Norwood Young America

more than a place, it's home.

CITY COUNCIL AGENDA

October 12, 2020 – 6:00 p.m.
City Council Meeting
Zoom Meeting
https://us02web.zoom.us/j/2334975750
Meeting ID: 233 497 5750

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.)
   3.1 Proclamation Domestic Violence Awareness Month

4. Consent Agenda
(NOTE TO THE PUBLIC: All items listed as part of the Consent Agenda will be approved by a single motion, unless a request to discuss one or more of the items is made prior to the motion being made. Anyone present at the meeting may request an item to be removed from the Consent Agenda for discussion. Please inform the City Council when they approve the meeting agenda of your request to have an item removed for discussion.)
   4.1 Approve minutes of September 28, 2020 meetings
   4.2 Approve payment of Claims

5. Public Hearings

6. Old Business
   6.1 CARES Act City Expenses Update
   6.2 Truth in Taxation Hearing Virtual Link

7. New Business
   7.1 Consider 132 Elm Street Abatement Costs Waiver Request
   7.2 Approve Cablecast Screenweave Live Broadcasting
   7.3 Approve The Preserve 5th Addition Letter of Credit Reduction
   7.4 Discuss Highway 212 / County Road 33 new Trail Maintenance
   7.5 Approve to not Participate in Employee's Deferral of Social Security Tax
   7.6 Approve awarding quote for purchase of Lawn Tractor
   7.7 Approve scheduling a public hearing for Delinquent Utility Payments and other Delinquencies

8. Council Member & Mayor and Staff 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: September Sheriff's Office Monthly Report.

UPCOMING MEETINGS / EVENTS

October 14	Economic Development Commission – 6:00 p.m.
October 20	Finance Committee – 3:00 p.m.
October 20	Parks and Recreation Commission – 4:45 p.m.
October 21	Safety Committee – 2:00 p.m.
October 22	Senior Advisory Committee – 9:00 a.m.
October 26	EDA, City Council, Work Session – 6:00 p.m.
October 29	Second Harvest Food Giveaway – 3:00 – 5:00 p.m.
November 3	General Election – polls open 7:00 a.m. – 8:00 p.m.
November 4	Planning Commission – 6:00 p.m.
November 9	Personnel Committee – 5:00 p.m.
November 9	City Council – 6:00 p.m.

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TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 12, 2020

SUBJECT: Proclamation Domestic Violence Awareness Month

Enclosed is a proposed Proclamation declaring the month of October as Domestic Violence Awareness Month.

Mayor Lagergren will read the Proclamation.

CITY OF NORWOOD YOUNG AMERICA
DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION

WHEREAS, in the city of Norwood Young America in recognition of the critical work being done by domestic violence advocates in service of the survivors and victims they serve, I encourage all citizens to actively engage in the work and events sponsored by Southern Valley Alliance and other organizations working toward an eradication of domestic violence; and

WHEREAS, more than 20,000 calls are placed to domestic violence hotlines nationwide every day; and

WHEREAS, the impact of domestic violence is felt not only by individuals and families, but communities and a nation as a whole; and

WHEREAS, the City of Norwood Young America joins with others across the state of Minnesota and nationwide in supporting domestic violence victims and survivors, the advocates and organizations who serve them, and holding offenders accountable in Norwood Young America

NOW, THEREFORE, I, Carol Lagergren, Mayor of the City of Norwood Young America, Minnesota, do hereby proclaim the month of October 2020, as Domestic Violence Awareness Month in the city of Norwood Young America.

Adopted by the Norwood Young America City Council this 12th day of October 2020.

_____

Carol Lagergren, Mayor
City of Norwood Young America

Norwood Young America
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CITY COUNCIL Minutes
September 28, 2020 – 6:00 p.m.
City Council Meetings

Attendees: Carol Lagergren, Mike McPadden, Charlie Storms, Craig Heher, Dick Stolz
Staff Present: Steve Helget (City Administrator), Angela Brumbaugh (Clerk-Treasurer)
Others: Mark Metz, Carver County Attorney; John Fahey, Carver County Commissioner Candidate; LaVonne Kroells, and Josh Eckstein, Bolton-Menk

1. Call Meeting of City Council to Order

Mayor Lagergren called the meeting to order at 6:06pm. Roll call of attendance: All members present.

2. Approve Agenda

The following items were changed/added:

- Resolution 2020-27 Appointment of Election Judges was taken off Consent Agenda and moved to New Business No. 7.8 due to the addition of William Hart as an election judge
- New Business No. 7.9 Approval of hiring Firefighters

Motion: MM/CH to approve the amended agenda with the changes and additions listed above. Roll call vote. Motion passed 5-0.

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

3.1 Mark Metz, Carver County Attorney – Discussion of the Prosecution Contract.

- 10 of the 11 Cities in Carver County contract with the County for Prosecution services.
- The County takes a 3-year average of cases divided up based on a percentage of the 10 cities.
- Take into consideration staff costs
- Subtract out revenue from the fines
- Will be hiring a Hearing Officer which will show a savings for the Cities as they can negotiate with people on certain items. Hoping to do this in 2021.
- The expenses were $179,000, Revenues $89,284, and approximately $19,000 in contract cost allocations. The 2021 surcharge which is divided amongst the three average of cases is $70,632.
- Going with a 0% surcharge for the next year
- The 3-year average is 55 cases
- The 2021 rate is $3,891.20 which is a reduction of $320.
- County received a $500,000 grant for a drug free program which was started on January 12, 2020. Goal is to have people succeed. Have them go to the courts and see how they are improving.

3.2 Approve Manufacturers Week Proclamation – October 1-7

- We partner with EDC and Chamber
- Doing boxed lunches due to Covid this year with no tours given.

3.3 John Fahey discussed his thoughts as a Commission Candidate of the importance of having a strategic working relationship between County, City, and Townships.

4. **Consent Agenda**

4.1 Approve minutes of September 2 and 14, 2020 meetings
4.2 Approve payment of Claims
4.3 Approve 2021 Prosecution Contract

Motion: MM/CS to approve consent agenda. Roll call vote. Motion passed 5-0.

5. **Public Hearing** - none

6. **Old Business**

6.1 CARES Act City Expenses Update-City received $288, 779. There is a list by department of everything expended to date. At this time, the total expended is $203,711.66 with an outstanding balance of approximately $85,067.

- Have until November 15th to expend the funds
- Finance Committee has discussed having the Harbor included in the City expenditures
- Auditor is checking on the waiving of Utility late fees to be sure it is a qualifying expense.
- Storm wanted to know if late fees were a legitimate expense which we could charge? Staff will be looking into it further.
- Stolz stated we want to make sure we get all of our Fire Department costs included.
- ZumBerge stated he would have some additional fees. Lagergren reminded it must be new expenses not replacement.
- Lagergren wanted to know if we have an idea on the Harbor and reminded, we have some technology such as speaker system in order to hear while social distancing, iPad for remote, closed captions, video camera

6.2 Update on Historic Bandshell relocation to Legion Park

- Helget summarized the last meeting and discussed the improvements and structural issues. Building Inspector did have some comments:
  - Structurally sound but roof, facia, and some boarding needs to be replaced
  - Posts would either need to be cut or dug out to move
  - Some of the shingles may need to be replaced
  - May need to replace some of the sheeting when the shakes are removed
  - Over 200 sq. ft. so would need an application to move it
- LaVonne Kroells stated they opted to go with a concrete pad due to cost and stamping as it is about $3,000 difference.
- It was discussed it would be nice to have a drawing to know where the intent to have it placed is to be sure it works
- Parks Board will be discussing it to be sure it works with their plans
- Will need to get quotes as soon as possible for concrete jobs but not to exceed $10,500
- Helget summarized what he understood is still needed for this project:
  - Need to get GPS map
  - Work with donor to get signed agreement
  - LaVonne will stake out location and share the quotes for concrete, roof and shingles, and moving of the building.

7. **New Business**

7.1 Review and consider purchase of Emergency Outdoor Warning Siren

Steve ZumBerge stated they are quoting the battery-operated siren because we need a backup system and this way the batteries will always be charging. Items to be decided:

- Do we want a 4th siren in Prairie Dawn Park in the Preserve? Council stated Yes.
- Do we want a solar or AC Charger for the batteries?
- The solar charger siren quote comes in at $16,295. A second quote for the same type is almost $3,000 more.
- The AC charger is approximately $3,000 less.
- Ready Wide Electric has done all of the installation of the sirens. The quote from them is for either type and it is $7,256.
- Excel Energy quote is to get it bored in with pedestal for a cost of $5,203.07 to get power to the Park.
- $25,000 budgeted in 2020 dedicated for the siren.

Motion: CS/CH to approve installing the solar charger siren from Federal Signal and Ready Wide Electric in the amount of $24,041. Roll call vote. Motion passed 5-0.

7.2 Approve Water Supply Plan

Josh Eckstein from Bolton Menk updated our Water Supply Plan and it was approved by the DNR back in September of 2018. Eckstein stated the City is required to have the plan approved by the DNR and it reoccurs every 10 years. Final step is to sign and send in the Certificate of Adoption.

Current storage capacity is adequate based on projections up to 2040. Water production/well capacity-we did fall short of that due to well #2. Water Treatment Capacity projection is good to 2030. Average daily demand is trending down.
Motion: MM/DS moved to approve the water supply plan and certify to Department of Natural Resources. Roll call vote. Motion passed 5-0.

7.3 Review Community Education Enhanced & Summer Programming Reports
A summary was submitted to the Council showing which programs were being used. No questions regarding the information.

7.4 Approve Resolution 2020-28, Adopting Preliminary 2020 Property Tax Levy for Pay 2021
The Resolution outlines where the levy dollars are collected and for what purpose including the number of them being debt related. Includes increasing the Old Town buildings in Willkommen Memorial Park from $85,000 to $100,000. City must certify to the County by September 30th. This is a 3% or $87,950 increase. The City can reduce it for the final levy. $130,000 was budgeted for street repairs
Motion: MM/CH to approve Resolution 2020-28, Adopting Preliminary 2020 Property Tax Levy for Pay 2021. Roll call. passed 5-0.

