



CITY COUNCIL AGENDA

July 11, 2022 –

6:00 p.m.

City Council Meeting

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

CITY COUNCIL

1. CALL A MEETING OF THE CITY COUNCIL TO ORDER

- 1.1. Pledge of Allegiance

2. APPROVE AGENDA

3. INTRODUCTIONS, PRESENTATIONS, PROCLAMATIONS, AWARDS, AND PUBLIC COMMENT

(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name, and 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 June 27, 2022
- 4.2. Approve payment of Claims
- 4.3. Road Closure—Taste of NYA
- 4.4. Road Closure—Stiftungsfest
- 4.5. Firefighter hiring recommendations

5. PUBLIC HEARING

6. OLD BUSINESS

7. NEW BUSINESS

- 7.1. 2021 Audit Review—Brad Falteysek, Abdo
- 7.2. Pavement Condition Evaluation—Josh Eckstein, Bolton & Menk, Inc.
- 7.3. Ordinance 352 An Ordinance Amending City Code: Chapter 20. FEES Section 2000—Fee Schedule (*second reading/adoption*)—Angela Brumbaugh, Clerk-Treasurer
- 7.4. Resolution 2022-22 Appointing Election Judges for the 2022 Elections
- 7.5. Old Town update—Vic Perlbachs, AIA—TDP, Ltd.

7.6. Close meeting—**Mayor Lagergren**

****Closed Session pursuant to MN Statute Section 13D.03 to Discuss Labor Negotiations Strategy****
—John Edison, City Attorney and Tessia Melvin, David Drown and Associates

Open Session—Mayor Lagergren

- 7.7 David Drown and Associates 2022 and 2023 recommendations—Tessia Melvin, DDA

7.8 Other official action following closed session, if necessary—John Edison, City Attorney

8. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

9. ADJOURNMENT

The following informational items in the Council packet are for informational purposes, council review, and discussion. There is no action required by the City Council on these items.

UPCOMING MEETINGS / EVENTS

July 13, 2022	Economic Development Commission Meeting	5:00 PM
July 13, 2022	Joint Commission Quarterly Meeting	6:00 PM
July 19, 2022	Park and Recreation Commission Meeting	4:45 PM
July 21, 2022	Senior Advisory Meeting	9:00 AM
July 25, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
August 2, 2022	Planning Commission Meeting	6:00 PM
August 5, 2022	NYA Food Distribution	2:00 – 3:30 PM
August 8, 2022	City Council Meeting	6:00 PM
August 9, 2022	Primary Election	7:00 AM to 8:00 PM City Council Chambers
August 10, 2022	Economic Development Commission Meeting	6:00 PM
August 16, 2022	Park and Recreation Commission Meeting	4:45 PM
August 18, 2022	Senior Advisory Meeting	9:00 AM
August 22, 2022	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
August 25-28, 2022	Stiftungsfest!	Please see the website for schedule



CITY COUNCIL MINUTES

June 27, 2022 – 6:00 PM

City Council Chambers

310 Elm Street West

Norwood Young America, MN 55368

Attendance:

ATTENDEES: Alan Krueger, Craig Heher, Mike McPadden, Carol Lagergren, Charlie Storms

ABSENT:

STAFF: Andrea Aukrust (City Administrator), Angela Brumbaugh (City Clerk/Treasurer), Karen Hallquist (Economic and Marketing Director)

OTHERS: Richard Stolz

3. Call City Council Meeting to Order:

Mayor Lagergren called the City Council meeting to order at 6:13 PM with five members present.

4. Approve Agenda

Add: 9.2 Small Cities Development Streetscape Application

Motion: CS/CH to approve the agenda with listed changes. Motion passed 5-0.

5. Introductions, Presentation, Proclamations, Awards and Public Comment

Richard Stolz, 308 3rd Street NE stated he is unable to make the public hearing on the zoning change with the property next to him and would like to point out a few things:

- Hoping it isn't for a monetary reason because he doesn't think the city should get in the middle of anything like that
- Property looks nice but they violate the property use
- Go to C-3, what can they do? What does that mean?
- Contractor operations was mentioned. What does that mean?
- Will send his concerns via writing to the Planning Commission

6. Consent Agenda

6.1 Approve minutes of June 13, 2022

6.2 Approve payment of Claims

6.3 Knights of Columbus gambling permit for Stiftungsfest

6.4 Approve Contract—city property hay baling

CS pulled 6.4 and moved to 9.3 on New Business

Motion: CS/AK to approve 6.1 through 6.3 of the consent agenda. Motion passed 5-0.

7. Public Hearing

7.1 Ordinance 352 Public Hearing—Fee Schedule

- 1.) CS/MM to approve Opening Public Hearing at 6:21 p.m. Motion passed 5-0.
- 2.) Presentation—Angela Brumbaugh, Clerk/Treasurer
 - a. Staff did a comparison of licenses and permits with the Cities of Jordan, Belle Plaine, Cologne, and Waconia
 - b. Other changes were made based on actual costs and contracted services
 - c. Pavilion rentals will be discussed at a later date with more information given
- 3.) Public Comment
 - a. There was no public comment
- 4.) CH/CS to approve Closing the Public Hearing. Motion passed 5-0.

8. Old Business

9. New Business

9.1 Ordinance 352 An Ordinance Amending City Code: Chapter 20. FEES Section 2000—Fee Schedule (First reading)

Motion: CH/AK to approve the first reading of Ordinance No. 352 Amending the Fee Schedule for 2022. Motion passed 5-0.

9.2 Small Cities Development Streetscape Program Withdrawal

- Planning Commission unanimously agreed to recommend approval
- We have an application out for a grant for approximately \$300,000
- Suggested we may want to pull and reapply for the entire project at a later date

Motion: CH/MM to withdraw the SCDP Streetscape application. Motion passed 5-0.

9.3 Approve contract – city property hay baling

- Discussed this should be done earlier in the future

Motion: CS/AK to approve the contract between Ryan Neubarth and the City to cut, bale, and remove grass from City owned property with the City receiving \$5 per round bale. Motion passed 5-0.

10. Council Member and Mayor and Staff Reports

CH – nothing to add

AK – nothing to add

CS – playground equipment being installed this week and Old Town discussion

MM – nothing to add

CL – Article in Star Tribune on Bandshell

Andrea – Old Town is moving along

9. Adjournment

Motion: CS/MM to adjourn at 6:39 PM. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Angela K. Brumbaugh, City Clerk/Treasurer



CITY COUNCIL SPECIAL WORKSHOP MINUTES

June 27, 2022 – 5:00 PM

City Council Chambers

310 Elm Street West

Norwood Young America MN 55368

Attendance:

ATTENDEES: Craig Heher, Mike McPadden, Carol Lagergren, Charlie Storms

ABSENT: Alan Krueger

STAFF: Karen Hallquist (Economic Development/Marketing Director), Andrea Aukrust (City Administrator), and Angela Brumbaugh (City Clerk/Treasurer)

OTHERS: Dick Stolz

Call Meeting of City Council to Order

Meeting was called to order by Mayor Lagergren at 5:00 pm with four members present.

1. Approve Agenda

Motion: CS/CH to approve the agenda. Motion passed 4-0

* Council Member Alan Krueger attended at 5:04 p.m.

2. Small Cities Development Program

Hallquist reported on the status of the current Small Cities Development Program

- Awarded \$556,600 in May
- Still \$446,000 remaining
- Sunsets in September
- 3 successful projects
- Some areas of concern
 - Lack of contractor participation
 - Supply chain issues
 - Lack of communication with Carver County CDA
- Contacted the City's DEED Representative, Zach
 - Could apply for an extension but since we have no new projects he recommends we allow it sunsets and reapply again with justification of why we need to reapply
- Re-evaluate why people didn't apply
- Extend to Faxon Road
- Apartments didn't participate because there were some very strict rules
- Of the landlords that said ahead of time that they would use it none of them applied
- Federal guidelines will still be in place – wages, etc.
- Council agreed
 - Let it sunset as 6 months isn't long enough to complete a project
 - Research and maybe something that comes along if we get the right people in CDA it could change
 - With economy and supply issue, 6 months isn't enough time to complete a project

3. Small Cities Development Streetscape Program Application

Hallquist reported on the Streetscape Program Application

- Applied for the Streetscape grant for Historical Downtown Young America
- Applied for \$392,705 of which \$100,000 is city's contribution
- Sidewalks in 100 block need to be improved
- All light fixtures on 200 block, 10 and 100 block would be different
- Zach, DEED Representative, suggested the City could withdraw and reapply with a potentially larger project

- Withdrawing wouldn't count against the City
- City could contribute and also do an assessment to the Property Owner
- If we withdraw and reapply the 2023 application will be out in September, preapplication is November, and final application would be March
- Zach stated the more City support the better chance of being awarded the grant but there isn't a certain percentage
- The question was asked if there would be any support from the County as the road is a County road
- Zach was very positive about the entire proposal
- Council agreed the City should withdraw because we want the whole street to look the same

4. Adjournment

Motion: CS/MM to adjourn at 5:33 pm. Motion passed 5-0.

Respectfully Submitted,

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk/Treasurer



more than a place, it's home.

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

To Be Approved: July 11, 2022

Payroll EFT

Check #	507339 - 507371	\$	27,996.17
---------	-----------------	----	-----------

Voided Checks

Check #	33119	\$	(310,758.09)
---------	-------	----	--------------

Prepays

Check #	#
---------	---

Claims Pending Payment

Check #	33229 - 33276	\$	559,725.20
---------	---------------	----	------------

Cardmember e-check

Grand Total	\$	<u>276,963.28</u>
-------------	----	-------------------

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:14 PM

Page 1

*Check Summary Register©

Checks 33119

	Name	Check Date	Check Amt
10100	CHECKING		
33119	BOLTON & MENK, INC	6/13/2022	(\$310,758.09) 2ND AVE PAY REQUEST 1
33119	BOLTON & MENK, INC	6/13/2022	\$310,758.09 2ND AVE PAY REQUEST 1
		Total Checks	\$0.00

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 1

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
33229	07/11/22	ABDO LLP			
E 101-41500-301		Auditing and Acct g Servic	\$6,825.00		
		Total	\$6,825.00		
33230	07/11/22	BOLTON & MENK, INC			
E 494-43100-303		Engineering Fees	\$10,832.00	290480	2ND AVE
G 809-22100		Escrow Collected	\$3,852.00	290481	CENTRAL
G 806-22100		Escrow Collected	\$552.00	290482	GREENWOOD
E 496-43100-303		Engineering Fees	\$1,320.00	290483	OAK LANE
G 817-22100		Escrow Collected	\$736.00	290484	MEADOWS
E 101-41500-303		Engineering Fees	\$150.00	290485	MISC ENGINEERING
E 494-43100-303		Engineering Fees	\$924.00	290486	2ND AVE
E 494-43100-303		Engineering Fees	\$30,133.50	292484	2ND AVE
G 809-22100		Escrow Collected	\$2,887.00	292485	CENTRAL
G 806-22100		Escrow Collected	\$964.00	292486	GREENWOOD MARINA
E 496-43100-303		Engineering Fees	\$216.00	292487	OAK LANE
E 101-41500-303		Engineering Fees	\$120.00	292489	STREET REVIEW
		Total	\$52,686.50		
33231	07/11/22	BOND TRUST SERVICES CORP.			
E 601-49400-611		Bond Interest	\$2,835.00	72634	2012A
E 602-49450-611		Bond Interest	\$4,724.38	72634	2012A
E 517-49330-611		Bond Interest	\$17,112.50	72635	2013A
E 601-49400-611		Bond Interest	\$12,837.50	72636	GO BONDS 2016A
E 521-49330-611		Bond Interest	\$18,212.50	72636	GO BONDS 2016A
E 522-49330-611		Bond Interest	\$67,780.02	72637	GO BOND 2020A
E 601-49400-611		Bond Interest	\$2,793.26	72637	GO BOND 2020A
E 602-49450-611		Bond Interest	\$876.72	72637	GO BOND 2020A
E 523-49330-611		Bond Interest	\$12,388.00	72638	2021A
E 602-49450-611		Bond Interest	\$13,414.00	72638	2021A
E 523-49330-604		Bond Service Charge	\$475.00	73488	2021A
		Total	\$153,448.88		
33232	07/11/22	CARQUEST AUTO PARTS			
E 101-43100-210		Operating Supplies	\$156.67	250509	
E 101-43100-221		Repair/Maintenance Equip	\$3.99	251368	
E 101-43100-221		Repair/Maintenance Equip	\$20.49	251398	
E 101-43100-221		Repair/Maintenance Equip	\$6.89	251549	
		Total	\$188.04		
33233	07/11/22	CARVER COUNTY RECORDER			
E 101-46500-304		Legal Fees	\$7.08		MARKET ENRICH GRANT
		Total	\$7.08		
33234	07/11/22	CARVERLINK - CARVER CO BROADBA			
E 101-41940-321		Telephone	\$40.00		
E 601-49400-321		Telephone	\$40.00		
E 602-49450-321		Telephone	\$25.00		
E 101-42200-321		Telephone	\$40.00		

