



## CITY COUNCIL AGENDA

September 12, 2022 –

6:00 p.m.

City Council Meeting

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

### CITY COUNCIL MEETING

#### 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 August 22, 2022, City Council Meeting
- 4.2. Approve minutes of August 22, 2022, Workshop
- 4.3. Approve minutes of August 31, 2022, Workshop
- 4.4. Approve minutes of September 7, 2022, Workshop
- 4.5. Approve Payment of Claims

#### 5. PUBLIC HEARING

#### 6. OLD BUSINESS

#### 7. NEW BUSINESS

- 7.1. 2023 Budget discussion
- 7.2. **Resolution 2022-27** A Resolution Adopting 2022 Preliminary Property Tax Levy for the City of Norwood Young America for Collection in 2023
- 7.3. **Resolution 2022-28** A Resolution Adopting the 2023 Preliminary General Fund Operating Budget for the City of Norwood Young America
- 7.4. Truth in Taxation Public Hearing on the 2023 Property Tax Levy and Budget—Monday, December 12th, 2022, at 6:00 p.m.
- 7.5. Lift station SCADA improvements quotes
- 7.6. Wayne Kohout—resident concern/request on 2<sup>nd</sup> Avenue/Shady Lane three-way stop

## 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

|                    |   |                 |
|--------------------|---|-----------------|
| September 14, 2022 | Economic Development Commission Meeting | 6:00 PM         |
| September 15, 2022 | Senior Advisory Meeting                 | 9:00 AM         |
| September 20, 2022 | Park and Recreation Commission Meeting  | 4:45 PM         |
| September 26, 2022 | Workshop/EDA/City Council Meeting       | 5:00 PM/6:00 PM |
| October 4, 2022    | Planning Commission Meeting             | 6:00 PM         |
| October 7, 2022    | NYA Food Distribution                   | 2:00-3:30 PM    |
| October 10, 2022   | City Council Meeting                    | 6:00 PM         |
| October 12, 2022   | Economic Development Commission Meeting | 6:00 PM         |
| October 18, 2022   | Park and Recreation Commission Meeting  | 4:45 PM         |
| October 20, 2022   | Senior Advisory Meeting                 | 9:00 AM         |
| October 24, 2022   | Workshop/EDA/City Council Meeting       | 5:00 PM/6:00 PM |



## CITY COUNCIL MINUTES

August 22, 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: Angela Brumbaugh (City Clerk/Treasurer), Karen Hallquist (Economic Marketing Director), and Andrea Aukrust (City Administrator)

OTHERS: Richard Kroells, Linda Worm, Brandon Stender

### 3. Call City Council Meeting to Order:

*Mayor Lagergren called the City Council meeting to order at 6:01 PM with five members present.*

### 4. Approve Agenda

ADDED 9.10 Old Town

ADDED 9.11 Resolution regarding Proposed Property Tax Abatement Public Hearing

AMENDED City Council Minutes for August 8, 2022

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

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

### 6. Consent Agenda

6.1. Approve amended minutes of August 8, 2022, City Council Meeting

6.2. Approve payment of Claims

*Motion: CH/CS to approve consent agenda. Motion passed 5-0.*

### 7. Public Hearing

### 8. Old Business

### 9. New Business

**9.1 Ordinance No. 353 An Ordinance Amending City Code: Chapter 8. Streets, Sidewalks, Public Parks, and Grounds Section 820—Excavations (Second reading/publish)**

- Doesn't change the intent just clarifies the language

*Motion: CS/AK Motion to approve and publish Ordinance No. 353 Amending City Code: Chapter 8. Streets, Sidewalks, Public Parks, and Grounds Section 820-Excavations. Motion passed 5-0.*

**9.2 Ordinance No. 355 Amending City Code Section 1210.06, Subd.3(B.13) Specific Conditional Use Provisions for Kennels (Second reading/publish)**

- Eliminate C. The site must be located on a collector street
- Eliminate D. The structures associated with the kennel operation must be a minimum of two hundred feet from a wetland area.

*Motion: CH/MM Motion to approve and publish Ordinance No. 355 an Ordinance Amending Chapter 12, Section 1210.06, Subd.3 (B.13) of the City Code Relating to Specific Conditional Use Provisions for Kennels. Motion passed 5-0.*

### **9.3 Meadows 2nd Addition Update**

- Mark Ecklo notified Staff he will no longer work with the current plat
- Reconfiguring to see if it can be more economically feasible
- Met Council will not allow anything to come off the consent agenda
- City still needs to address density over all the city

*Motion: No motion needed*

### **9.4 David Drown and Associates: Proposal for Ongoing Maintenance Classification and Compensation 2023-2025**

- At a previous meeting, Tessia with David Drown discussed the maintenance side helps during Union negotiations
- Annual market analysis holds weight with Union negotiations
- Keeps us on track with pay equity

*Motion: AK/CS Motion to approve the Ongoing Maintenance Classifications and Compensation Proposal from David Drown and Associates for the years 2023-2025. Motion passed 5-0.*

### **9.5 Budget Workshop Schedule**

- Scheduled two budget workshops
  - August 31<sup>st</sup>, 5 p.m.
  - September 7<sup>th</sup>, 5 p.m.

*Motion: CS/CH Motion to approve the 2023 Budget Workshop scheduled. Motion Passed 5-0.*

### **9.6 Cemetery tree quote**

Received two quotes for tree removal in Forest Hill Cemetery

- Bakkelund Tree & Landscape Services, LLC - \$14,700
- Dvorak Tree Service - \$15,000
- Need to make sure it includes disposal

*Motion: CS/AK Motion to approve the quote from Bakkelund Tree & Landscape Services, LLC for \$14,700. Motion passed 5-0.*

### **9.7 Diversified updated quote**

- Existing boiler lines between the Lab and the Digester building at the WWTP are leaking
- To minimize damage, pipe bursting (expanding) was determined to be the best option
- Quotes were received:
  - Diversified Plumbing & Heating Inc - \$6,950
  - G. F. Jedlicki Inc. - \$21,500

*Motion: CS/MM motion to approve the updated Diversified Plumbing & Heating Inc, originally approved on May 9, 2022, bid to repair the Wastewater Treatment Plant boiler line for \$7,550. Motion passed 5-0.*

### **9.8 Sanitary Sewer Televising quote**

- Valuable tool to see what shape the pipes are in and if they need to be slip lined
- Two quotes obtained:
  - Nelson Sanitation - \$0.75 per linear foot and a \$400 mobilization fee = \$8,650
  - American Environment - \$0.68 per linear foot and no mobilization = \$7,480

*Motion: CH/MM motion to approve the quote from American Environment for \$7,480. Motion passed 5-0.*

**9.9 Richard Kroells – Southwest Carver County Food Shelf Board Member**

- Food Shelf is run by the churches in the area
- Director investigated the matter of the expired 501c3
- Received paperwork stating 501c3 is reinstated
- Visited with Caitlin from Carver County Public Health, she is willing to come to the Food Shelf and work with the staff addressing the issues that have been brought forward

*Motion: CL/MM motion to Extend the timeline to November 2022 for the food shelf to come into compliance. Motion passed 5-0.*

**9.10 Old Town Design Services Proposal \*add on**

- Looking at moving forward with a Design Service Consultant
- Past Company had higher numbers

*Motion: MM/AK Motion to approve the hiring of Kaeding Architecture LLC for the Architectural Design Services for Old Town. Motion passed 5-0.*

**9.11 Resolution No. 2022-26 Calling for a Public Hearing on the Proposed Property Tax Abatement \*add on**

- Abating property to assist in the purchase of land

*Motion: CH/MM motion to approve Resolution No. 2022-26, a Resolution Calling for a Public Hearing on Proposed Property Tax Abatement. Motion passed 5-0.*

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

CH – Nothing new from Planning

AK – Stiftungsfest has lots of activity, Senior Center will start up again on the 21<sup>st</sup> of September

CS – Parks Commission meeting last Tuesday. Surveys on Old Town have been very good. Park Benches and the concern of maintenance has been a topic of discussion

MM – EDC discussed Industrial Blvd signs and doing more research. Signage along the Highway. Manufacturing Day event is coming and looking at partnering with Lee Hall.