7.5 Approve Resolution 2020-29, Approving 2021 Preliminary General Fund Operating Budget, and Schedule Truth in Taxation Public Hearing.
Motion: MM/CH to Approve Resolution 2020-29, Approving 2021 Preliminary General Fund Operating Budget. *Roll call vote. Motion passed 5-0.*

Motion: MM/CH to Schedule the Truth in Taxation Public hearing on the 2021 Property Tax levy and budget for December 14th at 6 p.m. County would like to know by October 16th if the meeting needs to be virtual. Including the link so they can include it in the notice that needs to be sent to the Taxpayers. *Roll call vote. Motion passed 5-0.*

7.6 Approve hiring Public Service Technician
Personnel Committee interviewed candidates. Mark Streich came with good credentials and current licenses and the Committee feels he will be a good asset to the City. Each candidate also had to pass a skills test.
Motion: CH/DS approve hiring Mark Streich at a PST 4 Grade 13 Step 8 at a rate of $26.62/hour as a Public Service Technician effective October 5, 2020. Roll call vote. Motion passed 5-0.

7.7 Review Annual Swimming Pool Report
Hallquist and Lagergren submitted an update on how the swimming pool season was for 2020. Daily attendance for June-August was 59, 67, and 38 people, respectively. Our current Manager has tentatively committed to come back next year. Just as a note, the picnic tables are starting to need more repairs.

7.8 Resolution 2020-27 Appointment of Election Judges
This item was removed from consent as the City had an addition of William Hart. It was discussed that City Employees are historically paid their rate of pay. Staff is to assist whereas the Election Judges are there to do the work as far as the elections is concerned.
Motion: CH/DS approve the adoption of Resolution 2020-27 to Appoint Election Judges for the 2020 elections including William Hart. Roll call vote. Motion passed 5-0.

7.9 Approve the hiring of Adam Engstrom and Andrew Naurvison
Fire Chief ZumBerge included a memo in a weekly update stating a Committee consisting of members of the City's Personnel Committee, Fire Department Officers interviewed candidates for Fire Fighters. The

Committee recommends hiring the above-named candidates on the condition they pass a physical, agility test, and background check.
Motion: CL/MM to approve the hiring of Adam Engestrom and Andrew Naurvison as NYA Firefighters on the condition of passing a physical, agility test, and background check. Roll call vote. Motion passed 5-0.

8. **Council Member & Mayor and Staff Reports**

Heher (Planning Commission): Nothing at this time.
McPadden (Economic Development): Nothing at this time.
Stolz (Senior Advisory): Nothing at this time.
Storms (Parks and Rec): Nothing at this time.
Lagergren (Mayor): Reminded there are upcoming meetings.
Helget (City Administrator): Contacted by a Deputy of the Sheriff's Office. Stated he found a lot of mail that belonged to NYA residents. Other areas are experiencing stolen mail also. All mail is going back to the Post Office so it will be redistributed. Be on the watch for any suspicious activity.

9. **Adjournment**

Motion: CS/CH to adjourn at 7:48 PM. Roll call vote. Motion passed 5-0.

Respectfully Submitted,

Angela K. Brumbaugh, Clerk-Treasurer

Carol Lagergren, Mayor

Norwood Young America
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CITY COUNCIL WORK SESSION Minutes
September 28, 2020
City Council Meetings

Attendees: Carol Lagergren, Mike McPadden, Charlie Storms, Craig Heher, Dick Stolz
Staff Present: Steve Helget (City Administrator), Angela Brumbaugh (Clerk-Treasurer)
Others:

1. Call Meeting of Work Session to Order

Mayor Lagergren called the meeting to order at 7:48 p.m. Roll call of attendance: All members present.

2. Approve Agenda

Motion: MM/CS to approve the agenda, as submitted. Roll call vote. Motion passed 5-0.

3. Competitive Bidding Requirements in Cities

Finance Committee discussed questions keep coming up on the bidding process and quotes for the City: What are the must dos/can dos/what are the should not dos.

Included an information memo from the LMC on the process for competitive bidding. It serves three purposes:

- Be sure taxpayers receive the benefit of the lowest obtainable price from a responsible contractor.
- Level playing field for all Contractors.
- Limits discretion of the officials to be susceptible to fraud, favortism, etc.
- Contracts over $175,000 need to go through sealed bids. There is a process that must be followed.
- Contracts over $25,000 (but under $175,000) do not require competitive bidding process but it is an option. We do need two quotes.
- Contracts less than $25,000 should have two quotes.
- Must keep quotes on file for one year.
- It was agreed that the City must compare apples to apples
- A city can now take the most responsible bid rather than the lowest but must be prepared to justify it
- The City would require performance bonds based on what the project is along with what the law states

4. Adjournment

Motion: CS/MM to adjourn at 8:07 PM. Roll call vote. Motion passed 5-0.

Respectfully Submitted,

Carol Lagergren, Mayor

Angela K. Brumbaugh, Clerk-Treasurer

Norwood Young America

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VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE

To Be Approved: October 12, 2020

Payroll EFT (Check #506186 – 506202)	$17,172.96
Voided checks	
Prepaids	
Claims Pending Payment (Check #31098 - 31145)	$ 46,654.24
Grand Total	$63,827.20

CITY OF NORWOOD YOUNG AMERICA

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OCTOBER 2020

		Check Amt	Invoice	Comment
10100 CHECKING				
Paid Chk# 031098	10/12/2020 **AEM FINANCIAL SOLUTIONS**			
E 101-41500-310	Other Professional Services	$813.75	434827	accounting service
Total	**AEM FINANCIAL SOLUTIONS**	$813.75		
Paid Chk# 031099	10/12/2020 **CARQUEST AUTO PARTS**			
E 101-41940-223	Repair/Maintenance Bldg/Ground	$2.82		
E 602-49450-221	Repair/Maintenance Equipment	$333.38		
E 601-49400-221	Repair/Maintenance Equipment	$212.48		
E 101-43100-221	Repair/Maintenance Equipment	$172.00		
E 101-45200-221	Repair/Maintenance Equipment	$113.52		
E 101-43100-223	Repair/Maintenance Bldg/Ground	$43.69		
E 101-43100-210	Operating Supplies	$822.99	10/1/20stmnt	
Total	**CARQUEST AUTO PARTS**	$1,700.88		
Paid Chk# 031100	10/12/2020 **CARVER COUNTY ATTORNEYS OFF**			
E 101-41500-307	Prosecution Contract	$1,802.28	10/2/20	July-Sept, fines
Total	**CARVER COUNTY ATTORNEYS OFF**	$1,802.28		
Paid Chk# 031101	10/12/2020 **CARVER COUNTY RECORDER**			
E 101-46500-350	Print/Publishting/Postage	$46.00		additional on Pro Auto
Total	**CARVER COUNTY RECORDER**	$46.00		
Paid Chk# 031102	10/12/2020 **CNH CAPITAL**			
E 101-45200-221	Repair/Maintenance Equipment	$50.43	P09325	mower blade-Arnold's Glencoe
Total	**CNH CAPITAL**	$50.43		
Paid Chk# 031103	10/12/2020 **DAVE S SEASON ALL**			
E 101-49015-314	Contracts Payments	$800.00	377303	Sept. mowing
Total	**DAVE S SEASON ALL**	$800.00		
Paid Chk# 031104	10/12/2020 **DELTA DENTAL**			
G 101-21714	Dental Insurance	$616.65		
Total	**DELTA DENTAL**	$616.65		
Paid Chk# 031105	10/12/2020 **DHOORE, PAUL**			
E 601-49400-350	Print/Publishting/Postage	$28.35	9/28/20	postage-samples
Total	**DHOORE, PAUL**	$28.35		
Paid Chk# 031106	10/12/2020 **DIVERSIFIED PLUMING & HEATING**			
E 101-43100-500	Capital Outlay	$3,694.00	29122	install gas line for pressure washer
Total	**DIVERSIFIED PLUMING & HEATING**	$3,694.00		
Paid Chk# 031107	10/12/2020 **DURBIN, CAROLYN**			
E 101-45200-432	Refund	$125.00	12/19/20Clay	rental refund
Total	**DURBIN, CAROLYN**	$125.00		
Paid Chk# 031108	10/12/2020 **EPA AUDIO VISUAL, INC**			
E 101-41400-200	Office Supplies	$2,090.50	195797	amplifier and installation

CITY OF NORWOOD YOUNG AMERICA

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OCTOBER 2020

		Check Amt	Invoice	Comment
Total	EPA AUDIO VISUAL, INC	$2,090.50		
Paid Chk# 031109	10/12/2020 GOPHER STATE ONE-CALL, INC.			
E 602-49450-223	Repair/Maintenance Bldg/Ground	$164.70	90641	
Total	GOPHER STATE ONE-CALL, INC.	$164.70		
Paid Chk# 031110	10/12/2020 GRAINGER			
E 602-49450-221	Repair/Maintenance Equipment	$308.25	9656775203	Gas monitor sensor
Total	GRAINGER	$308.25		
Paid Chk# 031111	10/12/2020 GRAUDIN, PETER J.			
E 601-49400-432	Refund	$85.69	22Trilane Dr	utility refund
Total	GRAUDIN, PETER J.	$85.69		
Paid Chk# 031112	10/12/2020 HOEN, MATT			
E 601-49400-432	Refund	$68.74	124 Hill St E	utility refund
Total	HOEN, MATT	$68.74		
Paid Chk# 031113	10/12/2020 HOLIDAY FLEET			
E 101-45200-212	Motor Fuels	$10.29		
E 601-49400-212	Motor Fuels	$142.06		
E 602-49450-212	Motor Fuels	$142.06		
E 101-43100-212	Motor Fuels	$20.60	9/18/20	
Total	HOLIDAY FLEET	$315.01		
Paid Chk# 031114	10/12/2020 HOME SOLUTIONS			
E 101-41940-223	Repair/Maintenance Bldg/Ground	$117.06		
E 101-45200-223	Repair/Maintenance Bldg/Ground	$11.69		
E 101-45200-221	Repair/Maintenance Equipment	$6.63		
E 101-43100-223	Repair/Maintenance Bldg/Ground	$15.09		
E 101-43100-221	Repair/Maintenance Equipment	$0.99		
E 602-49450-210	Operating Supplies	$23.65		
E 602-49450-223	Repair/Maintenance Bldg/Ground	$55.10		
E 101-45200-221	Repair/Maintenance Equipment	$0.68		
E 101-42200-221	Repair/Maintenance Equipment	$5.84		
E 101-42200-210	Operating Supplies	$269.82		batteries for defibrolator
E 101-43100-210	Operating Supplies	$48.15	9/24/20stmnt	
Total	HOME SOLUTIONS	$554.70		
Paid Chk# 031115	10/12/2020 HYDRO ENGINEERING INC			
E 602-49450-221	Repair/Maintenance Equipment	$458.50	92091	replace o ring in pump-labor only
Total	HYDRO ENGINEERING INC	$458.50		
Paid Chk# 031116	10/12/2020 KOHLBRECHER EQUIPMENT, INC.			
E 602-49450-221	Repair/Maintenance Equipment	$62.68	36000	o-ring & seal
Total	KOHLBRECHER EQUIPMENT, INC.	$62.68		
Paid Chk# 031117	10/12/2020 KROELLS, RON			
E 833-45250-470	Donation Expense	$920.88	Legion9/28/20	Sorensen motel room