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 2

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-321		Telephone	\$56.00		
E 101-45200-321		Telephone	\$24.00		
E 101-41940-321		Telephone	\$40.00		
E 101-41300-321		Telephone	\$6.00		
E 101-41320-321		Telephone	\$6.00		
E 101-41400-321		Telephone	\$6.00		
E 101-46500-321		Telephone	\$2.00		
E 101-42100-321		Telephone	\$10.00		
E 101-45500-321		Telephone	\$10.00		
		Total	\$305.00		
33235	07/11/22	CENTERPOINT ENERGY			
E 101-41940-383		Gas Utilities	\$121.96		
E 101-42200-383		Gas Utilities	\$26.33		
E 101-43100-383		Gas Utilities	\$253.94		
E 101-45200-383		Gas Utilities	\$291.69		
E 601-49400-383		Gas Utilities	\$97.58		
E 602-49450-383		Gas Utilities	\$1,343.06		
E 101-49860-383		Gas Utilities	\$1,201.47		
		Total	\$3,336.03		
33236	07/11/22	CITIZEN STATE BANK HSA ACCTS			
G 101-21718		HSA ACCOUNT	\$950.00		
		Total	\$950.00		
33237	07/11/22	CITIZENS BANK MN			
G 101-21718		HSA ACCOUNT	\$375.00		
		Total	\$375.00		
33238	07/11/22	CORE AND MAIN			
E 601-49400-229		Water Meters	\$334.33	Q356230	
E 601-49400-229		Water Meters	\$980.00	Q858841	
E 601-49400-229		Water Meters	\$135.31	R039784	
		Total	\$1,449.64		
33239	07/11/22	BLEICHNER LAWN SERVICE			
E 101-43100-437		Maintenance Contract	\$800.00	748899	JUNE LAWN MOWING
		Total	\$800.00		
33240	07/11/22	DROEGE, BRAD			
E 101-42200-210		Operating Supplies	\$216.36		
		Total	\$216.36		
33241	07/11/22	ELLISON, JULIAN			
R 601-49400-36200		Miscellaneous Revenues	\$6.13		
		Total	\$6.13		
33242	07/11/22	FERO, EMIE			
E 101-45200-432		Refund	\$125.00		
		Total	\$125.00		

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 3

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
33243	07/11/22	FLEET PRIDE			
E 101-43100-221		Repair/Maintenance Equip	\$605.83	100298837	
		Total	\$605.83		
33244	07/11/22	GLENCOE FLEET SUPPLY, INC			
E 101-43100-221		Repair/Maintenance Equip	\$259.00	61206	
		Total	\$259.00		
33245	07/11/22	GOPHER STATE ONE-CALL			
E 601-49400-223		Repair/Maintenance Bldg/	\$23.63	2040640	
E 602-49450-223		Repair/Maintenance Bldg/	\$23.62	2040640	
E 601-49400-223		Repair/Maintenance Bldg/	\$51.30	2060641	
E 602-49450-223		Repair/Maintenance Bldg/	\$51.30	2060641	
		Total	\$149.85		
33246	07/11/22	GRAINGER			
E 602-49450-221		Repair/Maintenance Equip	\$506.31	9352291380	
		Total	\$506.31		
33247	07/11/22	HENNING EXCAVATING			
E 601-49400-223		Repair/Maintenance Bldg/	\$3,630.00	8270	123 PARK PLACE WATERLEAK
		Total	\$3,630.00		
33248	07/11/22	HILGERS PLUMBING & HEATING			
E 101-41940-223		Repair/Maintenance Bldg/	\$1,580.00	15011	
E 101-41940-223		Repair/Maintenance Bldg/	\$3,240.00	15094	
		Total	\$4,820.00		
33249	07/11/22	HOLIDAY COMPANIES			
E 601-49400-212		Motor Fuels	\$61.76		
E 602-49450-212		Motor Fuels	\$61.76		
		Total	\$123.52		
33250	07/11/22	HOLTON ELECTRIC CONTRACTORS			
E 602-49450-223		Repair/Maintenance Bldg/	\$343.00	4619	
		Total	\$343.00		
33251	07/11/22	HOME SOLUTIONS			
E 101-43100-221		Repair/Maintenance Equip	\$1.25		MISC HARDWARE
E 101-42200-221		Repair/Maintenance Equip	\$20.69		MALLET
E 101-42200-221		Repair/Maintenance Equip	\$37.67		MISC HARDWARE
E 101-49860-221		Repair/Maintenance Equip	\$18.03		MISC HARDWARE
E 101-49860-223		Repair/Maintenance Bldg/	\$23.38		FOIL TAPE, NOZZLE
E 101-41940-223		Repair/Maintenance Bldg/	\$5.94		MISC HARDWARE
E 101-49860-221		Repair/Maintenance Equip	\$29.94		MISC HARDWARE
E 101-41940-210		Operating Supplies	\$37.00		ADHESIVE, MOP HEAD, PAPERTOWELS
E 101-41940-223		Repair/Maintenance Bldg/	\$73.08		MISC HARDWARE, PUSH VALVE, BUSHINGS
E 101-41940-223		Repair/Maintenance Bldg/	\$3.41		INCALAMPHOLDER
E 101-41940-223		Repair/Maintenance Bldg/	\$3.09		MISC HARDWARE
E 101-41940-223		Repair/Maintenance Bldg/	\$73.76		MOP HEAD, WET MOP
E 101-41940-223		Repair/Maintenance Bldg/	\$6.74		QC UNION

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 4

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41940-223		Repair/Maintenance Bldg/	\$1.65		MISC HARDWARE
E 101-49860-223		Repair/Maintenance Bldg/	\$0.63		MISC HARDWARE
E 101-43100-221		Repair/Maintenance Equip	\$8.80		SWIV CONNECTOR, HOSE BARB
E 101-43100-210		Operating Supplies	\$44.05		SHELF UNIT
E 101-45200-210		Operating Supplies	\$44.05		
E 601-49400-200		Office Supplies	\$44.05		
E 602-49450-200		Office Supplies	\$44.04		
E 602-49450-200		Office Supplies	\$3.59		AHES STRIP
E 101-43100-221		Repair/Maintenance Equip	\$3.86		GLUE STICK
E 101-49860-221		Repair/Maintenance Equip	\$1.16		MISC HARDWARE
E 101-45200-223		Repair/Maintenance Bldg/	\$4.94		RED FLAPPER
E 101-45200-223		Repair/Maintenance Bldg/	\$17.08		PLUNGER
E 601-49400-210		Operating Supplies	\$7.19		UTIL CUP BRUSH
E 101-45200-223		Repair/Maintenance Bldg/	\$4.94		CLIP ORGANIZER
E 101-45200-223		Repair/Maintenance Bldg/	\$93.79		SAT BASE, PAIL LID, BLU TAPE, BRUSH
		Total	\$657.80		
33252	07/11/22	HORTOP, LOGAN			
R 601-49400-36200		Miscellaneous Revenues	\$158.62		
		Total	\$158.62		
33253	07/11/22	KONICA MINOLTA			
E 101-41400-437		Maintenance Contract	\$802.65	40270803	
		Total	\$802.65		
33254	07/11/22	KWIK TRIP INC.			
E 101-43100-212		Motor Fuels	\$537.87		
E 101-45200-212		Motor Fuels	\$230.52		
		Total	\$768.39		
33255	07/11/22	LANO EQUIPMENT OF NORWOOD, INC			
E 101-43100-221		Repair/Maintenance Equip	\$3,118.14	26212A	BOBCAT
E 101-45200-223		Repair/Maintenance Bldg/	\$600.00	75267	SKID LOADER RENTAL
		Total	\$3,718.14		
33256	07/11/22	LOOMIS HOMES			
G 101-22000		Deposits	\$900.00		
		Total	\$900.00		
33257	07/11/22	MAYER LUMBER CO. INC.			
E 101-49860-223		Repair/Maintenance Bldg/	\$57.17		
		Total	\$57.17		
33258	07/11/22	MINI BIFF			
E 101-45200-418		Other Rentals (Biffs)	\$137.70	A132450	
E 101-45200-418		Other Rentals (Biffs)	\$239.70	A132734	
E 101-45200-418		Other Rentals (Biffs)	\$137.70	A132738	
E 101-45200-418		Other Rentals (Biffs)	\$137.70	A132753	
		Total	\$652.80		
33259	07/11/22	MINNESOTA VALLEY TESTING LAB, INC			

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 5

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49450-217		Lab Fees	\$38.00	1150121	
E 602-49450-217		Lab Fees	\$38.00	1151110	
E 602-49450-217		Lab Fees	\$38.00	1152051	
		Total	\$114.00		
33260	07/11/22	MN FIRE SERV CERTIFICATON BD			
E 101-42200-207		Training Instructional	\$120.00	10343	
		Total	\$120.00		
33261	07/11/22	MN VALLEY ELECTRIC COOPERATIVE			
E 101-43100-380		Street Lighting	\$102.26		
E 602-49450-381		Electric Utilities	\$35.17		
E 601-49400-381		Electric Utilities	\$46.37		
		Total	\$183.80		
33262	07/11/22	STAR Group, LLC			
E 101-43100-221		Repair/Maintenance Equip	\$25.96	329455	BLOW GUN
E 101-42200-221		Repair/Maintenance Equip	\$137.56	329510	LED FLOOD LIGHT
E 101-43100-221		Repair/Maintenance Equip	\$38.16	329562	MERCON V ATF
E 101-42200-221		Repair/Maintenance Equip	\$32.50	329846	TRAILER WIRE
		Total	\$234.18		
33263	07/11/22	NELSON ELECTRIC MOTOR REPAIR I			
E 602-49450-221		Repair/Maintenance Equip	\$600.00	2076	WWTP
		Total	\$600.00		
33264	07/11/22	NORTHWOODS BANK			
G 101-21718		HSA ACCOUNT	\$425.00		
		Total	\$425.00		
33265	07/11/22	NORWOOD ELECTRIC INC			
E 101-41940-223		Repair/Maintenance Bldg/	\$180.27	17426	
		Total	\$180.27		
33266	07/11/22	NORWOOD YOUNG AMERICA TIMES			
E 101-46500-350		Print/Publishing/Postage	\$65.36	899006	
		Total	\$65.36		
33267	07/11/22	OLD NATIONAL BANK			
G 101-21718		HSA ACCOUNT	\$225.68		
		Total	\$225.68		
33268	07/11/22	OPTUM BANK			
G 101-21718		HSA ACCOUNT	\$289.34		
		Total	\$289.34		
33269	07/11/22	PERFORMANCE PLUS LLC			
E 101-42200-208		Medical-Physicals	\$3,907.00	122899	
		Total	\$3,907.00		
33270	07/11/22	SECURITY BANK & TRUST			
G 101-21718		HSA ACCOUNT	\$860.52		

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 6

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$860.52		
33271	07/11/22	R.E. SMITH OIL & TIRE CO., INC			
E 101-43100-212		Motor Fuels	\$305.32		
E 101-45200-212		Motor Fuels	\$130.85		
E 101-49800-212		Motor Fuels	\$315.85		
E 601-49400-212		Motor Fuels	\$83.25		
E 602-49450-212		Motor Fuels	\$83.26		
Total			\$918.53		
33272	07/11/22	SOUTH POINT FINANCIAL			
G 101-21718		HSA ACCOUNT	\$425.00		
Total			\$425.00		
33273	07/11/22	UTILITY CONSULTANTS, INC.			
E 602-49450-217		Lab Fees	\$737.95	112995	CBOD/ TSS TESTING
Total			\$737.95		
33274	07/11/22	VERIZON WIRELESS			
E 101-45200-321		Telephone	\$62.73		
E 101-43100-321		Telephone	\$146.38		
E 601-49400-321		Telephone	\$78.83		
E 602-49450-321		Telephone	\$139.25		
E 101-41300-321		Telephone	\$41.47		
E 101-46500-321		Telephone	\$41.47		
E 101-42200-321		Telephone	\$174.07		FIRE DEPT
Total			\$684.20		
33275	07/11/22	WM MUELLER & SONS INC			
E 494-43100-303		Engineering Fees	\$292,392.09		2ND AVE PAY REQUEST 1
E 101-43100-224		Street Maint Materials	\$469.65	277257	
E 101-43100-224		Street Maint Materials	\$1,253.73	277368	
Total			\$294,115.47		
33276	07/11/22	XCEL ENERGY			
E 101-41940-381		Electric Utilities	\$2,395.93		
E 101-42200-381		Electric Utilities	\$281.13		
E 101-42500-381		Electric Utilities	\$14.41		
E 101-43100-380		Street Lighting	\$6,475.93		
E 101-43100-381		Electric Utilities	\$300.68		
E 101-45200-381		Electric Utilities	\$864.61		
E 101-45500-381		Electric Utilities	\$1,406.44		
E 601-49400-381		Electric Utilities	\$354.49		
E 602-49450-381		Electric Utilities	\$3,933.12		
E 101-49860-381		Electric Utilities	\$740.42		
Total			\$16,767.16		
10100 CHECKING			\$559,725.20		

