | 16155   | NORTH WELCOME SIGN |
| <b>Total NORWOOD ELECTRIC INC</b>           |                                |           | <b>\$3,154.78</b>                     |         |                    |
| Paid Chk#                                   | 029413                         | 6/10/2019 | <b>NYA TIMES</b>                      |         |                    |
| E 101-49860-350                             | Print/Publishing/Postage       |           | \$192.00                              | 695958  | POOL               |
| E 101-41320-350                             | Print/Publishing/Postage       |           | \$45.36                               | 697323  | AUTO USES C3       |
| E 601-49400-350                             | Print/Publishing/Postage       |           | \$76.00                               | 697823  | WATERING           |
| E 603-49500-350                             | Print/Publishing/Postage       |           | \$46.00                               | 697824  | GRASS              |
| <b>Total NYA TIMES</b>                      |                                |           | <b>\$359.36</b>                       |         |                    |
| Paid Chk#                                   | 029414                         | 6/10/2019 | <b>RUPP, ANDERSON, SQUIRES, PA</b>    |         |                    |
| G 814-22100                                 | Escrow Collected               |           | \$258.50                              |         | ATTORNEY           |
| E 101-41500-304                             | Legal Fees                     |           | \$730.91                              |         | ATTORNEY           |
| <b>Total RUPP, ANDERSON, SQUIRES, PA</b>    |                                |           | <b>\$989.41</b>                       |         |                    |
| Paid Chk#                                   | 029415                         | 6/10/2019 | <b>SMITH OIL CO</b>                   |         |                    |
| E 601-49400-212                             | Motor Fuels                    |           | \$155.00                              |         |                    |
| E 602-49450-212                             | Motor Fuels                    |           | \$155.00                              |         |                    |
| E 101-49800-212                             | Motor Fuels                    |           | \$732.12                              |         |                    |
| E 101-43100-212                             | Motor Fuels                    |           | \$99.67                               |         |                    |
| E 101-45200-212                             | Motor Fuels                    |           | \$20.25                               |         |                    |
| E 101-42200-212                             | Motor Fuels                    |           | \$304.32                              |         | FIRE DEPT          |



## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 9

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|  |                                |                                  | Check Amt  | Invoice    | Comment          |
|--|--------------------------------|----------------------------------|------------|------------|------------------|
| <b>Total SMITH OIL CO</b>              |                                |                                  | \$1,466.36 |            |                  |
| Paid Chk# 029416                       | 6/10/2019                      | <b>STRACK CONSULTING LLC</b>     |            |            |                  |
| E 101-41320-305                        | Other Professional Fees        |                                  | \$560.00   | 1129       |                  |
| <b>Total STRACK CONSULTING LLC</b>     |                                |                                  | \$560.00   |            |                  |
| Paid Chk# 029417                       | 6/10/2019                      | <b>TASC</b>                      |            |            |                  |
| G 101-21713                            | Health Care Reimbursement Acct |                                  | \$165.00   |            |                  |
| <b>Total TASC</b>                      |                                |                                  | \$165.00   |            |                  |
| Paid Chk# 029418                       | 6/10/2019                      | <b>TOP NOTCH TURF</b>            |            |            |                  |
| E 101-41940-223                        | Repair/Maintenance Bldg/Ground |                                  | \$391.00   | NORDEN0519 |                  |
| <b>Total TOP NOTCH TURF</b>            |                                |                                  | \$391.00   |            |                  |
| Paid Chk# 029419                       | 6/10/2019                      | <b>US POSTAL SERVICE</b>         |            |            |                  |
| E 101-41400-350                        | Print/Publishing/Postage       |                                  | \$94.00    |            | BOX RENT         |
| <b>Total US POSTAL SERVICE</b>         |                                |                                  | \$94.00    |            |                  |
| Paid Chk# 029420                       | 6/10/2019                      | <b>US POSTAL SERVICE</b>         |            |            |                  |
| E 601-49400-350                        | Print/Publishing/Postage       |                                  | \$134.86   |            | JUNE WATER BILLS |
| E 602-49450-350                        | Print/Publishing/Postage       |                                  | \$134.87   |            | JUNE WATER BILLS |
| E 603-49500-350                        | Print/Publishing/Postage       |                                  | \$134.87   |            | JUNE WATER BILLS |
| <b>Total US POSTAL SERVICE</b>         |                                |                                  | \$404.60   |            |                  |
| Paid Chk# 029421                       | 6/10/2019                      | <b>UTILITY CONSULTANTS</b>       |            |            |                  |
| E 602-49450-217                        | Lab Fees                       |                                  | \$615.60   | 101694     | CBOD/TSS TESTING |
| <b>Total UTILITY CONSULTANTS</b>       |                                |                                  | \$615.60   |            |                  |
| Paid Chk# 029422                       | 6/10/2019                      | <b>VERIZON WIRELESS</b>          |            |            |                  |
| E 601-49400-321                        | Telephone                      |                                  | \$80.23    |            |                  |
| E 602-49450-321                        | Telephone                      |                                  | \$80.23    |            |                  |
| E 101-43100-321                        | Telephone                      |                                  | \$140.40   |            |                  |
| E 101-45200-321                        | Telephone                      |                                  | \$60.17    |            |                  |
| E 101-42200-321                        | Telephone                      |                                  | \$175.05   |            | FIRE DEPT        |
| <b>Total VERIZON WIRELESS</b>          |                                |                                  | \$536.08   |            |                  |
| Paid Chk# 029423                       | 6/10/2019                      | <b>WM MUELLER &amp; SONS INC</b> |            |            |                  |
| E 101-43100-224                        | Street Maint Materials         |                                  | \$138.00   | 243937     | FINE MIX         |
| E 101-43100-224                        | Street Maint Materials         |                                  | \$209.07   | 244154     | FINE MIX         |
| E 101-43100-224                        | Street Maint Materials         |                                  | \$73.14    | 244155     | FINE MIX         |
| E 101-43100-224                        | Street Maint Materials         |                                  | \$106.88   | 244156     | TACK OIL         |
| E 101-43100-224                        | Street Maint Materials         |                                  | \$72.45    | 244205     | FINE MIX         |
| E 101-43100-224                        | Street Maint Materials         |                                  | \$95.00    | 244206     | TACK OIL         |
| <b>Total WM MUELLER &amp; SONS INC</b> |                                |                                  | \$694.54   |            |                  |
| Paid Chk# 029424                       | 6/10/2019                      | <b>WWGOETSCH</b>                 |            |            |                  |
| E 101-49860-223                        | Repair/Maintenance Bldg/Ground |                                  | \$735.00   | 102124     | WATER PUMP       |
| E 101-49860-223                        | Repair/Maintenance Bldg/Ground |                                  | \$6,869.00 | 102125     | PUMP             |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:59 AM