CITY OF NORWOOD YOUNG AMERICA

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OCTOBER 2020

		Check Amt	Invoice	Comment
Total KROELLS, RON		$920.88		
Paid Chk# 031118	10/12/2020 KWIK TRIP INC.			
E 101-45200-212	Motor Fuels	$49.46		
E 101-42200-212	Motor Fuels	$5.82		
E 101-43100-212	Motor Fuels	$256.16	9/30/20stmnt	
Total KWIK TRIP INC.		$311.44		
Paid Chk# 031119	10/12/2020 LAMB, ELLISE			
E 601-49400-432	Refund	$110.69	927HarmonyP	utility refund
Total LAMB, ELLISE		$110.69		
Paid Chk# 031120	10/12/2020 LANO EQUIPMENT			
E 101-45200-221	Repair/Maintenance Equipment	$46.16	53136	synthetic oil/utility vehicle
Total LANO EQUIPMENT		$46.16		
Paid Chk# 031121	10/12/2020 LOFFLER BUSINESS SYS LLC			
E 101-41400-437	Maintenance Contract	$857.82	3535756	copies
Total LOFFLER BUSINESS SYS LLC		$857.82		
Paid Chk# 031122	10/12/2020 LOFFLER COMPANIES, INC.			
E 101-41400-437	Maintenance Contract	$89.50	27889158	maintenance contract
Total LOFFLER COMPANIES, INC.		$89.50		
Paid Chk# 031123	10/12/2020 METRO WEST INSPECTION SERVICES			
E 101-42400-312	Building Inspection Fee	$2,536.99		
otal METRO WEST INSPECTION SERVICES		$2,536.99		
Paid Chk# 031124	10/12/2020 MID-COUNTY CO-OP OIL ASSN			
E 101-45200-212	Motor Fuels	$191.15		
E 101-43100-212	Motor Fuels	$446.03	49646	
Total MID-COUNTY CO-OP OIL ASSN		$637.18		
Paid Chk# 031125	10/12/2020 MINI BIFF			
E 101-45200-418	Other Rentals (Biffs)	$122.40	A-118746	
Total MINI BIFF		$122.40		
Paid Chk# 031126	10/12/2020 MINNESOTA VALLEY TESTING LAB			
E 602-49450-217	Lab Fees	$94.70	1050280	
E 602-49450-217	Lab Fees	$36.20	1052255	
E 602-49450-217	Lab Fees	$36.20	1053517	
Total MINNESOTA VALLEY TESTING LAB		$167.10		
Paid Chk# 031127	10/12/2020 MN DEPT OF LABOR & INDUSTRY			
E 101-41940-223	Repair/Maintenance Bldg/Ground	$100.00		Clay Building Elevator
Total MN DEPT OF LABOR & INDUSTRY		$100.00		
Paid Chk# 031128	10/12/2020 MN DEPT OF LABOR & INDUSTRY			
G 101-21721	State Bldg Surcharge Fee	$2,143.90	3q2020	

CITY OF NORWOOD YOUNG AMERICA

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OCTOBER 2020

		Check Amt	Invoice	Comment
Total	MN DEPT OF LABOR & INDUSTRY	$2,143.90		
Paid Chk# 031129	10/12/2020 MN POLLUTION CONTROL AGENCY			
E 602-49450-406	LICENSES	$15.00		Anthony Voigt certification fee
Total	MN POLLUTION CONTROL AGENCY	$15.00		
Paid Chk# 031130	10/12/2020 MN VALLEY ELECTRIC COOPERATIVE			
E 602-49450-381	Electric Utilities	$34.84		
E 101-43100-380	Street Lighting	$101.00		
E 601-49400-381	Electric Utilities	$24.57	9/28/20	
otal	MN VALLEY ELECTRIC COOPERATIVE	$160.41		
Paid Chk# 031131	10/12/2020 NORWOOD ELECTRIC INC			
E 101-41940-223	Repair/Maintenance Bldg/Ground	$741.47	16737	repair of lighting in various buildings
Total	NORWOOD ELECTRIC INC	$741.47		
Paid Chk# 031132	10/12/2020 NYA TIMES			
E 101-41320-350	Print/Publishting/Postage	$37.80	796140	PH ordinance Sec 1200.04
E 101-41320-350	Print/Publishting/Postage	$37.80	796141	PH ordinance amend sec 1230.1
E 101-41110-350	Print/Publishting/Postage	$37.80	796142	Ord 320 amend chap 2
Total	NYA TIMES	$113.40		
Paid Chk# 031133	10/12/2020 QUILL CORPORATION			
E 101-41400-200	Office Supplies	$95.15	10740308	2021 calendars/desk pads
E 101-46500-210	Operating Supplies	$5.99	10740308	2021 calendars/desk pads
E 101-43100-210	Operating Supplies	$11.98	10740308	2021 calendars/desk pads
E 601-49400-200	Office Supplies	$5.99	10740308	2021 calendars/desk pads
E 101-42200-200	Office Supplies	$5.99	10740308	2021 calendars/desk pads
Total	QUILL CORPORATION	$125.10		
Paid Chk# 031134	10/12/2020 RUPP, ANDERSON, SQUIRES, PA			
E 101-41500-304	Legal Fees	$2,945.04		
E 101-41320-304	Legal Fees	$527.00	11498	
Total	RUPP, ANDERSON, SQUIRES, PA	$3,472.04		
Paid Chk# 031135	10/12/2020 SIMONS & SIMONS, LLC			
E 101-41940-223	Repair/Maintenance Bldg/Ground	$12,438.12	10/5/20	south shed roof
Total	SIMONS & SIMONS, LLC	$12,438.12		
Paid Chk# 031136	10/12/2020 SMITH OIL CO			
E 101-45200-212	Motor Fuels	$9.65		
E 101-43100-212	Motor Fuels	$19.31		
E 601-49400-212	Motor Fuels	$9.65		
E 602-49450-212	Motor Fuels	$9.65		
E 101-42200-212	Motor Fuels	$284.77	9/30/20FD	
E 101-49800-212	Motor Fuels	$49.30	9/30/20stmnt	
Total	SMITH OIL CO	$382.33		
Paid Chk# 031137	10/12/2020 STRACK CONSULTING LLC			

CITY OF NORWOOD YOUNG AMERICA

*Check Detail Register©

OCTOBER 2020

		Check Amt	Invoice	Comment
E 101-41320-305	Other Professional Fees	$840.00	1161	
Total	STRACK CONSULTING LLC	$840.00		
Paid Chk# 031138	10/12/2020 SUBWAY			
E 101-46500-331	Travel/Meeting Expense	$584.21	326198 10/6	Mfg week lunch
Total	SUBWAY	$584.21		
Paid Chk# 031139	10/12/2020 US POSTAL SERVICE			
E 601-49400-350	Print/Publishting/Postage	$80.00		1st class presort permit
E 602-49450-350	Print/Publishting/Postage	$80.00		1st class presort permit
E 603-49500-350	Print/Publishting/Postage	$80.00		1st class presort permit
Total	US POSTAL SERVICE	$240.00		
Paid Chk# 031140	10/12/2020 UTILITY CONSULTANTS			
E 602-49450-217	Lab Fees	$746.40	106538	
Total	UTILITY CONSULTANTS	$746.40		
Paid Chk# 031141	10/12/2020 VERIZON WIRELESS			
E 101-43100-321	Telephone	$132.64		
E 601-49400-321	Telephone	$73.89		
E 602-49450-321	Telephone	$168.39		
E 101-45200-321	Telephone	$56.85	9863187676	
E 101-42200-321	Telephone	$175.05	9863531229	
Total	VERIZON WIRELESS	$606.82		
Paid Chk# 031142	10/12/2020 VIVID IMAGE			
E 101-41400-437	Maintenance Contract	$225.00	16272	website development
Total	VIVID IMAGE	$225.00		
Paid Chk# 031143	10/12/2020 WM MUELLER & SONS INC			
E 101-43100-224	Street Maint Materials	$1,006.56	206465	
E 101-43100-224	Street Maint Materials	$470.88	260522	
Total	WM MUELLER & SONS INC	$1,477.44		
Paid Chk# 031144	10/12/2020 XCEL ENERGY			
E 602-49450-381	Electric Utilities	$16.01	702841392	
E 101-45200-381	Electric Utilities	$94.49	702992647	
Total	XCEL ENERGY	$110.50		
Paid Chk# 031145	10/12/2020 YOUNG AMERICA TOWNSHIP			
E 101-41320-510	Land	$2,545.83		1st installment JAM annexation
Total	YOUNG AMERICA TOWNSHIP	$2,545.83		
10100	CHECKING	$46,654.24		

CITY OF NORWOOD YOUNG AMERICA

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OCTOBER 2020

Fund Summary	Check Amt	Invoice	Comment
10100 CHECKING			
101 GENERAL FUND	$42,025.54		
601 WATER FUND	$842.11		
602 SEWER FUND	$2,785.71		
603 STORM WATER UTILITY	$80.00		
833 DONATIONS - LEGION	$920.88		
	$46,654.24		

Norwood Young America

more than a place. it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 12, 2020

SUBJECT: CARES Act City Expenses Update

The City of Norwood Young America has received $288,779 in CARES Act or federal Coronavirus Relief Fund aid. The CARES Act is designed to provide economic assistance to entities struggling due to the COVID-19 pandemic.

Qualifying expenses must be due to actions taken to respond to the public health emergency, including expenditures incurred to respond directly to the emergency, as well as expenditures incurred to respond to second order effects, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures. It also includes expenditures not accounted for in the City's budget, but it cannot be used for loss of revenue.

Qualifying expenses must occur during the covered period, which for cities is March 1, 2020, to November 15, 2020. There are two limited exceptions. Payroll expenses incurred through November 15 and paid on the next regularly scheduled payroll are allowed. Additionally, items or services ordered with expected delivery by November 15, which are delayed due to supply chain disruption, are allowed.

The City is documenting its expenses to be used later to explain our decisions to our auditor who is tasked with reviewing the expenses incurred and determining if they were qualifying expenses.