CITY OF NORWOOD YOUNG AMERICA

07/08/22 3:10 PM

Page 7

***Check Detail Register©**

Batch: 07112022clm

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
---------	------------	-------------	--------	---------	---------

Fund Summary**10100 CHECKING**

101 GENERAL FUND	\$47,290.46
494 2nd Ave PHASE II	\$334,281.59
496 OAK LANE IMPR PROJECT	\$1,536.00
517 Oak Grove Debt Service	\$17,112.50
521 2016A GO	\$18,212.50
522 2020 GO Bond	\$67,780.02
523 2021 GO Bond	\$12,863.00
601 WATER FUND	\$24,598.60
602 SEWER FUND	\$27,059.53
806 Escrow - Greenwood Marina 2021	\$1,516.00
809 Escrow - Central Schools	\$6,739.00
817 Escrow-Eklow (Budahn Property)	\$736.00
	<u>\$559,725.20</u>



TO: Mayor Lagergren and City Council

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: July 11, 2022

SUBJECT: NYA Area Chamber of Commerce Street Closing Request

Enclosed is a letter from Allison Rollins, Executive Director, NYA Area Chamber of Commerce, requesting the road closure of Main Street (Central to 1st Ave SE) and 1st Ave SE (Main Street to 1st Street SE) from 12pm-9pm on Tuesday, July 19th for the 12th Annual Taste of NYA at Willkommen Memorial Park.

Suggested Motion:

Motion to approve the NYA Area Chamber of Commerce's street closing request for the 12th Annual Taste of NYA on Tuesday, July 19, 2022.



July 6, 2022

RE: Road Closure Request for Taste of NYA on Tuesday, July 20th

Dear Administrator Aukrust, Mayor Lagergren & City Council Members,

The NYA Area Chamber of Commerce is in the planning stages for the 12th annual Taste of NYA on Tuesday, July 19th from 5:30-8pm at Willkommen Memorial Park. We are requesting approval for a road closure request of the following:

**Main Street, Downtown Historic Young America from Central Ave to 1st Ave SE

**1st Ave SE from Main Street to 1st Street SE

**Total time of road closure request on Tuesday, July 19th from 12pm to 9pm

Thank you for your consideration.

Respectfully,

Allison Rollins

Allison Rollins, ED
NYA Area Chamber of Commerce
PO Box 292
NYA, MN 55368
952-913-2297
info@nyachamber.org
www.nyachamber.org

10

18

24

Taste of NYA Road Closure
CR 34/Main Street from SE 1st Ave
to Central Ave S.

E Main St

34

E Main St

Tuesday July 26 19th
4pm-8:30 pm

21

Central Ave S

SE 1st Ave

E Main St

E Main St

101

Northside Grill
Takeout

34

E Main St

SE 2nd Ave

Willkommen Heritage
and Preservation Society

Tanglez Salon

114

Last Call



TO: Mayor Lagergren and City Council

FROM: Karen Hallquist, Economic Development Marketing Director

DATE: July 11, 2022

SUBJECT: Street Closure Request – 2022 Stiftungsfest

The Stiftungsfest Committee is requesting the closure of the following streets from Monday, August 22, 2022 through Monday, August 29, 2022. This is from initial setup of Stiftungsfest by the NYA Fire Department to take down (in red):

- Main Street from Central Avenue N to 1st Avenue SE
- 1st Avenue SE from Main Street to 1st Street SE

And closure of these additional streets from Wednesday, August 25, 2022 – Sunday, August 28, 2022. This is for additional events throughout the weekend that include: blow up rides, craft sale, car show and FD water ball fight (in yellow):

- Main Street from Central Avenue N to 3rd Avenue SE
- 1st Avenue SE from 1st Street NE to 1st Street SE
- 1st Street SE from 1st Avenue SE to 2nd Avenue SE
- 2nd Avenue NE from Main Street to 1st Street SE

If construction is not completed on 2nd Ave in time for the events, Stiftungsfest will eliminate that block from setup.



Motion to approve the street closure requests for the 2022 Stiftungsfest celebration.



TO: Mayor Lagergren and Council Members
FROM: Steve Zumberge, Fire Chief
DATE: July 11, 2022
RE: Firefighter Hirings: Connor Smith and William Martens

Members of the Personnel Committee and Fire Department interviewed Connor Smith and William Martens. Connor is a lifelong Norwood Young America resident who recently graduated from college. William recently moved to Norwood Young America and works in the health care field.

Proposed Motion:

Motion to hire Firefighters Connor Smith and William Martens, contingent upon their passing a physical, agility test, and a criminal background check.



TO: Mayor Lagergren and City Council Members

FROM: Angela Brumbaugh, City Clerk/Treasurer

DATE: July 11, 2022

RE: 2021 Financial Statement Audit Presentation

Attached is the 2021 Audit presentation from Abdo. Brad Falteysek will be attending the meeting to present this to the Council.

Recommended Motion:

Accept the 2021 Financial Statement Audit by Abdo Solutions



Lighting the path forward

City of Norwood Young America

2021 Financial Statement Audit

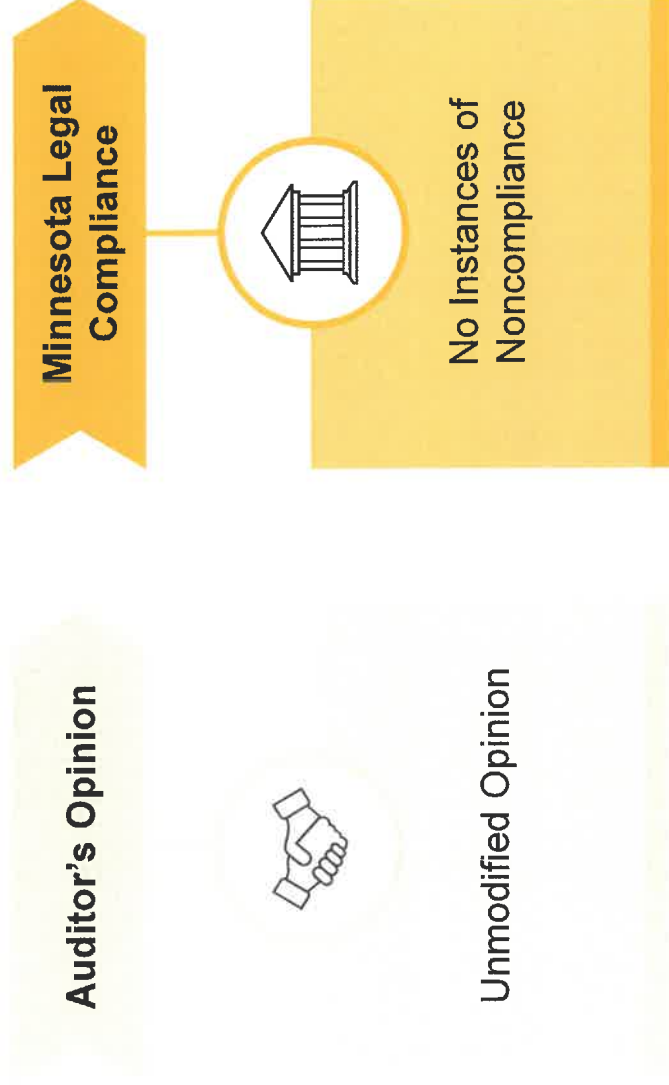


Introduction

- Audit Opinion and Responsibility
- General Fund Results
- Other Governmental Funds
- Enterprise Funds
- Key Performance Indicators



