



CITY COUNCIL AGENDA

December 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 removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

- 4.1. Approve minutes of November 28, 2022, City Council Meeting

- 4.2. Approve Payment of Claims

- 4.3. Public Services Technician—Personnel hiring recommendation

5. PUBLIC HEARING

- 5.1. Truth in Taxation (TNT) Public Hearing

Announce Public Hearing—Mayor Lagergren

Motion to Open Public Hearing

Public Comment—A maximum of three minutes per property owner

Motion to Close Public Hearing

Council Discussion—Mayor Lagergren

6. OLD BUSINESS

7. NEW BUSINESS

- 7.1. Building Blight issues and safety concerns discussion—Jay Squires, City Attorney

- 7.2. The Harbor 2023 Budget approval and 2022 review—Laurie Hilgers, Executive Director of Operations

- 7.3. Resolution 2022-40 Adopting the City of Norwood Young America 2022 Property Tax Levy Collectable in 2023

- 7.4. Resolution 2022-41 Adopting the 2023 City of Norwood Young America General Fund Operating Budget

- 7.5. Resolution 2022-42 Approving the Acceptance of In-Kind and Monetary Donations for 2022

- 7.6. Ordinance No. 357-An Ordinance Amending the 2023 Fee Schedule in Chapter 20 of the Norwood Young America City Code (Second Reading/Publish)—Angela Brumbaugh, City Clerk-Finance Director

- 7.7. Brush Grinding quotes—Administrator Aukrust
- 7.8. Public Utilities Alarm Systems quote—Administrator Aukrust

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

December 14, 2022	Economic Development Commission Meeting	6:00 PM
December 15, 2022	Sr. Advisory	9:00 AM
December 26, 2022	No City Council Meeting	City Hall is Closed
January 3, 2023	Planning & Zoning Commission Meeting	6:00 PM
January 6, 2023	NYA Food Distribution-City Hall	2:00-3:00 PM
January 9, 2023	City Council Meeting	6:00 PM
January 11, 2023	Economic Development Commission Meeting	6:00 PM
January 17, 2023	Park and Recreation Commission Meeting	4:45 PM
January 19, 2023	Sr. Advisory	9:00 AM
January 23, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM



CITY COUNCIL MINUTES

November 28, 2022 – 6:00 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: Karen Hallquist (Community and Economic Development Director), Angela Brumbaugh (Clerk/Finance Director), and Andrea Aukrust (City Administrator)

OTHERS: Brooke Allen

3. CALL CITY COUNCIL MEETING TO ORDER

Mayor Lagergren called the City Council meeting to order at 6:05 PM with five members present.

4. APPROVE AGENDA

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

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

6. CONSENT AGENDA

6.1. Approve minutes of the November 14, 2022, City Council Meeting

6.2. Approve minutes of the November 16, 2022, City Council Meeting

6.3. Approve Payment of Claims

Motion: CH/MM to approve consent agenda 6.1 through 6.3. Motion passed 5-0.

7. PUBLIC HEARING

7.1 Amending the 2023 Fee Schedule in Chapter 20 of the Norwood Young America City Code

Public Hearing—Mayor Lagergren

Motion to Open Public Hearing – CH/CS at 6:06 p.m. Motion passed 5-0.

- City Clerk Brumbaugh went over proposed changes to the fee schedule for 2023

No comments from the public

Motion to Close Public Hearing – CS/CH at 6:14 p.m. Motion passed 5-0

Council Discussion—Mayor Lagergren

- Remain at no charge for Civic Groups, Local (chartered in NYA) Non-Profits, and School Testing

Motion: CH/AK to approve Ordinance No.357, An Ordinance Amending the 2023 Fee Schedule in Chapter 20 of the Norwood Young America City Code, with Local (City of NYA) Non-Profits, and School Testing no charge. (Public Hearing and First Reading) Motion passed 5-0.

8. OLD BUSINESS

No old business to discuss

9. NEW BUSINESS

9.1. Approve the 2023 Prosecution Contract

- Rates are based on the past three-year average for each City
- The 2023 quarterly rate will be \$3,897.09 which is \$970.62 less than 2022

Motion: MM/CS to approve the 2023 Prosecution Contract between the City and Carver County Attorney's Office for \$3,897.09 per quarter. Motion passed 5-0.

9.2. Snow & Ice Control Policies Handbook

- Snowplowing will not be conducted for snow fall for less than 2"
- Typically, 2" or more of snow can trigger the need because of drifting or icy conditions
- Emergency routes are completed first
- Sidewalks are the responsibility of the property owner to maintain
- The City only maintains certain sidewalks in designated areas – safe routes to school and downtown areas.
- A map will be put on the City's website

Motion: AK/CH to approve the City of Norwood Young America – Public Services Department "Snow & Ice Control Policies" handbook, with changing "Consequently" to "Typically" on page 3. Motion passed 5-0.

9.3. Park Bench Program Update

- Wholesaler raised their prices
- Parks Commission reviewed different options/styles
- The current style fits with the style of the town
- Old price was \$930.14, and the new price is \$1046.49 plus \$75 of concrete plus shipping ranging from \$150-\$255
- Recommendation is to increase the donation for a bench to \$1200 and still give an option to where they want it placed
- We do try to maximize the shipping by waiting for more than one bench ordered
- City Staff is working on sandblasting benches on Faxon and Railroad Street because of corrosion

Motion: CH/AK to approve increasing the selling price of the Park Avenue Bench to \$1,200 for the NYA Bench Program. Motion passed 5-0.

9.4. Outlot A Update

- Community Survey sent out in July with 262 surveys returned
- 53% of participants are dog owners and would like to utilize a dog park
- 43% don't own a dog and would still be in favor of a dog park
- Barnes Lake Nature Trail - 84% were in favor of extending the trail
- Parks Commission looked at different layouts based on the survey
- People Commented on Public Water access but the trail and path were #1.

- Access would be from County Rd 34
- Parking lot is shown by the red line and the blue line is a small dog park
- Orange is a large dog park, and the Green is the trail system
- The very east side of Outlot A could be hooked up to Preserve Blvd
- Entrance off Shoreview Lane
- Next step would be to submit to Bolton and Menk for a more formal plan and cost
- The map is a vision of the Parks Commission based on survey, elevation, wildlife
- Big concern of the neighborhood was to preserve the wildlife

Motion: Discussion Only

10. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

- AK – Liaison for Library County Board System
- CS – Outlot A Map was created at the last Parks Commission meeting
- CH – Nothing from Planning, still two commissioners short
- MM – Nothing from EDC, short two members
- CL – SW Corridor Transportation Group is applying for grants for Hwy 212 starting in 2024. Because of inflation looking for money to fill gap. Looking for funding for Hwy 5 to start at Arboretum due to bottle necking at that point.
- AA – Staff is prepping for winter weather. Addressing some safety concerns at Masonic Building.

11. ADDITIONAL INFORMATION

12. ADJOURNMENT

Motion: CH/MM to adjourn at 7:05 p.m. Motion Passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Angela K. Brumbaugh, Clerk/Finance Director



more than a place, it's home.

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

To Be Approved: December 12, 2022

Payroll EFT

Check #	507678 - 507694	\$	20,527.68
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Voided Checks

Check #	33641	\$	(76.00)
Carver County Recorder			

Prepays

Check #	33718 - 33742	Election Judges	\$	1,668.04
	33743	UB Postage	\$	549.82

Claims Pending Payment

Check #	33744 - 33812	\$	361,237.92
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Cardmember e-check

Grand Total	\$	<u>383,907.46</u>
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Batch: 12122022claims