Page 10

**\*Check Detail Register©**

MAY 2019 to JUNE 2019

|   | Check Amt           | Invoice | Comment |
|---|---------------------|---------|---------|
| <b>Total WWGOETSCH</b>                                      | <b>\$7,604.00</b>   |         |         |
| Paid Chk# 029425    6/14/2019 <b>UNITED STATES TREASURY</b> |                     |         |         |
| E 101-42200-122    FICA                                     | \$1,314.37          |         |         |
| <b>Total UNITED STATES TREASURY</b>                         | <b>\$1,314.37</b>   |         |         |
| <b>10100 CHECKING</b>                                       | <b>\$222,765.47</b> |         |         |

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

|                           |                     |
|---------------------------|---------------------|
| 101 GENERAL FUND          | \$186,824.39        |
| 275 CAPITAL               | \$2,863.80          |
| 601 WATER FUND            | \$12,274.82         |
| 602 SEWER FUND            | \$5,013.14          |
| 603 STORM WATER UTILITY   | \$226.87            |
| 807 Escrow - Preserve 5   | \$383.00            |
| 814 Escrow - Air Products | \$14,415.50         |
| 831 DONATIONS - NYA CIP   | \$763.95            |
|                           | <b>\$222,765.47</b> |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:57 AM

Page 1

**\*Check Detail Register©**

JUNE 2019

|                       |  |           | Check Amt                          | Invoice     | Comment                                |
|-----------------------|--|-----------|------------------------------------|-------------|--|
| <b>10100 CHECKING</b> |  |           |                                    |             |  |
| Paid Chk#             | 029426                                   | 6/24/2019 | <b>ADVANCED POWER SERVICES INC</b> |             |  |
| E 602-49450-500       | Capital Outlay                           |           | \$38,500.00                        |             | generators Elm & Trilane Lift Stations |
|                       | <b>Total ADVANCED POWER SERVICES INC</b> |           | \$38,500.00                        |             |  |
| Paid Chk#             | 029427                                   | 6/24/2019 | <b>AURICH, JOE AND SHARON</b>      |             |  |
| E 101-45200-432       | Refund                                   |           | \$450.00                           |             | PAVILION REFUND                        |
|                       | <b>Total AURICH, JOE AND SHARON</b>      |           | \$450.00                           |             |  |
| Paid Chk#             | 029428                                   | 6/24/2019 | <b>BRYAN ROCK PRODUCTS, INC.</b>   |             |  |
| E 101-43100-224       | Street Maint Materials                   |           | \$2,148.63                         |             |  |
|                       | <b>Total BRYAN ROCK PRODUCTS, INC.</b>   |           | \$2,148.63                         |             |  |
| Paid Chk#             | 029429                                   | 6/24/2019 | <b>CARDMEMBER SERVICE</b>          |             |  |
| E 101-41320-350       | Print/Publishing/Postage                 |           | \$14.00                            |             |  |
| E 101-41300-430       | Miscellaneous                            |           | \$29.90                            |             |  |
| E 275-46500-522       | Streets-Other Improvements               |           | \$770.40                           |             |  |
| E 101-41940-221       | Repair/Maintenance Equipment             |           | \$24.35                            |             |  |
| E 602-49450-223       | Repair/Maintenance Bldg/Ground           |           | \$159.99                           |             |  |
| E 101-45200-223       | Repair/Maintenance Bldg/Ground           |           | \$130.00                           |             |  |
| E 101-49860-223       | Repair/Maintenance Bldg/Ground           |           | \$126.95                           |             |  |
| E 101-49860-223       | Repair/Maintenance Bldg/Ground           |           | \$352.20                           |             |  |
| E 101-49860-251       | Concessions                              |           | \$1,054.24                         |             |  |
| E 101-49860-209       | Swim Uniforms                            |           | \$259.35                           |             |  |
| E 101-41400-200       | Office Supplies                          |           | \$86.90                            |             |  |
| E 101-49860-223       | Repair/Maintenance Bldg/Ground           |           | \$619.79                           |             |  |
| E 101-41400-430       | Miscellaneous                            |           | \$36.00                            |             |  |
|                       | <b>Total CARDMEMBER SERVICE</b>          |           | \$3,664.07                         |             |  |
| Paid Chk#             | 029430                                   | 6/24/2019 | <b>CARVER COUNTY</b>               |             |  |
| E 101-41500-305       | Other Professional Fees                  |           | \$700.00                           | SHERI003267 | background-liquor licenses             |
|                       | <b>Total CARVER COUNTY</b>               |           | \$700.00                           |             |  |
| Paid Chk#             | 029431                                   | 6/24/2019 | <b>CARVER COUNTY</b>               |             |  |
| E 101-41940-321       | Telephone                                |           | \$114.28                           |             | Carver Link                            |
| E 601-49400-321       | Telephone                                |           | \$97.14                            |             | Carver Link                            |
| E 602-49450-321       | Telephone                                |           | \$57.14                            |             | Carver Link                            |
| E 101-42200-321       | Telephone                                |           | \$142.45                           |             | Carver Link                            |
| E 101-43100-321       | Telephone                                |           | \$68.00                            |             | Carver Link                            |
| E 101-45200-321       | Telephone                                |           | \$29.14                            |             | Carver Link                            |
| E 101-41940-321       | Telephone                                |           | \$125.71                           |             | Carver Link                            |
| E 101-41300-321       | Telephone                                |           | \$61.96                            |             | Carver Link                            |
| E 101-41320-321       | Telephone                                |           | \$61.96                            |             | Carver Link                            |
| E 101-41400-321       | Telephone                                |           | \$61.96                            |             | Carver Link                            |
| E 101-46500-321       | Telephone                                |           | \$20.65                            |             | Carver Link                            |
| E 101-42100-321       | Telephone                                |           | \$103.26                           |             | Carver Link                            |
| E 101-45500-321       | Telephone                                |           | \$103.26                           |             | Carver Link                            |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:57 AM