Audit Results



Audit Results

2021 Audit Findings

- Preparation of Financial Statements
 - Internal Control Finding

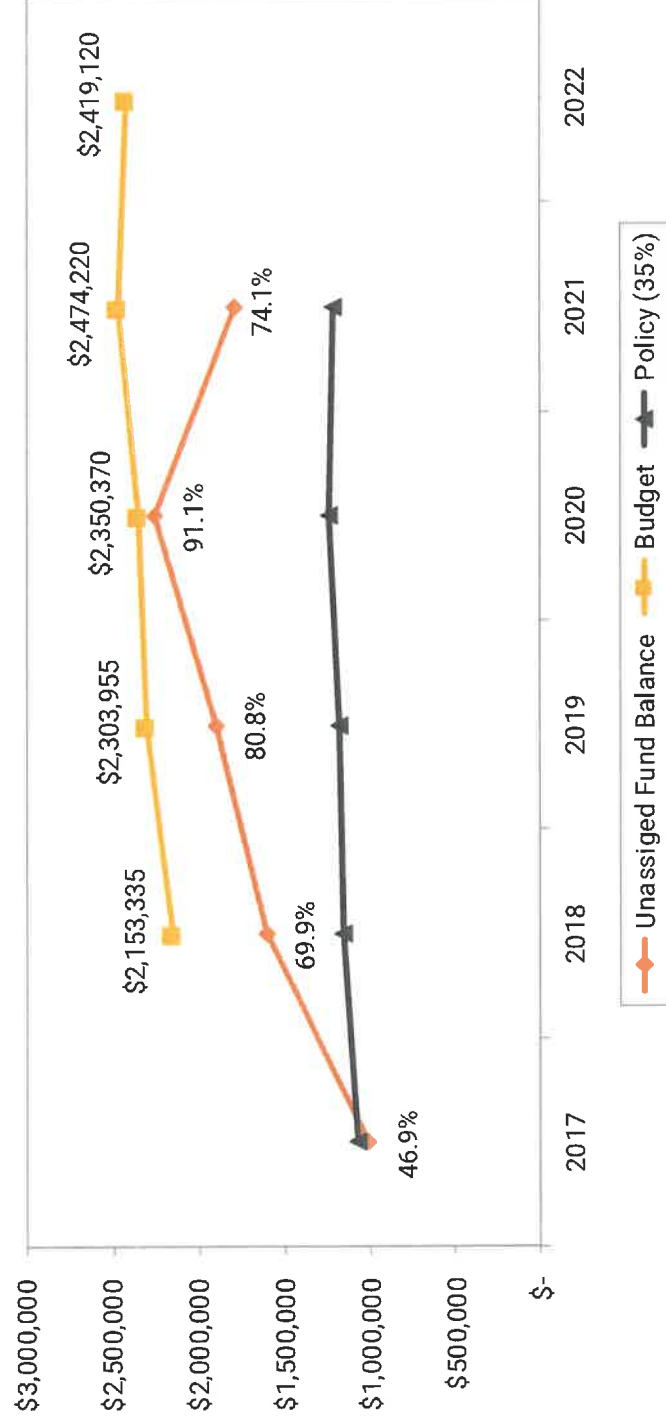


Results from Prior Year 2020 Audit Findings

- Collateral Coverage
 - Legal Compliance Finding



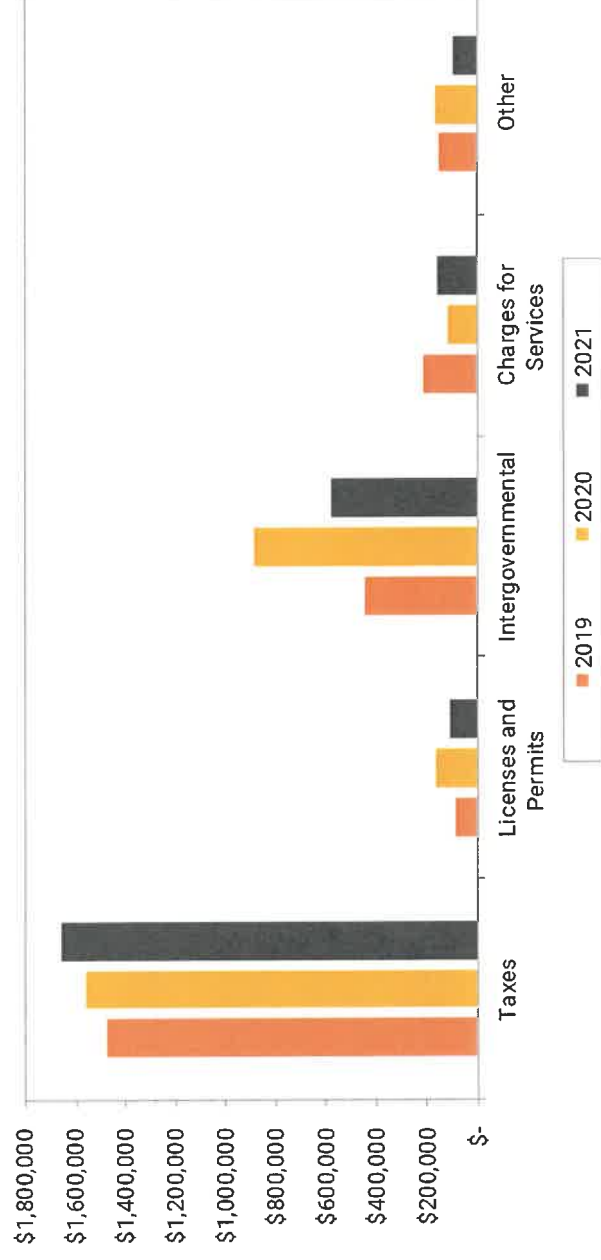
General Fund - Fund Balances



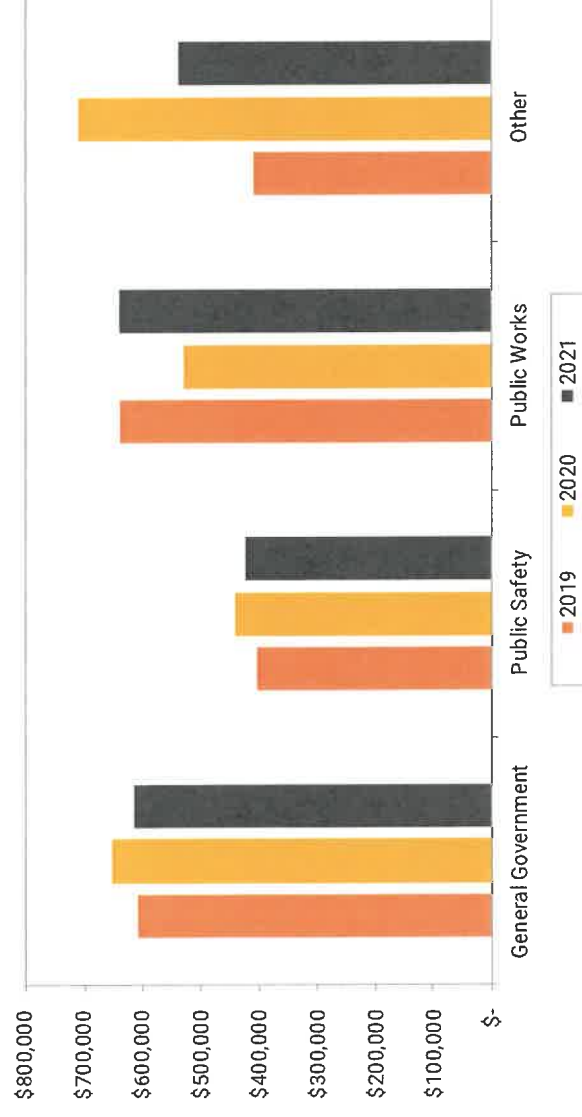
General Fund Budget to Actual

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	\$ 2,567,220	\$ 2,597,685	\$ 30,465
Expenditures	2,303,170	2,215,009	88,161
Excess of Revenues Over Expenditures	264,050	382,676	118,626
Other Financing Uses			
Transfers out	(178,500)	(845,777)	(667,277)
Net Change in Fund Balances	85,550	(463,101)	(548,651)
Fund Balances, January 1	2,503,350	2,503,350	-
Fund Balances, December 31	\$ 2,588,900	\$ 2,040,249	\$ (548,651)

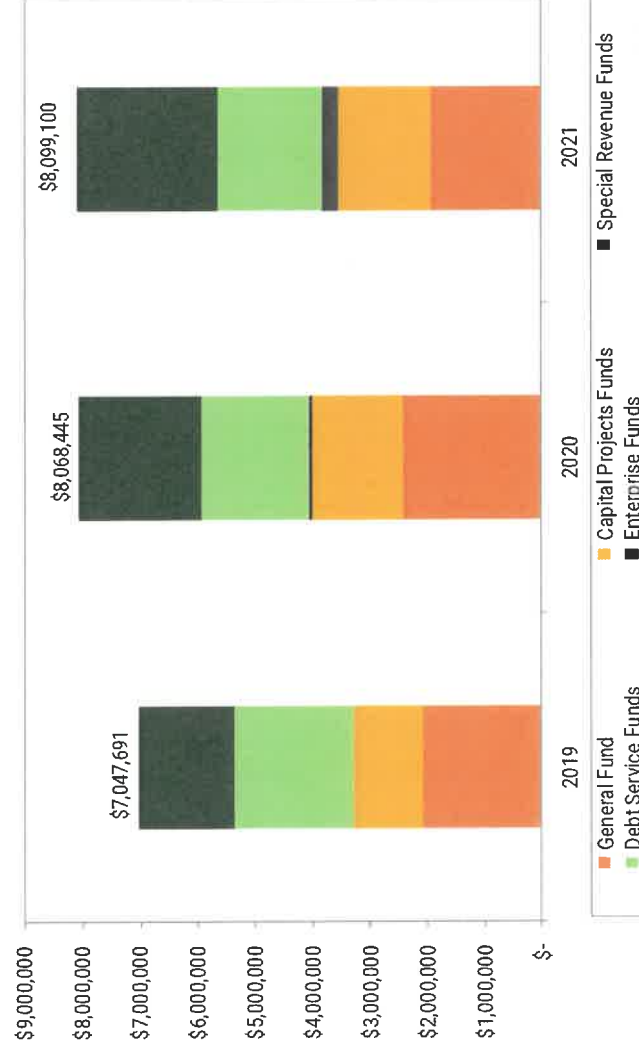
General Fund Revenues by Type



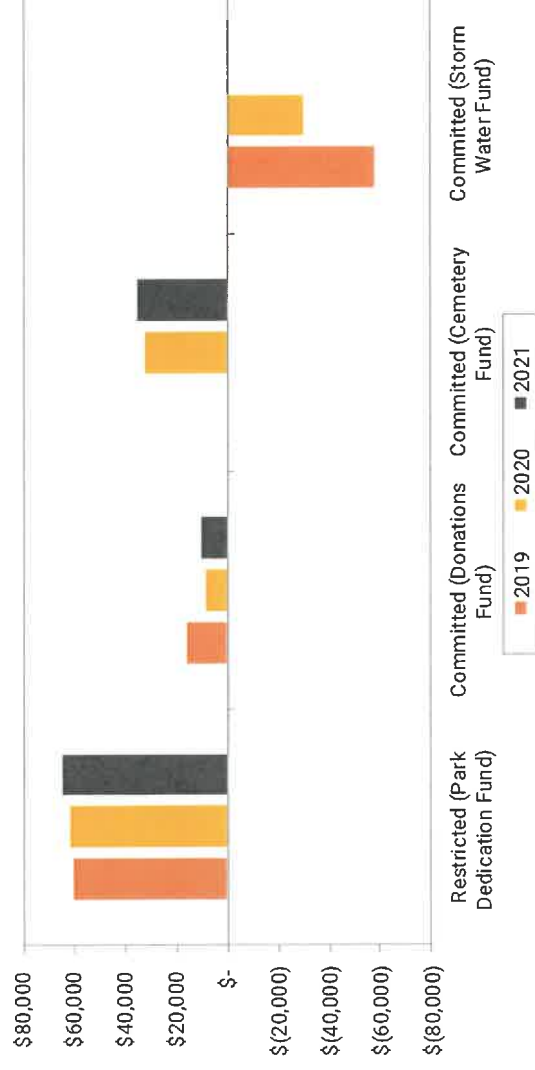
General Fund Expenditures by Type



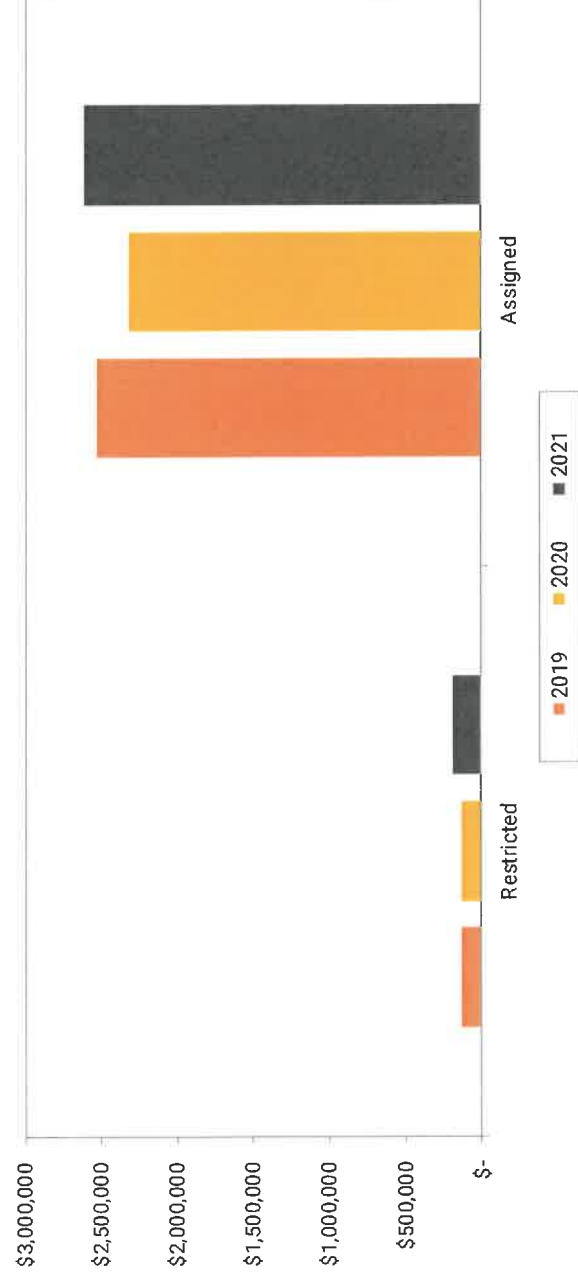
Cash and Investments Balances by Fund Type