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
33744	12/12/22	AUKRUST, ANDREA			
E 101-41300-331		Travel/Meeting Expense	\$566.87		DC TRIP
E 101-45200-331		Travel/Meeting Expense	\$25.00		DC TRIP
		Total	\$591.87		
33745	12/12/22	BARR, JERRY			
E 101-41330-316		Planning Commission	\$200.00		PLANNING STIPEND
		Total	\$200.00		
33746	12/12/22	BLACKSTONE CONTRACTORS LLC			
E 275-43100-500		Capital Outlay	\$39,209.98		RETAINING WALL REPAIR
		Total	\$39,209.98		
33747	12/12/22	BOLTON & MENK, INC			
E 101-41500-303		Engineering Fees	\$139.00	0302184	2023 PAVEMENT REHAB
E 494-43100-303		Engineering Fees	\$1,780.00	0302185	2ND AVE
E 275-43100-303		Engineering Fees	\$753.00	0302186	RAILROAD ST RETAINING WALL
E 101-41500-303		Engineering Fees	\$1,537.00	0302187	IND PARK EXPANSION
E 601-49400-303		Engineering Fees	\$9,827.13	0302188	WELLHEAD PROTECTION
G 817-22100		Escrow Collected	\$368.00	0302189	YEAGER MACHINE
E 101-41500-303		Engineering Fees	\$828.00	0302190	MISC ENGINEERING
		Total	\$15,232.13		
33748	12/12/22	BRUMBAUGH, ANGELA			
E 101-41410-331		Travel/Meeting Expense	\$90.00		
E 101-41400-331		Travel/Meeting Expense	\$27.50		
		Total	\$117.50		
33749	12/12/22	CARQUEST AUTO PARTS			
E 101-43100-221		Repair/Maintenance Equip	\$169.45	5927-258687	BATTERY
E 101-43100-221		Repair/Maintenance Equip	\$104.00	5927-259439	HYD HOSE, ORING, TOWEL
		Total	\$273.45		
33750	12/12/22	CARVER COUNTY			
E 101-41410-430		Miscellaneous	\$1,317.07	1015	ELECTION SETUP
		Total	\$1,317.07		
33751	12/12/22	CARVER COUNTY			
E 101-41500-306		Assessor Fees	\$25,078.32	48285	2022 ASSESSMENT CONTRACT
		Total	\$25,078.32		
33752	12/12/22	CARVER COUNTY CDA			
E 101-41940-223		Repair/Maintenance Bldg/	\$18,172.64		OAK GROVE SHARE
		Total	\$18,172.64		
33753	12/12/22	CARVER COUNTY RECORDER			
E 101-46500-456		Market Enrichment Grant	\$74.00		NYA GRANT FOR TC&T HOLDINGS
		Total	\$74.00		
33754	12/12/22	CARVERLINK - CARVER CO BROADBA			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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		
33755	12/12/22	CASWELL, SHONA			
R 601-49400-36200		Miscellaneous Revenues	\$77.90		OVERPAYMENT OF FINAL BILL
Total			\$77.90		
33756	12/12/22	CENTERPOINT ENERGY			
E 101-41940-383		Gas Utilities	\$323.66		
E 101-42200-383		Gas Utilities	\$72.65		
E 101-43100-383		Gas Utilities	\$464.48		
E 101-45200-383		Gas Utilities	\$317.99		
E 601-49400-383		Gas Utilities	\$107.06		
E 602-49450-383		Gas Utilities	\$1,106.86		
E 101-49860-383		Gas Utilities	\$25.26		
Total			\$2,417.96		
33757	12/12/22	CITY OF WACONIA			
E 101-43100-437		Maintenance Contract	\$27,330.20	544	SWEEPER LEASE
Total			\$27,330.20		
33758	12/12/22	CORE AND MAIN			
E 601-49400-221		Repair/Maintenance Equip	\$340.00	R924794	SENSUS COMMAND LINK
Total			\$340.00		
33759	12/12/22	DELTA DENTAL			
G 101-21714		Dental Insurance	\$618.47	RIS00045639	DENTAL INSURANCE
Total			\$618.47		
33760	12/12/22	DIVERSIFIED PLUMBING & HEATING, INC			
E 101-41940-223		Repair/Maintenance Bldg/	\$10,914.63	34885	OAK GROVE SHED
Total			\$10,914.63		
33761	12/12/22	DURBIN, CAROLYN			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY
Total			\$200.00		
33762	12/12/22	DVS			
E 101-49800-406		LICENSES	\$79.25		2017 BUS

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49450-500		Capital Outlay	\$17.25		MGS TRL
		Total	\$96.50		
33763	12/12/22	EGGERS, MIKE			
E 101-41330-316		Planning Commission	\$200.00		PLANNING STIPEND
E 101-41330-317		EDC Board	\$200.00		EDC STIPEND
		Total	\$400.00		
33764	12/12/22	ERICKSON, BRENDA			
R 601-49400-36200		Miscellaneous Revenues	\$19.74		OVERPAYMENT OF FINAL BILL
		Total	\$19.74		
33765	12/12/22	FELTMANN, SHARILYN			
E 101-41330-320		Park Board	\$200.00		PARKS & REC STIPEND
		Total	\$200.00		
33766	12/12/22	GERTH, ANDREA			
E 101-41330-317		EDC Board	\$200.00		EDC STIPEND
		Total	\$200.00		
33767	12/12/22	GOPHER STATE ONE-CALL			
E 601-49400-223		Repair/Maintenance Bldg/	\$22.95	2110646	LOCATES
E 602-49450-223		Repair/Maintenance Bldg/	\$22.95	2110646	LOCATES
		Total	\$45.90		
33768	12/12/22	GRAINGER			
E 602-49450-221		Repair/Maintenance Equip	\$74.84	9521080607	STRETCH WRAP
		Total	\$74.84		
33769	12/12/22	GRAUPMANN, JESSE			
R 601-49400-36200		Miscellaneous Revenues	\$55.69		OVERPAYMENT OF FINAL BILL
		Total	\$55.69		
33770	12/12/22	HALLQUIST, KAREN			
E 101-41410-331		Travel/Meeting Expense	\$22.50		ELECTIONS
E 101-41320-331		Travel/Meeting Expense	\$15.63		PLANNING MTG
E 101-46500-331		Travel/Meeting Expense	\$18.75		EDC MTG
E 101-45200-331		Travel/Meeting Expense	\$12.50		PARKS MTG
		Total	\$69.38		
33771	12/12/22	HAMPSHIRE, KAY			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVIOSRY STIPEND
		Total	\$200.00		
33772	12/12/22	HEALTH PARTNERS			
G 101-21706		Hospitalization/Medical Ins	\$13,522.38		INSURANCE
G 101-21706		Hospitalization/Medical Ins	\$11,444.51		INSURANCE
		Total	\$24,966.89		
33773	12/12/22	HOKANSON, DONALD			
E 101-46500-310		Other Professional Servic	\$3,500.00		APPRAISAL REPORT

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$3,500.00		
33774	12/12/22	HOLTON ELECTRIC CONTRACTORS			
E 602-49450-223		Repair/Maintenance Bldg/	\$7,474.31	5009	WWTP
Total			\$7,474.31		
33775	12/12/22	HOME SOLUTIONS			
E 101-41940-223		Repair/Maintenance Bldg/	\$5.39	A202238	VAC BAGS
E 101-41940-223		Repair/Maintenance Bldg/	\$19.79	A202239	BULBS
E 101-43100-223		Repair/Maintenance Bldg/	\$20.61	A204360	TOWELS
E 101-45200-221		Repair/Maintenance Equip	\$11.69	A204475	GAZEBO PLAQUE
E 101-41940-223		Repair/Maintenance Bldg/	\$2.24	A205483	MISC HARDWARE
E 101-43100-223		Repair/Maintenance Bldg/	\$43.06	A205909	CHRISTMAS DÉCOR
E 602-49450-221		Repair/Maintenance Equip	\$19.78	A205914	HALO BULBS
E 101-43100-223		Repair/Maintenance Bldg/	\$26.24	A205962	CHRISTMAS DÉCOR
E 101-43100-223		Repair/Maintenance Bldg/	\$9.14	A205975	CHRISTMAS ORNAMENTS
E 101-43100-223		Repair/Maintenance Bldg/	\$7.51	A206034	CHRISTMAS DÉCOR
E 101-43100-223		Repair/Maintenance Bldg/	\$6.28	A206044	CHRISTMAS DECORATIONS
E 101-43100-223		Repair/Maintenance Bldg/	\$2.69	A206051	5 WAY STOP TREE
E 602-49450-223		Repair/Maintenance Bldg/	\$12.58	A206106	LIQ WRENCH OIL
E 101-41940-223		Repair/Maintenance Bldg/	\$35.99	A206121	CITY HALL THERMOSTAT
E 101-42200-221		Repair/Maintenance Equip	\$20.69	A206507	FIRE DEPT
Total			\$243.68		
33776	12/12/22	INTERNATIONAL UNION			
G 101-21712		Union Dues	\$255.00		DUES
Total			\$255.00		
33777	12/12/22	KONICA MINOLTA			
E 101-41400-437		Maintenance Contract	\$769.41	41252206	
Total			\$769.41		
33778	12/12/22	KROELLS, LAVONNE			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY
E 830-45250-470		Donation Expense	\$114.66		SR CENTER REIMBURSMENT
E 830-45250-470		Donation Expense	\$31.92		SR CENTER REIMBURSMENT
E 830-45250-470		Donation Expense	\$23.68		SR CENTER REIMBURSMENT
Total			\$370.26		
33779	12/12/22	KWIK TRIP INC.			
E 101-43100-212		Motor Fuels	\$177.87		FUEL
Total			\$177.87		
33780	12/12/22	LATZIG, ELROY			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY STIPEND
Total			\$200.00		
33781	12/12/22	MARCO TECHNOLOGIES LLC			
E 101-41400-437		Maintenance Contract	\$1,711.13	INV10601303	MANGED IT
E 101-41400-437		Maintenance Contract	\$154.00	INV10611071	CONTRACT