One of the qualifying expenses the City can allocate monies for is payroll for police or law enforcement services. In respect to the Contract for Police Services between the City and the Carver County Sheriff's Office, the 2020 Personnel Costs for the entire year will be about $174,203. Overtime is not included in this figure. If needed, the City can prorate to November 15 and use CARES Act monies for its incurred expenses associated with payroll expenses for police services.

Enclosed is an updated spreadsheet reflecting the qualifying expenses to date.

Recommended Motion:
No Motion recommended. Information item only.

Covid 19 Expenses

$ 288,779.00 Amount Received

Date	Company/Vendor	Amount	Items	Account		Dept
03/17/2020	AED Professionals	$ 186.80	Soft Nitrile exam, powder free	101-42200-210	Operating Supplies	Fire
03/17/2020	Zoom Video Communications	$ 160.96	Standard Pro Annual (Membership ?)	101-42200-305	Other Professional Fees	Fire
03/28/2020	Jefferson Fire & Safety	$ 924.00	Fireaway 1st Responder Fire Suppress.	101-42200-210	Operating Supplies	Fire
04/01/2020	Orr, Dave	$ 25.98	8x10 Tarps for covid protection	101-42200-210	Operating Supplies	Fire
04/03/2020	Ancom	$ 3,827.50	ability for Covid	101-42200-323	Radio Units	Fire
04/05/2020	Wigfield, Andy	$ 32.17	Sprayer for surface sanitizer	101-42200-210	Operating Supplies	Fire
04/05/2020	Orr, Dave	$ 25.98	Decon tarps	101-42200-210	Operating Supplies	Fire
04/05/2020	Zumberge, Steve	$ 99.69	Thermometer	101-42200-210	Operating Supplies	Fire
04/08/2020	American Flexible Products	$ 504.00	Face Shields	101-42200-210	Operating Supplies	Fire
04/13/2020	Lagergren, Carol	$ 1,825.35	Reimburse for laptops	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 13.99	wireless mouse	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 36.49	wireless mouse (2)	101-41400-200	Office Supplies	City Clerk
04/24/2020	Municipal Emergency Services	$ 8,947.29	returning from Covid call (4))	275-42200-541	Capital-Public Safety Equipment	Fire
04/27/2020	Mayer Lumber Co	$ 164.00	plexiglass/city hall	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Mayer Lumber Co	$ 308.59	Covid 19	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Amazon	$ 39.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 24.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 1,182.76	laptop	101-41400-200	Office Supplies	City Clerk
05/22/2020	Emergency Response Solutions	$ 322.33	Fire Helmet	101-42200-542	FD Equipment	Fire
06/07/2020	Droege, Brad	$ 167.50	Helmet Shields / Disposable Exam Gowns	101-42200-210	Operating Supplies	Fire
07/13/2020	Mayer Lumber Co	$ 105.50	Pool house-Covid 19	101-49860-223	Repairs/Maint Bldgs/Grounds	Pool
07/24/2020	Amazon	$ 86.94	Disposable Masks	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 57.96	Disinfectant spray-bottles	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 107.34	gel hand cleaner	101-41410-350	Print/Publish/Postage	Elections
07/24/2020	Amazon	$ 32.20	Disposable Masks	101-41400-200	Office Supplies	City Clerk
07/24/2020	Amazon	$ 107.34	gel hand cleaner	101-49860-210	Operating Supplies	pool
06/19/2020	Mayer Lumber Co	$ 328.02	Pool house-Covid 19	101-45200-223		pool
07/27/2020	Mayer Lumber Co	$ 255.79	Covid 19-Spruce Pine Acrylic	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/10/2020	Mayer Lumber Co	$ 47.60	screens council chambers-COVID	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/18/2020	Brisco Brands	$ 400.00	Face Masks (20 city / 100 FD)	101-42200-210	Operating Supplies	Fire
08/24/2020	Amazon	$ 90.15	Disposable Masks	101-41400-200	Office Supplies	City Clerk
08/24/2020	Amazon	$ 120.20	Disposable Masks	101-41400-200	Office Supplies	City Clerk
09/10/2020	Carver County CDA	$ 150,000.00	Small Business Grant Opportunities	101-42990-454	Grant Funding	Grant
09/10/2020	Carver County CDA	$ 5,115.00	Administration of the Sm Business Grant	101-42990-454	Grant Funding	Grant
04/30/2020	April Utility Late Fee Waiver (Mar billing)	$ 5,040.12	Utility late fee waived			Utilities
05/30/2020	May Late Fee Waiver (Apr billing)	$ 4,467.99	Utility late fee waived			Utilities
06/30/2020	June Late Fee Waiver (May billing)	$ 5,062.55	Utility late fee waived			Utilities
07/30/2020	July Late Fee Waiver (June billing)	$ 4,984.84	Utility late fee waived			Utilities

Covid 19 Expenses

$ 288,779.00 Amount Received

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05/11/2020	Last Call Too Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Northside Grill LLC	$ 350.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	The Pour House Pub	$ 525.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Gasthouse Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Mid-Town Family Restaurant	$ 90.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Stiftungsfest Inc	$ 25.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
09/03/2020	Council laptops	$ 3,824.95	laptops for zoom meetings, etc	100-41110-		Admin
09/21/2020	Amazon	$ 182.49	laptop bags, mouse	100-41110-		Admin
10/05/2020	Amazon	$ 675.30	Camcorder-case-sandisk-battery			Admin
	Newsletters - March	$ 641.32	Newsletters done monthly vs quarterly			Admin
	Newsletters-April	$ 663.30	Newsletters done monthly vs quarterly			Admin
	Newsletters-June	$ 663.30	Newsletters done monthly vs quarterly			Admin
	Newsletters-July	$ 641.32	Newsletters done monthly vs quarterly			Admin
	Staff time for additional Newsletters	$ 4,316.37	For the months of Mar-Apr-Jun-July			Admin
	Subtotal	$ 209,028.25				
	Staff quarantine (see other page)	$ 4,054.49				Staff
	Additional staffing for Pool (other page)	$ 3,542.70				Pool
	Covid PTO and Cleaning of Pool	$5,121.44				Staff
	Total Expended to Date	$ 221,746.87				
	Outstanding Balance not accounted for	$ 67,032.13				

Broken down by Dept (We can change these)

$ 11,608.35	Admin
$ 5,491.14	City Clerk
$ 107.34	Elections
$ 15,624.20	Fire
$ 775.98	Gen Govt Bldgs
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10/05/2020	Amazon	$ 675.30	Camcorder-case-sandisk-battery			Admin
	Newsletters - March	$ 641.32	Newsletters done monthly vs quarterly			Admin
	Newsletters-April	$ 663.30	Newsletters done monthly vs quarterly			Admin
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	Newsletters-July	$ 641.32	Newsletters done monthly vs quarterly			Admin
	Staff time for additional Newsletters	$ 4,316.37	For the months of Mar-Apr-Jun-July			Admin
	Subtotal	$ 209,028.25				
	Staff quarantine (see other page)	$ 4,054.49				Staff
	Additional staffing for Pool (other page)	$ 3,542.70				Pool
	Covid PTO and Cleaning of Pool	$5,121.44				Staff
	Total Expended to Date	$ 221,746.87				
	Outstanding Balance not accounted for	$ 67,032.13				

Broken down by Dept (We can change these)

$ 11,608.35	Admin
$ 5,491.14	City Clerk
$ 107.34	Elections
$ 15,624.20	Fire
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$ 4,228.46	Pool
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$ 221,746.87	

Covid 19 Expenses

$ 288,779.00 Amount Received

Date	Company/Vendor	Amount	Items	Account		Dept
03/17/2020	AED Professionals	$ 186.80	Soft Nitrile exam, powder free	101-42200-210	Operating Supplies	Fire
03/17/2020	Zoom Video Communications	$ 160.96	Standard Pro Annual (Membership ?)	101-42200-305	Other Professional Fees	Fire
03/28/2020	Jefferson Fire & Safety	$ 924.00	Fireaway 1st Responder Fire Suppress.	101-42200-210	Operating Supplies	Fire
04/01/2020	Orr, Dave	$ 25.98	8x10 Tarps for covid protection	101-42200-210	Operating Supplies	Fire
04/03/2020	Ancom	$ 3,827.50	ability for Covid	101-42200-323	Radio Units	Fire
04/05/2020	Wigfield, Andy	$ 32.17	Sprayer for surface sanitizer	101-42200-210	Operating Supplies	Fire
04/05/2020	Orr, Dave	$ 25.98	Decon tarps	101-42200-210	Operating Supplies	Fire
04/05/2020	Zumberge, Steve	$ 99.69	Thermometer	101-42200-210	Operating Supplies	Fire
04/08/2020	American Flexible Products	$ 504.00	Face Shields	101-42200-210	Operating Supplies	Fire
04/13/2020	Lagergren, Carol	$ 1,825.35	Reimburse for laptops	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 13.99	wireless mouse	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 36.49	wireless mouse (2)	275-42200-541	Capital-Public Safety Equipment	Fire
04/24/2020	Municipal Emergency Services	$ 8,947.29	returning from Covid call (4))	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
04/27/2020	Mayer Lumber Co	$ 164.00	plexiglass/city hall	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Mayer Lumber Co	$ 308.59	Covid 19	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 39.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 24.99	Blue tooth headsets	101-41400-200	Office Supplies	City Clerk
05/11/2020	Amazon	$ 1,182.76	laptop	101-42200-542	FD Equipment	Fire
05/22/2020	Emergency Response Solutions	$ 322.33	Fire Helmet	101-42200-210	Operating Supplies	Fire
06/07/2020	Droege, Brad	$ 167.50	Helmet Shields / Disposable Exam Gowns	101-49860-223	Repairs/Maint Bldgs/Grounds	Pool
07/13/2020	Mayer Lumber Co	$ 105.50	Pool house-Covid 19	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 86.94	Disposable Masks	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 57.96	Disinfectant spray-bottles	101-41410-350	Print/Publish/Postage	Elections
07/24/2020	Amazon	$ 107.34	gel hand cleaner	101-41400-200	Office Supplies	City Clerk
07/24/2020	Amazon	$ 32.20	Disposable Masks	101-49860-210	Operating Supplies	pool
06/19/2020	Mayer Lumber Co	$ 107.34	gel hand cleaner	101-45200-223		pool
07/27/2020	Mayer Lumber Co	$ 328.02	Pool house-Covid 19	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/10/2020	Mayer Lumber Co	$ 255.79	Covid 19-Spruce Pine Acrylic	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/18/2020	Brisco Brands	$ 47.60	screens council chambers-COVID	101-42200-210	Operating Supplies	Fire
08/24/2020	Amazon	$ 400.00	Face Masks (20 city / 100 FD)	101-41400-200	Office Supplies	City Clerk
08/24/2020	Amazon	$ 90.15	Disposable Masks	101-41400-200	Office Supplies	City Clerk
09/10/2020	Carver County CDA	$ 120.20	Disposable Masks	101-42990-454	Grant Funding	Grant
09/10/2020	Carver County CDA	$ 150,000.00	Small Business Grant Opportunities	101-42990-454	Grant Funding	Grant
04/30/2020	April Utility Late Fee Waiver (Mar billing)	$ 5,115.00	Administration of the Sm Business Grant			Utilities
05/30/2020	May Late Fee Waiver (Apr billing)	$ 5,040.12	Utility late fee waived			Utilities
06/30/2020	June Late Fee Waiver (May billing)	$ 4,467.99	Utility late fee waived			Utilities
07/30/2020	July Late Fee Waiver (June billing)	$ 5,062.55	Utility late fee waived			Utilities
		$ 4,984.84	Utility late fee waived			Utilities