Special Revenue Fund Balances

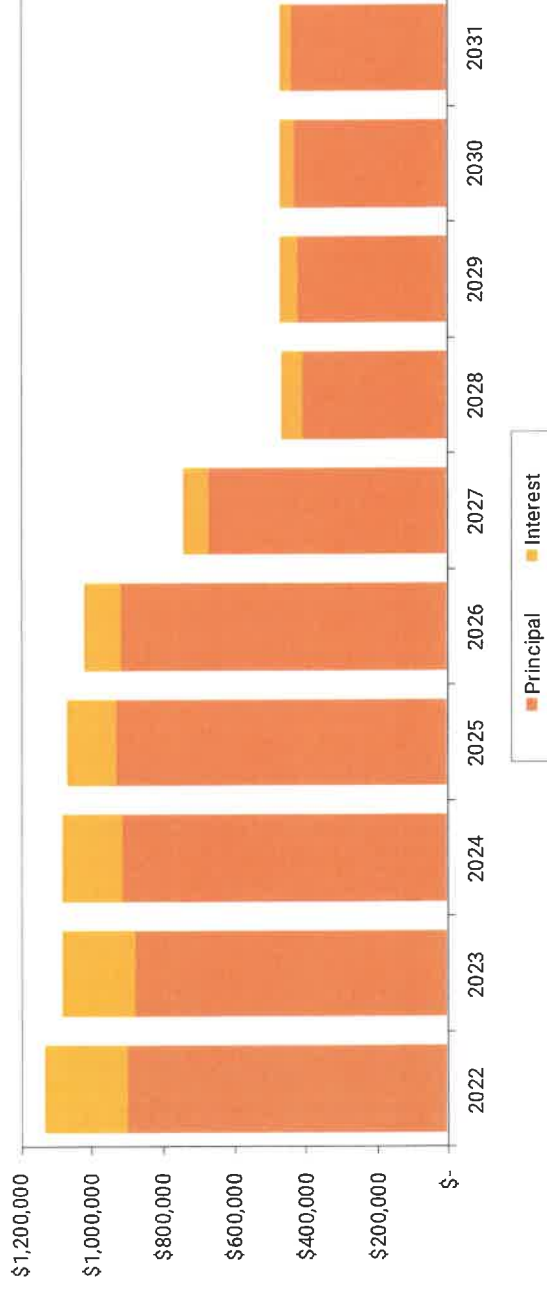


Capital Project Fund Balance



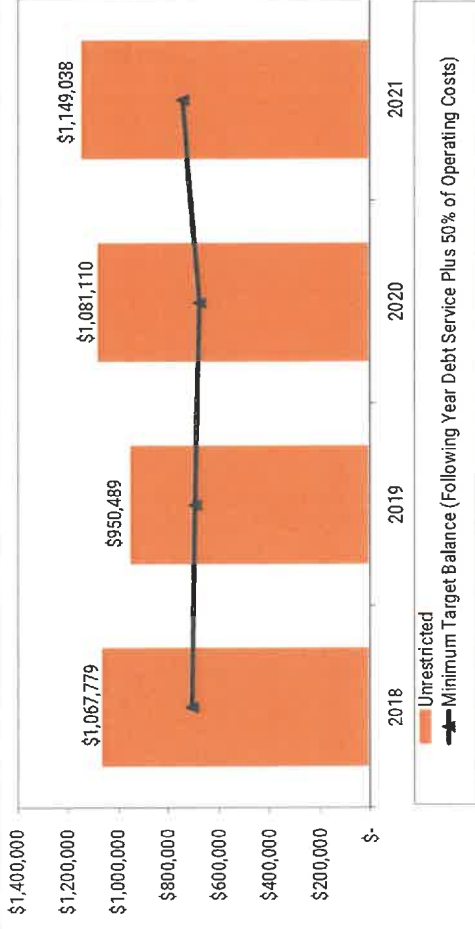
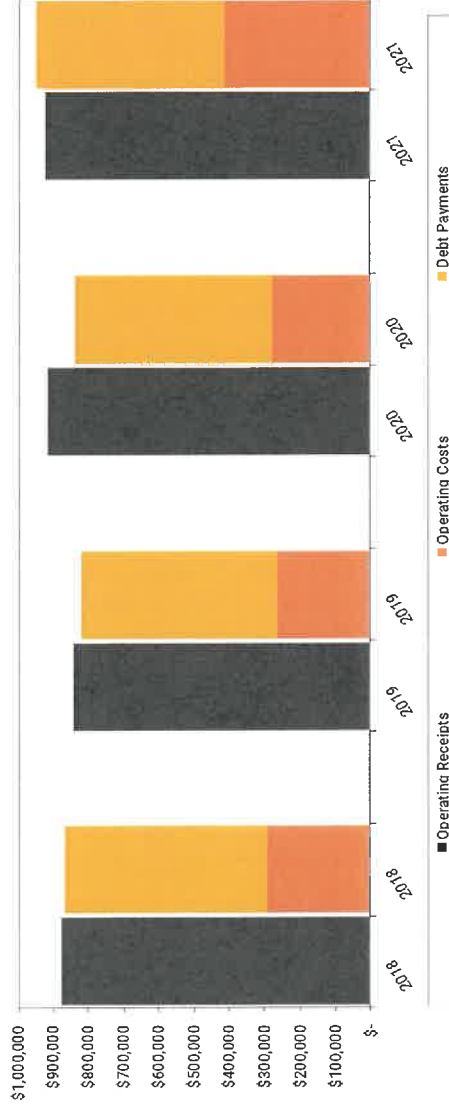
Debt Service Funds

	Total Cash	Total Assets	Bonds Outstanding	Maturity Date
517 Oak Grove Debt Service	\$ 305,968	\$ 305,968	\$ 1,210,000	2031
520 2013B Infrastructure Debt Service	44,318	90,361	-	Matured
521 2016A Refunding Debt Service	210,339	226,456	1,525,000	2035
522 2020A G.O Refunding Bonds	1,187,591	1,323,929	4,291,895	2038
523 2021A G.O Infrastructure Bonds	47,504	309,678	760,000	2032
Total	\$ 1,795,720	\$ 2,256,392	\$ 7,786,895	



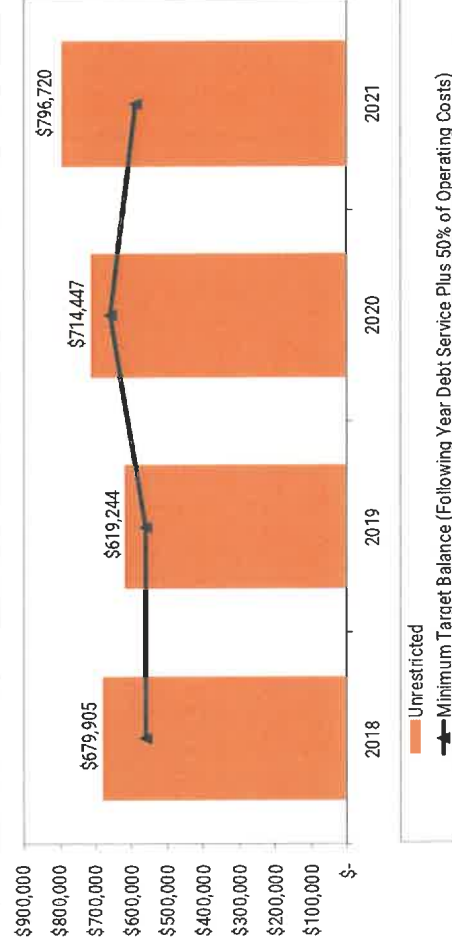
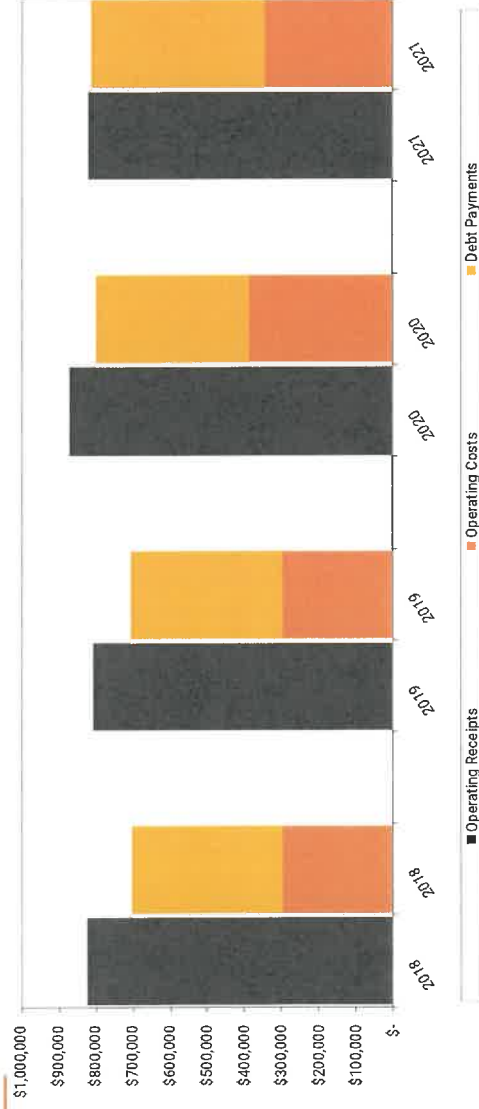
Water Fund

Cash Flows from Operations and Cash Balances



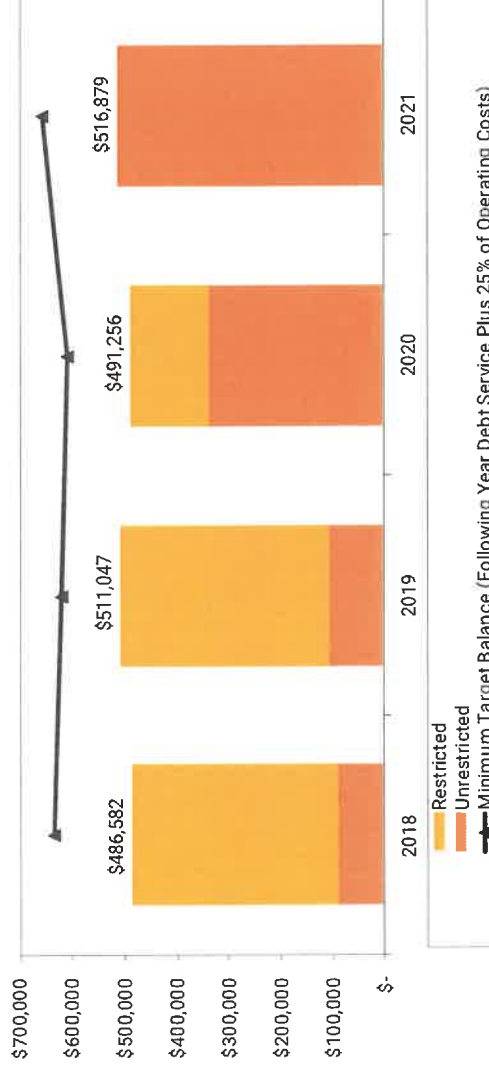
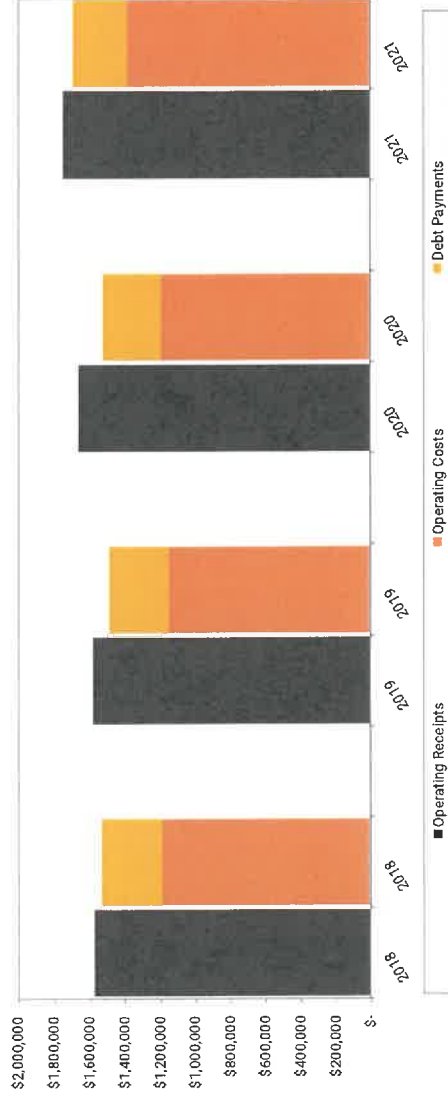
Sewer Fund

Cash Flows from Operations and Cash Balances



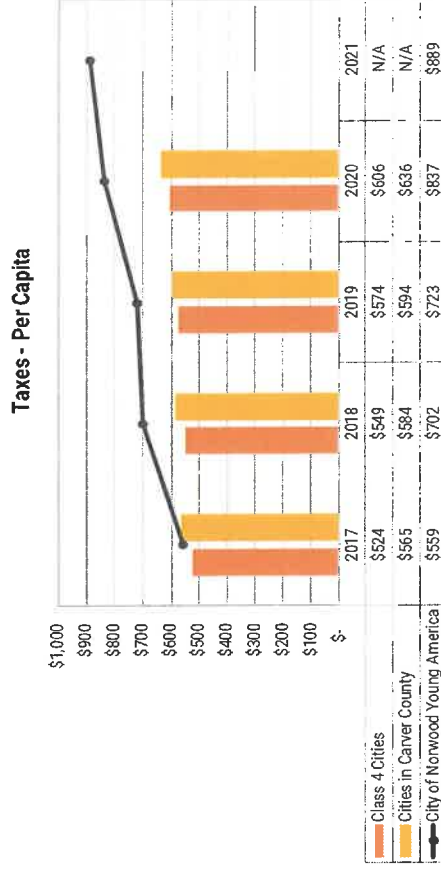
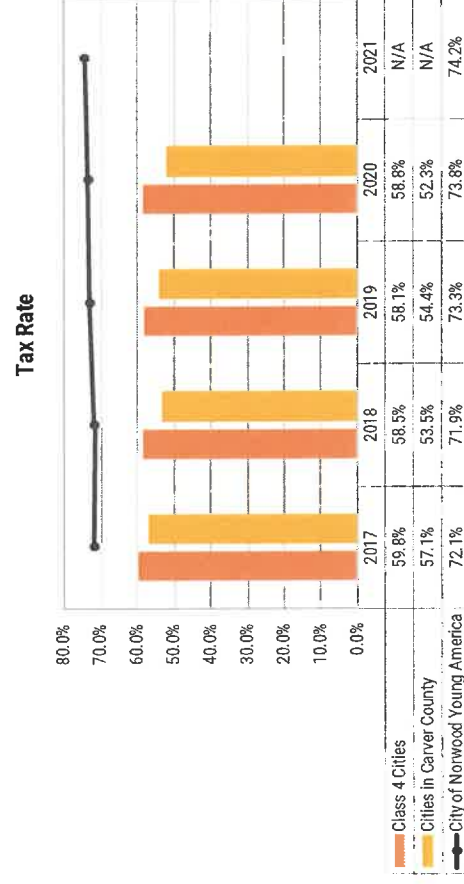
Harbor at Peace Fund