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,865.13		
33782	12/12/22	MAYER LUMBER CO. INC.			
E 101-45200-223		Repair/Maintenance Bldg/	\$137.30	222999	HOCKEY RINK
E 101-45200-223		Repair/Maintenance Bldg/	\$280.52	223279	STIFTY
Total			\$417.82		
33783	12/12/22	METRO VENT			
E 101-41940-223		Repair/Maintenance Bldg/	\$632.50	2318	HEATING SERVICE LABOR
Total			\$632.50		
33784	12/12/22	MID-COUNTY CO-OP OIL ASSN			
E 101-43100-221		Repair/Maintenance Equip	\$40.06	14376	
E 101-42200-212		Motor Fuels	\$163.52	65905	DYED DIESEL
E 101-43100-212		Motor Fuels	\$1,660.62	65905	DYED DIESEL
Total			\$1,864.20		
33785	12/12/22	MINNESOTA VALLEY TESTING LAB, INC			
E 601-49400-217		Lab Fees	\$104.25	1177065	COLIFORM
Total			\$104.25		
33786	12/12/22	MINNESOTA DEPARTMENT OF HEALTH			
G 601-20281		MDH FEE	\$3,350.00		CONNECTION FEE
Total			\$3,350.00		
33787	12/12/22	MN VALLEY ELECTRIC COOPERATIVE			
E 602-49450-381		Electric Utilities	\$35.45		LIFT STATION
E 101-43100-380		Street Lighting	\$106.60		STREET LIGHTS
E 601-49400-381		Electric Utilities	\$429.25		640 TACOMA BLVD
Total			\$571.30		
33788	12/12/22	STAR Group, LLC			
E 101-43100-221		Repair/Maintenance Equip	\$12.98	337873	LAMP, PLUG
E 101-42200-212		Motor Fuels	\$37.38	338938	DIESEL EXST
Total			\$50.36		
33789	12/12/22	NORWOOD ELECTRIC INC			
E 101-41940-223		Repair/Maintenance Bldg/	\$920.21	17582	WIRE FOR NEW FURNACES
Total			\$920.21		
33790	12/12/22	NUSS TRUCK & EQUIPMENT			
E 101-43100-221		Repair/Maintenance Equip	\$11,644.55		2010 MACK
Total			\$11,644.55		
33791	12/12/22	NORWOOD YOUNG AMERICA TIMES			
E 101-41400-350		Print/Publishing/Postage	\$64.80	920853	2023 FEE SCHEDULE
E 101-41400-350		Print/Publishing/Postage	\$89.10	920854	TRUTH IN TAX
Total			\$153.90		
33792	12/12/22	PERA			
E 101-42200-444		Fire Relief	\$3,500.00		FD RETIREMENT

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Batch: 12122022claims

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$3,500.00		
33793	12/12/22	PET WASTE ELIMINATOR			
E 101-45200-223		Repair/Maintenance Bldg/	\$186.99	43182076	PET WASTE BAGS
Total			\$186.99		
33794	12/12/22	PRO IRRIGATION			
E 101-45200-223		Repair/Maintenance Bldg/	\$400.00	6146	WINTERIZATION PARKS
Total			\$400.00		
33795	12/12/22	QUILL CORPORATION			
E 101-42200-200		Office Supplies	\$12.00	29245969	STORAGE BOX, FLASH DRIVES, PENS
E 101-41400-200		Office Supplies	\$275.51	29245969	STORAGE BOX, FLASH DRIVES, PENS
E 101-41400-200		Office Supplies	(\$17.97)	29245969	STORAGE BOX, FLASH DRIVES, PENS
Total			\$269.54		
33796	12/12/22	RITEWAY BUSINESS FORMS			
E 601-49400-210		Operating Supplies	\$619.59	22-33194	UTILITY BILLING FORMS
E 602-49450-210		Operating Supplies	\$619.60	22-33194	UTILITY BILLING FORMS
Total			\$1,239.19		
33797	12/12/22	SCHULTZ, LOIS			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY STIPEND
Total			\$200.00		
33798	12/12/22	SIMMONS, THOMAS			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY STIPEND
Total			\$200.00		
33799	12/12/22	R.E. SMITH OIL & TIRE CO., INC			
E 101-43100-212		Motor Fuels	\$206.59		
E 101-49800-212		Motor Fuels	\$120.01		
E 101-41940-223		Repair/Maintenance Bldg/	\$156.21		
E 601-49400-212		Motor Fuels	\$64.88		
E 602-49450-212		Motor Fuels	\$171.01		
Total			\$718.70		
33800	12/12/22	SMITH, CONNOR			
E 101-41330-317		EDC Board	\$200.00		EDC STIPEND
Total			\$200.00		
33801	12/12/22	SPILLE, MARY			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY STIPEND
Total			\$200.00		
33802	12/12/22	STENDER, DANIEL H			
E 101-41330-320		Park Board	\$200.00		PARKS & REC STIPEND
Total			\$200.00		
33803	12/12/22	TC&T HOLDINGS LLC			
E 101-46500-456		Market Enrichment Grant	\$10,000.00		MARKET ENRICHMENT GRANT

NORWOOD YOUNG AMERICA

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*Check Detail Register©

Batch: 12122022claims

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$10,000.00		
33804	12/12/22	UNUM LIFE INSURANCE CO			
G 101-21715		Life Ins	\$223.43		
Total			\$223.43		
33805	12/12/22	UTILITY CONSULTANTS, INC.			
E 602-49450-217		Lab Fees	\$1,492.24	114664	CBOD/TSS TESTING
Total			\$1,492.24		
33806	12/12/22	VERIZON WIRELESS			
E 101-45200-321		Telephone	\$55.68		
E 101-43100-321		Telephone	\$129.92		
E 601-49400-321		Telephone	\$67.10		
E 602-49450-321		Telephone	\$126.94		
E 101-41300-321		Telephone	\$41.40		
E 101-46500-321		Telephone	\$41.40		
E 101-42200-321		Telephone	\$175.05		FIRE DEPT
Total			\$637.49		
33807	12/12/22	WEX BANK			
E 601-49400-212		Motor Fuels	\$45.90		FUEL
E 602-49450-212		Motor Fuels	\$45.90		FUEL
Total			\$91.80		
33808	12/12/22	WILLIAMS, CATHLEEN			
E 101-41330-319		Sr. Advisory Committee	\$200.00		SR ADVISORY STIPEND
Total			\$200.00		
33809	12/12/22	WM MUELLER & SONS INC			
E 494-43100-500		Capital Outlay	\$117,863.35		2ND AVE PAY REQUEST 6
Total			\$117,863.35		
33810	12/12/22	WSB			
E 101-41320-305		Other Professional Fees	\$2,133.00	R-020001-00	PLANNING CONSULTANT
Total			\$2,133.00		
33811	12/12/22	XCEL ENERGY			
E 101-41940-381		Electric Utilities	\$2,074.81		
E 101-42200-381		Electric Utilities	\$418.02		
E 101-42500-381		Electric Utilities	\$13.00		
E 101-43100-380		Street Lighting	\$6,579.01		
E 101-43100-381		Electric Utilities	\$351.33		
E 101-45200-381		Electric Utilities	\$537.09		
E 101-45500-381		Electric Utilities	\$1,228.18		
E 601-49400-381		Electric Utilities	\$269.79		
E 602-49450-381		Electric Utilities	\$4,026.00		
E 101-49860-381		Electric Utilities	\$120.78		
E 101-43100-380		Street Lighting	\$91.31		313 CENTRAL AVE
E 101-45200-381		Electric Utilities	\$27.75		710 E RR ST
E 101-43100-381		Electric Utilities	\$96.81		300 N FAXON SIGNAL

NORWOOD YOUNG AMERICA

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*Check Detail Register©

Batch: 12122022claims

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$15,833.88		
33812	12/12/22	ZARNOTH BRUSH WORKS INC			
E 101-43100-221		Repair/Maintenance Equip	\$2,083.50	0191699-IN	CABLEWRAP, HUB, WAFER
Total			\$2,083.50		
10100 CHECKING			\$361,237.92		

Fund Summary

10100 CHECKING

101 GENERAL FUND	\$170,381.39
275 CAPITAL	\$39,962.98
494 2nd Ave PHASE II	\$119,643.35
601 WATER FUND	\$15,441.23
602 SEWER FUND	\$15,270.71
817 Escrow-Eklow (Budahn Property)	\$368.00
830 DONATIONS	\$170.26
	\$361,237.92



TO: Honorable Mayor Lagergren and City Council Members
FROM: Andrea Aukrust, City Administrator
DATE: December 12, 2022
RE: Personnel Committee—New hire recommendation

The Personnel Committee recommends that Council approve the hiring of Mr. Sam Starke. Mr. Starke is currently finishing his Public Works Certificate at Hennepin Technical College. He comes from a farming background and is employed by the McLeod County Agriculture Association. Additionally, he is employed by the City of Hutchinson as a Parks Maintenance Operator.