Page 2

**\*Check Detail Register©**

JUNE 2019

|   |                                | Check Amt         | Invoice                                   | Comment                       |
|---|--------------------------------|-------------------|---|-------------------------------|
| <b>Total CARVER COUNTY</b>                  |                                | <b>\$1,046.91</b> |   |                               |
| Paid Chk#                                   | 029432                         | 6/24/2019         | <b>CENTER POINT</b>                       |                               |
| E 601-49400-383                             | Gas Utilities                  | \$89.16           |   | 104 3rd Avenue Se             |
| E 601-49400-383                             | Gas Utilities                  | \$16.11           |   | 640 Tacoma Blvd               |
| E 602-49450-383                             | Gas Utilities                  | \$16.12           |   | 406 2nd Avenue Se             |
| E 101-41940-383                             | Gas Utilities                  | \$16.47           |   | 318 Elm Street W              |
| <b>Total CENTER POINT</b>                   |                                | <b>\$137.86</b>   |   |                               |
| Paid Chk#                                   | 029433                         | 6/24/2019         | <b>CITIZEN STATE BANK HSA ACCTS</b>       |                               |
| G 101-21718                                 | HSA ACCOUNT                    | \$1,749.99        |   |                               |
| <b>Total CITIZEN STATE BANK HSA ACCTS</b>   |                                | <b>\$1,749.99</b> |   |                               |
| Paid Chk#                                   | 029434                         | 6/24/2019         | <b>CORLETT, BRIAN</b>                     |                               |
| E 601-49400-432                             | Refund                         | \$22.37           |   | UTILITY REFUND                |
| <b>Total CORLETT, BRIAN</b>                 |                                | <b>\$22.37</b>    |   |                               |
| Paid Chk#                                   | 029435                         | 6/24/2019         | <b>DAVIS EQUIPMENT CORPORATION</b>        |                               |
| E 101-45200-221                             | Repair/Maintenance Equipment   | \$209.07          | 30317                                     | MOWER WHEEL AND TIRE          |
| <b>Total DAVIS EQUIPMENT CORPORATION</b>    |                                | <b>\$209.07</b>   |   |                               |
| Paid Chk#                                   | 029436                         | 6/24/2019         | <b>DOOR POWER INC</b>                     |                               |
| E 101-41940-223                             | Repair/Maintenance Bldg/Ground | \$240.00          | 11213                                     | transmitter                   |
| <b>Total DOOR POWER INC</b>                 |                                | <b>\$240.00</b>   |   |                               |
| Paid Chk#                                   | 029437                         | 6/24/2019         | <b>DPC INDUSTRIES INC</b>                 |                               |
| E 602-49450-216                             | Chemicals and Chem Products    | \$622.49          | 827000692-19                              | CHLORINE & SULFUR DIOXIDE     |
| <b>Total DPC INDUSTRIES INC</b>             |                                | <b>\$622.49</b>   |   |                               |
| Paid Chk#                                   | 029438                         | 6/24/2019         | <b>EISCHENS HOME FINISHING</b>            |                               |
| E 101-43100-223                             | Repair/Maintenance Bldg/Ground | \$600.00          |   | POOL AREA                     |
| E 101-45200-223                             | Repair/Maintenance Bldg/Ground | \$300.00          |   | POOL AREA                     |
| E 101-49860-223                             | Repair/Maintenance Bldg/Ground | \$300.00          |   | POOL AREA                     |
| <b>Total EISCHENS HOME FINISHING</b>        |                                | <b>\$1,200.00</b> |   |                               |
| Paid Chk#                                   | 029439                         | 6/24/2019         | <b>FIRE SAFETY USA</b>                    |                               |
| E 101-42200-210                             | Operating Supplies             | \$65.00           | 123287                                    |                               |
| <b>Total FIRE SAFETY USA</b>                |                                | <b>\$65.00</b>    |   |                               |
| Paid Chk#                                   | 029440                         | 6/24/2019         | <b>FLOW MEASUREMENT AND CONTROL C</b>     |                               |
| E 602-49450-223                             | Repair/Maintenance Bldg/Ground | \$941.00          | 8674                                      | submersible level transmitter |
| <b>Total FLOW MEASUREMENT AND CONTROL C</b> |                                | <b>\$941.00</b>   |   |                               |
| Paid Chk#                                   | 029441                         | 6/24/2019         | <b>HEALTH PARTNERS</b>                    |                               |
| G 101-21706                                 | Hospitalization/Medical Ins    | \$8,260.96        | 90347940                                  |                               |
| <b>Total HEALTH PARTNERS</b>                |                                | <b>\$8,260.96</b> |   |                               |
| Paid Chk#                                   | 029442                         | 6/24/2019         | <b>HILGERS PLUMBING &amp; HEATING, IN</b> |                               |
| E 101-45200-223                             | Repair/Maintenance Bldg/Ground | \$575.00          | 12992                                     |                               |



## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:57 AM

Page 3

**\*Check Detail Register©**

JUNE 2019

|                  |   |                                | Check Amt         | Invoice | Comment                    |
|------------------|---|--------------------------------|-------------------|---------|----------------------------|
| E 101-41940-223  | Repair/Maintenance Bldg/Ground            |                                | \$1,300.00        | 13008   |                            |
| E 101-41940-223  | Repair/Maintenance Bldg/Ground            |                                | \$300.00          | 13046   |                            |
| <b>Total</b>     | <b>HILGERS PLUMBING &amp; HEATING, IN</b> |                                | <b>\$2,175.00</b> |         |                            |
| Paid Chk# 029443 | 6/24/2019                                 | <b>JEURISSEN, ANDREW</b>       |                   |         |                            |
| E 601-49400-432  | Refund                                    |                                | \$132.94          |         | overpayment utility bill   |
| <b>Total</b>     | <b>JEURISSEN, ANDREW</b>                  |                                | <b>\$132.94</b>   |         |                            |
| Paid Chk# 029444 | 6/24/2019                                 | <b>KLEINBANK</b>               |                   |         |                            |
| G 101-21718      | HSA ACCOUNT                               |                                | \$166.67          |         |                            |
| <b>Total</b>     | <b>KLEINBANK</b>                          |                                | <b>\$166.67</b>   |         |                            |
| Paid Chk# 029445 | 6/24/2019                                 | <b>KWIK TRIP INC.</b>          |                   |         |                            |
| E 101-45200-212  | Motor Fuels                               |                                | \$17.00           |         | 05/31/19                   |
| E 101-45200-212  | Motor Fuels                               |                                | \$16.50           |         | 6/5/19                     |
| E 101-42200-212  | Motor Fuels                               |                                | \$3.09            |         | 5/13/19                    |
| E 101-45200-212  | Motor Fuels                               |                                | \$19.15           |         | 4674911                    |
| <b>Total</b>     | <b>KWIK TRIP INC.</b>                     |                                | <b>\$55.74</b>    |         |                            |
| Paid Chk# 029446 | 6/24/2019                                 | <b>LANO EQUIPMENT</b>          |                   |         |                            |
| E 101-45200-221  | Repair/Maintenance Equipment              |                                | \$64.50           | 36081   | ROTARY MOWER               |
| <b>Total</b>     | <b>LANO EQUIPMENT</b>                     |                                | <b>\$64.50</b>    |         |                            |
| Paid Chk# 029447 | 6/24/2019                                 | <b>LATZIG, ELROY</b>           |                   |         |                            |
| E 101-41400-430  | Miscellaneous                             |                                | \$6,600.00        |         | July 2018-June 2019        |
| <b>Total</b>     | <b>LATZIG, ELROY</b>                      |                                | <b>\$6,600.00</b> |         |                            |
| Paid Chk# 029448 | 6/24/2019                                 | <b>LENZ, DEBRA</b>             |                   |         |                            |
| E 101-41400-331  | Travel/Meeting Expense                    |                                | \$92.80           |         |                            |
| <b>Total</b>     | <b>LENZ, DEBRA</b>                        |                                | <b>\$92.80</b>    |         |                            |
| Paid Chk# 029449 | 6/24/2019                                 | <b>LOFFLER COMPANIES, INC.</b> |                   |         |                            |
| E 101-41400-437  | Maintenance Contract                      |                                | \$386.25          | 3130594 |                            |
| <b>Total</b>     | <b>LOFFLER COMPANIES, INC.</b>            |                                | <b>\$386.25</b>   |         |                            |
| Paid Chk# 029450 | 6/24/2019                                 | <b>LOOMIS HOMES</b>            |                   |         |                            |
| G 101-22000      | Deposits                                  |                                | \$900.00          |         | 1080 Preserve Blvd-deposit |
| <b>Total</b>     | <b>LOOMIS HOMES</b>                       |                                | <b>\$900.00</b>   |         |                            |
| Paid Chk# 029451 | 6/24/2019                                 | <b>MAYER LUMBER CO.</b>        |                   |         |                            |
| E 101-45200-223  | Repair/Maintenance Bldg/Ground            |                                | \$2,846.82        |         | warming house              |
| <b>Total</b>     | <b>MAYER LUMBER CO.</b>                   |                                | <b>\$2,846.82</b> |         |                            |
| Paid Chk# 029452 | 6/24/2019                                 | <b>MCFOA</b>                   |                   |         |                            |
| E 101-41400-433  | Dues and Subscriptions                    |                                | \$45.00           |         | membership7/2019-6/2020    |
| <b>Total</b>     | <b>MCFOA</b>                              |                                | <b>\$45.00</b>    |         |                            |
| Paid Chk# 029453 | 6/24/2019                                 | <b>MID COUNTRY BANK</b>        |                   |         |                            |
| G 101-21718      | HSA ACCOUNT                               |                                | \$453.33          |         |                            |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:57 AM