CL – SW Corridor Transportation Meeting – now discussing Hwy 5 around the Arboretum. Costs have gone up approximately 20% on the second phase. Doing a fly-in to DC to talk with Politicians to discuss funding.

AA -Staff is working on making the city more beautiful. 2<sup>nd</sup> Avenue will be open for Stiftungsfest.

**9. Adjournment**

*Motion: MM/CS to adjourn at 6:53 PM. Motion passed 5-0.*

Respectfully submitted,

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Carol Lagergren, Mayor

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Angela K. Brumbaugh, City Clerk/Treasurer



## CITY COUNCIL SPECIAL WORKSHOP MINUTES

August 22, 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, Alan Krueger

ABSENT:

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

OTHERS:

### Call Meeting of City Council to Order

Meeting was called to order by Mayor Lagergren at 5:00 p.m. with five members present.

### 1.1 Approve Agenda

*Motion: CH/CS to approve the agenda. Motion passed 5-0*

### 1.2 Nick Anhut, Ehlers: Tax Abatement Presentation

Anhut discussed tax abatement to purchase land.

- \$2.1 million was used for calculation purpose
- 60 acres of land
- Financing must be taxable because the land will end up being privately owned
- Interest rates will be slightly higher
- Assessments can be delayed or deferred until the land is purchased
- Abatement only considers the City portion of taxes not all Government entities such as TIF
- Tax abatement may be used for
  - Public facilities
  - Public infrastructure
  - Private land development
- Allowed to use bonds against the abatement
- Include a levy with our taxes to pay for the bonds
- Need to have a public hearing to establish the abatement
- Abatement is a maximum of 20 years, may be less but not more.
- Must meet one criteria
  - Increase tax base of the city
  - Bring in new jobs
  - Provide for public infrastructure
- Only allowed to abate 10% of tax base
- Net tax capacity is \$4 million
- Maximum amount is \$400,000
- Must have a public hearing stating which parcels and maximum term
- After the public hearing for abatement, the Council could approve bond financing
- Levy will have to increase to fill the void
- Council agreed to add Resolution No. 2022-26 to the regular agenda regarding Tax Abatement

**1.3. Adjournment**

*Motion: CS/CH to adjourn at 5:50 p.m. Motion passed 5-0.*

Respectfully Submitted,

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Carol Lagergren, Mayor

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Angela Brumbaugh, City Clerk/Treasurer



## CITY COUNCIL SPECIAL WORKSHOP MINUTES

August 31, 2022 – 5:00 PM

City Council Chambers

310 Elm Street West

Norwood Young America MN 55368

### Attendance:

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

ABSENT: Craig Heher

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

OTHERS:

### Call Meeting of City Council to Order

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

#### 1.1 Approve Agenda

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

#### 1.2 General Fund Budget Discussion

- Discussed General Fund Expenditures
- Discussed Capital Expenditures
  - Do we need to increase costs due to inflation
  - How long is it taking to obtain

#### 1.3. Adjournment

*Motion: CS/MM to adjourn at 6:05 p.m. Motion passed 4-0.*

Respectfully Submitted,

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Carol Lagergren, Mayor

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Angela Brumbaugh, City Clerk/Treasurer





## CITY COUNCIL SPECIAL WORKSHOP MINUTES

September 7, 2022 – 5:00 PM

City Council Chambers

310 Elm Street West

Norwood Young America MN 55368

### Attendance:

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

ABSENT: Mike McPadden

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

OTHERS:

### Call Meeting of City Council to Order

Meeting was called to order by Mayor Lagergren at 5:00 p.m. with three members present (Alan Krueger came after the meeting was called to order)

#### 1.1 Approve Agenda

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

#### 1.2 Budget / Levy Discussion

- Council directed staff to increase Stormwater Repairs and Maintenance to \$40,000 for ditch clean up
- Increased the EDA Levy by \$13,376 using the updated Market Value and percentage
- Decreased the 2022 GO Bond Levy by \$75,250 based on Ehlers summary
- Added an additional \$155,000 to Street Capital Levy for a small project in 2024.
- Tax Levy would be an increase of 11.2%
- Tax Rate should decrease due to increase in the Net Tax Capacity

#### 1.3. Adjournment

*Motion: CH/CS to adjourn at 6:45 p.m. Motion passed 4-0.*

Respectfully Submitted,

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Carol Lagergren, Mayor

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Angela Brumbaugh, City Clerk/Treasurer



**more than a place, it's home.**

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

To Be Approved: September 12, 2022

**Payroll EFT**

|         |                 |    |           |
|---------|-----------------|----|-----------|
| Check # | 507504 - 507523 | \$ | 23,417.98 |
|---------|-----------------|----|-----------|

**Voided Checks**

|         |       |    |   |
|---------|-------|----|---|
| Check # | 33486 | \$ | - |
|---------|-------|----|---|

**Prepays**

|         |   |
|---------|---|
| Check # | - |
|---------|---|

**Claims Pending Payment**

|         |               |    |            |
|---------|---------------|----|------------|
| Check # | 33420 - 33485 | \$ | 393,299.38 |
|---------|---------------|----|------------|

**Cardmember e-check**

|             |    |                   |
|-------------|----|-------------------|
| Grand Total | \$ | <u>416,717.36</u> |
|-------------|----|-------------------|

## CITY OF NORWOOD YOUNG AMERICA

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**\*Check Detail Register©**

Batch: 09122022claims

| Check #               | Check Date | Vendor Name                        | Amount      | Invoice     | Comment                    |
|-----------------------|------------|------------------------------------|-------------|-------------|----------------------------|
| <b>10100 CHECKING</b> |            |                                    |             |             |                            |
| <b>33420</b>          | 09/12/22   | <b>ADVANCED POWER SERVICES INC</b> |             |             |                            |
| E 602-49450-221       |            | Repair/Maintenance Equip           | \$250.00    | 3830        | ELM STREET LIFT STATION    |
|                       |            | Total                              | \$250.00    |             |                            |
| <b>33421</b>          | 09/12/22   | <b>ANCOM COMMUNICATIONS, INC.</b>  |             |             |                            |
| E 101-42200-323       |            | Radio Units                        | \$376.40    | 109971      | REPLACEMENT ANTENNA        |
|                       |            | Total                              | \$376.40    |             |                            |
| <b>33422</b>          | 09/12/22   | <b>ARNOLDS OF GLENCOE, INC.</b>    |             |             |                            |
| E 101-45200-223       |            | Repair/Maintenance Bldg/           | \$28.50     | P46588      | PARTS                      |
| E 101-45200-221       |            | Repair/Maintenance Equip           | \$159.00    | W04939      | TRANNY OIL LEAK            |
|                       |            | Total                              | \$187.50    |             |                            |
| <b>33423</b>          | 09/12/22   | <b>ASPEN MILLS, INC.</b>           |             |             |                            |
| E 101-42200-417       |            | Uniform                            | \$134.95    | 299028      | SILSETH UNIFORM            |
|                       |            | Total                              | \$134.95    |             |                            |
| <b>33424</b>          | 09/12/22   | <b>BEANS GREENWOOD MARINA INC</b>  |             |             |                            |
| E 601-49400-229       |            | Water Meters                       | \$995.00    |             | OVERPAYMENT OF WATER METER |
|                       |            | Total                              | \$995.00    |             |                            |
| <b>33425</b>          | 09/12/22   | <b>NEW BEDFORD TECHNOLOGY, LLC</b> |             |             |                            |
| E 101-45200-530       |            | Improvements Other Than            | \$1,147.64  | 71592       | ANDREA KAZEMBA             |
| E 101-45200-530       |            | Improvements Other Than            | \$1,102.64  | 71593       | GIRL SCOUT 18370           |
|                       |            | Total                              | \$2,250.28  |             |                            |
| <b>33426</b>          | 09/12/22   | <b>BOLTON &amp; MENK, INC</b>      |             |             |                            |
| E 494-43100-303       |            | Engineering Fees                   | \$36,542.00 | 296176      | 2ND AVE                    |
| G 809-22100           |            | Escrow Collected                   | \$2,921.00  | 296178      | CENTRAL                    |
| E 101-43100-303       |            | Engineering Fees                   | \$2,198.00  | 296179      | RR ST RETAINING WALL       |
| E 496-43100-303       |            | Engineering Fees                   | \$358.00    | 296180      | OAK LANE                   |
| E 601-49400-303       |            | Engineering Fees                   | \$1,004.00  | 296181      | WELLHEAD PROTECTION PLAN   |
| G 816-22100           |            | Escrow Collected                   | \$276.00    | 296182      | YEAGER MACHINE             |
| E 101-43100-303       |            | Engineering Fees                   | \$1,409.00  | 296183      | street                     |
| E 601-49400-303       |            | Engineering Fees                   | \$252.00    | 296183      | WATER                      |
| E 101-41500-303       |            | Engineering Fees                   | \$376.00    | 296183      |                            |
| E 494-43100-303       |            | Engineering Fees                   | \$354.00    | 296184      | 2ND AVE                    |
|                       |            | Total                              | \$45,690.00 |             |                            |
| <b>33427</b>          | 09/12/22   | <b>CARQUEST AUTO PARTS</b>         |             |             |                            |
| E 101-42200-210       |            | Operating Supplies                 | \$37.02     | 253834      | FIRE DEPT ACCOUNT          |
| E 101-43100-221       |            | Repair/Maintenance Equip           | \$25.80     | 5927-254734 | HOSE & HOSE END            |
|                       |            | Total                              | \$62.82     |             |                            |
| <b>33428</b>          | 09/12/22   | <b>CARVER COUNTY</b>               |             |             |                            |
| E 101-43100-310       |            | Other Professional Servic          | \$1,560.60  | CSER-1419   |                            |
| E 101-45200-310       |            | Other Professional Servic          | \$936.36    | CSER-1419   |                            |
| E 601-49400-310       |            | Other Professional Servic          | \$1,872.72  | CSER-1419   |                            |
| E 602-49450-310       |            | Other Professional Servic          | \$1,872.72  | CSER-1419   |                            |