- ❖ Heavy equipment operator
- ❖ Tree trimming and removal
- ❖ Pothole patching and crack sealing
- ❖ Snow plowing and snow removal
- ❖ Lawn maintenance

Consent Agenda item:

Approve the Personnel Committee's recommendation to hire Sam Starke as a Public Services Technician in the Parks and Streets Department. PST 2—Pay Grade 4 Step 1 on the 2023 Salary Schedule.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members
FROM: Andrea Aukrust, City Administrator
DATE: December 12, 2022
RE: Personnel Committee—New hire recommendation

The Personnel Committee recommends that Council approve the hiring of Mr. Nathan Roy. Mr. Roy is currently employed as a heavy equipment operator. He has experience working for the City of Watertown as a Public Services Technician in the Parks and Streets Department.

- ❖ CDL
- ❖ Heavy equipment operator
- ❖ Tree trimming and removal
- ❖ Pothole patching and crack sealing
- ❖ Snow plowing and snow removal
- ❖ Lawn maintenance

Consent Agenda item:

Approve the Personnel Committee's recommendation to hire Nathan Roy as a Public Services Technician in the Parks and Streets Department. PST 2—Pay Grade 4 Step 3 on the 2023 Salary Schedule.

Norwood Young America



To: Mayor Lagergren and City Council Members
From: Angela Brumbaugh, Clerk/Treasurer
Date: December 12, 2022
Re: Truth in Taxation Hearing

The proposed final levy is \$3,374,882 which is an increase of \$250,715 or 8% increase. Of the total proposed levy, \$633,697 is for debt service. This means 17% of the levy is designated for debt service payments.

The proposed General Fund Operating Budget is \$2,731,389 which represents an increase of 13% from 2022. The Capital Outlay budget is proposed to be \$458,400 which is a decrease of \$183,800. \$426,000 is also being levied for the street improvement project fund, an increase of \$296,000.

The 2022 operating budget for the water and sewer enterprise funds is \$2,119,759. This is an increase of \$206,716 from 2022. The enterprise funds show a budgeted shortfall of \$494,959.

Enclosed under new business are the proposed Resolutions 2022-40 and 2022-41 which approves the property tax levy and general fund operating budget, respectively.

The Truth in Taxation public hearing which will consist of a slide presentation discussing the budget and levy will be held prior to the approval of the Resolutions. We will have hand outs of the presentation at the meeting Monday.



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: December 12, 2022

RE: The Harbor 2023 Budget and 2022 Review

Enclosed is the 2023 budget information provided by Laurie Hilgers, Executive Director of Operations for The Harbor. Ms. Hilgers will also be presenting a 2022 review to Council.

Recommended Motion:

Motion to approve The Harbor's 2023 Budget.

Norwood Young America

City Council Meeting

Monday, December 12

Re: The Harbor at Peace Village 2023 Budget

Current Occupancy: 35/36 apartments filled; 41 occupants

We are currently hiring Resident Assistants, FT & PT, all shifts; PT Cook & PT Dining Assistant

Current contract with Ecumen is effective 1/1/22 through 12/31/24

Peace Village was awarded Best of Carver County Senior Living Facility for 2022!

Ecumen - Budget Analysis
0381 Harbor at Peace Village

	FY23 BUDGET			FY22 FORECAST			FY23 Bud vs FY22 Forecast			FY21 Actual			FY20 Actual		
	FY23 Fiscal Year End	% of Revenue		FY22 Fiscal Year End	% of Revenue		Variance Fav (UnFav)			0381 FY21 YearTotal Actual Working	% of Revenue		0381 FY20 YearTotal Actual Working	% of Revenue	
Statistical.															
-Occupancy	93.9%			82.8%			11.12 pts			84.3%			93.7%		
-FTE	15.6			13.0			(2.6)			13.8			10.9		
-Resident Days	12,337			10,906			1,431			11,077			12,349		
-Productive Hours	29,229			26,126			(3,102)			24,363			23,912		
-HPPD/HPRD	2.37			2.40			0.03			2.20			1.94		
-PPD/PRD - Operating Revenue	\$ 155.39			\$ 159.80			\$ (4.41)			\$ 151.18			\$ 133.72		
-PPD/PRD - Operating Expense	\$ 124.94			\$ 130.73			\$ 5.79			\$ 126.48			\$ 93.77		
-PPD/PRD - EBITDA	\$ 30.45			\$ 29.07			\$ 1.38			\$ 24.70			\$ 39.95		
-PPD/PRD - Operating Inc/(Loss)	\$ 5.78			\$ 1.09			\$ 4.68			\$ (3.47)			\$ 4.22		
-PPD/PRD - Net/(Loss)	\$ 5.80			\$ 0.68			\$ 5.12			\$ (1.41)			\$ 6.40		
Income Statement.															
-Room and Board Revenue	\$ 1,027,476	53.6%		\$ 879,905	50.5%		\$ 147,572	16.8%		\$ 824,156	49.2%		\$ 900,484	54.5%	
-Services Revenue	819,989	42.8%		814,021	46.7%		5,968	0.7%		707,221	42.2%		696,314	42.2%	
-Resident Services Revenue	1,847,465	96.4%		1,693,925	97.2%		153,540	9.1%		1,531,377	91.4%		1,596,965	96.7%	
-Management & Consulting Revenue	-	0.0%		-	0.0%		-	n/m		-	0.0%		-	0.0%	
-Other Operating Revenue	69,540	3.6%		48,856	2.8%		20,684	42.3%		143,298	8.6%		54,360	3.3%	
-Total Operating Revenue	\$ 1,917,005	100.0%		\$ 1,742,782	100.0%		\$ 174,224	10.0%		\$ 1,674,675	100.0%		\$ 1,651,325	100.0%	
-Nursing	\$ 481,395	25.1%		\$ 499,800	28.7%		\$ 18,405	3.7%		\$ 470,134	28.1%		\$ 313,489	19.0%	
-Dietary	380,216	19.8%		326,932	18.8%		(53,284)	-16.3%		308,492	18.4%		292,395	17.7%	
-Activities	39,183	2.0%		42,835	2.5%		3,651	8.5%		35,355	2.1%		41,675	2.5%	
-Housekeeping	35,090	1.8%		29,733	1.7%		(5,358)	-18.0%		25,539	1.5%		25,569	1.5%	
-Building	178,287	9.3%		169,947	9.8%		(8,339)	-4.9%		147,137	8.8%		118,471	7.2%	
-Gen & Admin	345,430	18.0%		306,666	17.6%		(38,764)	-12.6%		367,376	21.9%		319,994	19.4%	
-Marketing	39,432	2.1%		7,351	0.4%		(32,081)	-436.4%		6,430	0.4%		6,934	0.4%	
-Benefits	22,236	1.2%		22,236	1.3%		-	0.0%		21,587	1.3%		20,372	1.2%	
-Other Oper Misc	20,054	1.0%		20,206	1.2%		152	0.8%		19,019	1.1%		16,305	1.0%	
-Total Operating Expense	\$ 1,541,324	80.4%		\$ 1,425,706	81.8%		\$ (115,617)	-8.1%		\$ 1,401,070	83.7%		\$ 1,157,945	70.1%	
-EBITDA	\$ 375,682	19.6%		\$ 317,075	18.2%		\$ 58,607	18.5%		\$ 273,605	16.3%		\$ 493,380	29.9%	
-Depreciation and Amortization	\$ 206,825	10.8%		\$ 201,332	11.6%		\$ (5,493)	-2.7%		\$ 201,070	12.0%		\$ 204,500	12.4%	
-Interest	\$ 97,581	5.1%		\$ 103,810	6.0%		\$ 6,229	6.0%		\$ 110,927	6.6%		\$ 236,765	14.3%	
-Operating Income (Loss)	\$ 71,276	3.7%		\$ 11,933	0.7%		\$ 59,343	497.3%		\$ (38,393)	-2.3%		\$ 52,115	3.2%	
-Gain(Loss) - Disposal of Asset	\$ -	0.0%		\$ (5,000)	-0.3%		\$ (5,000)	-100.0%		\$ -	0.0%		\$ -	0.0%	
-Investment Income	\$ 200	0.0%		\$ 328	0.0%		\$ (128)	-39.1%		\$ 149	0.0%		\$ 268	0.0%	
-Gifts & Grants Income	\$ 100	0.0%		\$ 136	0.0%		\$ (36)	-26.5%		\$ 22,630	1.4%		\$ 60,436	3.7%	
-Net Income (Loss)	\$ 71,576	3.7%		\$ 7,397	0.4%		\$ 64,179	867.6%		\$ (15,614)	-0.9%		\$ 79,002	4.8%	



To: Mayor Lagergren and City Council Members
From: Angela Brumbaugh, Clerk/Treasurer
Date: December 12, 2022
Re: Resolution 2022-40 – Property Tax Levy

The proposed final levy is \$3,374,882 which is an increase of \$250,715 or 8% increase. Of the total proposed levy, \$633,697 is for debt service. This means 17% of the levy is designated for debt service payments.

The proposed General Fund Operating Budget is \$2,731,389 which represents an increase of 13% from 2022. The Capital Outlay budget is proposed to be \$458,400 which is a decrease of \$183,800. \$426,000 is also being levied for the street improvement project fund, an increase of \$296,000.