Page 4

**\*Check Detail Register©**

JUNE 2019

|                               |                                     |                                     | Check Amt         | Invoice  | Comment                           |
|-------------------------------|-------------------------------------|-------------------------------------|-------------------|----------|-----------------------------------|
| <b>Total MID COUNTRY BANK</b> |                                     |                                     | <b>\$453.33</b>   |          |                                   |
| Paid Chk# 029454              | 6/24/2019                           | <b>MID-COUNTY CO-OP OIL ASSN</b>    |                   |          |                                   |
| E 101-43100-212               | Motor Fuels                         |                                     | \$992.51          | 45799    | DYED DIESEL                       |
| E 101-45200-223               | Repair/Maintenance Bldg/Ground      |                                     | \$271.10          | 60309    | Trimec and surge                  |
| E 101-45200-223               | Repair/Maintenance Bldg/Ground      |                                     | \$244.44          | 60325    | Trimec                            |
| E 101-45200-223               | Repair/Maintenance Bldg/Ground      |                                     | \$100.90          | 60392    | CORNERSTONE                       |
| <b>Total</b>                  | <b>MID-COUNTY CO-OP OIL ASSN</b>    |                                     | <b>\$1,608.95</b> |          |                                   |
| Paid Chk# 029455              | 6/24/2019                           | <b>MINI BIFF</b>                    |                   |          |                                   |
| E 101-45200-418               | Other Rentals (Biffs)               |                                     | \$390.10          | A-104668 |                                   |
| E 101-45200-418               | Other Rentals (Biffs)               |                                     | \$110.16          | A-104854 |                                   |
| <b>Total</b>                  | <b>MINI BIFF</b>                    |                                     | <b>\$500.26</b>   |          |                                   |
| Paid Chk# 029456              | 6/24/2019                           | <b>MINNESOTA VALLEY TESTING LAB</b> |                   |          |                                   |
| E 601-49400-217               | Lab Fees                            |                                     | \$93.00           | 979888   |                                   |
| E 602-49450-217               | Lab Fees                            |                                     | \$36.20           | 980316   |                                   |
| <b>Total</b>                  | <b>MINNESOTA VALLEY TESTING LAB</b> |                                     | <b>\$129.20</b>   |          |                                   |
| Paid Chk# 029457              | 6/24/2019                           | <b>MN FIRE CERTIFICATION BOARD</b>  |                   |          |                                   |
| E 101-42200-207               | Training Instructional              |                                     | \$125.00          | 6767     | Instructor II exam- Alyssa Ulrich |
| <b>Total</b>                  | <b>MN FIRE CERTIFICATION BOARD</b>  |                                     | <b>\$125.00</b>   |          |                                   |
| Paid Chk# 029458              | 6/24/2019                           | <b>MOTOROLA INC.</b>                |                   |          |                                   |
| E 101-42200-221               | Repair/Maintenance Equipment        |                                     | \$6,322.01        | 41267885 |                                   |
| <b>Total</b>                  | <b>MOTOROLA INC.</b>                |                                     | <b>\$6,322.01</b> |          |                                   |
| Paid Chk# 029459              | 6/24/2019                           | <b>NORWOOD ELECTRIC INC</b>         |                   |          |                                   |
| E 101-49860-223               | Repair/Maintenance Bldg/Ground      |                                     | \$160.00          | 16162    | Oak Grove garage                  |
| <b>Total</b>                  | <b>NORWOOD ELECTRIC INC</b>         |                                     | <b>\$160.00</b>   |          |                                   |
| Paid Chk# 029460              | 6/24/2019                           | <b>NYA TIMES</b>                    |                   |          |                                   |
| E 101-45200-350               | Print/Publishing/Postage            |                                     | \$96.00           |          | ad- public serv tech              |
| E 101-43100-350               | Print/Publishing/Postage            |                                     | \$96.00           | 701844   | ad- public serv tech              |
| <b>Total</b>                  | <b>NYA TIMES</b>                    |                                     | <b>\$192.00</b>   |          |                                   |
| Paid Chk# 029461              | 6/24/2019                           | <b>QUILL CORPORATION</b>            |                   |          |                                   |
| E 101-41400-200               | Office Supplies                     |                                     | \$308.70          | 7980649  |                                   |
| E 101-41400-200               | Office Supplies                     |                                     | \$31.99           | 7996131  |                                   |
| <b>Total</b>                  | <b>QUILL CORPORATION</b>            |                                     | <b>\$340.69</b>   |          |                                   |
| Paid Chk# 029462              | 6/24/2019                           | <b>ROSTEN, BETHANY</b>              |                   |          |                                   |
| E 101-49860-432               | Refund                              |                                     | \$45.00           |          | SWIM LESSON REFUND                |
| <b>Total</b>                  | <b>ROSTEN, BETHANY</b>              |                                     | <b>\$45.00</b>    |          |                                   |
| Paid Chk# 029463              | 6/24/2019                           | <b>STATE BANK OF HAMBURG</b>        |                   |          |                                   |
| G 101-21718                   | HSA ACCOUNT                         |                                     | \$533.33          |          |                                   |
| <b>Total</b>                  | <b>STATE BANK OF HAMBURG</b>        |                                     | <b>\$533.33</b>   |          |                                   |

## CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:57 AM

Page 5

**\*Check Detail Register©**

JUNE 2019

|                 |                                     |           | Check Amt                           | Invoice    | Comment               |
|-----------------|-------------------------------------|-----------|-------------------------------------|------------|-----------------------|
| Paid Chk#       | 029464                              | 6/24/2019 | <b>STORMS WELDING &amp; MFG INC</b> |            |                       |
| E 275-46500-522 | Streets-Other Improvements          |           | \$11,570.00                         | 55239      | ENTRANCE SIGNS        |
| <b>Total</b>    | <b>STORMS WELDING &amp; MFG INC</b> |           | \$11,570.00                         |            |                       |
| Paid Chk#       | 029465                              | 6/24/2019 | <b>SUN LIFE ASSURANCE COMPANY</b>   |            |                       |
| G 101-21707     | Disability Insurance                |           | \$679.20                            |            |                       |
| <b>Total</b>    | <b>SUN LIFE ASSURANCE COMPANY</b>   |           | \$679.20                            |            |                       |
| Paid Chk#       | 029466                              | 6/24/2019 | <b>THEIN WELL</b>                   |            |                       |
| E 601-49400-223 | Repair/Maintenance Bldg/Ground      |           | \$34,182.39                         | 6549       | Well #2               |
| <b>Total</b>    | <b>THEIN WELL</b>                   |           | \$34,182.39                         |            |                       |
| Paid Chk#       | 029467                              | 6/24/2019 | <b>TOP NOTCH TURF</b>               |            |                       |
| E 101-41940-223 | Repair/Maintenance Bldg/Ground      |           | \$391.00                            | NORDEN0619 | LAWN MOWING           |
| <b>Total</b>    | <b>TOP NOTCH TURF</b>               |           | \$391.00                            |            |                       |
| Paid Chk#       | 029468                              | 6/24/2019 | <b>UFC FARM SUPPLY</b>              |            |                       |
| E 101-43100-223 | Repair/Maintenance Bldg/Ground      |           | \$22.99                             | 915244     | LP CYLINDER           |
| <b>Total</b>    | <b>UFC FARM SUPPLY</b>              |           | \$22.99                             |            |                       |
| Paid Chk#       | 029469                              | 6/24/2019 | <b>USA BLUE BOOK</b>                |            |                       |
| E 602-49450-210 | Operating Supplies                  |           | \$135.13                            | 909235     |                       |
| <b>Total</b>    | <b>USA BLUE BOOK</b>                |           | \$135.13                            |            |                       |
| Paid Chk#       | 029470                              | 6/24/2019 | <b>XCEL ENERGY</b>                  |            |                       |
| E 101-45200-381 | Electric Utilities                  |           | \$0.58                              |            | 710 E Railroad Street |
| E 601-49400-381 | Electric Utilities                  |           | \$1,381.65                          |            | 104 3rd Avenue SE     |
| E 101-41940-381 | Electric Utilities                  |           | \$1,743.61                          |            |                       |
| E 101-42200-381 | Electric Utilities                  |           | \$248.43                            |            |                       |
| E 101-42500-381 | Electric Utilities                  |           | \$11.38                             |            |                       |
| E 101-43100-380 | Street Lighting                     |           | \$3,926.34                          |            |                       |
| E 101-43100-381 | Electric Utilities                  |           | \$415.71                            |            |                       |
| E 101-45200-381 | Electric Utilities                  |           | \$593.52                            |            |                       |
| E 101-45500-381 | Electric Utilities                  |           | \$872.32                            |            |                       |
| E 601-49400-381 | Electric Utilities                  |           | \$387.70                            |            |                       |
| E 602-49450-381 | Electric Utilities                  |           | \$4,211.50                          |            |                       |
| E 101-49860-381 | Electric Utilities                  |           | \$581.58                            |            |                       |
| <b>Total</b>    | <b>XCEL ENERGY</b>                  |           | \$14,374.32                         |            |                       |
| <b>10100</b>    | <b>CHECKING</b>                     |           | \$145,188.87                        |            |                       |

CITY OF NORWOOD YOUNG AMERICA

06/20/19 9:57 AM

Page 6

**\*Check Detail Register©**

JUNE 2019

Check Amt Invoice Comment

Fund Summary

**10100 CHECKING**

|                  |              |
|------------------|--------------|
| 101 GENERAL FUND | \$51,766.44  |
| 275 CAPITAL      | \$12,340.40  |
| 601 WATER FUND   | \$36,402.46  |
| 602 SEWER FUND   | \$44,679.57  |
|                  | <hr/>        |
|                  | \$145,188.87 |





TO: Mayor Diedrick and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: June 24, 2019

RE: Staff Retirement – Debbie Lenz

Utility Biller, Debbie Lenz, started working for the City on September 1, 1992. On June 6, 2019, Debbie gave her notice that her last day of work would be on June 21, 2019.

We thank Debbie for her 26+ years of employment with the City and we wish her the best in her retirement.