Covid 19 Expenses

$ 288,779.00 Amount Received

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05/11/2020	Lazy Loon Bowling & Event Center	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Last Call Too Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Northside Grill LLC	$ 350.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	The Pour House Pub	$ 525.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Gasthouse Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Mid-Town Family Restaurant	$ 90.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Stiftungsfest Inc	$ 25.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
09/03/2020	Council laptops	$ 3,824.95	laptops for zoom meetings, etc	100-41110-		Admin
09/21/2020	Amazon	$ 182.49	laptop bags, mouse	100-41110-		Admin
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	Staff time for additional Newsletters	$ 4,316.37	For the months of Mar-Apr-Jun-July			Admin
	Subtotal	$ 209,028.25				
	Staff quarantine (see other page)	$ 4,054.49				Staff
	Additional staffing for Pool (other page)	$ 3,542.70				Pool
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	Total Expended to Date	$ 221,746.87				
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03/28/2020	Jefferson Fire & Safety	$ 924.00	Fireaway 1st Responder Fire Suppress.	101-42200-210	Operating Supplies	Fire
04/01/2020	Orr, Dave	$ 25.98	8x10 Tarps for covid protection	101-42200-210	Operating Supplies	Fire
04/03/2020	Ancom	$ 3,827.50	ability for Covid	101-42200-323	Radio Units	Fire
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04/05/2020	Orr, Dave	$ 25.98	Decon tarps	101-42200-210	Operating Supplies	Fire
04/05/2020	Zumberge, Steve	$ 99.69	Thermometer	101-42200-210	Operating Supplies	Fire
04/08/2020	American Flexible Products	$ 504.00	Face Shields	101-42200-210	Operating Supplies	Fire
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04/24/2020	Municipal Emergency Services	$ 8,947.29	returning from Covid call (4))	275-42200-541	Capital-Public Safety Equipment	Fire
04/27/2020	Mayer Lumber Co	$ 164.00	plexiglass/city hall	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Mayer Lumber Co	$ 308.59	Covid 19	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Amazon	$ 39.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 24.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
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06/07/2020	Droege, Brad	$ 167.50	Helmet Shields / Disposable Exam Gowns	101-42200-210	Operating Supplies	Fire
07/13/2020	Mayer Lumber Co	$ 105.50	Pool house-Covid 19	101-49860-223	Repairs/Maint Bldgs/Grounds	Pool
07/24/2020	Amazon	$ 86.94	Disposable Masks	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 57.96	Disinfectant spray-bottles	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 107.34	gel hand cleaner	101-41410-350	Print/Publish/Postage	Elections
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07/27/2020	Mayer Lumber Co	$ 255.79	Covid 19-Spruce Pine Acrylic	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/10/2020	Mayer Lumber Co	$ 47.60	screens council chambers-COVID	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/18/2020	Brisco Brands	$ 400.00	Face Masks (20 city / 100 FD)	101-42200-210	Operating Supplies	Fire
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04/30/2020	April Utility Late Fee Waiver (Mar billing)	$ 5,040.12	Utility late fee waived			Utilities
05/30/2020	May Late Fee Waiver (Apr billing)	$ 4,467.99	Utility late fee waived			Utilities
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Covid 19 Expenses

$ 288,779.00 Amount Received

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05/11/2020	The Pour House Pub	$ 525.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Gasthouse Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Mid-Town Family Restaurant	$ 90.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
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07/13/2020	Mayer Lumber Co	$ 105.50	Pool house-Covid 19	101-49860-223	Repairs/Maint Bldgs/Grounds	Pool
07/24/2020	Amazon	$ 86.94	Disposable Masks	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 57.96	Disinfectant spray-bottles	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 107.34	gel hand cleaner	101-41410-350	Print/Publish/Postage	Elections
07/24/2020	Amazon	$ 32.20	Disposable Masks	101-41400-200	Office Supplies	City Clerk
06/19/2020	Mayer Lumber Co	$ 107.34	gel hand cleaner	101-49860-210	Operating Supplies	pool
07/27/2020	Mayer Lumber Co	$ 328.02	Pool house-Covid 19	101-45200-223		pool
08/10/2020	Mayer Lumber Co	$ 255.79	Covid 19-Spruce Pine Acrylic	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/18/2020	Brisco Brands	$ 47.60	screens council chambers-COVID	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
08/24/2020	Amazon	$ 400.00	Face Masks (20 city / 100 FD)	101-42200-210	Operating Supplies	Fire
08/24/2020	Amazon	$ 90.15	Disposable Masks	101-41400-200	Office Supplies	City Clerk
09/10/2020	Carver County CDA	$ 120.20	Disposable Masks	101-41400-200	Office Supplies	City Clerk
09/10/2020	Carver County CDA	$ 150,000.00	Small Business Grant Opportunities	101-42990-454	Grant Funding	Grant
04/30/2020	April Utility Late Fee Waiver (Mar billing)	$ 5,115.00	Administration of the Sm Business Grant	101-42990-454	Grant Funding	Grant
05/30/2020	May Late Fee Waiver (Apr billing)	$ 5,040.12	Utility late fee waived			Utilities
06/30/2020	June Late Fee Waiver (May billing)	$ 4,467.99	Utility late fee waived			Utilities
07/30/2020	July Late Fee Waiver (June billing)	$ 5,062.55	Utility late fee waived			Utilities
		$ 4,984.84	Utility late fee waived			Utilities

Covid 19 Expenses

$ 288,779.00 Amount Received

Date	Company/Vendor	Amount	Items	Account		Dept
05/11/2020	Lazy Loon Bowling & Event Center	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Last Call Too Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Northside Grill LLC	$ 350.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	The Pour House Pub	$ 525.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Gasthouse Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Mid-Town Family Restaurant	$ 90.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Stiftungsfest Inc	$ 25.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
09/03/2020	Council laptops	$ 3,824.95	laptops for zoom meetings, etc	100-41110-		Admin
09/21/2020	Amazon	$ 182.49	laptop bags, mouse	100-41110-		Admin
10/05/2020	Amazon	$ 675.30	Camcorder-case-sandisk-battery			Admin
	Newsletters - March	$ 641.32	Newsletters done monthly vs quarterly			Admin
	Newsletters-April	$ 663.30	Newsletters done monthly vs quarterly			Admin
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	Newsletters-July	$ 641.32	Newsletters done monthly vs quarterly			Admin
	Staff time for additional Newsletters	$ 4,316.37	For the months of Mar-Apr-Jun-July			Admin
	Subtotal	$ 209,028.25				
	Staff quarantine (see other page)	$ 4,054.49				Staff
	Additional staffing for Pool (other page)	$ 3,542.70				Pool
	Covid PTO and Cleaning of Pool	$5,121.44				Staff
	Total Expended to Date	$ 221,746.87				
	Outstanding Balance not accounted for	$ 67,032.13				

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$ 11,608.35	Admin
$ 5,491.14	City Clerk
$ 107.34	Elections
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$ 775.98	Gen Govt Bldgs
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03/17/2020	Zoom Video Communications	$ 160.96	Standard Pro Annual (Membership ?)	101-42200-305	Other Professional Fees	Fire
03/28/2020	Jefferson Fire & Safety	$ 924.00	Fireaway 1st Responder Fire Suppress.	101-42200-210	Operating Supplies	Fire
04/01/2020	Orr, Dave	$ 25.98	8x10 Tarps for covid protection	101-42200-210	Operating Supplies	Fire
04/03/2020	Ancom	$ 3,827.50	ability for Covid	101-42200-323	Radio Units	Fire
04/05/2020	Wigfield, Andy	$ 32.17	Sprayer for surface sanitizer	101-42200-210	Operating Supplies	Fire
04/05/2020	Orr, Dave	$ 25.98	Decon tarps	101-42200-210	Operating Supplies	Fire
04/05/2020	Zumberge, Steve	$ 99.69	Thermometer	101-42200-210	Operating Supplies	Fire
04/08/2020	American Flexible Products	$ 504.00	Face Shields	101-42200-210	Operating Supplies	Fire
04/13/2020	Lagergren, Carol	$ 1,825.35	Reimburse for laptops	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 13.99	wireless mouse	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 36.49	wireless mouse (2)	101-41400-200	Office Supplies	City Clerk
04/24/2020	Municipal Emergency Services	$ 8,947.29	returning from Covid call (4))	275-42200-541	Capital-Public Safety Equipment	Fire
04/27/2020	Mayer Lumber Co	$ 164.00	plexiglass/city hall	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Mayer Lumber Co	$ 308.59	Covid 19	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Amazon	$ 39.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 24.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
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06/07/2020	Droege, Brad	$ 167.50	Helmet Shields / Disposable Exam Gowns	101-42200-210	Operating Supplies	Fire
07/13/2020	Mayer Lumber Co	$ 105.50	Pool house-Covid 19	101-49860-223	Repairs/Maint Bldgs/Grounds	Pool
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09/10/2020	Carver County CDA	$ 150,000.00	Small Business Grant Opportunities	101-42990-454	Grant Funding	Grant
09/10/2020	Carver County CDA	$ 5,115.00	Administration of the Sm Business Grant	101-42990-454	Grant Funding	Grant
04/30/2020	April Utility Late Fee Waiver (Mar billing)	$ 5,040.12	Utility late fee waived			Utilities
05/30/2020	May Late Fee Waiver (Apr billing)	$ 4,467.99	Utility late fee waived			Utilities
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Covid 19 Expenses