The 2022 operating budget for the water and sewer enterprise funds is \$2,119,759. This is an increase of \$206,716 from 2022. The enterprise funds show a budgeted shortfall of \$494,959.

Enclosed under new business are the proposed Resolutions 2022-40 and 2022-41 which approves the property tax levy and general fund operating budget, respectively.

The Truth in Taxation public hearing which will consist of a slide presentation discussing the budget and levy will be held prior to the approval of the Resolutions. We will have hand outs of the presentation at the meeting Monday.

Recommended Motions:

Motion to approve Resolution 2022-40, a resolution adopting fiscal year 2022 Final Property Tax Levy for the City of Norwood Young America for collection in 2023.

RESOLUTION 2022-40

A Resolution adopting Fiscal Year 2022 Final 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	\$1,866,212
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	\$458,400
Fund 498 – Street Improvement	<u>\$426,000</u>
Total Property Tax Levy	<u>\$3,374,882</u>

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

Carol Lagergren, Mayor

Attest:

Angela Brumbaugh, City Clerk/Finance Director



To: Mayor Lagergren and City Council Members
From: Angela Brumbaugh, Clerk/Treasurer
Date: December 12, 2022
Re: Resolution 2022-41 – General Fund Budget

The proposed final levy is \$3,374,882 which is an increase of \$250,715 or 8% increase. Of the total proposed levy, \$633,697 is for debt service. This means 17% of the levy is designated for debt service payments.

The proposed General Fund Operating Budget is \$2,731,389 which represents an increase of 13% from 2022. The Capital Outlay budget is proposed to be \$458,400 which is a decrease of \$183,800. \$426,000 is also being levied for the street improvement project fund, an increase of \$296,000.

The 2022 operating budget for the water and sewer enterprise funds is \$2,119,759. This is an increase of \$206,716 from 2022. The enterprise funds show a budgeted shortfall of \$494,959.

Enclosed under new business are the proposed Resolutions 2022-40 and 2022-41 which approves the property tax levy and general fund operating budget, respectively.

The Truth in Taxation public hearing which will consist of a slide presentation discussing the budget and levy will be held prior to the approval of the Resolutions. We will have hand outs of the presentation at the meeting Monday.

Recommended Motions:

Motion to approve Resolution 2022-41, a resolution adopting the 2023 final General Fund Budget for the City of Norwood Young America.

RESOLUTION 2022-41

A RESOLUTION ADOPTING THE 2023 FINAL 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:

	<u>2022 Final</u>	<u>2023 Preliminary</u>
Property Taxes	1,606,558	1,866,212
Capital Project/Equipment	642,200	458,400
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	219,750
Transfers from other Funds	10,000	-
TOTAL REVENUES:	\$ 3,061,320	\$ 3,306,863

EXPENDITURES:

	<u>2022 Final</u>	<u>2023 Preliminary</u>
<i>General Government</i>		
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
<i>Total General Government</i>	808,820	933,070
<i>Public Safety</i>		
Law Enforcement	201,200	240,508
Fire Protection	224,100	241,100
Other Protective Inspection	50,600	49,450
<i>Total Public Safety:</i>	475,900	531,058
 <i>Total: Highways, Streets, & Roads</i>	 729,200	 871,449
<i>Total: Culture/Parks & Recreation</i>	253,600	279,587
<i>Total: Capital Project/Equipment</i>	642,200	851,500
<i>Total: Swimming Pool</i>	60,600	75,207

Total: Operating Transfer to Reserves	48,500	17,500
Total: Transit (Bus)	26,500	17,518
Total: Cemetery	16,000	6,000

TOTAL EXPENDITURES:	3,061,320	3,582,889
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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
275	Capital Replacement	\$ 642,200	\$ 458,400
498	Street Improvement Project Fund	\$ 130,000	\$ 426,000
	Abatement	\$ -	\$ 65,823

Total: Debt Service Levy	1,517,609	1,508,670
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Total Revenues versus Total Expenditures	\$ -	\$ (276,026)
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Additional amount of expenditure = fund balance from capital

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

Carol Lagergren, Mayor

Attest: _____
Angela Brumbaugh, City Clerk/Finance Director



TO: Honorable Mayor Lagergren and City Council Members

FROM: Angela Brumbaugh, City Clerk / Treasurer

DATE: December 12, 2022

RE: In-kind and monetary donations

Attached is Resolution 2022-42 to approve the in-kind and monetary donations for the City for the 2022 year.

Each amount is listed with the name of the donor and the reason or item the donation was made.

Recommendation:

A motion to approve Resolution 2022-42, approving the acceptance of in-kind and monetary donations for 2022.

Norwood Young America

310 Elm Street West PO Box 59 – Norwood Young America, MN 55368 – (952)467-1800 – www.cityofnya.com

RESOLUTION 2022-42

RESOLUTION APPROVING THE ACCEPTANCE OF IN-KIND AND MONETARY DONATIONS FOR 2022

WHEREAS, the City of Norwood Young America is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Sections 412.211 and 465.03 for the benefit of its citizens and is specifically authorized to accept gifts and bequests for the benefit of recreational and beautification pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, the following persons and entities have offered to contribute the cash sums and in-kind set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>	<u>Item/Reason</u>
Stiftungsfest Inc.	\$3,000	Restrooms-Willkommen
CenterPoint Energy	\$2,300	Defibrillators
Girl Scout Troop 18370	\$975	Bench
Alan Krueger	\$975	Bench
VFW	\$3,750	Stiftungsfest
Edward Born Post 343	\$2,000	Stiftungsfest
NYA Lions	\$1,500	Pavilion Screens
Cindy Zabel	\$975	Bench
Brad Droege	\$853.45	AED's
Elroy Latzig	\$807.88	Stiftungsfest
Legion	\$500	NYACIP
VFW	\$500	NYACIP

WHEREAS, all such sums have been contributed to assist the City in the establishment and operation of recreational facilities and beautification within the City's corporate limits either alone or in cooperation with others, as allowed by law; and

WHEREAS, the City Council hereby finds that it is appropriate to accept the contributions offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NORWOOD YOUNG AMERICA, MINNESOTA, AS FOLLOWS:

1. The contributions described above are hereby accepted by the City of Norwood Young America and shall be used to establish and operate recreational facilities and programs and beautification within the City's corporate limits either alone or in cooperation with others, as allowed by law.

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

ATTEST:

Carol Lagergren, Mayor

Angela Brumbaugh, City Clerk-Treasurer



To: Mayer Lagergren and Council Members

From: Karen Hallquist, Economic and Community Development Director and Angela Brumbaugh, City Clerk/Finance Director

Date: December 12, 2022

Subject: Ordinance No 357 – Fee Schedule (2nd Reading/Publish)

Attached is the 2023 Fee Schedule with the change for “NYA Civic Group, Local (City of NYA) Non-Profits, and School Testing” being No Charge for the Pavilion, per the Council motion at the November 28th meeting.

We will continue to monitor the usage and encourage the Civic Groups, Local Non-profit groups, and school testing to use one of our other facilities when possible.

The proposed fee schedule for 2023 includes the following:

- Any red line items are proposed to be permanently removed
- Yellow highlighted sections included proposed updated language and fees

Recommended Motion:

Motion to approve the Second Reading and Publishing of Ordinance No. 357, an ordinance amending the Fee Schedule “Schedule A” Chapter 20, Section 2000.02 of the Norwood Young America City Code.

ORDINANCE NO. 357

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. 357, dated November 28, 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.

Adopted by the City Council this 12th day of December 2022.

CITY OF NORWOOD YOUNG AMERICA

Carol Lagergren, Mayor

ATTEST:

Angela Brumbaugh, Clerk/Finance Director

Public Hearing: November 28, 2022

First Reading: November 28, 2022

Second Reading/Adoption: December 12, 2022

Publication: December 15, 2022



2023 PROPOSED FEE SCHEDULE

Public Hearing 11/28/2022 - 2nd
Reading 12/12/2022

Red line items are proposed to be
permanently removed
Yellow highlighted sections include
proposed updated language or fees

2023 Proposed

BUSINESS SERVICES / MISCELLANEOUS			2023 Proposed
Staff Time - Regular Hours	per hour		55.00
Staff Time - After Hours	per hour		85.00
Public Notice			75.00
Comprehensive Plan Amendment/Change	fee + escrow*		500.00
City Code Amendment	Fee may be waived if the amendment benefits the entire community.		250.00
Notary Public			N/C
Golf Cart Permit	annual license		10.00
ATV Permit	annual license		10.00
On-Site Parking Permit	per vehicle, per year		10.00
Copy Cost	per page		0.25
Fax Cost	per page		1.00
Credit Card Payment Fee	5% of charge amount		5%
Laminating Costs	per page, up to size 8 1/2 x 11		2.50
Certification Fee	per assessment		25.00
Special Assessment Search			30.00
Returned Check Charge			35.00
Peddler License	annual license		100.00
Solicitor License	annual license		100.00
Transient Merchant License	annual license		100.00
Waste Hauler Permit	tri-annual		100.00
Fire Works - Temporary Tent/Stand			350.00
Fire Works - Permanent Store			100.00
Cemetery Lot - Resident			400.00
Cemetery Lot - Non-Resident			600.00
Fire Dept. Emergency Call (non-resident of fire district)	per call		500.00
Fire Department Service Call - Billing Rate (non-resident of fire district)	1st hour - minimum of 1 hour		500.00
Fire Department Service Call	each additional hour		300.00
Right Of Way Permit - business			100.00