**Recommendation:**

**To accept the letter of resignation from Debbie Lenz with an effective date of June 21, 2019.**



TO: Mayor Diedrick and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: June 24, 2019

RE: Hiring of Seasonal Staff

---

Applications have been received from the following for seasonal employment:

Mikayla Eggers – Lifeguard

Jake Melsha – Lifeguard

**Recommendation:**

**A motion to approve hiring the above listed people for seasonal employment; pay grade 1, step 1.**



TO: Mayor Diedrick and City Council Members  
FROM: Kelly Hayes, City Clerk / Treasurer  
DATE: June 24, 2019  
RE: Pavilion Liquor License

---

The City Council had approved to accept proposals for the Pavilion Liquor License at the meeting on May 28, 2019. Businesses that carry a liquor license through the City were given information about the request for proposals.

The City received one proposal from The Pour House Pub. Attached is their proposal letter. The Pour House has noted in their proposal that they will provide liquor for all weddings that are held at the Pavilion; this is different than the current policy. Currently, all renters are given the option to either provide their own alcohol at no cost to their guests (City requires a liquor liability from the renter's insurance company) or to have alcohol sold by the liquor license holder. If the proposal is accepted, a motion will need to be made to change the Rental Facility Policy/Agreement.

**Motion options:**

To approve the proposal from The Pour House Pub with an addendum stating that the City will keep their current policy and allow all renters to have the option to either provide alcohol or to have alcohol sold by the liquor license holder.

OR

To change the Rental Facility Policy/Agreement to require all weddings to go through the liquor license holder for alcohol and to approve the proposal from The Pour House Pub for the Pavilion liquor license.

OR

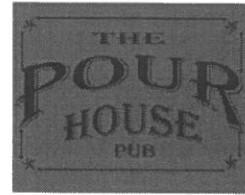
To request proposals from establishments outside of the City.

---

*Norwood Young America*

June 17, 2019

City of Norwood Young America  
310 Elm Street West  
Norwood Young America, MN 55368



To whom it may concern,

Enclosed is our proposal for retaining the Pavilion Liquor Services and price list.

The Pour House has been successfully providing the Pavilion Liquor Services since 2013. Our employees are fully trained, and events are managed by a dedicated contact. We supply and stock all of the alcoholic and non-alcoholic products as needed by event. Also, all the equipment necessary is already in place.

We are proposing The Pour House Pub have exclusive rights to liquor sales for all wedding events scheduled at the pavilion. All other non-wedding events would allow for self-hosting liquor services.

Below are the advantages for our request to be the provider of alcoholic beverages for wedding events at the pavilion.

- Our bartenders are trained to identify minors.
- Not allowing individuals to provide their own alcohol would be in line with surrounding communities.
- It would reduce the abuse of property behind the bar.
- Allowing The Pour House to be the provider for events would mean additional dollars for the city. The offered percentage of the profit for all events would go back to the city, instead of the few events throughout the year.

In addition to the services provided for weddings, dances, and special events, we would offer the following:

- 10% of profit for each event will be returned to the city

The Pour House will regularly perform the tap line cleaning and regular maintenance of the locked kegmeister and soda lines only. Repairs would not be included in our responsibilities. We will not be responsible for the reach-in cooler, ice machine, and small refrigerator kegmeister, as these are available for community use.

We will also like to work closely with Good Times Liquors for off-sale and Northside Grill for catering to provide additional options and services for events to keep it local.

The Pour House also provides the liquor services during Stiftungsfest weekend. In years prior we have returned 25% of profit to the Stiftungsfest committee.

We have effectively delivered quality service, professionalism, and fair pricing during our years of providing services for the Pavilion. The Pour House looks forward to continuing our relationship with the city and our customers. Thank you for your consideration.

Respectively,

Ryan Finnerty  
Owner

John Barnes  
Owner

### Price List

Mixed Drink - \$4 - \$6, price may vary depending on liquor choice

Beer - \$4, price may vary depending on beer choice

Wine - \$4 price may vary depending on wine choice

Keg - \$275, price may vary depending on beer choice

Soda - \$1



TO: Honorable Mayor Diedrick and City Council Members

FROM: Steven Helget, City Administrator

DATE: June 24, 2019

SUBJECT: Resolution 2019-15, Acknowledging Receipt and Acceptance of  
Mayor Tina Diedrick's Resignation and Declaring the Mayor's Seat Vacant

---

Mayor Tina Diedrick has informed the City Council and I via email that she will be resigning her position as mayor effective June 24, 2019. In accordance with Minnesota Statute §412.02, the City Council should pass a resolution declaring a vacancy and proceed with filling it as soon as possible. Enclosed is Resolution 2019-15 acknowledging receipt and acceptance of Mayor Diedrick's resignation as mayor and declaring the mayor's seat vacant.

Upon approval of Resolution 2019-15, proposed is to discuss the options of filling the mayor's seat. The following options are for consideration to fill the mayor's vacancy:

1. Hold a Special Election

Two factors determine whether an election is required

- a) If the vacancy occurs before the first day to file as a candidate for the next regular city election; and
- b) If more than two years remain on the unexpired term

Since less than two years remain on the current mayor term, a special election is not required. But the Council could choose to hold an election. If the Council chooses to hold an election it would first have to adopt an ordinance specifying the circumstances under which such an election will be held. The statutory processes to hold a special election would take about 90 days to complete and the cost to hold the election is estimated at about \$6,000.