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**\*Check Detail Register©**

Batch: 09122022claims

| Check #         | Check Date | Vendor Name                           | Amount     | Invoice    | Comment                  |
|-----------------|------------|---------------------------------------|------------|------------|--------------------------|
| Total           |            |                                       | \$6,242.40 |            |                          |
| <b>33429</b>    | 09/12/22   | <b>CARVERLINK - CARVER CO BROADBA</b> |            |            |                          |
| 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    |            |                          |
| 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   |            |                          |
| <b>33430</b>    | 09/12/22   | <b>CENTERPOINT ENERGY</b>             |            |            |                          |
| E 101-41940-383 |            | Gas Utilities                         | \$47.75    |            |                          |
| E 101-42200-383 |            | Gas Utilities                         | \$12.63    |            |                          |
| E 101-43100-383 |            | Gas Utilities                         | \$140.09   |            |                          |
| E 101-45200-383 |            | Gas Utilities                         | \$160.99   |            |                          |
| E 601-49400-383 |            | Gas Utilities                         | \$65.71    |            |                          |
| E 602-49450-383 |            | Gas Utilities                         | \$1,007.49 |            |                          |
| E 101-49860-383 |            | Gas Utilities                         | \$142.15   |            |                          |
| Total           |            |                                       | \$1,576.81 |            |                          |
| <b>33431</b>    | 09/12/22   | <b>CITIZEN STATE BANK HSA ACCTS</b>   |            |            |                          |
| G 101-21718     |            | HSA ACCOUNT                           | \$950.00   |            |                          |
| Total           |            |                                       | \$950.00   |            |                          |
| <b>33432</b>    | 09/12/22   | <b>CITIZENS BANK MN</b>               |            |            |                          |
| G 101-21718     |            | HSA ACCOUNT                           | \$375.00   |            |                          |
| Total           |            |                                       | \$375.00   |            |                          |
| <b>33433</b>    | 09/12/22   | <b>CORE AND MAIN</b>                  |            |            |                          |
| E 601-49400-229 |            | Water Meters                          | \$4,455.00 | Q858862    | METERS                   |
| Total           |            |                                       | \$4,455.00 |            |                          |
| <b>33434</b>    | 09/12/22   | <b>BLEICHNER LAWN SERVICE</b>         |            |            |                          |
| E 101-43100-437 |            | Maintenance Contract                  | \$800.00   | 748805     | CEMETERY LAWN MOWING     |
| E 101-43100-437 |            | Maintenance Contract                  | \$120.00   | 748806     | OAK GROVE CITY CENTER    |
| Total           |            |                                       | \$920.00   |            |                          |
| <b>33435</b>    | 09/12/22   | <b>DDA HUMAN RESOURCES INC</b>        |            |            |                          |
| E 101-41400-437 |            | Maintenance Contract                  | \$6,500.00 | 484        | MARKET ANALYSIS/PAY PLAN |
| Total           |            |                                       | \$6,500.00 |            |                          |
| <b>33436</b>    | 09/12/22   | <b>DELTA DENTAL</b>                   |            |            |                          |
| G 101-21714     |            | Dental Insurance                      | \$820.20   | CNS0001044 | DENTAL INSURANCE         |

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**\*Check Detail Register©**

Batch: 09122022claims

| Check #         | Check Date | Vendor Name                              | Amount      | Invoice  | Comment                             |
|-----------------|------------|--|-------------|----------|-------------------------------------|
| Total           |            |  | \$820.20    |          |                                     |
| <b>33437</b>    | 09/12/22   | <b>EDAM</b>                              |             |          |                                     |
| E 101-46500-433 |            | Dues and Subscriptions                   | \$175.00    | 12       | 2021 WINTER CONFERENCE              |
| E 101-46500-433 |            | Dues and Subscriptions                   | \$10.00     | 277      | WEBINAR                             |
| E 101-46500-433 |            | Dues and Subscriptions                   | \$355.00    | 804      | 2022 WINTER CONFERENCE              |
| Total           |            |  | \$540.00    |          |                                     |
| <b>33438</b>    | 09/12/22   | <b>EMERGENCY AUTOMOTIVE TECHNOLOGIES</b> |             |          |                                     |
| E 101-42200-221 |            | Repair/Maintenance Equip                 | \$3,433.12  | JOR22043 | E-11                                |
| Total           |            |  | \$3,433.12  |          |                                     |
| <b>33439</b>    | 09/12/22   | <b>FDSAS</b>                             |             |          |                                     |
| E 101-42200-210 |            | Operating Supplies                       | \$6,286.95  | 5748     | AEDS                                |
| Total           |            |  | \$6,286.95  |          |                                     |
| <b>33440</b>    | 09/12/22   | <b>FLAGSHIP RECREATION</b>               |             |          |                                     |
| E 275-45200-543 |            | Capital Outlay-Equipment                 | \$11,475.34 | F9785    | LEGION PARK DUMPSTER & INSTALLATION |
| Total           |            |  | \$11,475.34 |          |                                     |
| <b>33441</b>    | 09/12/22   | <b>GOPHER STATE ONE-CALL</b>             |             |          |                                     |
| E 601-49400-223 |            | Repair/Maintenance Bldg/                 | \$51.97     | 2080644  | LOCATES                             |
| E 602-49450-223 |            | Repair/Maintenance Bldg/                 | \$51.98     | 2080644  | LOCATES                             |
| Total           |            |  | \$103.95    |          |                                     |
| <b>33442</b>    | 09/12/22   | <b>HAWKINS INC</b>                       |             |          |                                     |
| E 101-49860-216 |            | Chemicals and Chem Pro                   | \$10.00     | 6264050  | CHLORINE CYLINDER                   |
| E 601-49400-216 |            | Chemicals and Chem Pro                   | \$20.00     | 6264500  | CHLORINE CYLINDER                   |
| E 602-49450-216 |            | Chemicals and Chem Pro                   | \$40.00     | 6264547  | CHLORINE CYLINDER                   |
| E 601-49400-217 |            | Lab Fees                                 | \$224.25    | 6279020  | NOXXLE, O-RING                      |
| Total           |            |  | \$294.25    |          |                                     |
| <b>33443</b>    | 09/12/22   | <b>HEALTH PARTNERS</b>                   |             |          |                                     |
| G 101-21706     |            | Hospitalization/Medical Ins              | \$13,485.59 |          | INSURANCE                           |
| Total           |            |  | \$13,485.59 |          |                                     |
| <b>33444</b>    | 09/12/22   | <b>HOLTON ELECTRIC CONTRACTORS</b>       |             |          |                                     |
| E 101-45200-223 |            | Repair/Maintenance Bldg/                 | \$754.82    | 4445     | BASEBALL FIELD LS                   |
| Total           |            |  | \$754.82    |          |                                     |
| <b>33445</b>    | 09/12/22   | <b>HOME SOLUTIONS</b>                    |             |          |                                     |
| E 602-49450-200 |            | Office Supplies                          | \$26.34     |          | BAGS, FOGGER, OIL ABSORB            |
| E 601-49400-221 |            | Repair/Maintenance Equip                 | \$8.08      | A195755  | 7/8 WHEEL                           |
| E 101-45200-223 |            | Repair/Maintenance Bldg/                 | \$73.31     | A195770  | SAW BLADE, FURNACE FILTERS          |
| E 101-49860-210 |            | Operating Supplies                       | \$15.29     | A195775  | GLOVES                              |
| E 101-49860-223 |            | Repair/Maintenance Bldg/                 | \$164.69    | A195907  | ENAMEL, BRUSHES & MISC HARDWARE     |
| E 101-43100-221 |            | Repair/Maintenance Equip                 | \$13.74     | A196202  | SOCKET ADAPTORS                     |
| E 601-49400-223 |            | Repair/Maintenance Bldg/                 | \$17.98     | A196234  | PINE SOL, LEMON SCRUB               |
| E 101-49860-223 |            | Repair/Maintenance Bldg/                 | \$108.35    | A196448  | FURNACE FILTERS                     |
| E 603-49500-223 |            | Repair/Maintenance Bldg/                 | \$13.48     | A196788  | CONCRETE                            |
| E 101-45200-223 |            | Repair/Maintenance Bldg/                 | \$63.95     | A196944  | BRUSHES & PAINT                     |