2023 Proposed

Right Of Way Permit - residential	100.00	
FINES & VIOLATIONS		
False Alarm - rolling 12 month period		
First three offenses	Warning	
4th offense	50.00	
5th offense	100.00	
6th offense	150.00	
each additional offense increases in increments of \$50		
Sprinkling Ban Violation		
1st offense	Warning	
2nd offense	50.00	
3rd offense	100.00	
each additional offense	200.00	
Towing and Storage of Vehicles		
Nuisance Violation - rolling 12 month period		
1st offense	Warning	
Offenses thereafter	administrative penalty + cost of abatement	
Administrative Penalty		
1st offense	Warning	
2nd offense	115.00	
3rd offense	130.00	
4th offense	150.00	
each additional offense increases in increments of \$50		
Abatement Fees	Actual Cost	
PLANNING – Application fees may require additional legal, engineering and associated costs.		
Infrastructure Deposit (refundable)	Amount may be different based on development	901.00 900.00
Excavation Permit		Actual Cost
Fill Permit		Actual Cost
General Sign Permit (no plan review required)	79.00 permit + 1.00 surcharge	80.00
Residential Demolition Permit	100.00 99.00 permit + 1.00 surcharge	101.00 100.00
Commercial Demolition Permit	200.00 199.00 permit + 1.00 surcharge	201.00 200.00
Comprehensive Plan Amendment/Change	fee + escrow*	500.00
City Code Amendment	Fee may be waived if the amendment benefits the entire community.	250.00
Conditional Use Permit - Residential		300.00
Conditional Use Permit - Non-Residential		300.00

2023 Proposed

Interim Use Permit - Residential	300.00	
Interim Use Permit - Non-Residential	300.00	
Rezoning Application	400.00	
Variance - Residential	300.00	
Variance - Non-Residential	300.00	
Street/Alley/Easement Vacation Application Fee	300.00	
Annexation Application Fee	301.00 300.00	
Annexation Township Reimbursement Fee	251.00 250.00 per acre	
Storm Water Plan	250.00	
Wetland Mitigation Plan	Fee + Escrow	
Parking Reduction	100.00	
Application for Appeal	150.00	
Carver County Recording Fee	Based on Carver County Fee Schedule	
Site Plan Review	fee + escrow**	300.00
Lot Split		200.00
Boundary Line Adjustment		100.00
Sketch Plat Review	fee + escrow***	200.00
Subdivision * Preliminary Plat	fee + \$10 per lot	350.00
Subdivision *Final Plat	fee + \$10 per lot	250.00
Planned Unit Development (PUD)	in addition to plat fees	
Sketch Plan	fee + escrow*	200.00
General Concept Plan	fee + escrow	400.00
Final Plan		300.00
Plan Amendment		300.00
Developer Escrow Deposit (required payment by certified check)		
*Developer Escrow Deposit	up to	2,000.00
**Developer Escrow Deposit - Site Plan Review		5,000.00
**Developer Escrow Deposit - Site Plan Review Tacoma W Industl Park		15,000.00
***Developer Escrow Deposit - Development Review paid at Sketch Plan		10,000.00
PARK DEDICATION		
Single Family	See Chapter 11 of the City Code for fee.	
Two Family	See Chapter 11 of the City Code for fee.	
Townhome	See Chapter 11 of the City Code for fee.	

2023 Proposed

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

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

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

BUILDING PERMITS

Building Permit Fee Calculation

See the MN State's Uniform Building Code for full list of valuation.

Valuation \$1 to 500		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
Residential Plan Check Fee	65% of building permit fee
Commercial Plan Check 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
Pre-Move Structure Inspections	per-hour + mileage expense from inspector's office, minimum of 2 hrs
Moved-In House Permit Fee	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage
Mobile Home Move-In Permit	250.00
Moved-In Shed/Garage	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage

2023 Proposed

Heating/Cooling Permit - Residential	per fixture + \$1.00 state surcharge (included in fee)	80.00
Heating/Cooling Permit - Commercial	Based on value, 1997 fee schedule + 10%	
Plumbing Permit	\$10 per fixture (8 + fixtures), min of 79.00 per fixture + 1.00 state surcharge \$49.00 \$79.00 + \$1.00 state surcharge	80.00 50.00 80.00
Residential Plbg Fixture Change Out (water heater/softener)	See the MN State's Uniform Building Code for list of valuation.	
Commercial/Industrial Plumbing Plan Review		
GENERAL PERMITS (minor residential alteration)		
Rewindow	79.00 permit + 1.00 state surcharge	80.00
Reside	79.00 permit + 1.00 surcharge	80.00
Reroof	79.00 permit + 1.00 surcharge	80.00
Fence - 7 feet tall or more	based on value	
Fence - under 7 feet tall	zoning permit required	50.00
RENTAL DWELLINGS		
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	75.00
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 Complaint Inspections	each inspection	85.00
UTILITY CONNECTION CHARGES		
Water main Trunk Charge	per ERU	3,900.00
Sewer main Trunk Charge	per ERU	3,900.00
Water Hook-up Charge		125.00
Sewer Hook-up Charge		125.00
Storm Sewer Trunk Charge	per ERU	750.00
Barnes Lake Outlet	per ERU	250.00
Tacoma Ave N Improvement Fee		634.00
SAC/WAC Fees	See Spreadsheet, Not to exceed	36,781.82
3/4" Residential Water Meter	includes meter, horn, swivels & remote	Cost + 10%
1" Residential Water Meter	includes meter, horn, swivels & remote	Cost + 10%
1 1/2" Commercial Water Meter	includes meter, flange, & remote	Cost + 10%
2" Commercial Water Meter	includes meter, flange, & remote	Cost + 10%
3" Commercial Water Meter	includes meter, flange, & remote	Cost + 10%

2023 Proposed

3/4" Residential Water Meter	meter only	Cost + 10%
1" Residential Water Meter	meter only	Cost + 10%
1 1/2" Commercial Water Meter	meter only	Cost + 10%
2" Commercial Water Meter	meter only	Cost + 10%
3" Commercial Water Meter	meter only	Cost + 10%
5/8 x 3/4 Meter Horn	each + sales tax	Cost + 10%
1" Meter Horn - no lead	each + sales tax	Cost + 10%
3/4 Swivel - no lead	each + sales tax	Cost + 10%
1" Swivel - no lead	each + sales tax	Cost + 10%
1" Male Swivel - no lead	each + sales tax	Cost + 10%
1" Solder Swivel - no lead	each + sales tax	Cost + 10%
Single Port Radio	each + sales tax	Cost + 10%
Dual Port Radio	each + sales tax	Cost + 10%
1 1/2" flange	each + sales tax	Cost + 10%
2" flange	each + sales tax	Cost + 10%
3" flange	each + sales tax	Cost + 10%
Remote Reader	replacement	Cost + 10%
Disconnect/Reconnect Charge	each	75.00
Interior Main line Valve Replacement Disconnect and Reconnect		50.00
Curb Box Cover	each + sales tax	Cost + 10%
UTILITY RATES		
Late Payment Penalty	% of unpaid balance	10%
Water		
Residential Water Base Charge	per unit, per month	16.00
Commercial Water Base Charge	per unit, per month	28.00
Residential Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 6,000 gallons used	3.45
	Tier II - 6,001 to 52,000 gallons used	4.46
	Tier III - 52,001 to 88,000 gallons used	5.25
	Tier IV - 88,001+ gallons used	6.77
Commercial Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 6,000 gallons used	3.45
	Tier II - 6,001 to 52,000 gallons used	4.46
	Tier III - 52,001+ gallons used	5.25
Water Plant Charge	per unit, per month	8.20
Water Sales	private truck	25.00
	per 1000 gallons for NYA residents	3.60
	per 1000 gallons for non-residents	8.30