2. Appointment of an existing Council Member

The Council can choose to appoint one of the current members to the office of mayor. In the event of a tie vote the acting mayor should make the appointment, unless it would be to appoint himself. Upon appointment the Council should proceed with filling the Council member vacancy as soon as possible.

*Norwood Young America*

3. Appoint the second highest Vote Recipient in 2018 Mayor Election  
The Council could appoint the candidate that received the next highest votes in the mayor's 2018 election held this past November.
4. Accept Applications and Interview Candidates  
The Council could elect to advertise and accept applications for the mayor's seat and interview and vote to appoint one of the candidates.

In accordance with Minnesota Statute §412.15, a resigning councilmember may not vote on the appointment of the successor to that vacancy.

**Suggested Motion:**

No suggested motion with this memo but will advise an appropriate motion dependent on the option chosen from above.

## **RESOLUTION 2019-15**

### **A RESOLUTION ACKNOWLEDGING THE RECEIPT AND ACCEPTANCE OF MAYOR TINA DIEDRICK'S RESIGNATION AND DECLARE THE MAYOR SEAT VACANT EFFECTIVE JUNE 24, 2019**

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

WHEREAS, the City of Norwood Young America is a municipal corporation incorporated by the laws of the State of Minnesota; and

WHEREAS, by virtue of its incorporation under the laws of the State of Minnesota, the City operates as a Statutory City, optional Plan "A" form of government as authorized in Minnesota Statutes, Chapter 412; and

WHEREAS, the Norwood Young America City Council consists of a mayor and four council members; and

WHEREAS, Mayor Tina Diedrick has submitted her resignation effective September 24, 2019.

**NOW THEREFORE, BE IT RESOLVED** that the City Council of the City of Norwood Young America, Carver County, Minnesota, does hereby acknowledge receipt and acceptance of the resignation of Mayor Tina Diedrick and declare Mayor seat vacant effective June 24, 2019 and hereby authorizes the advertisement and acceptance of applications to fill the vacancy.

Adopted by the City Council this 24<sup>th</sup> day of June 2019.

---

Tina Diedrick, Mayor

ATTEST:

---

Kelly Hayes, City Clerk/Treasurer





TO: Honorable Mayor Diedrick and City Council Members  
FROM: Steven Helget, City Administrator  
DATE: June 24, 2019  
SUBJECT: Schedule Public Hearing for Zoning Violation Appeal

=====

Mr. Mark Van Gelder owner of the property located at 315 Elm Street W., was served with notice of a Zoning Code violation. Mr. Van Gelder has submitted a written request for an administrative hearing as provided for in Section 120, Subd. 5(A) of the City Code.

**Suggested Motion:**

**Motion to schedule an administrative hearing for 6:30 p.m., July 22, 2019 for the purpose of considering of an appeal to a Zoning Code violation at 315 Elm Street W., Norwood Young America.**

*Norwood Young America*



TO: Mayor Diedrick and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: June 24, 2019

RE: Hiring of Public Service Technician – Mike Simons

The City Council approved the transfer of Rod Jaus from Parks/Streets to Water/Sewer effective May 29, 2019, and to post the vacancy of his position. We received five applications and the Personnel Committee interviewed the top three scoring applicants. The committee recommends hiring Mike Simons.

**Recommendation:**

**A motion to approve hiring Mike Simons as a full-time Public Service Technician in the Parks/Streets department at a pay grade 10, step 3, with a starting wage of \$19.92 per hour contingent on the results of the background check.**



TO: Mayor Diedrick and City Council Members

FROM: Kelly Hayes, City Clerk / Treasurer

DATE: June 24, 2019

RE: Employee Handbook Update

Staff members of the Public Service Department requested that the Personnel Committee consider making an adjustment to the employee handbook regarding Call Back Pay (located on Page 13). The handbook currently states:

***Call-Back***

*Non-exempt employees that are required to return to work for emergency purposes, will be paid a "call back" wage at their overtime rate of pay. Call-back pay is earned when an employee is requested to return to work due to an emergency after he/she has left work. Call-backs occur when the supervisor contacts the employee to return to work or when an alarm is received via the City issued cell phone. Call-back pay begins when the employee returns to work. A minimum of 1 hour will be paid for all call backs. This time must be distinguished on the timecard. Employees that are called in to plow snow will qualify for call back pay on non-scheduled work days.*

The employees are requesting that they have the option to comp their time for any hours in which they are called back to work. The comp time would be accrued at one and one-half times the current rate of pay (call-backs are currently paid out at time and one-half). Employees would need to maintain 40 hours of per week during their core hours (this includes hours worked or a combination of work and PTO). The recommended change to the handbook is as follows:

***Call-Back (recommended change)***

*Non-exempt employees that are required to return to work for emergency purposes, will be paid a "call back" wage at time and one-half of their regular rate of pay. Call-back pay is earned when an employee is requested to return to work due to an emergency after he/she has left work. Call-backs occur when the supervisor contacts the employee to return to work or when an alarm is received via the City issued cell phone. Call-back pay begins when the employee returns to work. A minimum of 1 hour will be paid for all call backs. This time must be distinguished on the timecard. Employees that are called in to plow snow will qualify for call back pay on non-scheduled work days. Employees may opt to accrue compensatory time instead of being paid out for a call-back. Employees are required to maintain 40 hours per week during their core hours (this includes hours worked or a combination of work and PTO).*

**Recommendation:**

**A motion to approve the change to the Employee Handbook regarding Call-Backs.**

*Norwood Young America*