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05/11/2020	Northside Grill LLC	$ 350.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	The Pour House Pub	$ 525.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
05/11/2020	Gasthouse Inc	$ 400.00	Liquor license refunded-prorated	101-41400-432	Refund	City Clerk
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	Total Expended to Date	$ 221,746.87				
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	Additional staffing for Pool (other page)	$ 3,542.70				Pool
	Covid PTO and Cleaning of Pool	$5,121.44				Staff
	Total Expended to Date	$ 221,746.87				
	Outstanding Balance not accounted for	$ 67,032.13				

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$ 11,608.35	Admin
$ 5,491.14	City Clerk
$ 107.34	Elections
$ 15,624.20	Fire
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$ 155,115.00	Grant
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Covid 19 Expenses

$ 288,779.00 Amount Received

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04/03/2020	Ancom	$ 3,827.50	ability for Covid	101-42200-323	Radio Units	Fire
04/05/2020	Wigfield, Andy	$ 32.17	Sprayer for surface sanitizer	101-42200-210	Operating Supplies	Fire
04/05/2020	Orr, Dave	$ 25.98	Decon tarps	101-42200-210	Operating Supplies	Fire
04/05/2020	Zumberge, Steve	$ 99.69	Thermometer	101-42200-210	Operating Supplies	Fire
04/08/2020	American Flexible Products	$ 504.00	Face Shields	101-42200-210	Operating Supplies	Fire
04/13/2020	Lagergren, Carol	$ 1,825.35	Reimburse for laptops	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 13.99	wireless mouse	101-41400-200	Office Supplies	City Clerk
04/13/2020	Lagergren, Carol	$ 36.49	wireless mouse (2)	101-41400-200	Office Supplies	City Clerk
04/24/2020	Municipal Emergency Services	$ 8,947.29	returning from Covid call (4))	275-42200-541	Capital-Public Safety Equipment	Fire
04/27/2020	Mayer Lumber Co	$ 164.00	plexiglass/city hall	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Mayer Lumber Co	$ 308.59	Covid 19	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
05/11/2020	Amazon	$ 39.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 24.99	Blue tooth headsets	101-43100-321	Telephone	Hwys Str
05/11/2020	Amazon	$ 1,182.76	laptop	101-41400-200	Office Supplies	City Clerk
05/22/2020	Emergency Response Solutions	$ 322.33	Fire Helmet	101-42200-542	FD Equipment	Fire
06/07/2020	Droege, Brad	$ 167.50	Helmet Shields / Disposable Exam Gowns	101-42200-210	Operating Supplies	Fire
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07/24/2020	Amazon	$ 86.94	Disposable Masks	101-49860-210	Operating Supplies	pool
07/24/2020	Amazon	$ 57.96	Disinfectant spray-bottles	101-49860-210	Operating Supplies	pool
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06/19/2020	Mayer Lumber Co	$ 328.02	Pool house-Covid 19	101-45200-223	.	pool
07/27/2020	Mayer Lumber Co	$ 255.79	Covid 19-Spruce Pine Acrylic	101-41940-223	Repairs/Maint Bldgs/Grounds	Bldgs
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Covid 19 Expenses

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09/21/2020	Amazon	$ 182.49	laptop bags, mouse	100-41110-		Admin
10/05/2020	Amazon	$ 675.30	Camcorder-case-sandisk-battery			Admin
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Norwood Young America

more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 12, 2020

SUBJECT: Truth In Taxation Hearing Virtual Link

At the September 28th regular City Council meeting, the Council scheduled the Truth In Taxation hearing for December 14th. Due to COVID-19, Carver County recognizes that the City may be conducting its Truth In Taxation hearing virtual this year. If the Council determines we are going to do the hearing via Zoom, the hearing notice the County mails out in November must include either the meeting link and ID number or the location where the link and ID number will be available such as on the City's website. The City must contact the County by October 16th if the meeting is going to be virtual.

Proposed is to discuss whether the Truth In Taxation hearing is going to virtual via Zoom and if it is, to determine if the meeting link should be placed on the County's mailed hearing notice or to identify locations where the link and ID number will be available.

Suggested Possible Motions:

Motion to hold the December 14, 2020 Truth In Taxation hearing in person.

OR

Motion to hold the December 14, 2020 Truth In Taxation hearing via Zoom and to include the meeting link and ID number on Carver County's mailed Truth In Taxation hearing notice.

OR

Motion to hold the December 14, 2020 Truth In Taxation hearing via Zoom and to include the posting locations of the meeting link and ID number on Carver County's mailed Truth In Taxation hearing notice.

Norwood Young America

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TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 12, 2020

SUBJECT: 132 Elm Street Abatement Costs Waiver Request

Enclosed is a letter from Vic Peterson, Taylor Investment Company, who is under contract to purchase 132 Elm Street E. Mr. Peterson states upon cleaning up the inside of the house they discovered that there is a lot of damage and will require a larger financial investment than they anticipated. Their plan is to rehabilitate the house and sell it. Mr. Peterson is requesting the City consider waiving some of the costs for abating the property. To date, the City has incurred about $16,500 in costs associated with abating and cleaning up the property. Mr. Peterson is requesting the abatement fees be reduced to $5,000. The following is a breakdown of the costs the City has incurred.

Waste Management	$1,184.54
Junk Truck MN	$4,481.96
MI-Box Moving & Mobile Services	$1,974.88
Rupp, Anderson, Squires, Waldspurger, P.A.	$8,779.72
	$16,421.10

Mr. Peterson plans to participate in the meeting.

Suggested Possible Motions:

Motion to not waive the Abatement costs to be assessed to 132 Elm Street E.

OR

Motion to partially waive the Abatement costs to be assessed to 132 Elm Street E. and require payment of $_____.

October 6, 2020

Dear Norwood Young America City Council,

My name is Vic Peterson, I am the General Manager at Taylor Investment Company. Currently, we are under contract to purchase 132 Elm St. E Norwood Young America, which was owned by Deborah Matiak. You may or may not be aware that we just endured a lengthy eviction process with Deb and her family. It was expensive and exhausting.

We have already paid to have all the junk removed from both the inside and outside of the house, along with evicting everyone from the property. Once everything was removed, we realized the damage to the house was more severe than we could have ever imagined. We see all kinds of situations in our business; however, this property was likely the worst. While that is not NYA's responsibility I have come to the conclusion that if I am able to move forward to get this property back in shape I need to partner with NYA to make it financially viable. I am asking the City council to reduce the costs they incurred to remove debris from the house prior to TIC's engagement from $17K to $5K. My goal is to get this home rehabilitated and sold to a homeowner that will take pride in its condition, the neighbors, and the town itself and back on the tax roll. I am willing to proceed if I can get the relief requested so I can make this work. The cost to get the owners out of the house, pay the back taxes and the length of time due to COVID was unforeseen.
I look forward to speaking with you on the 12th.

Regards,

Vic Peterson
General Manager
Taylor Investment Company, LLC
vic@tic-homebuyers.com
612-670-0648

Norwood Young America

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TO: Mayor Lagergren and NYA Council Members

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: October 14, 2020

SUBJECT: Cablecast Screenweave Live Broadcasting

==========

Background

Staff has researched the option of a Live Network Stream for city meetings and community events. Because of a new Cablecast 7.2 update, our NYATV station has the capability to Live Stream all meetings using Zoom and YouTube Live. In order for the Live Stream to work, the City would be required to purchase Cablecast Screenweave at an annual fee of $1,200 from the Cablecast TV Network. This additional feature allows the Live Zoom meeting to be entered into the NYATV schedule, show Live at the appropriate time and record for future scheduling/viewing. Currently, the council and commission meetings are recorded via Zoom or in-house, downloaded to a third-party encoding company Vimeo and uploaded to the NYATV Cablecast station. These recorded meetings are broadcast daily. Vimeo (annual charge of $84.00) will continue to be used for meetings recorded only in the council chambers if Live capabilities are not used.

Action

Approve the motion to purchase Cablecast Screenweave for the NYATV station in the amount of $1,200.

cablecast
COMMUNITY MEDIA
www.cablecast.tv

Norwood Young - SCW

Date	Quote Num...
10/5/2020	12040

Bill To	Ship To
Norwood Young America Cable 780 Barnes Lk Drive Young America MN 55397	Norwood Young America Cable 780 Barnes Lk Drive Young America MN 55397

Expires	Cablecast Rep	Dealer Sales Rep	End User
12/4/2020	Shawn McHenry	1576 Tightrope Media Systems : Ryan Hi...	15047 Norwood Young America Cable

Item	Qty	Units	Description	Rate	Amount
SCW-LIVE-TRIAL Three Month Trial	1	1yr	Three month trial. RTMP stream delivery of up to 100GB/month. Equals 40 hours per month at 5 Mbps.	360.00	360.00
SCW-LIVE-100 100GB/Month	1	1yr	RTMP stream delivery of up to 100GB/month. Equals 40 hours per month at 5 Mbps. Approximately 160 Hours of Zoom Meetings.	1,200.00	1,200.00
				Total	$1,560.00

Remit to: Tightrope Media Systems, Inc. 430 N 1st Ave - Suite 400 - Minneapolis, MN 55401

Norwood Young America

more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 12, 2020

SUBJECT: The Preserve 5th Addition Letter of Credit Reduction

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Enclosed is a letter from Scott Loomis, Loomis Homes, requesting the existing Letter of Credit for The Preserve 5th Addition for the Access Charges be reduced to $0.00.

In accordance with paragraph XIV.B of the Development Agreement, the Developer is to provide the City will cash or an irrevocable letter of credit for the City's Access Charges for 37 lot development. The Access Charges are for water & sewer availability charges, water & sewer hook-up fees, and a water meter fee. The City collects these fees with each new house building permit and once per year upon request the letter of credit can be reduced based on fees collected to date.

At this time, Loomis Homes has paid all the building permit fees on all 37 lots. It is recommended that the letter of credit be reduced to $0.00.

Recommended Motion:

Motion to reduce The Preserve 5th Addition Letter of Credit for the Access Charges to zero dollars.

LOOMIS HOMES

Loomis Homes LLC
1458 White Oak Dr
Chaska, MN 55318
Scott Loomis
Chief Managing Officer
Scott@loomis-homes.com
952-200-8838

September 22, 2020

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

Re: The Preserve 5th addition

To: Steve Helget

In regard to the Preserve 5th addition development consisting of 37 lots. Loomis homes is requesting to reduce the letter of Credit for the permit fees to the amount of $0. All permits have been paid for in the 5th addition.