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Sewer		
Residential Sewer Base Charge	per unit, per month	9.00
Commercial Sewer Base Charge	per unit, per month	9.00
Residential Sewer Usage Charge	per 1,000 gallons - based on average water used in winter qtr	7.16
Commercial Sewer Usage Charge	per 1,000 gallons - based on average water used in winter qtr	7.16
Sewer Plant Charge	per unit, per month	5.00
Storm Water Drainage		
REC Unit	per month	4.90
Special Parcels		
Impervious Area	per month	18.44/acre
Pervious Area	per month	5.81/acre
SF Attached (Townhouse)	per month	3.47
Commercial/Industrial		
0%-50% Impervious	per month	8.98/acre
>50%-75% Impervious	per month	13.69/acre
>75% Impervious	per month	16.84/acre
Open Space	per month	5.81/acre
EQUIPMENT - 1 hour minimum unless otherwise noted. In the case of a natural disaster, the following rates would be		
City Staff Operation Fee	per hour	55.00
City Staff Operation Fee (after hours)	per hour	85.00
Bobcat S-250	per hour	100.00
Bucket Truck	per hour	150.00
Bus	per hour	25.00
Camera equipment	per hour	100.00
Dump Truck	per hour	100.00
Flail Mower	per hour	90.00
Jetter	per hour	300.00
Jetter plus Vacuum	per hour	500.00
Loader	per hour	150.00
Mower	per hour	50.00
Pick Up Truck	per hour	50.00
Push Camera	per occurrence	50.00
Rotary Mower	per hour	60.00
Snow Plow	per hour	150.00
Street Sweeper	per hour	150.00
Tanker w/ pump	per hour	100.00

2023 Proposed

Tractor	per hour	90.00
Vacuum	per hour	250.00
Utility Vehicle w/weed sprayer	per hour	75.00
Loader mounted snow blower	per hour	150.00
String Trimmer	per hour	50.00
Chainsaw	per hour	50.00
Line Striper	per hour	75.00
Brush Chipper	per hour	100.00
Utility Vehicle w/plow	per hour	100.00
4" pump	per hour	50.00
Salt	per ton	76.00
Trailer	per hour	50.00

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

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

ANIMALS

Animal License or Duplicate Animal License	per year	5.00
Unlicensed fine	per fine	50.00
Animal pick-up charge	per event	50.00
Impound Expenses		Actual Cost
Animal running at large or creating nuisance		
1st offense		10.00

2023 Proposed

2nd offense		50.00
3rd offense		150.00
each additional offense		250.00
Backyard Chickens Permit	Biennial	50.00
ADULT USE		
Adult Use License Fee	per year	10,000.00
Adult Use Investigation Fee	per year	500.00
RENTAL FACILITIES		
<i>Willkommen Park Pavilion</i>		
Rental Fee (Resident of NYA)	per day	400.00 600.00
Rental Fee (Non-resident of NYA)	per day	900.00
NYA Civic Group, Local (City of NYA) Non-Profits, & School Testing	per day	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	150.00
Damage Deposit (required prior to event date)		300.00
Sound System	per event	50.00
Tap Rental / Cleaning	per event	30.00
Scheduled Early Entry / Exit	per day	250.00
Early / Late Entry - Two weeks or less prior to event date	per day	125.00
Willkommen Park Gazebo	per event	50.00
<i>Roy Clay Community Building</i>		
Rental Fee	per day	125.00
NYA Civic Group, Local (City of NYA) Non-Profits, & School Testing	per day	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	75.00
Damage Deposit (required prior to event date)		200.00
<i>Lion's Shelter</i>		
Rental Fee	per day	125.00
NYA Civic Group, Local (City of NYA) Non-Profits, & School Testing	per day	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	75.00
Damage Deposit (required prior to event date)		200.00
<i>Legion Pool Park</i>		
Rental Fee	per day	125.00
NYA Civic Group, Local (City of NYA) Non-Profits, & School Testing	per day	N/C
Local Non-Profit (must have proof 501-3c Form)	per day	75.00
Damage Deposit (required prior to event date)		200.00



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator and Randy Clay, Public Services Lead—Parks & Streets

DATE: December 12, 2022

RE: Compost Site—Brush Grinding Quotes

Enclosed you will find quotes for brush grinding at the compost site.

SMSC Organics Recycling Facility	\$6,800
Minnesota Topsoil	\$7,425
Pine Products Inc.	\$15,650

Suggested Motion:

Motion to approve the quote from SMSC Organics Recycling Facility for brush grinding at the compost site in the amount of \$6,800

Norwood Young America



Service Proposal

DATE: 11/29/22

COMPANY: City of Norwood Young America

CONTACT: Randy Clay

PHONE: 952-212-0226

EMAIL: rclay.cityofnnya@gmail.com

PROJECT: Wood Grinding

Thank you for giving me the opportunity for the proposal.
Below, you will find the terms of service.

Service	Description		Disposal	Freight
Grind Wood	Wood Grinding at the City Designated Wood Site	1,325 CY	\$4.00/CY	Included
Mobilization	Mobilize Grinder/Excavator/Loader		\$1,500.00	
	Total Cost (Grinding-Mobilization-Hauling)		\$6,800.00	

AL FRIEDGES MANAGER

OFFICE: 952-233-9192 | CELL: 952-210-7918 | AL.FRIEDGES@SHAKOPEEDAKOTA.ORG

1905 Mystic Lake Drive S. • Shakopee, MN 55379 • 952.233.9191 • smscorf.com

OWNED AND OPERATED BY THE SHAKOPEE MDEWAKANTON SIOUX COMMUNITY



17455 Kelly Lake Rd
Carver, MN 55315

Estimate

Date	Estimate #
12/1/2022	24

952-217-8143

Name / Address
City Of NYA 310 Elm St. W. P.O. Box 59 Norwood Young America, MN 55368

Compost Site 640 Tacoma Ave. NYA, MN 55368
--

P.O. No.	Terms	Rep
2022-1128	Net 30	BL

Description	Qty	Rate	Total
Mobilization, Grind Brush & Logs, Haul Ground Material Off Site	1,350	5.50	7,425.00
Sales Tax		7.375%	0.00
Thank you for your business.		minnesotatopsoil@gmail.com	Total \$7,425.00



Pine Products Inc

11780 County Road 32
Waconia, MN 55387
952-442-5988

Estimate

Date	Estimate #
11/22/2022	525

Name / Address
City of NYA PO Box 59 NYA, MN 55368

Ship To

P.O. No.	Rep	Date of Shipment	Shipped By
	BJD	11/22 -12/30	

Description	Qty	Rate	Total
Custom Grinding	1	15,000.00	15,000.00
Trucking / Per Hour	1	650.00	650.00
Grinding and removal of the city brush pile			
		Sales Tax (6.875%)	\$0.00
		Total	\$15,650.00

Signature _____



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator and Paul Dhoore, Public Services Lead-Utilities

DATE: December 12, 2022

RE: Lift Station and Water Tower upgrades quote

Verizon will shut down all 3G services at the end of December 2022. This poses a significant issue for our current system, which runs on 3G to notify employees of an alarm at the lift stations and water towers. Once the 3G service is terminated, the lift stations and water towers will not have any way of notifying staff of an alarm condition. A new web-based system is needed. Fortunately, all the lift stations already have a dark fiber line running to them, so there will be no extra cost for fiber. A quote was obtained from Quality Flow Services to remedy the problem. Quality Flow Services is the only vendor that sells and installs remote alarm systems in this area. Getting a second quote is not possible.

The upgrades include:

- Sensaphone Sentinel (the remote dialer)
- Web-based user interface
- Battery backup built into the unit
- Multiple forms of alarm notifications (examples via voice call, text, or email)
- Power failure alarms
- Standard pump failure alarms
- Can periodically check on the status of the stations remotely
- There is an \$83.40 fee with each station after the first year of service

Suggested Motion:

Motion to approve the quote from Quality Flow Systems for lift station and water tower alarm system upgrades in the amount of \$19,896.00.

Norwood Young America



800 6th 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:** 12/06/2022

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

Lead Time: 2 Weeks

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

Alarm Monitoring System;

This will consist of supplying and installing a new Sensaphone Sentinel cellular alarm monitoring system to allow you to remotely monitor your station status. This system will send alarm notifications to multiple personnel via voice call, text, or email. This system will also allow you to log into the alarm system and see pump runtimes and system conditions.

Item	Description	Qty	Net Each	Total Net
1	Trilane Lift Station: Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include: <ul style="list-style-type: none">1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone)12 InputsTemp. Sensing1 Output Relay1 Input Contact, 2.8K, 10K, 4-20mAWeb Page Personalized to City Station LayoutRemote Access from Any Web Based DeviceUnlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of UsersData Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs.Internal Back-up Battery – Can Run Up to 8 Hrs.	1	\$2,487.00	\$2,487.00
1	Installation / Tie in of Alarm Contacts & Inputs			
1	Ethernet Cable 5'			
A/R	Relays / Terminals / Wire Mods.			