Cash Flows from Operations and Cash Balances



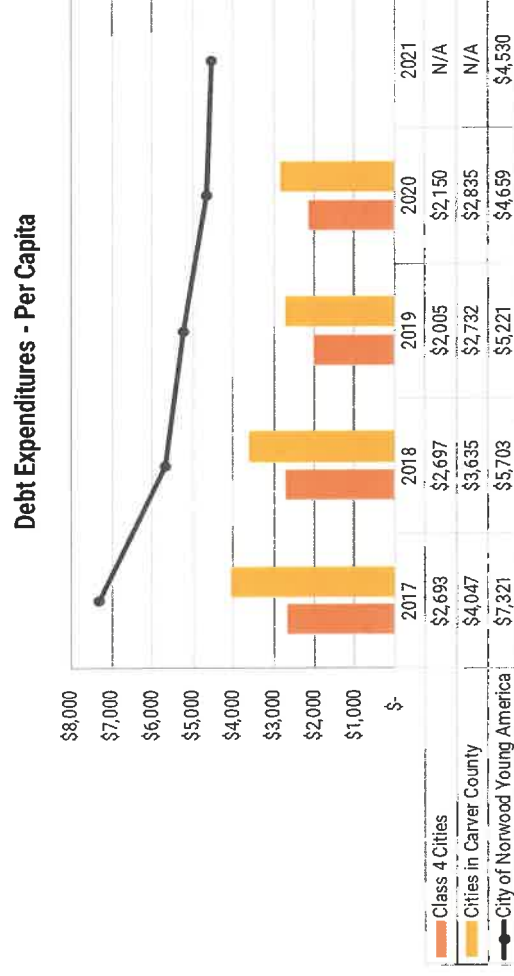
Taxes

Key Performance Indicators



Debt

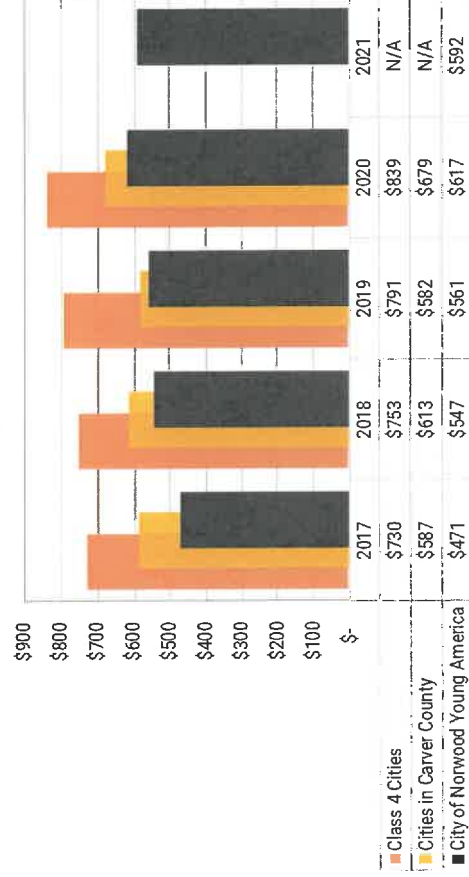
Key Performance Indicators



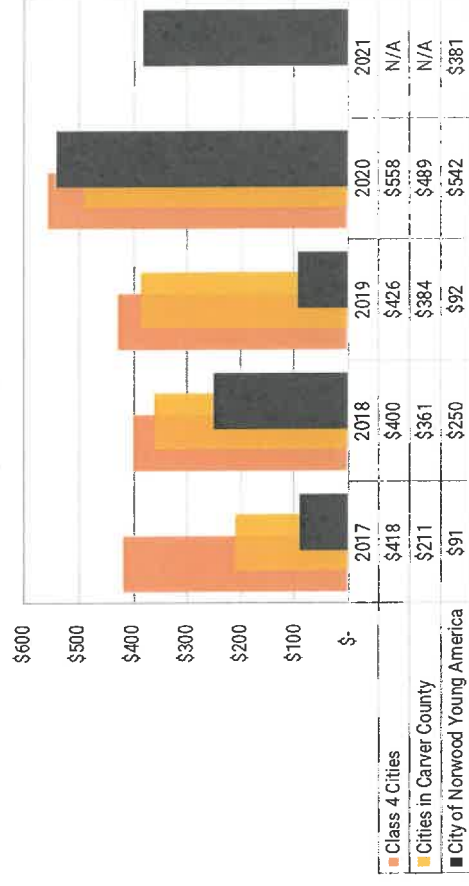
Expenditures

Key Performance Indicators

Current Expenditures - Per Capita



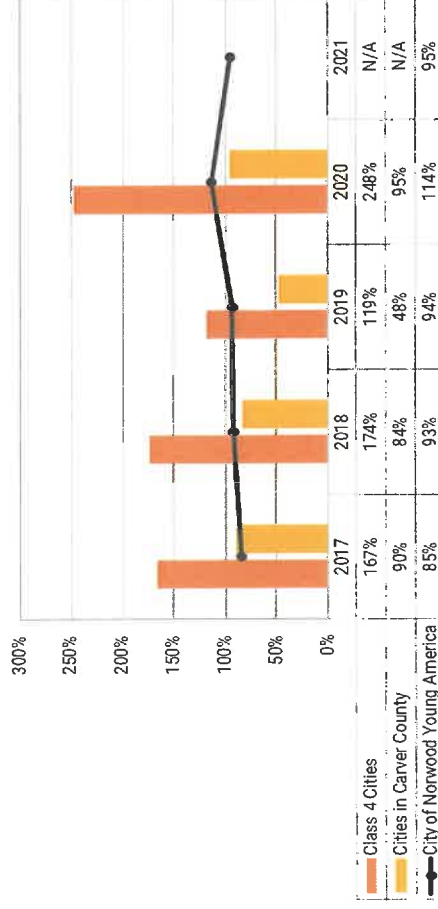
Capital Expenditures - Per Capita



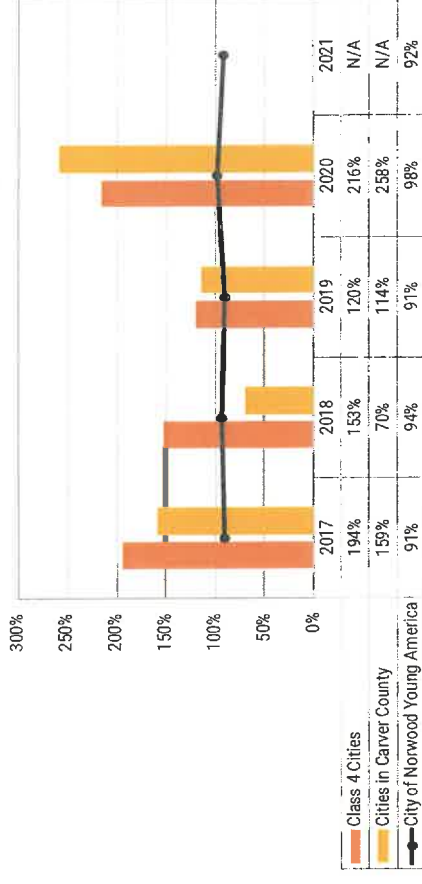
Enterprise Funds

Key Performance Indicators

Water Fund Debt Service Coverage



Sewer Fund Debt Service Coverage



Your Abdo Team



Brad Falteysek, CPA
Partner

Brad.Falteysek@abdosolutions.com



Bonnie Schwieger, CPA
Senior Manager

Bonnie.Schwieger@abdosolutions.com



Jason Fagan
Intern

Jason.Fagan@abdosolutions.com



TO: Mayor Lagergren and City Council Members

FROM: Angela Brumbaugh, City Clerk/Treasurer

DATE: July 11, 2022

RE: Approve Ordinance No. 352 Amending the Fee Schedule

Attached is the Fee Schedule as presented at the June 27th Public Hearing. There have not been any changes since the Public Hearing.

Recommended Motion

Approve the Adoption of Ordinance No. 352, an Ordinance Amending the Fee Schedule "Schedule A" Chapter 20, Section 2000.02 of the Norwood Young America City Code.

ORDINANCE NO. 352

AN ORDINANCE AMENDING THE FEE SCHEDULE "SCHEDULE A" CHAPTER 20, SECTION 2000.02 OF THE NORWOOD YOUNG AMERICA CITY CODE

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA HEREBY
ORDAINS:

WHEREAS, by Ordinance No. 185, the City Council adopted language for Chapter 20 "Fees," authorizing and establishing certain fees, charges, costs, and rates for licenses, permit applications, information, services, and other matters required or provided by the City; and

WHEREAS, the Fee Schedule for the said year was adopted and set forth as "Schedule A" in Section 2000.02 "Fee Schedule" as part of Ordinance No. 185; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwood Young America, Carver County, Minnesota, that the Fee Schedule established and authorized in Chapter 20, Section 2000.02, Schedule A, of the Norwood Young America City Code, adopted by Ordinance 185, is amended under this Ordinance No. 352, dated July 11, 2022, a copy of which is attached and on file in the office of the City Clerk/Treasurer, is hereby approved and shall become effective upon its publication.

First reading of Ordinance 352 by the City Council of the City of Norwood Young America, Minnesota, this 27th day of June 2022.

CITY OF NORWOOD YOUNG AMERICA

Carol Lagergren, Mayor

ATTEST:

Angela Brumbaugh, Clerk/Treasurer

Public Hearing: June 27, 2022
First Reading: June 27, 2022
Second Reading/Adoption: July 11, 2022
Publication: July 14, 2022



2022 FEE SCHEDULE

		2021	2022
BUSINESS SERVICES / MISCELLANEOUS			
Staff Time - Regular Hours	per hour	50.00	55.00
Staff Time - After Hours	per hour	75.00	85.00
Public Notice		75.00	75.00
Comprehensive Plan Amendment/Change	fee + escrow*	500.00	500.00
City Code Amendment	Fee may be waived if the amendment benefits the entire community.	250.00	250.00
Notary Public		N/C	N/C
Golf Cart Permit	annual license	10.00	10.00
ATV Permit	annual license	10.00	10.00
On-Site Parking Permit	per vehicle, per year	10.00	10.00
Copy Cost	per page	0.25	0.25
Fax Cost	per page	1.00	1.00
Credit Card Payment Fee	5% of charge amount	5%	0.05
Laminating Costs	per page, up to size 8 1/2 x 11	2.50	2.50
Certification Fee	per assessment	25.00	25.00
Special Assessment Search		30.00	30.00
Returned Check Charge		35.00	35.00
Peddler License	annual license	50.00	100.00
Solicitor License	annual license	50.00	100.00
Transient Merchant License	annual license	50.00	100.00
Waste Hauler Permit	tri-annual	100.00	100.00
Fire Works - Temporary Tent/Stand		350.00	350.00
Fire Works - Permanent Store		100.00	100.00
Cemetery Lot - Resident		400.00	400.00
Cemetery Lot - Non-Resident		600.00	600.00
Fire Dept. Emergency Call (non-resident of fire district)	per call	500.00	500.00
Fire Department Service Call - Billing Rate	1st hour - minimum of 1 hour	500.00	500.00
Fire Department Service Call	each additional hour	300.00	300.00
Right Of Way Permit - business		50.00	100.00
Right Of Way Permit - residential		25.00	100.00
FINES & VIOLATIONS			
False Alarm - rolling 12 month period			
First three offenses		Warning	Warning
4th offense		50.00	50.00
5th offense		100.00	100.00
6th offense		150.00	150.00
each additional offense increases in increments of \$50			
Sprinkling Ban Violation			
1st offense		Warning	Warning
2nd offense		50.00	50.00
3rd offense		100.00	100.00
each additional offense		200.00	200.00
Towing and Storage of Vehicles		Actual Cost	Actual Cost
Nuisance Violation - rolling 12 month period			
1st offense		Warning	Warning
Offenses thereafter	administrative penalty + cost of abatement	administrative penalty + cost of abatement	administrative penalty + cost of abatement
Administrative Penalty			
1st offense		Warning	Warning
2nd offense		115.00	115.00
3rd offense		130.00	130.00
4th offense		150.00	150.00
each additional offense increases in increments of \$50			