Regards,

Scott M. Loomis
Chief Managing Officer

Norwood Young America

more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Steven Helget, City Administrator

DATE: October 12, 2020

SUBJECT: Highway 212 / County Road 33 new Trail Maintenance

In accordance with the MnDOT Municipal Consent agreement for the Highway 212 / County Road 33 project, the City is responsible for maintaining the new trail and sidewalk installed along Highway 212 and County Road 33.

The City has been contacted by a local business that abuts a segment of the trail and they are questioning whether they or the City is responsible for clearing the trail of snow during the winter. Proposed is to discuss who will be responsible for snow removal.

Enclosed are illustrations identifying the location of the new trail and sidewalk.

Recommended Motion:

No motion recommended.

Norwood Young America

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TO: Mayor Lagergren and City Council Members

FROM: Angela Brumbaugh, Clerk-Treasurer

DATE: October 12, 2020

RE: Deferral of employee Social Security Taxes

Notice 2020-65 was issued by the Department of Treasury and IRS which is in regards to the Presidential memorandum issued on August 8, 2020 allowing employees to defer their portion of Social Security taxes for the 4th quarter of 2020.

As part of the Notice, it does give the guidelines in place regarding deferring Employee portion of Social Security:

- An Employee can elect to defer their portion of Social Security for 4th quarter 2020.
- If an Employee chose to defer their portion, they would have an additional amount withheld starting with the first payroll in 2021 to start paying back the amount they chose to defer.
- All deferrals must be paid back by April 30, 2021.
- If an employee has deferments and terminates their employment with the City before December 31, 2020, the City is responsible for paying back the deferred amount.
- **The City has the option to participate or to decline participation.**

The Personnel committee did discuss all the above listed guidelines with concern regarding an employee leaving before the end of the year which makes the City responsible for the deferred amount. The League of MN Cities, Cities of Carver, Mayer, and Chaska are electing to not participate.

RECOMMENDATION:

Personnel Committee recommends the City does <u>not</u> participate in the deferment of social security.

Norwood Young America

more than a place, it's home.

TO: Honorable Mayor Lagergren and City Council Members

FROM: Tony Voigt, Public Service Director

DATE: October 12, 2020

RE: Purchase and replacing a Lawn Tractor

The City currently have a 2003 MC-35 New Holland lawn tractor that we use for snow removal on the business district sidewalks, removing snow from the hockey rink, cleaning rocks and debris off boulevards during spring cleanup, and mowing grass as needed. Amenities of the current lawn tractor includes a cab, heater, snow blower, sweeper, snow blade, and mower deck. The MC-35 front mount tractor has rear steering that has a narrow footprint to fit in tight spaces we have on our downtown district sidewalks and four wheel drive to help it maneuver soft terrain in the summer and icy conditions in the winter. Proposed is to replace the New Holland tractor with the same/similar machine and attachments. The machine is due for replacement and is on our Capital Equipment Plan this year. Budgeted is $45,000 to replace this unit.

I solicited from the below vendors and received quotes for a 2020 replacement tractor which includes the trade-in of our 2003 MC-35 New Holland Tractor. Enclosed are copies of the proposed quotes.

Lano Equipment of Shakopee for a F3990 Kubota	$24,000
Midwest Machinery Co. for a 1585 John Deere	$34,000
MTI Distributing for a Toro Groundsmaster 3300	$52,613

Suggested Motion:

Motion to purchase a 2020 Kubota F3990 Mowing Tractor from Lano Equipment of Shakopee for $24,000 which includes the trade-in of the City's 2003 MC-35 New Holland Tractor.

198.143.32.1

F3990 WEB QUOTE #1804290
Date: 10/7/2020 12:12:12 PM

– Standard Features –

Kubota

F Series F3990

* * * EQUIPMENT IN STANDARD MACHINE * * *

DIESEL ENGINE
Model #V1505T-IDI+DPF
4 Cyl., 1498 cu. cm.
+36.9 Gross Eng. HP
@3000 Eng. RPM
CARB Certified
Alternator – 40 Amps
Hand Throttle
Dual Element Air Cleaner

OPERATING FEATURES
Tilt Steering Wheel
Power Steering
Deluxe Suspension Seat
w/ 4 Adj. Controls

HYDRAULICS
Open Center – Gear Type
2 Point Hitch Lift
Cap at Lift Point – 573 lbs
8.6 GPM Hyd. Pump Cap.
6 GPM Remote Outlet

HYD. INDEPENDENT PTO
Hyd. Multi-Disc PTO
Single Speed PTO
2583 rpm @ 2500 Eng. rpm

+ Manufacturer Estimate

TRANSMISSION
Hydrostatic Drive (F2/R2)
Forward Speed – 0 - 12.5 mph
Reverse Speed – 0 - 6.8 mph
Front Differential Lock

FLUID CAPACITY
Fuel Tank 16.1 gal
Cooling System 3.9 qts
Engine Oil 5 qts
Transmission and Hydraulics 14.8 qts

SAFETY EQUIPMENT
2 Post Foldable ROPS w/
Retractable Sear Belt
ROPS meet ISO and OSHA
Safety Start Switch
Operator Presence Control
Parking Brake
Overheat Alarm Buzzer

INSTRUMENTS
Liquid Chrystal Dispay (LCD)Panel
Hour Meter
Electric Fuel Gauge
Temperature Gauge
Easy Checker TM
Oil Light
Charge Light
Glow Plug Light

SELECTED TIRES
AR8641 & AF9398A
FRONT - 24x12.00-12 R3 Maxxis Pro Tech
REAR - 18x9.50-8 R3 Kenda Super Turf K500

– Custom Options –

F3990 Base Price: $24,604.00

(1) SUSPENSION SEAT F8280-SUSPENSION SEAT	inc.
(1) INTERIOR REARVIEW MIRROR F5314-INTERIOR REARVIEW MIRROR	$89.00
(1) CAB HEATER F5311-CAB HEATER	$499.00
(1) DUST DEFLECTOR KIT FOR 60" ROTARY SWEEPER L2168-DUST DEFLECTOR KIT FOR 60" ROTARY SWEEPER	$161.00
(1) ROTARY BROOM FOR L2180-1/F5212 Q.H. L2163-ROTARY BROOM FOR L2180-1/F5212 Q.H.	$3,867.00
(1) 51" TWO STAGE SNOWBLOWER F52208-51" TWO STAGE SNOWBLOWER	$3,829.00
(1) 60" FRONT BLADE B2765A-60" FRONT BLADE	$1,639.00
(1) ELECTRIC CHUTE DEFLECTOR KIT FOR REAR SNOWBLOWER B2516A-ELECTRIC CHUTE DEFLECTOR KIT FOR REAR SNOWBLOWER	$627.00
(4) FRONT SUITCASE WEIGHT BL8060-1-FRONT SUITCASE WEIGHT	$288.00
(1) 72" MOWER DECK FOR F SERIES TRACTOR RCK72P-F39-72" MOWER DECK FOR F SERIES TRACTOR	$4,517.00
(1) HYDRAULIC VALVE FOR IMPLEMENTS WITHOUT CATCHER F8283-HYDRAULIC VALVE FOR IMPLEMENTS WITHOUT CATCHER	$459.00
(1) HARD CAB ENCLOSURE F5206-HARD CAB ENCLOSURE	$5,799.00
(1) REMOTE HYDRAULIC KIT F5216-REMOTE HYDRAULIC KIT	$179.00
(1) MALE QUICK HITCH (F-SERIES) F5212A-MALE QUICK HITCH (F-SERIES)	$319.00
(1) HALF PTO SHAFT / F-SERIES COM MWR F2524-HALF PTO SHAFT / F-SERIES COM MWR	$229.00
(1) FRONT WEIGHT BRACKET BX8064A-FRONT WEIGHT BRACKET	$104.00
(4) FRONT WEIGHT BOLT KIT (REAR FOR F) BL8062-FRONT WEIGHT BOLT KIT (REAR FOR F)	$36.00

Suggested List Price w/ Options: $47,245.00

*Taxes, shipping & handling, surcharges, assembly charges, destination, freight and/or delivery charges are not included.
This MSRP configuration program is for informational purposes only. In all instances, the user of this program must consult with an authorized Kubota Dealer for complete purchase, warranty and safety information. Special pricing and promotions may be available on certain models. See your Kubota Dealer for details and individuals Dealer product pricing. All prices are shown in U.S. Dollars. Quotes are for products sold in the United States only.

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Tony Voigt
City of Norwood Young America
952-467-1830
tvoigt@cityofnya.com

Discounted price 44,300
Municipal Discount 5,775.00
38,525.00

Trade In
New Holland
Model mc-35
year 2003
Hours 2,000
cabt heater
mower deck
snow blower
sweeper
Front blade

14,525.00

$24,000.00

JOHN DEERE

MIDWEST MACHINERY CO

Quote Id: 20648038

Prepared For:

City Of Norwood Young America

Prepared By: **Grant Schroeder**

Midwest Machinery Co.
4561 Hwy 212
Glencoe, MN 55336

Tel: 320-864-5571
Mobile Phone: 612-202-8284
Fax: 320-864-4555
Email: gschroeder@mmcjd.com

Date: 18 October 2019

Offer Expires: 01 November 2019

JOHN DEERE

MIDWEST MACHINERY CO

Quote Summary

Prepared For:
City Of Norwood Young America
Po Box 59
Norwood Young America, MN 55368
Home: 952-467-1800

Prepared By:
Grant Schroeder
Midwest Machinery Co.
4561 Hwy 212
Glencoe, MN 55336
Phone: 320-864-5571
Mobile: 612-202-8284
gschroeder@mmcjd.com

Quote Id: 20648038
Created On: 18 October 2019
Last Modified On: 06 December 2019
Expiration Date: 01 November 2019

Equipment Summary	Selling Price		Qty		Extended
JOHN DEERE 1585 TerrainCut with ComfortCab Commercial Front Mower (Less Mower Deck)	$ 32,100.00	X	1	=	$ 32,100.00
JOHN DEERE 72 In. 7-Iron PRO Commercial Side Discharge Mower Deck	$ 4,000.00	X	1	=	$ 4,000.00
JOHN DEERE 60 In. Heavy-Duty Hydraulic Angling Front Blade	$ 1,700.00	X	1	=	$ 1,700.00
JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non-Series II Front Mowers)	$ 3,900.00	X	1	=	$ 3,900.00
JOHN DEERE 47 In. Heavy-Duty Two-Stage Snow Blower	$ 3,900.00	X	1	=	$ 3,900.00
Two Wheels with 23x8.50-12 in. 4PR Turf Drive Tires	$ 400.00	X	1	=	$ 400.00
Equipment Total					**$ 46,000.00**