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| E 101-49860-223 |            | Repair/Maintenance Bldg/      | \$34.15    | A197193     | BRUSHES & PAINT       |
| E 602-49450-221 |            | Repair/Maintenance Equip      | \$14.39    | A197220     |                       |
| E 101-43100-223 |            | Repair/Maintenance Bldg/      | \$14.39    | A197281     | NOZZLE                |
| E 101-45200-223 |            | Repair/Maintenance Bldg/      | \$16.10    | A197298     | MISC HARDWARE         |
| E 101-42200-210 |            | Operating Supplies            | \$9.88     | A197354     | SIMPLE GREEN          |
| E 101-45200-223 |            | Repair/Maintenance Bldg/      | \$4.46     | A197972     | MISC HARDWARE         |
| E 101-43100-221 |            | Repair/Maintenance Equip      | \$13.49    | A198079     | MINI TUBING CUTTER    |
| E 101-45200-223 |            | Repair/Maintenance Bldg/      | \$49.39    | A198840     | MISC HARDWARE         |
| E 101-43100-223 |            | Repair/Maintenance Bldg/      | \$692.08   | A199242     | PAINT FOR UNDERPASS   |
| E 101-49860-223 |            | Repair/Maintenance Bldg/      | \$25.18    | A199354     | LAND FABRIC           |
| E 101-43100-223 |            | Repair/Maintenance Bldg/      | \$7.82     | A199355     | STIFTUNGSFEST BANNERS |
| E 101-43100-223 |            | Repair/Maintenance Bldg/      | \$24.80    | A199487     | UNDERPASS SUPPLIES    |
| E 601-49400-200 |            | Office Supplies               | \$33.29    | A199907     | FAUCET SYSTEM         |
| E 601-49400-200 |            | Office Supplies               | \$5.39     | A199928     | AERAT ADAPTER         |
| E 101-43100-223 |            | Repair/Maintenance Bldg/      | \$11.69    | B237805     | GRAFFITI REMOVER      |
| E 101-49860-221 |            | Repair/Maintenance Equip      | \$0.53     | B237828     | MISC HARDWARE         |
| E 101-45200-223 |            | Repair/Maintenance Bldg/      | \$8.99     | B238161     | HOSE MENDER           |
|                 |            | Total                         | \$1,471.23 |             |                       |
| <b>33446</b>    | 09/12/22   | <b>INTERNATIONAL UNION</b>    |            |             |                       |
| G 101-21712     |            | Union Dues                    | \$280.50   |             | DUES                  |
|                 |            | Total                         | \$280.50   |             |                       |
| <b>33447</b>    | 09/12/22   | <b>KONICA MINOLTA</b>         |            |             |                       |
| E 101-41400-437 |            | Maintenance Contract          | \$722.89   | 40661625    | COPIER                |
|                 |            | Total                         | \$722.89   |             |                       |
| <b>33448</b>    | 09/12/22   | <b>KWIK TRIP INC.</b>         |            |             |                       |
| E 101-43100-212 |            | Motor Fuels                   | \$433.88   |             |                       |
|                 |            | Total                         | \$433.88   |             |                       |
| <b>33449</b>    | 09/12/22   | <b>THE LAMAR COMPANIES</b>    |            |             |                       |
| E 101-46500-344 |            | Marketing                     | \$1,010.00 | 113951359   | VINYL                 |
|                 |            | Total                         | \$1,010.00 |             |                       |
| <b>33450</b>    | 09/12/22   | <b>LATZIG, ELROY</b>          |            |             |                       |
| E 614-41000-314 |            | Contracts Payments            | \$2,425.00 |             | TAPING EVENTS         |
|                 |            | Total                         | \$2,425.00 |             |                       |
| <b>33451</b>    | 09/12/22   | <b>MAC QUEEN EQUIPMENT</b>    |            |             |                       |
| E 101-42200-221 |            | Repair/Maintenance Equip      | \$96.77    | P00917      | PRESSURE GAUGE        |
| E 101-42200-221 |            | Repair/Maintenance Equip      | \$152.56   | P02346      | VALVE                 |
|                 |            | Total                         | \$249.33   |             |                       |
| <b>33452</b>    | 09/12/22   | <b>MARCO TECHNOLOGIES LLC</b> |            |             |                       |
| E 101-41400-437 |            | Maintenance Contract          | \$154.00   | INV10268532 | CONTRACT PAYMENT      |
| E 101-41400-437 |            | Maintenance Contract          | \$1,711.13 | INV10272969 | MANAGED IT            |
| E 101-41400-437 |            | Maintenance Contract          | \$1,600.00 | INV10286455 | ON SITE WORK          |
|                 |            | Total                         | \$3,465.13 |             |                       |
| <b>33453</b>    | 09/12/22   | <b>MEALEY, PATRICK</b>        |            |             |                       |