		2021	2022
Abatement Fees		Actual Cost	Actual Cost
PLANNING – Application fees may require additional legal, engineering and associated costs.			
Infrastructure Deposit (refundable)	Amount may be different based on development	900.00	901.00
Excavation Permit		Actual Cost	Actual Cost
Fill Permit		Actual Cost	Actual Cost
General Sign Permit (no plan review required)	790.00 permit + 1.00 surcharge	61.00	80.00
Residential Demolition Permit	100.00 permit + 1.00 surcharge	101.00	101.00
Commercial Demolition Permit	200.00 permit + 1.00 surcharge	201.00	201.00
Conditional Use Permit - Residential		200.00	300.00
Conditional Use Permit - Non-Residential		300.00	300.00
Interim Use Permit - Residential		200.00	300.00
Interim Use Permit - Non-Residential		300.00	300.00
Rezoning Application		350.00	400.00
Variance - Residential		200.00	300.00
Variance - Non-Residential		300.00	300.00
Street/Alley/Easement Vacation Application Fee		150.00	300.00
Annexation Application Fee		300.00	301.00
Annexation Township Reimbursement Fee		250 per acre	251 per acre
Storm Water Plan		250.00	250.00
Wetland Mitigation Plan	Fee + Escrow	100.00	100.00
Parking Reduction		100.00	100.00
Application for Appeal		150.00	150.00
Carver County Recording Fee	Based on Carver County Fee Schedule	Based on Carver County Fee Schedule	
Site Plan Review	fee + escrow**	300.00	300.00
Lot Split		200.00	200.00
Boundary Line Adjustment		100.00	100.00
Sketch Plat Review	fee + escrow***	200.00	200.00
Subdivision * Preliminary Plat	fee + \$10 per lot	350.00	350.00
Subdivision *Final Plat	fee + \$10 per lot	250.00	250.00
Planned Unit Development (PUD)	in addition to plat fees		
Sketch Plan	fee + escrow*	200.00	200.00
General Concept Plan	fee + escrow	400.00	400.00
Final Plan		300.00	300.00
Plan Amendment		300.00	300.00
Developer Escrow Deposit (required payment by certified check)			
*Developer Escrow Deposit	up to	2000.00	2,000.00
**Developer Escrow Deposit - Site Plan Review		5000.00	5,000.00
**Developer Escrow Deposit - Site Plan Review Tacoma W Industl Park		15000.00	15,000.00
***Developer Escrow Deposit - Development Review paid at Sketch Plan		10000.00	10,000.00

PARK DEDICATION

Single Family	See Chapter 11 of the City Code for fee.	See Chapter 11 of the City Code for fee.
Two Family	See Chapter 11 of the City Code for fee.	See Chapter 11 of the City Code for fee.
Townhome	See Chapter 11 of the City Code for fee.	See Chapter 11 of the City Code for fee.
Multi-Family	See Chapter 11 of the City Code for fee.	See Chapter 11 of the City Code for fee.
Commercial/Industrial	See Chapter 11 of the City Code for fee.	See Chapter 11 of the City Code for fee.
Basin Connection		Actual Cost Actual Cost

If City Council determines land shall be dedicated, the following requirements shall be met:

Residential Subdivisions	10% of total property area	10% of total property area
Non-Residential Subdivisions	5% of total property area	5% of total property area

BUILDING PERMITS

Building Permit Fee Calculation

Valuation \$1 to 500	f valuation.	25.85	25.85
\$501 to 2000	\$25.85 for the first 500 plus 3.36 for each additional 100 or fraction thereof, to and including 2,000		
\$2001 to 25,000	\$76.25 for the first 2000 plus 15.40 for each additional 1000 or fraction thereof, to and including 25,000		
\$25,001 to 50,000	\$430.45 for the first 25,000 plus 11.11 for each additional 1000 or fraction thereof, to and including 50,000		

\$50,001 to 100,000

\$708.20 for the first 50,000 plus 7.70 for each additional 1000 or fraction thereof, to and including 100,000

\$100,001 to 500,000

\$1,093.20 for the first 100,000 plus 6.16 for each additional 1000 or fraction thereof, to and including 500,000

\$500,001 to 1,000,000

\$3,557.20 for the first 500,000 plus 5.23 for each additional 1000 or fraction thereof, to and including 1,000,000

\$1,000,001 and up

\$6,172.20 for the first 1,000,000 plus 4.02 for each additional 1000 or fraction thereof

Building Department Inspection Fees

Building Permit Fee	100% of above fee schedule + state surcharge	100% of above fee schedule + state surcharge
Residential Plan Check Fee	65% of building permit fee	65% of building permit fee
Commercial Plan Check Fee	65% of building permit fee	65% of building permit fee
Building Permit Investigation Fee	Work done without a permit. Fee is up to the actual permit amount.	
Reinspection Fees/Additional Inspection fees	Each inspection	45.00 45.00
Pre-Move Structure Inspections	per hour + mileage expense from inspector's office, minimum of 2 hrs	45.00 75.00
Moved-In House Permit Fee	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage	250.00 250.00
Mobile Home Move-In Permit		250.00 250.00
Moved-In Shed/Garage	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage	125.00 125.00
Heating/Cooling Permit - Residential	per fixture + \$1.00 state surcharge (included in fee)	60.00 80.00
Heating/Cooling Permit - Commercial	Based on value, 1997 fee schedule + 10%	
Plumbing Permit	per fixture + 1.00 state surcharge (included in fee)	61.00 80.00
Residential Plbg Fixture Change Out (water heater/softener)	\$49.00 + \$1.00 state surcharge	16.00 50.00
Commercial/Industrial Plumbing Plan Review	See the MN State's Uniform Building Code for list of valuation.	

GENERAL PERMITS (minor residential alteration)

Rewindow	79.00 permit + 1.00 state surcharge	61.00 80.00
Reside	79.00 permit + 1.00 surcharge	61.00 80.00
Reroof	79.00 permit + 1.00 surcharge	61.00 80.00
Fence - 7 feet tall or more	based on value	61.00
Fence - under 7 feet tall	zoning permit required	n/c 50.00

RENTAL DWELLINGS

Rental Housing License - Inspection Fee	minimum	54.00
<i>Based on the number of units per address</i>		
3 - 5 units	per unit	18.00
6 - 10 units	per unit	17.00
11 - 20 units	per unit	15.75
21 - 40 units	per unit	14.75
41 - 100 units	per unit	13.50
101 - 200 units	per unit	12.50
200+ units	per unit	11.25
Rental Dwelling Reinspection fee	each	45.00
Unlicensed Rental Dwelling Fines		250.00
Unlicensed fine	per day/per unit, charged until license is obtained	10.00
Rental Dwelling Violation		50.00
Violation fee	per day / per unit, charged until corrections are complete	10.00

Rental Housing License - Initial Inspection Fee

<i>Based on the number of units per address</i>		
1-4 units	per unit	95.00
5+ units	Units 1-4 = \$380 + \$55/unit	Based on #
Rental Dwelling Reinspection fee	per unit	45.00 75.00
Unlicensed Rental Dwelling Fines		250.00 250.00
Unlicensed fine	per day/per unit, charged until license is obtained	10.00 10.00
Rental Dwelling Violation		50.00 50.00
Violation fee	per day / per unit, charged until corrections are complete	10.00 10.00
Rental Complaint Inspections	each inspection	85.00

UTILITY CONNECTION CHARGES

Water main Trunk Charge	per ERU	3900.00 3,900.00
Water main Trunk Charge - townhome/twinhome	per ERU	2500.00

		2021	2022
Sewer main Trunk Charge	per ERU	3900.00	3,900.00
Sewer main Trunk Charge - townhome/twinhome per ERU	per ERU	2500.00	
Water Hook-up Charge		125.00	125.00
Sewer Hook-up Charge		125.00	125.00
Storm Sewer Trunk Charge	per ERU	750.00	750.00
Barnes Lake Outlet	per ERU	250.00	250.00
Tacoma Ave N Improvement Fee		634.00	634.00
SAC/WAC Fees	See Spreadsheet, Not to exceed		36,781.82
3/4" Residential Water Meter	includes meter, horn, swivels & remote	410.00	Cost + 10%
1" Residential Water Meter	includes meter, horn, swivels & remote	475.00	Cost + 10%
1 1/2" Commercial Water Meter	includes meter, flange, & remote	1470.00	Cost + 10%
2" Commercial Water Meter	includes meter, flange, & remote	1670.00	Cost + 10%
3" Commercial Water Meter	includes meter, flange, & remote	2030.00	Cost + 10%
3/4" Residential Water Meter	meter only	180.00	Cost + 10%
1" Residential Water Meter	meter only	240.00	Cost + 10%
1 1/2" Commercial Water Meter	meter only	1350.00	Cost + 10%
2" Commercial Water Meter	meter only	1550.00	Cost + 10%
3" Commercial Water Meter	meter only	1950.00	Cost + 10%
5/8 x 3/4 Meter Horn	each + sales tax	85.00	Cost + 10%
1" Meter Horn - no lead	each + sales tax	120.00	Cost + 10%
3/4 Swivel - no lead	each + sales tax	15.00	Cost + 10%
1" Swivel - no lead	each + sales tax	19.00	Cost + 10%
1" Male Swivel - no lead	each + sales tax	20.00	Cost + 10%
1" Solder Swivel - no lead	each + sales tax	20.00	Cost + 10%
Single Port Radio	each + sales tax	140.00	Cost + 10%
Dual Port Radio	each + sales tax	155.00	Cost + 10%
1 1/2" flange	each + sales tax	40.00	Cost + 10%
2" flange	each + sales tax	40.00	Cost + 10%
3" flange	each + sales tax	50.00	Cost + 10%
Remote Reader	replacement	250.00	Cost + 10%
Disconnect/Reconnect Charge	each	75.00	75.00
Interior Main line Valve Replacement Disconnect and Reconnect		50.00	50.00
Curb Box Cover	each + sales tax	115.00	Cost + 10%
UTILITY RATES			
Late Payment Penalty	% of unpaid balance	10%	1.10
Water			
Residential Water Base Charge	per unit, per month	16.00	16.00
Commercial Water Base Charge	per unit, per month	28.00	28.00
Residential Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 6,000 gallons used	3.45	3.45
	Tier II - 6,001 to 52,000 gallons used	4.46	4.46
	Tier III - 52,001 to 88,000 gallons used	5.25	5.25
	Tier IV - 88,001+ gallons used	6.77	6.77
Commercial Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 6,000 gallons used	3.45	3.45
	Tier II - 6,001 to 52,000 gallons used	4.46	4.46
	Tier III - 52,001+ gallons used	5.25	5.25
Water Plant Charge	per unit, per month	8.20	8.20
Water Sales	private truck	25.00	25.00
	per 1000 gallons for NYA residents	3.60	3.60
	per 1000 gallons for non-residents	8.30	8.30
Sewer			
Residential Sewer Base Charge	per unit, per month	9.00	9.00
Commercial Sewer Base Charge	per unit, per month	9.00	9.00
Residential Sewer Usage Charge	per 1,000 gallons - based on average water used in winter qtr	7.16	7.16
Commercial Sewer Usage Charge	per 1,000 gallons - based on average water used in winter qtr	7.16	7.16
Sewer Plant Charge	per unit, per month	5.00	5.00
Storm Water Drainage			
REC Unit	per month	4.90	4.90
Special Parcels			

		2021	2022
Impervious Area	per month	18.44/acre	18.44/acre
Pervious Area	per month	5.81/acre	5.81/acre
SF Attached (Townhouse)	per month	2.47	3.47
Commercial/Industrial			
0%-50% Impervious	per month	8.98/acre	8.98/acre
>50%-75% Impervious	per month	13.69/acre	13.69/acre
>75% Impervious	per month	16.84/acre	16.84/acre
Open Space	per month	5.81/acre	5.81/acre

EQUIPMENT – 1 hour minimum unless otherwise noted. In the case of a natural disaster, the following rates would be charged. Equipment is not available for rent in any other circumstances. All equipment requires operation by City Staff. Staff time is not included in the Equipment Fee.