Trade In Summary	Qty	Each	Extended
2003 NEW HOLLAND MC35	1	$ 12,000.00	$ 12,000.00
PayOff			$ 0.00
Total Trade Allowance			$ 12,000.00
Trade In Total			**$ 12,000.00**

Quote Summary	
Equipment Total	$ 46,000.00
Trade In	$ (12,000.00)

Salesperson : X _____

Accepted By : X _____

JOHN DEERE

MIDWEST MACHINERY CO

SubTotal	$ 34,000.00
Est. Service Agreement Tax	$ 0.00
Total	$ 34,000.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	**$ 34,000.00**

Salesperson : X _____

Accepted By : X _____

JOHN DEERE

Selling Equipment

MIDWEST MACHINERY CO

Quote Id: 20648038

JOHN DEERE 1585 TerrainCut with ComfortCab Commercial Front Mower (Less Mower Deck)

Hours:
Stock Number:

Selling Price $ 32,100.00

Code	Description	Qty	Unit	Extended
2463TC	1585 TerrainCut with ComfortCab Commercial Front Mower (Less Mower Deck)	1	$ 42,649.00	$ 42,649.00
	Standard Options - Per Unit			
001A	United States and Canada	1	$ 0.00	$ 0.00
	Standard Options Total			**$ 0.00**
	Dealer Attachments			
LVB24852	Beacon Light Kit (Cab Only)	1	$ 259.46	$ 259.46
LVB24853	Rear Work Light Kit (2 Lights) (Cab Only)	1	$ 160.89	$ 160.89
BTC10677	Radio Mount Kit (Cab Only)	1	$ 126.26	$ 126.26
BTC10673	Reverse Alarm Kit (Back-up alarm)	1	$ 135.89	$ 135.89
SWJHD1630	Stereo with AM/FM, Weatherband, SIRIUS Satellite and iPod Ready	1	$ 250.92	$ 250.92
UC13263	Quik-Tatch Weight, 42 lb (19 kg)	4	$ 61.65	$ 246.60
TCB10303	Rear Weight Mounting Kit	1	$ 120.01	$ 120.01
	Dealer Attachments Total			**$ 1,300.03**
	Value Added Services Total			**$ 0.00**
	Other Charges			
	Setup	1	$ 950.00	$ 950.00
	Other Charges Total			**$ 950.00**
	Suggested Price			**$ 44,899.03**
	Customer Discounts			
	Customer Discounts Total		**$ -12,799.03**	**$ -12,799.03**
Total Selling Price				$ 32,100.00

JOHN DEERE 72 In. 7-Iron PRO Commercial Side Discharge Mower Deck

Hours:
Stock Number:

Selling Price $ 4,000.00

JOHN DEERE

Selling Equipment

MIDWEST MACHINERY CO

Quote Id: 20648038

Code	Description	Qty	Unit	Extended
0347TC	72 In. 7-Iron PRO Commercial Side Discharge Mower Deck	1	$ 4,979.00	$ 4,979.00
	Standard Options - Per Unit			
001A	United States and Canada	1	$ 0.00	$ 0.00
	Standard Options Total			**$ 0.00**
	Other Charges			
	EnviroCrate	1	$ 40.00	$ 40.00
	Setup	1	$ 222.00	$ 222.00
	Other Charges Total			**$ 262.00**
	Suggested Price			**$ 5,241.00**
	Customer Discounts			
	Customer Discounts Total		**$ -1,241.00**	**$ -1,241.00**
Total Selling Price				$ 4,000.00

JOHN DEERE 60 In. Heavy-Duty Hydraulic Angling Front Blade

Hours:

Stock Number:

Selling Price $ 1,700.00

Code	Description	Qty	Unit	Extended
0390TC	60 In. Heavy-Duty Hydraulic Angling Front Blade	1	$ 1,799.00	$ 1,799.00
	Standard Options - Per Unit			
1001	Lift Arms and Hardware	1	$ 226.00	$ 226.00
	Standard Options Total			**$ 226.00**
	Other Charges			
	Setup	1	$ 150.00	$ 150.00
	Other Charges Total			**$ 150.00**
	Suggested Price			**$ 2,175.00**
	Customer Discounts			
	Customer Discounts Total		**$ -475.00**	**$ -475.00**
Total Selling Price				$ 1,700.00

JOHN DEERE 60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non-Series II Front Mowers)

JOHN DEERE

Selling Equipment

MIDWEST MACHINERY CO

Quote Id: 20648038

Hours:
Stock Number:

Code	Description	Qty	Unit	Selling Price $ 3,900.00 Extended
0500TC	60 Heavy-Duty Rotary Broom (For 1500 TerrainCut, 1400/1500 Series II and Non-Series II Front Mowers)	1	$ 3,379.00	$ 3,379.00
	Standard Options - Per Unit			
1000	Lift Arms, Cylinders, Drive Shaft and Hardware	1	$ 1,682.00	$ 1,682.00
	Standard Options Total			**$ 1,682.00**
	Other Charges			
	Setup	1	$ 150.00	$ 150.00
	Other Charges Total			**$ 150.00**
	Suggested Price			**$ 5,211.00**
	Customer Discounts			
	Customer Discounts Total		**$ -1,311.00**	**$ -1,311.00**
Total Selling Price				$ 3,900.00

JOHN DEERE 47 In. Heavy-Duty Two-Stage Snow Blower

Hours:
Stock Number:

Code	Description	Qty	Unit	Selling Price $ 3,900.00 Extended
0370TC	47 In. Heavy-Duty Two-Stage Snow Blower	1	$ 4,509.00	$ 4,509.00
	Standard Options - Per Unit			
1000	Lift Arms, Drive Shaft and Hardware	1	$ 478.00	$ 478.00
	Standard Options Total			**$ 478.00**
	Other Charges			
	Setup	1	$ 150.00	$ 150.00
	Other Charges Total			**$ 150.00**
	Suggested Price			**$ 5,137.00**
	Customer Discounts			
	Customer Discounts Total		**$ -1,237.00**	**$ -1,237.00**
Total Selling Price				$ 3,900.00

JOHN DEERE

Selling Equipment

MIDWEST MACHINERY CO

Quote Id: 20648038

Two Wheels with 23x8.50-12 in. 4PR Turf Drive Tires

Hours:
Stock Number:

Code	Description	Qty	Unit	Selling Price $ 400.00 Extended
TCB10413	Two Wheels with 23x8.50-12 in. 4PR Turf Drive Tires	1	$ 408.74	$ 408.74
	Suggested Price			**$ 408.74**
	Customer Discounts			
	Customer Discounts Total		**$ -8.74**	**$ -8.74**
Total Selling Price				$ 400.00

JOHN DEERE

Trade In

MIDWEST MACHINERY CO

Quote Id: 20648038

2003 NEW HOLLAND MC35

Machine Details

Description	Net Trade Value
2003 NEW HOLLAND MC35	$ 12,000.00
Your Trade In Description	

Additional Options	
Hour Meter Reading	1684

Total	$ 12,000.00

MTI Distributing
Equipment Proposal
September 30, 2020

Tony Voigt
City of Norwood Young America

Expiration Date: 10/30/2020

MINNESOTA STATE CONTRACT PRICING - CONTRACT #178732

Qty	Model Number	Description	Unit Price	Extended Price
1	31902	Groundsmaster 3300 4WD	$21,549.57	$21,549.57
1	31972	72 Inch Side Discharge Deck	$3,339.92	$3,339.92
1	31982	Air Ride Suspension Seat	$943.87	$943.87
1	31990	Cab - Heat Only	$8,378.35	$8,378.35
5	114-4096	Weight Kit (42 Lbs)	$92.82	$464.10
1	HYD-PP&WTK	Hydraulic Power Pack for Broom & Snowblower (required)	$5,656.50	$5,656.50
1	RAB-HYD-3200/3300-60	Conterra 60" Broom	$6,139.00	$6,139.00
1	SBL-3300-60	Conterra 60" Snow Blade	$3,629.00	$3,629.00
1	T1620	Erskine 60" Snowblower	$5,755.50	$5,755.50
1	31994	Accessory Control (required for snowblower)	$378.00	$378.00
1	31966	Auxillary Hydraulic Kit (required for snowblower)	$879.30	$879.30
TRADE:				
1	XC-UE	New Holland MC35 s/n TF00790		($4,500.00)

Equipment Total	$57,113.11
Trade	($4,500.00)
7.375% Sales/Use Tax	Exempt
Total	**$52,613.11**

Quote is valid for 30 days
New Toro commercial equipment comes with a two-year manufacturer warranty
Equipment delivery at no additional charge
All commercial products purchased by a credit card will be subject to a 2.5% service fee.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Larry Gorman
Outside Sales Representative
612-877-0830

Karen Wangensteen
Inside Sales Representative
763-592-5643

MTI Distributing, Inc. • 4830 Azelia Avenue N. #100 • Brooklyn Center, MN 55429

Norwood Young America

more than a place. it's home.

TO: Mayor and City Council Members

FROM: Angela Brumbaugh, City Clerk-Treasurer

DATE: October 12, 2020

SUBJECT: Public hearing for delinquent utilities and special assessments

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The council holds a public hearing to receive objections and consider the proposed certification of delinquent utilities and special assessments (fees for lawn abatement, etc.).

Delinquent utilities and special assessments are assessed to the property owners' real estate taxes if not paid by November 15, 2020.

Proper notices will be sent to all affected property owners.

Requested Action: Motion to call for a public hearing on assessments for delinquent utilities and special assessments on certain properties on Monday, October 26, 2020 at 6:00 p.m.

Notice of Public Hearing
Delinquent Utilities and Invoices

Notice is hereby given, that the Norwood Young America City Council will hold a public hearing at 6:00pm, October 26, 2020, for the purpose of assessing delinquent utility bills and invoices to property taxes. Due to Covid, you may join the City Council meeting via Zoom: https://us02web.zoom.us/j/2334975750 Meeting ID: 233 497 5750. Additional information can be requested during business hours 8:00am – 4:30pm at City Hall or by phone at 952/467-1807.

Submitted By:
Angela Brumbaugh
City Clerk / Treasurer

Posted: October 13, 2020