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| R 601-49400-36200 |            | Miscellaneous Revenues                   | \$83.83    |            | OVERPAYMENT OF FINAL BILL  |
|                   |            | Total                                    | \$83.83    |            |                            |
| <b>33454</b>      | 09/12/22   | <b>MID-AMERICAN RESEARCH CHEMICAL</b>    |            |            |                            |
| E 101-49860-223   |            | Repair/Maintenance Bldg/                 | \$103.87   | 0770933-IN | PAINT STRPR                |
|                   |            | Total                                    | \$103.87   |            |                            |
| <b>33455</b>      | 09/12/22   | <b>MID-COUNTY CO-OP OIL ASSN</b>         |            |            |                            |
| E 101-42200-212   |            | Motor Fuels                              | \$223.68   | 65022      | DYED DIESEL                |
| E 101-43100-212   |            | Motor Fuels                              | \$822.68   | 65022      | DYED DIESEL                |
| E 101-45200-212   |            | Motor Fuels                              | \$352.57   | 65022      | DYED DIESEL                |
|                   |            | Total                                    | \$1,398.93 |            |                            |
| <b>33456</b>      | 09/12/22   | <b>MINI BIFF</b>                         |            |            |                            |
| E 101-45200-418   |            | Other Rentals (Biffs)                    | \$137.70   | A-134521   | LEGION PARK                |
| E 101-45200-418   |            | Other Rentals (Biffs)                    | \$239.70   | A-134790   | SPORTS COMPLEX             |
| E 101-45200-418   |            | Other Rentals (Biffs)                    | \$137.70   | A-134794   | FRIENDSHIP PARK            |
| E 101-45200-418   |            | Other Rentals (Biffs)                    | \$137.70   | A-134804   | PRAIRIE DAWN PARK          |
|                   |            | Total                                    | \$652.80   |            |                            |
| <b>33457</b>      | 09/12/22   | <b>MINNESOTA VALLEY TESTING LAB, INC</b> |            |            |                            |
| E 602-49450-217   |            | Lab Fees                                 | \$41.26    | 1159385    | PHOSPHORUS                 |
| E 601-49400-217   |            | Lab Fees                                 | \$104.25   | 1159956    | COLIFORM                   |
| E 602-49450-217   |            | Lab Fees                                 | \$41.26    | 1160574    | PHOSPHORUS                 |
| E 602-49450-217   |            | Lab Fees                                 | \$41.26    | 1161800    | PHOSPHORUS                 |
|                   |            | Total                                    | \$228.03   |            |                            |
| <b>33458</b>      | 09/12/22   | <b>MINNESOTA DEPARTMENT OF HEALTH</b>    |            |            |                            |
| G 601-20281       |            | MDH FEE                                  | \$3,350.00 |            | CONNECTION FEE             |
|                   |            | Total                                    | \$3,350.00 |            |                            |
| <b>33459</b>      | 09/12/22   | <b>MN VALLEY ELECTRIC COOPERATIVE</b>    |            |            |                            |
| E 101-43100-380   |            | Street Lighting                          | \$102.96   |            | STREET LIGHTS              |
| E 602-49450-381   |            | Electric Utilities                       | \$35.36    |            | LIFT STATION               |
| E 601-49400-381   |            | Electric Utilities                       | \$46.66    |            | 640 TACOMA BLVD            |
|                   |            | Total                                    | \$184.98   |            |                            |
| <b>33460</b>      | 09/12/22   | <b>MRI SOFTWARE LLC</b>                  |            |            |                            |
| E 101-42200-305   |            | Other Professional Fees                  | \$59.90    | MRIUS12117 |                            |
|                   |            | Total                                    | \$59.90    |            |                            |
| <b>33461</b>      | 09/12/22   | <b>MUNICIPAL EMERGENCY SERVICES</b>      |            |            |                            |
| E 101-42200-240   |            | Small Tools and Minor Eq                 | \$670.99   | IN1752507  | GLOVES                     |
|                   |            | Total                                    | \$670.99   |            |                            |
| <b>33462</b>      | 09/12/22   | <b>STAR Group, LLC</b>                   |            |            |                            |
| E 101-43100-221   |            | Repair/Maintenance Equip                 | \$53.91    | 333113     | FUEL FILTER, RAGS IN A BOX |
| E 101-43100-221   |            | Repair/Maintenance Equip                 | \$14.48    | 333590     | OIL FILTER                 |
| E 101-43100-221   |            | Repair/Maintenance Equip                 | \$114.00   | 334188     | ABS SENSOR                 |
|                   |            | Total                                    | \$182.39   |            |                            |

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| <b>33463</b>      | 09/12/22   | <b>NELSON ELECTRIC MOTOR REPAIR I</b>     |            |         |                                |
| E 602-49450-223   |            | Repair/Maintenance Bldg/                  | \$1,200.00 | 2158    | LIFT STATION ANNUAL INSPECTION |
|                   |            | Total                                     | \$1,200.00 |         |                                |
| <b>33464</b>      | 09/12/22   | <b>NORTHWOODS BANK</b>                    |            |         |                                |
| G 101-21718       |            | HSA ACCOUNT                               | \$425.00   |         |                                |
|                   |            | Total                                     | \$425.00   |         |                                |
| <b>33465</b>      | 09/12/22   | <b>NORWOOD YOUNG AMERICA TIMES</b>        |            |         |                                |
| E 101-41320-350   |            | Print/Publishing/Postage                  | \$39.00    | 908239  | GROUND MOUNTED SOLAR           |
| E 101-41320-350   |            | Print/Publishing/Postage                  | \$39.00    | 908240  | CARVER CANINES CUP             |
| E 101-41320-350   |            | Print/Publishing/Postage                  | \$42.90    | 908241  | YMI PROPERTIES VARIANCE        |
|                   |            | Total                                     | \$120.90   |         |                                |
| <b>33466</b>      | 09/12/22   | <b>OLD NATIONAL BANK</b>                  |            |         |                                |
| G 101-21718       |            | HSA ACCOUNT                               | \$1,941.67 |         |                                |
|                   |            | Total                                     | \$1,941.67 |         |                                |
| <b>33467</b>      | 09/12/22   | <b>OPTUM BANK</b>                         |            |         |                                |
| G 101-21718       |            | HSA ACCOUNT                               | \$289.34   |         |                                |
|                   |            | Total                                     | \$289.34   |         |                                |
| <b>33468</b>      | 09/12/22   | <b>PEPLER, AMY</b>                        |            |         |                                |
| R 601-49400-36200 |            | Miscellaneous Revenues                    | \$35.40    |         | OVERPAYMENT OF FINAL BILL      |
|                   |            | Total                                     | \$35.40    |         |                                |
| <b>33469</b>      | 09/12/22   | <b>PERFORMANCE PLUS LLC</b>               |            |         |                                |
| E 101-42200-208   |            | Medical-Physicals                         | \$196.00   | 122996  | MED EXAM                       |
|                   |            | Total                                     | \$196.00   |         |                                |
| <b>33470</b>      | 09/12/22   | <b>PINNACLE PEST CONTROL LLC</b>          |            |         |                                |
| E 101-45200-223   |            | Repair/Maintenance Bldg/                  | \$107.38   | 194     | LEGION PARK CICADA KILLERS     |
|                   |            | Total                                     | \$107.38   |         |                                |
| <b>33471</b>      | 09/12/22   | <b>RUPP, ANDERSON, SQUIRES, PA</b>        |            |         |                                |
| E 101-41500-304   |            | Legal Fees                                | \$3,052.90 | 15853   | PERSONNEL                      |
|                   |            | Total                                     | \$3,052.90 |         |                                |
| <b>33472</b>      | 09/12/22   | <b>SECURITY BANK &amp; TRUST</b>          |            |         |                                |
| G 101-21718       |            | HSA ACCOUNT                               | \$860.52   |         |                                |
|                   |            | Total                                     | \$860.52   |         |                                |
| <b>33473</b>      | 09/12/22   | <b>R.E. SMITH OIL &amp; TIRE CO., INC</b> |            |         |                                |
| E 101-43100-212   |            | Motor Fuels                               | \$398.07   |         |                                |
| E 601-49400-212   |            | Motor Fuels                               | \$317.50   |         |                                |
| E 602-49450-212   |            | Motor Fuels                               | \$317.51   |         |                                |
| E 101-49800-212   |            | Motor Fuels                               | \$207.01   |         |                                |
|                   |            | Total                                     | \$1,240.09 |         |                                |
| <b>33474</b>      | 09/12/22   | <b>SOUTH POINT FINANCIAL</b>              |            |         |                                |
| G 101-21718       |            | HSA ACCOUNT                               | \$425.00   |         |                                |