City Staff Operation Fee	per hour	50.00	55.00
City Staff Operation Fee (after hours)	per hour	75.00	85.00
Bobcat S-250	per hour	100.00	100.00
Bucket Truck	per hour	150.00	150.00
Bus	per hour	25.00	25.00
Camera equipment	per hour	100.00	100.00
Dump Truck	per hour	100.00	100.00
Flail Mower	per hour	90.00	90.00
Jetter	per hour	300.00	300.00
Jetter plus Vacuum	per hour	500.00	500.00
Loader	per hour	150.00	150.00
Mower	per hour	50.00	50.00
Pick Up Truck	per hour	50.00	50.00
Push Camera	per occurrence	50.00	50.00
Rotary Mower	per hour	60.00	60.00
Snow Plow	per hour	150.00	150.00
Street Sweeper	per hour	150.00	150.00
Tanker w/ pump	per hour	100.00	100.00
Tractor	per hour	90.00	90.00
Vacuum	per hour	250.00	250.00
Utility Vehicle w/weed sprayer	per hour	50.00	75.00
Loader mounted snow blower	per hour	100.00	150.00
String Trimmer	per hour	50.00	50.00
Chainsaw	per hour	50.00	50.00
Line Striper	per hour	75.00	75.00
Brush Chipper	per hour	100.00	100.00
Utility Vehicle w/plow	per hour	100.00	100.00
4" pump	per hour	50.00	50.00
Salt	per ton	76.00	76.00
Trailer	per hour	50.00	50.00

LIQUOR LICENSE – Liquor licenses run from July 1 – June 30

On-Sale			
Intoxicating Liquor	per year	1200.00	1,200.00
Wine	per year	100.00	100.00
Sunday Liquor Sales	per year	200.00	200.00
Pavilion Intoxicating Liquor	must have an NYA On-Sale Intoxicating Liquor License		N/C
3.2 Beer / Malt Liquor	per year	150.00	150.00
Temporary (1 - 3 day event or up to 12 days in calendar year)	per year	25.00	25.00
Extended hours - 2am	per year	500.00	500.00
Off-Sale			
Intoxicating Liquor	per year	200.00	200.00
3.2 Beer / Malt Liquor	per year	50.00	50.00
Miscellaneous Liquor License			
Consumption & Display Permit	per year	100.00	100.00
Malt Liquor or Set Up Holder Permit	per year	250.00	250.00
Liquor License Investigation Fee - new license	per year	500.00	500.00

		2021	2022
Liquor License Investigation Fee - established renewal license	per year	100.00	100.00
ANIMALS			
Animal License or Duplicate Animal License	per year	5.00	5.00
Unlicensed fine	per fine	50.00	50.00
Animal pick-up charge	per event	50.00	50.00
Impound Expenses		Actual Cost	Actual Cost
Animal running at large or creating nuisance			
1st offense		10.00	10.00
2nd offense		50.00	50.00
3rd offense		150.00	150.00
each additional offense		250.00	250.00
Backyard Chickens Permit	Biennial	50.00	50.00
ADULT USE			
Adult Use License Fee	per year	1500.00	10,000.00
Adult Use Investigation Fee	per year	500.00	500.00
RENTAL FACILITIES			
<i>Willkommen Park Pavilion</i>			
Rental Fee (Resident of NYA)	per day	400.00	401.00
Rental Fee (Non-resident of NYA)	per day		
NYA Civic Group	per day	N/C	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	150.00	150.00
Damage Deposit (required prior to event date)		300.00	300.00
Sound System	per event	50.00	50.00
Tap Rental / Cleaning	per event	30.00	30.00
Scheduled Early Entry / Exit	per day	250.00	250.00
Early / Late Entry - Two weeks or less prior to event date	per day	125.00	125.00
Willkommen Park Gazebo	per event	50.00	50.00
<i>Roy Clay Community Building</i>			
Rental Fee	per day	125.00	125.00
NYA Civic Group	per day	N/C	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	75.00	75.00
Damage Deposit (required prior to event date)		200.00	200.00
<i>Lion's Shelter</i>			
Rental Fee	per day	125.00	125.00
NYA Civic Group	per day	N/C	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	75.00	75.00
Damage Deposit (required prior to event date)		200.00	200.00
<i>Legion Pool Park</i>			
Rental Fee	per day	125.00	125.00
NYA Civic Group	per day	N/C	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	75.00	75.00
Damage Deposit (required prior to event date)		200.00	200.00



TO: Honorable Mayor Lagergren and City Council

FROM: Angela Brumbaugh, City Clerk/Treasurer

DATE: July 11, 2022

SUBJECT: Resolution 2022-22 Appointing Election Judges for the 2022 Elections

Listed in Resolution 2022-22 are the election judges for the 2022 Elections. Many of the judges have prior experience that is valuable during the election training process and at the polling place on Election Day. The election days are as follows:

- Tuesday, August 9, 2022 Primary Election
- Tuesday, November 8, 2022 General Election

Recommended Motion:

Motion to adopt Resolution 2022-22 as resolution appointing election judges for the 2022 Elections.

RESOLUTION 2022-22

A Resolution Appointing Election Judges for the 2022 Elections

WHEREAS, the City of Norwood Young America, in accordance with State Law, will hold a Primary Election within the City on August 9, 2022; and

WHEREAS, the City of Norwood Young America, in accordance with State Law, will hold a General Election within the City on November 8, 2022; and

WHEREAS, the official polling place will be at City Hall located at 310 Elm Street West, Norwood Young America, and the polls will be open from 7:00am to 8:00pm; and

BE IT FURTHER RESOLVED, that the below listed individuals are hereby appointed to serve as election judges for the 2022 Elections and will be paid \$10.00 per hour and the individuals appointed as head judge and assistant head judge would be paid \$11.00 per hour.

2022 Election Judges:

Elroy Latzig – Head Judge
Faye Ernst
Gilbert Hasse Jr.
Carolyn Hoernemann
Jean Nelson
June Plagge
Mary Spille
Kathleen Tverberg
Hilbert Hoof
Renee Garfunkel
Amy Corrigan
Kate Zumberge
Rita Maiser
Brittany Buchman

Karen Kamps – Head Judge
Spencer Kelly
Abby Murphy
Carol Latzig
Jean Thomas
Gladys Wolter
Eloise Swanson
Gregory Kummer
Cathleen Williams
Dianne Rain
Jill Thiesfeld
Vicky Eischens
Jody Genz
Susan Anderson

BE IT FURTHER RESOLVED, that in case an appointed judge is unable to serve, the City Clerk/Treasurer is authorized to appoint a substitute judge.

Adopted by the City Council this 11th day of July 2022.

Carol Lagergren, Mayor

ATTEST:

Angela Brumbaugh, City Clerk/Treasurer



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: July 11, 2022

RE: Closed Session

The Council will go into Closed Session under Minnesota Statute Section 13D.03 to Discuss Labor Negotiations Strategy with Counsel, John Edison, City Attorney, and Tessia Melvin, David Drown, and Associates.

John Edison and Tessia Melvin will have information for Council review in a closed session.

Recommended Motion:

Motion to go into Closed Session under Minnesota Statute Section 13D.03 to Discuss Labor Negotiations Strategy.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: July 11, 2022

RE: David Drown and Associates 2022 and 2023 recommendations

The Council will go into Closed Session under Minnesota Statute Section 13D.03 to Discuss Labor Negotiations Strategy with Counsel, John Edison, City Attorney, and Tessia Melvin, David Drown, and Associates.

John Edison and Tessia Melvin will have information for Council review in a closed session.

Recommended separate Motions: After the meeting reopens (7.7 on the Agenda)

(1) Motion to approve new 2022 and 2023 salary schedule recommended by David Drown & Associates and City administration.

(2) Motion to approve the placement of individual non-union City employees on the new 2022 salary schedule, effective for the pay period starting on July 2, 2022, as David Drown & Associates and City administration recommended.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: July 11, 2022

RE: MOA between the City of Norwood Young America and Local 49

The Council will go into Closed Session under Minnesota Statute Section 13D.03 to Discuss Labor Negotiations Strategy with Counsel, John Edison, City Attorney, and Tessia Melvin, David Drown, and Associates.

John Edison and Tessia Melvin will have information available for Council review in closed session.

Recommended Motion: After the meeting reopens (7.8 on the Agenda)

Motion to approve the proposed Memorandum of Agreement between the City of Norwood Young America and Local 49.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: July 11, 2022

RE: Bolton & Menk: Pavement Condition Evaluation and Presentation

On April 25, 2022, the Council approved Bolton & Menk to update the 2020 Street & Utility Reconstruction Scoping Study. The entire street system was visually re-evaluated in June 2022. Enclosed you will find a map and memo with their findings and recommendations.

- Since the evaluation of the streets took place, several areas identified on the map were addressed by annual street maintenance consisting of crack-filling and seal coating
- Administration will have Bolton & Menk update the maps accordingly

Recommended Motion:

No action is needed at this time. This information is for discussion, planning, and budgeting purposes only.

Norwood Young America



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

July 5, 2022

City of Norwood Young America
Attn: Andrea Aukrust
310 W. Elm St.
P.O. Box 59
Norwood Young America, MN 55368

RE: Pavement Condition Evaluation

Dear Mrs. Aukrust:

Background:

In 2019 a Street & Utility Reconstruction Scoping Study was completed to better define the most pressing infrastructure needs of the City. Since the approval of this document, two of the seven recommended reconstruction projects have been completed or are currently under construction. Please note that one project was completed as two separate projects due to its size. These projects are as follows:

- Oak Lane (2021)
- SE 2nd Avenue – south half (2021)
- SE 2nd Avenue – north half (2022)

This previous Study contains five additional recommended street and utility reconstruction projects that have not yet been completed. These projects are as follows (in no particular order):

- South Street (entire section) & Reform Street (South Street to Elm Street)
- Northeast Area (all streets north of Main Street, east of Central Ave., & west of 5th Ave.)
- SW 4th Ave. (entire section), Colonial Cir. (entire section), & Webster St. (west of 4th Ave.)
- Merger Street (Hill Street to Hwy 212)
- Railroad Street (Reform Street to Faxon Road)

This previous Study also contained a general evaluation of the overall street system and placed every roadway into one of three recommended rehabilitation and maintenance methods; reconstruct, mill and overlay, or seal coat. Earlier this year the City Council requested this evaluation be completed again and the resultant figure be updated.

Findings:

The entire street system was visually evaluated again in June 2022. Attached is the updated figure showing the results of this evaluation. In general, the new projects discussed above were moved to the seal coat category (red) and several roadways/neighborhoods that were constructed or reconstructed in the early 2000's were moved to the mill and overlay category. Please note that some of these roadways recommended for mill and overlay may also be a candidate for a reclamation project. Reclamation projects require pavement borings though to determine what is

Name: Pavement Condition Evaluation
Date: July 5, 2022

in place for existing pavement, aggregate base, and subsurface soils. Please also note that utilities were not evaluated. Any significant repairs or replacement to the sanitary sewer or water systems would likely require a full reconstruction project.

Detailed cost estimates were completed for the recommended projects as part of the 2020 Street & Utility Reconstruction Scoping Project. Since this time, construction costs have increased significantly due to labor shortages, material supply chain issues, and increased gas/oil prices. The following table outlines the previous cost estimates for these projects plus 15%.

Project	Total Estimated Project Cost
Northeast Area	\$3,826,000
SW 4 th Avenue Area	\$3,235,000
Merger Street	\$1,087,000
Railroad Street	\$2,588,000
South Street / Reform Street	\$3,543,000
Total:	\$14,279,000

Recommendations:

Continuing to upgrade and maintain the City's infrastructure is recommended. If budgets allow, it is recommended to proceed with one of the projects above along with the mill and overlay of a street or neighborhood.

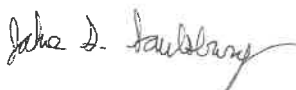
If a 2023 project is desired, authorization to proceed to is recommended to occur in the near future. If so, a tentative schedule for a 2023 project would be as follows:

1. Summer/Fall 2022 Complete Feasibility Study, Topographic Survey, & Soil Boring
2. Fall 2022 Conduct Improvement Hearing (assuming project is assessed)
3. Winter 2022-23 Design Project & Prepare Plans/Specifications
4. Spring 2023 Advertise for Bids, Open Bids, & Award Construction Contract
5. Summer 2023 Begin Construction
6. Fall 2023 Conduct Assessment Hearing (assuming project is assessed)

As you can see, planning/budgeting work should begin soon in order to follow the typical project process for a large street and utility reconstruction project that is to be constructed in 2023 and is to be assessed. If a smaller project is planned, this scheduled could be pushed back and still have the construction be substantially completed in 2023.

I am available at your convenience to discuss this project and answer any questions that you or the City Council may have.

Sincerely,
Bolton & Menk, Inc.



Jake S. Saulsbury, P.E.

cc: Josh Eckstein, Bolton & Menk