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| Total           |            |                                       | \$425.00     |         |                           |
| <b>33475</b>    | 09/12/22   | <b>SUN LIFE ASSURANCE COMPANY</b>     |              |         |                           |
| G 101-21707     |            | Disability Insurance                  | \$415.68     |         | STD/LTD                   |
| Total           |            |                                       | \$415.68     |         |                           |
| <b>33476</b>    | 09/12/22   | <b>THE DESIGN PARTNERSHIP LTD</b>     |              |         |                           |
| E 275-45200-302 |            | Architects Fees                       | \$1,310.95   | 2015    | OLD TOWN                  |
| Total           |            |                                       | \$1,310.95   |         |                           |
| <b>33477</b>    | 09/12/22   | <b>ULTIMATE SAFETY CONCEPTS, INC.</b> |              |         |                           |
| E 101-42200-240 |            | Small Tools and Minor Eq              | \$390.00     | 201574  | BROOM                     |
| Total           |            |                                       | \$390.00     |         |                           |
| <b>33478</b>    | 09/12/22   | <b>UFC</b>                            |              |         |                           |
| E 101-45200-383 |            | Gas Utilities                         | \$57.25      | 31959   | STIFTUNGSFEST LP          |
| Total           |            |                                       | \$57.25      |         |                           |
| <b>33479</b>    | 09/12/22   | <b>UTILITY CONSULTANTS, INC.</b>      |              |         |                           |
| E 602-49450-217 |            | Lab Fees                              | \$877.54     | 113628  | CBOD/TSS TESTING          |
| Total           |            |                                       | \$877.54     |         |                           |
| <b>33480</b>    | 09/12/22   | <b>VERIZON WIRELESS</b>               |              |         |                           |
| E 101-45200-321 |            | Telephone                             | \$62.82      |         |                           |
| E 101-43100-321 |            | Telephone                             | \$146.57     |         |                           |
| E 601-49400-321 |            | Telephone                             | \$78.93      |         |                           |
| E 602-49450-321 |            | Telephone                             | \$140.70     |         |                           |
| E 101-41300-321 |            | Telephone                             | \$41.53      |         |                           |
| E 101-46500-321 |            | Telephone                             | \$41.53      |         |                           |
| E 101-42200-321 |            | Telephone                             | \$175.05     |         | FIRE DEPT IPADS           |
| Total           |            |                                       | \$687.13     |         |                           |
| <b>33481</b>    | 09/12/22   | <b>VOS CONSTRUCTION</b>               |              |         |                           |
| E 101-42200-223 |            | Repair/Maintenance Bldg/              | \$3,247.00   | 22096-1 | FD KEYPAD LOCKS           |
| Total           |            |                                       | \$3,247.00   |         |                           |
| <b>33482</b>    | 09/12/22   | <b>WM CORPORATE SERVICES, INC.</b>    |              |         |                           |
| E 101-49860-223 |            | Repair/Maintenance Bldg/              | \$574.81     |         | 24 3RD AVE & 21 Main St E |
| E 101-41320-384 |            | Refuse/Garbage Disposal               | \$113.26     |         | clean up day              |
| Total           |            |                                       | \$688.07     |         |                           |
| <b>33483</b>    | 09/12/22   | <b>WM MUELLER &amp; SONS INC</b>      |              |         |                           |
| E 494-43100-500 |            | Capital Outlay                        | \$247,850.87 |         | PAY REQUEST 4             |
| E 101-43100-224 |            | Street Maint Materials                | \$188.75     | 279756  | TOPSOIL                   |
| E 101-43100-224 |            | Street Maint Materials                | \$560.90     | 279757  | 3/8 FINE                  |
| E 101-43100-224 |            | Street Maint Materials                | \$628.05     | 279916  | 3/8 FINE                  |
| E 101-43100-224 |            | Street Maint Materials                | \$638.32     | 279972  | 3/8 FINE                  |
| Total           |            |                                       | \$249,866.89 |         |                           |
| <b>33484</b>    | 09/12/22   | <b>XCEL ENERGY</b>                    |              |         |                           |
| E 101-43100-380 |            | Street Lighting                       | \$119.14     |         | 313 CENTRAL               |

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| E 101-45200-381 |            | Electric Utilities                      | \$17.82      |         | 710 RAILROAD ST    |
| E 101-43100-381 |            | Electric Utilities                      | \$91.27      |         | 300 FAXON RD       |
|                 |            | Total                                   | \$228.23     |         |                    |
| <b>33485</b>    | 09/12/22   | <b>XTREME ELECTRICAL SERVICES, INC.</b> |              |         |                    |
| E 101-45200-223 |            | Repair/Maintenance Bldg/                | \$197.38     | 22-0072 | LAMPS FOR LIGHTING |
|                 |            | Total                                   | \$197.38     |         |                    |
|                 |            | <b>10100 CHECKING</b>                   | \$393,299.38 |         |                    |

## Fund Summary

**10100 CHECKING**

|                                |              |
|--------------------------------|--------------|
| 101 GENERAL FUND               | \$70,727.97  |
| 275 CAPITAL                    | \$12,786.29  |
| 494 2nd Ave PHASE II           | \$284,746.87 |
| 496 OAK LANE IMPR PROJECT      | \$358.00     |
| 601 WATER FUND                 | \$13,061.96  |
| 602 SEWER FUND                 | \$5,982.81   |
| 603 STORM WATER UTILITY        | \$13.48      |
| 614 CABLE TV FUND              | \$2,425.00   |
| 809 Escrow - Central Schools   | \$2,921.00   |
| 816 Escrow-Yeager-TWIP 4th add | \$276.00     |
|                                | \$393,299.38 |



TO: Mayor Lagergren and City Council Members

FROM: Angela Brumbaugh, Clerk-Treasurer

DATE: September 12, 2022

RE: Preliminary Budget / Levy for 2023

---

Attached is the Revenue and Expenditure Budget Lists for 2023. The following changes were made:

- Stormwater Repairs and Maintenance was increased to \$40,000 for the intent of ditch clean up
- 2022 GO Bond levy is \$107,314
- Street Capital Levy is \$450,000
- Deleted the budget of depreciation in the Enterprise Funds

The total levy with the above changes is \$3,506,882 which is an increase of 11.2% from 2022

The EDA levy will be done at the next EDA meeting which will be \$76,585. This number is derived from multiplying the market value by .01813%.

A summary of funds with the 2021 numbers is included along with Capital fund break down of information.

***Recommended Motion:***

*7.2 Motion to approve Resolution 2022-27, A Resolution Adopting 2022 Preliminary Property Tax levy for the City of Norwood Young America for Collection in 2023.*

*7.3 Motion to approve Resolution 2022-28, A Resolution Adopting the 2022 Preliminary General Fund Operating Budget for the City of Norwood Young America.*

*7.4 Motion to schedule the Truth in Taxation public hearing on the 2023 Property Tax levy and Budget for 6:00 p.m., Monday, December 12<sup>th</sup>, 2022.*

## Summary of Funds

|                         |               | Revenues     | Expenditures | Net Income/ (Loss) |
|-------------------------|---------------|--------------|--------------|--------------------|
| <b>General Fund</b>     | 2023 Proposed | \$ 2,739,389 | \$ 2,739,389 | \$ 0               |
|                         | 2022 Adopted  | \$ 2,419,120 | \$ 2,419,120 | \$ -               |
|                         | 2021 Actual   | \$ 2,680,412 | \$ 3,058,182 | \$ (377,770)       |
|                         |               |              |              |                    |
| <b>Storm Sewer Fund</b> | 2023 Proposed | \$ 99,100    | \$ 105,671   | \$ (6,571)         |
|                         | 2022 Adopted  | \$ 90,750    | \$ 96,194    | \$ (5,444)         |
|                         | 2021 Actual   | \$ 103,874   | \$ 69,230    | \$ 34,644          |
|                         |               |              |              |                    |
| <b>Capital Fund</b>     | 2023 Proposed | \$ 567,474   | \$ 951,500   | \$ (384,026)       |
|                         | 2022 Adopted  | \$ 873,244   | \$ 835,000   | \$ 38,244          |
|                         | 2021 Actual   | \$ 668,633   | \$ 307,975   | \$ 360,658         |
|                         |               |              |              |                    |
| <b>Water</b>            | 2023 Proposed | \$ 841,200   | \$ 1,033,117 | \$ (191,917)       |
|                         | 2022 Adopted  | \$ 859,300   | \$ 880,544   | \$ (21,244)        |
|                         | 2021 Actual   | \$ 1,170,507 | \$ 881,666   | \$ 288,840         |
|                         |               |              |              |                    |
| <b>Sewer</b>            | 2023 Proposed | \$ 783,600   | \$ 1,086,642 | \$ (303,042)       |
|                         | 2022 Adopted  | \$ 795,600   | \$ 1,032,499 | \$ (236,899)       |
|                         | 2021 Actual   | \$ 810,993   | \$ 754,777   | \$ 56,216          |
|                         |               |              |              |                    |
| <b>Street Capital</b>   | 2023 Proposed | \$ 450,000   | \$ 450,000   | \$ -               |
|                         | 2022 Adopted  | \$ 130,000   | \$ -         | \$ 130,000         |
|                         | 2021 Actual   | \$ 192,652   | \$ 312,000   | \$ (119,348)       |

# Capital Fund 275 Information

Capital Fund Balance \$ 1,200,000

## Reserved Amounts

|                           |    |           |
|---------------------------|----|-----------|
| Old Town                  | \$ | (410,000) |
| Walking Track             | \$ | (230,000) |
| Industrial Park Signs     | \$ | (30,000)  |
| Main Street Downtown Ligh | \$ | (100,000) |
| Turnout Gear (2022)       | \$ | (7,200)   |
| Radios (2022)             | \$ | (10,000)  |
| Dump Truck (2022)         | \$ | (235,000) |
| P4 F450 Ford              | \$ | (62,000)  |

Reserved Total \$ (1,084,200)

Balance \$ 115,800

2nd Half of 2022 Levy \$ 300,000

Sale of Fixed Assets \$ 37,142

Balance in 275 \$ 452,942

| Items in Capital Fund for 2023                        | Amount from CIP   | Budgeted Numbers  |
|---|-------------------|-------------------|
| City Code Codification                                | \$ 10,000         | \$ 10,000         |
| Main Street Downtown Street Lights                    | \$ 100,000        | \$ 100,000        |
| Turnout Gear  | \$ 7,400          | \$ 7,400          |
| 2002 Radios (1 of 3 years)                            | \$ 35,000         | \$ 35,000         |
| Command Vehicle Pickup Truck 3/4 ton                  | \$ 60,000         | 0                 |
| 07 Flail mower diamond river 1549HD (Fence arm mower) | \$ 17,000         | \$ 17,000         |
| Bobcat 3400 Utility Vehicle                           | \$ 15,000         | \$ 16,500         |
| Blacktop roller wacker RD11 (385 hours)               | \$ 28,000         | \$ 28,000         |
| 2003 NH Tractor TN75D (835 hrs)                       | \$ 43,000         | \$ 43,000         |
| Brine distributor                                     | \$ 15,000         | \$ 15,000         |
| 2004 JD loader 624J (3,300 hrs)                       | \$ 120,000        | 0                 |
| 2014 Speed alert Sign                                 | \$ 8,000          | \$ 8,000          |
| Old Town Bldg Improvements                            | \$ 100,000        | \$ 100,000        |
| Additional Amt needed for Dump Truck (based on Quote) |                   | \$ 103,003        |
| Additional Amt needed for F450 (based on Quote)       |                   | \$ 43,265         |
|   | <u>\$ 558,400</u> | <u>\$ 526,168</u> |
| Levy  |                   | <u>\$ 558,400</u> |
| Additional Reserve                                    |                   | <u>\$ 32,232</u>  |

# RESOLUTION 2022-27

## **A Resolution adopting Fiscal Year 2022 Preliminary Property Tax Levy for the City of Norwood Young America for collection in 2023**

WHEREAS, the City of Norwood Young America is dependent upon collection of property taxes to fund a portion of its operating budget and to pay bonded debt obligations.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Norwood Young America, Carver County, Minnesota, hereby adopts the following property tax levy for collection in 2023 upon taxable property in the City of Norwood Young America for the following purposes:

|   |                           |
|---|---------------------------|
| General Fund Levy                               | \$1,874,212               |
| 2009 Taxable Public Project Lease Revenue Bonds | \$148,549                 |
| 2016A GO Bonds                                  | \$38,246                  |
| 2020A GO Bonds                                  | \$195,842                 |
| 2021A GO Bonds                                  | \$ 68,496                 |
| 2022 GO Bonds                                   | \$107,314                 |
| Abatement - Industrial Park                     | \$ 65,823                 |
| Fund 275 - Capital Replacement                  | \$558,400                 |
| Fund 498 - Street Improvement                   | <u>\$450,000</u>          |
| <b>Total Property Tax Levy</b>                  | <b><u>\$3,506,882</u></b> |

Adopted by the Norwood Young America City Council this 12<sup>th</sup> day of September 2022.

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Carol Lagergren, Mayor

Attest:

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Angela Brumbaugh, City Clerk/Treasurer

## RESOLUTION 2022-28

### A RESOLUTION ADOPTING THE 2021 PRELIMINARY GENERAL FUND OPERATING BUDGET FOR THE CITY OF NORWOOD YOUNG AMERICA

WHEREAS, it is the policy of the City of Norwood Young America to prepare and adopt an annual General Fund Operating Budget; and

WHEREAS, the preliminary budget for calendar year 2023 has been reviewed and approved by the City Council.

Now Therefore Be it Resolved, that the Norwood Young America City Council hereby adopts the following 2023 Preliminary General Fund Operating Budget and hereby appropriates the following amounts for said 2023 Budget.

#### **REVENUES:**

|  | <b><u>2022 Final</u></b> | <b><u>2023 Preliminary</u></b> |
|--|--------------------------|--------------------------------|
| Property Taxes   | 1,606,558                | 1,874,212                      |
| Capital Project/Equipment                                | 642,200                  | 567,474                        |
| Licenses & Permits                                       | 110,500                  | 56,400                         |
| Intergovernmental Revenues <i>(including state aids)</i> | 448,362                  | 548,501                        |
| Charges for Services                                     | 124,200                  | 122,600                        |
| Fines & Forfeits   | 10,000                   | 10,000                         |
| Interest on Investments                                  | 25,000                   | 25,000                         |
| Miscellaneous Revenues                                   | 84,500                   | 102,676                        |
| Transfers from other Funds                               | 10,000                   | -                              |
| <b>TOTAL REVENUES:</b>                                   | <b>\$ 3,061,320</b>      | <b>\$ 3,306,863</b>            |

#### **EXPENDITURES:**

|   | <b><u>2022 Final</u></b> | <b><u>2023 Preliminary</u></b> |
|---|--------------------------|--------------------------------|
| <b><i>General Government</i></b>                        |                          |                                |
| Mayor/Council   | 22,700                   | 22,514                         |
| Administration  | 108,020                  | 108,519                        |
| Community Development                                   | 71,900                   | 191,980                        |
| Boards & Commissions                                    | 5,200                    | 5,200                          |
| Economic Development                                    | 145,700                  | 139,075                        |
| City Clerk  | 181,000                  | 200,576                        |
| Elections   | 8,800                    | -                              |
| Professional Services                                   | 133,500                  | 117,450                        |
| Government Buildings                                    | 132,000                  | 147,756                        |
| <b><i>Total General Government</i></b>                  | <b>808,820</b>           | <b>933,070</b>                 |
| <b><i>Public Safety</i></b>                             |                          |                                |
| Law Enforcement   | 201,200                  | 240,508                        |
| Fire Protection   | 224,100                  | 241,100                        |
| Other Protective Inspection                             | 50,600                   | 49,450                         |
| <b><i>Total Public Safety:</i></b>                      | <b>475,900</b>           | <b>531,058</b>                 |
| <br><b><i>Total: Highways, Streets, &amp; Roads</i></b> | <br><b>729,200</b>       | <br><b>879,449</b>             |
| <b><i>Total: Culture/Parks &amp; Recreation</i></b>     | <b>253,600</b>           | <b>279,587</b>                 |
| <b><i>Total: Capital Project/Equipment</i></b>          | <b>642,200</b>           | <b>951,500</b>                 |
| <b><i>Total: Swimming Pool</i></b>                      | <b>60,600</b>            | <b>75,207</b>                  |
| <b><i>Total: Operating Transfer to Reserves</i></b>     | <b>48,500</b>            | <b>17,500</b>                  |

|                             |        |        |
|-----------------------------|--------|--------|
| <b>Total: Transit (Bus)</b> | 26,500 | 17,518 |
| <b>Total: Cemetery</b>      | 16,000 | 6,000  |

|                            |                  |                  |
|----------------------------|------------------|------------------|
| <b>TOTAL EXPENDITURES:</b> | <b>3,061,320</b> | <b>3,690,889</b> |
|----------------------------|------------------|------------------|

**Fund Debt Service Property/Street Improvement Capital Tax Levy**

|     |  |            |            |
|-----|--|------------|------------|
| 517 | \$2,105,000 Tax Public Proj Lease Rev Bonds - 2009 | \$ 141,013 | \$ 148,549 |
| 521 | \$3,875,000 GO Refunding Bonds - 2016A             | \$ 144,592 | \$ 38,246  |
| 522 | G.O. Bonds - 2020A                                 | \$ 389,032 | \$ 195,842 |
| 523 | 2021a GO Bond                                      | \$ 70,772  | \$ 68,496  |
| 524 | G.O. Bonds - 2022A                                 | \$ -       | \$ 107,314 |
| 498 | Street Improvement Project Fund                    | \$ 130,000 | \$ 450,000 |
|     | Abatement  | \$ -       | \$ 65,823  |

|                                 |                |                  |
|---------------------------------|----------------|------------------|
| <b>Total: Debt Service Levy</b> | <b>875,409</b> | <b>1,074,270</b> |
|---------------------------------|----------------|------------------|

|   |      |              |
|---|------|--------------|
| <b>Total Revenues versus Total Expenditures</b> | \$ - | \$ (384,026) |
|---|------|--------------|

Additional amount of expenditure = fund balance from capital

Adopted this 12th day of September 2022 by the Norwood Young America City Council.

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Carol Lagergren, Mayor

Attest: \_\_\_\_\_  
Angela Brumbaugh, City Clerk/Treasurer





TO: Honorable Mayor Lagergren and City Council Members

FROM: Paul Dhoore, Public Services Utilities Lead

DATE: September 12, 2022

RE: Lift Station SCADA Improvements

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Enclosed are two quotes for lift station SCADA improvements. The lift stations are getting older. The communication aspect that the city currently has are phone lines that transmit to a cell phone dialer. The cell phone dialers are obsolete and are not reliable. SCADA system improvements would eliminate cell phone dialers. The city has a fiber loop run to all the lift stations, towers, and treatment plants. The upgrades would give us the ability to utilize the fiber. This will help with communication to the various sites and help detect problems in a timelier manner.

#### Recommendation

Motion to approve the quote from Quality Flow Systems in the amount of \$9,710.00.

*Norwood Young America*

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800 6<sup>th</sup> Street  
New Prague, MN 56071 USA  
Tel: (952) 758-9445  
Cell: (952) 221-9800  
Fax: (952) 758-9661

# Quotation

**Customer Name:** Norwood Young America, MN **Quotation Date:** 08/22/2022

**Contact:** Paul **Prepared By:** Cory Malay

**Lead Time:** 4 - 6 Weeks

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

## Lift Station Telemetry;

This will consist of supplying and installing the necessary equipment and programming to connect fiber to each lift station. This would also include a new PLC and submersible level transmitter. Please see my itemized parts breakdown below.

| Item | Description   | Qty | Net Each   | Total Net                            |
|------|---|-----|------------|--------------------------------------|
| 1    | <b>Lift Station Telemetry Upgrade to Include:</b> <ul style="list-style-type: none"><li>• Network Switch with Ethernet Cable</li><li>• SFP Modules and Fiber Patch Cables</li></ul> 1500CT Touch Screen Controller with Retro Fit Kit to Include: <ul style="list-style-type: none"><li>• 5.7" Color Touch Screen Display</li><li>• I/O Board</li><li>• Ethernet Port</li><li>• Pump Control</li><li>• Historical Trend Data</li><li>• Alarm / Event Log</li><li>• Dynamic I/O</li><li>• VFD Control</li><li>• Pump Alternation</li><li>• Aluminum Controller Bezel for Retro Fit</li><li>• Power Supply</li><li>• A1000I Submersible Transducer with 60' SS Suspension Kit, Intrinsically Safe Barrier</li><li>• Installation Labor / Programming, Network Configuration &amp; Testing</li><li>• Freight</li></ul> | 1   | \$9,710.00 | \$9,710.00                           |
|      |   |     | Total:     | \$9,710.00<br>+any applicable<br>tax |

**Terms:**

Quotation is valid for 30 days. Based upon Quality Flow Systems Standard Terms and Conditions of Sale; copy provided upon request.

If you have any other questions or concerns, please give me a call.

Thanks for the opportunity,  
Cory Malay  
(952) 221-9800



KRIHA ELECTRIC, LLC  
34511 191ST AVE  
MONTGOMERY MN 56069  
Phone: 507-364-7520  
info@krihaelectric.com

## PROPOSAL

|                   |  |             |   |
|-------------------|--|-------------|---|
| <b>PROPOSAL #</b> | 1118   | <b>PAGE</b> | 1 |
| <b>DATE</b>       | 08/25/2022                                     |             |   |
| <b>DESC</b>       | LIFT STATION TELEMETRY UPGRADE                 |             |   |
| <b>LOC</b>        | 310 ELM ST W<br>NORWOOD YOUNG AMERICA MN 55368 |             |   |
| <b>CONTACT</b>    | PAUL   |             |   |
| <b>PHONE</b>      |  |             |   |

### CUSTOMER

CITY OF NORWOOD YOUNG AMERICA  
310 ELM ST W  
PO BOX 59  
NORWOOD YOUNG AMERICA MN 55368

Proposal for the City of Norwood Young America:

Kriha Electric is pleased to provide the following proposal as requested.

Upgrade lift station telemetry:

Kriha Electric will provide and install a new PLC, submersible transducer, and other needed equipment, along with programming, network configuration, and testing to allow for fiber cable connection at each lift station.

Total Selling Price: \$11,442.00 (tax not included)



KRIHA ELECTRIC, LLC  
34511 191ST AVE  
MONTGOMERY MN 56069  
Phone: 507-364-7520  
info@krihaelectric.com

## PROPOSAL

|   |                   |  |             |   |
|---|-------------------|--|-------------|---|
| <b>CUSTOMER</b><br>CITY OF NORWOOD YOUNG AMERICA<br>310 ELM ST W<br>PO BOX 59<br>NORWOOD YOUNG AMERICA MN 55368 | <b>PROPOSAL #</b> | 1118   | <b>PAGE</b> | 2 |
|   | <b>DATE</b>       | 08/25/2022                                     |             |   |
|   | <b>DESC</b>       | LIFT STATION TELEMETRY UPGRADE                 |             |   |
|   | <b>LOC</b>        | 310 ELM ST W<br>NORWOOD YOUNG AMERICA MN 55368 |             |   |
|   | <b>CONTACT</b>    | PAUL   |             |   |
|   | <b>PHONE</b>      |  |             |   |

We Propose hereby to furnish material and labor - complete in accordance with these specifications for the sum of: **\$11,442.00**  
Eleven Thousand Four Hundred Forty Two Dollars And 00 Cents

**Payable as follows:**

100% of proposal due upon completion of electrical work.

**Authorized Signature:** .....

**Date:** .....

**Note:** This Proposal may be withdrawn by us if not accepted within 30 Days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays are beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. We are authorized to provide you with this notice: Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

**ACCEPTANCE OF PROPOSAL -** The Prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Signature:** .....

**Date:** .....