Item	Description	Qty	Net Each	Total Net
	1 Web Page Programming			
	1 Freight to Jobsite			
2	West Court Lift Station: Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include: <ul style="list-style-type: none"> 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) 12 Inputs Temp. Sensing 1 Output Relay 1 Input Contact, 2.8K, 10K, 4-20mA Web Page Personalized to City Station Layout Remote Access from Any Web Based Device Unlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of Users Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. Internal Back-up Battery – Can Run Up to 8 Hrs. 1 Installation / Tie in of Alarm Contacts & Inputs 1 Ethernet Cable 5' A/R Relays / Terminals / Wire Mods. 1 Web Page Programming 1 Freight to Jobsite	1	\$2,487.00	\$2,487.00
3	Elm Street Lift Station: Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include: <ul style="list-style-type: none"> 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) 12 Inputs Temp. Sensing 1 Output Relay 1 Input Contact, 2.8K, 10K, 4-20mA Web Page Personalized to City Station Layout Remote Access from Any Web Based Device Unlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of Users Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. 	1	\$2,487.00	\$2,487.00

Item	Description	Qty	Net Each	Total Net
	<ul style="list-style-type: none"> Internal Back-up Battery – Can Run Up to 8 Hrs. 1 Installation / Tie in of Alarm Contacts & Inputs 1 Ethernet Cable 5' A/R Relays / Terminals / Wire Mods. 1 Web Page Programming 1 Freight to Jobsite			
4	Railroad Lift Station: Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include: <ul style="list-style-type: none"> 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) 12 Inputs Temp. Sensing 1 Output Relay 1 Input Contact, 2.8K, 10K, 4-20mA Web Page Personalized to City Station Layout Remote Access from Any Web Based Device Unlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of Users Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. Internal Back-up Battery – Can Run Up to 8 Hrs. 1 Installation / Tie in of Alarm Contacts & Inputs 1 Ethernet Cable 5' A/R Relays / Terminals / Wire Mods. 1 Web Page Programming 1 Freight to Jobsite	1	\$2,487.00	\$2,487.00
5	Serenity Lift Station: Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include: <ul style="list-style-type: none"> 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) 12 Inputs Temp. Sensing 1 Output Relay 1 Input Contact, 2.8K, 10K, 4-20mA Web Page Personalized to City Station Layout Remote Access from Any Web Based Device Unlimited Number of Emails, Texts, or Phone 	1	\$2,487.00	\$2,487.00

Item	Description	Qty	Net Each	Total Net
	<p>Calls for Alarm Notifications to Unlimited Amount of Users</p> <ul style="list-style-type: none"> Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. Internal Back-up Battery – Can Run Up to 8 Hrs. <p>1 Installation / Tie in of Alarm Contacts & Inputs</p> <p>1 Ethernet Cable 5'</p> <p>A/R Relays / Terminals / Wire Mods.</p> <p>1 Web Page Programming</p> <p>1 Freight to Jobsite</p>			
6	<p>Tacoma Lift Station:</p> <p>Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include:</p> <ul style="list-style-type: none"> 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) 12 Inputs Temp. Sensing 1 Output Relay 1 Input Contact, 2.8K, 10K, 4-20mA Web Page Personalized to City Station Layout Remote Access from Any Web Based Device Unlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of Users Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. Internal Back-up Battery – Can Run Up to 8 Hrs. <p>1 Installation / Tie in of Alarm Contacts & Inputs</p> <p>1 Ethernet Cable 5'</p> <p>A/R Relays / Terminals / Wire Mods.</p> <p>1 Web Page Programming</p> <p>1 Freight to Jobsite</p>	1	\$2,487.00	\$2,487.00
7	<p>North Water Tower:</p> <p>Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include:</p> <ul style="list-style-type: none"> 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) 12 Inputs Temp. Sensing 	1	\$2,487.00	\$2,487.00

Item	Description	Qty	Net Each	Total Net
	<ul style="list-style-type: none"> • 1 Output Relay • 1 Input Contact, 2.8K, 10K, 4-20mA • Web Page Personalized to City Station Layout • Remote Access from Any Web Based Device • Unlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of Users • Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. • Internal Back-up Battery – Can Run Up to 8 Hrs. 1 Installation / Tie in of Alarm Contacts & Inputs 1 Ethernet Cable 5' A/R Relays / Terminals / Wire Mods. 1 Web Page Programming 1 Freight to Jobsite			
8	South Water Tower: Sensaphone, Model Sentinel Ethernet Alarm Dialer to Include: <ul style="list-style-type: none"> • 1 Year Sentinel Premium Ethernet Subscription, Hosting of Website, and Data Cloud Included in the Quoted Price (after the 1st year of service there will be a \$83.40 charge per unit for the above listed services, that will be set up between the city and Sensaphone) • 12 Inputs • Temp. Sensing • 1 Output Relay • 1 Input Contact, 2.8K, 10K, 4-20mA • Web Page Personalized to City Station Layout • Remote Access from Any Web Based Device • Unlimited Number of Emails, Texts, or Phone Calls for Alarm Notifications to Unlimited Amount of Users • Data Logging – Unlimited Number of Samples Stored on Sentinel Servers, Programmable From 1 Min. to 24 Hrs. • Internal Back-up Battery – Can Run Up to 8 Hrs. 1 Installation / Tie in of Alarm Contacts & Inputs 1 Ethernet Cable 5' A/R Relays / Terminals / Wire Mods. 1 Web Page Programming 1 Freight to Jobsite	1	\$2,487.00	\$2,487.00
			Total:	\$19,896.00 +any applicable tax

Exclusions:

Ethernet connection point in control panels and water towers is provided by others.

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

SENSAPHONE®

REMOTE MONITORING SOLUTIONS

Sentinel

Web Based Monitoring & Management



ASSURANCE

COUNTLESS INDUSTRIES DEPEND ON SENSAPHONE FOR THE MOST COMPREHENSIVE REMOTE MONITORING SOLUTIONS AVAILABLE. WHEN YOU NEED TO BE ABSOLUTELY SURE A REMOTE SITE IS STABLE, SECURE, AND MONITORED AROUND THE CLOCK, THERE'S NO SUBSTITUTE FOR CERTAINTY.

Easy to use – everyday

The Sentinel is so easy to use - anyone can figure it out. If not, we offer free tech support to walk you through it.

We've got a sensor for that

Sensaphone has a sensor for monitoring everything from climate conditions to security and more.

Your business is our business

With over 350,000 systems installed worldwide, we've put Sensaphone to the test in just about every application imaginable.

Suggested Applications



Water & Wastewater

Use your Sentinel to monitor levels, power failure and other critical conditions in water and wastewater applications.



Agriculture

Know that the temperature, humidity, and other environmental conditions where plants or animals live are in check while you're away.



Vaccine & Medical Storage

Don't wait until the morning to find out your freezer has stopped running. The Sentinel will e-mail you as soon as the temperature rises above the temperature you set.

Sentinel

Features and Specifications

Ethernet

Receive an e-mail, phone call or text message alerts when an alarm has been detected. Or check the Sentinel's website to view current status.

Power

Included power failure monitoring.

Battery Backup

Rest easy knowing that even if the power goes out, the Sentinel will keep monitoring and sending alarms.

Output

Included relay output can switch local devices on/off based on alarm activity.

Inputs

Monitor up to twelve different environmental conditions.

LED Indicators

For a quick local check of sensor status.

Web Services

Easily manage an unlimited number of devices from one account. Store an unlimited number of data logged records.

Contact
Series

2.8K
Series

10K
Series

4-20mA
Series

Go Cellular

Sentinel is also available with an optional cellular modem for operation in locations where telephone or internet service is unobtainable. Deploy devices wherever you need them and enjoy real-time connectivity and alarm notification through the Sensaphone.net cloud system. Choose from a variety of providers including Verizon, AT&T and T-Mobil.

SENSAPHONE®
901 TRYENS ROAD
ASTON, PA 19014

PH: 877-373-2700
F: 610-558-0222

WWW.SENSAPHONE.COM

Distributed By:

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SENSAPHONE®

REMOTE MONITORING SOLUTIONS

Sentinel

Technical Specifications



ALARM NOTIFICATION METHODS:

- E-Mail, Text Messages, Voice Phone Calls
- Programmable alarm escalation levels
- Comprehensive scheduling per input, profile, and alarm destination
- Unlimited number of User Profiles
- Multiple contact types per user

INPUTS:

- 12 Universal Inputs
 - Normally Open / Normally Closed Dry Contact
 - 2.8K / 10K Thermistor
 - 4-20mA Current Loop
 - Pulse Count
 - 12 Bit Resolution

RELAY OUTPUT:

Programmable. Rated for 1A 30VAC/ 1A 30VDC

DATA LOGGING:

- Unlimited samples securely stored on the Sentinel servers
- Programmable sampling Interval - 1 min to 24 hrs
- User programmable channel selection

COMMUNICATION PORTS:

Ethernet 10/100Base-T

BATTERY BACKUP:

4.8V 2000mAHr NiMh Battery pack (included)

LOCAL INDICATORS:

- 12 Alarm Status LEDs
 - Power LED • Online LED
 - Standby LED • Ethernet link and Activity LEDs

POWER REQUIREMENTS:

Comes with 12VDC plug-in power supply.
(International power options available).

ENVIRONMENTAL:

Operating Humidity:

0-90% RH, non-condensing

Operating Temperature:

32° to 122°F | 0° to 50°C

PHYSICAL:

Dimensions:

5.5 x 5.5 x 1.5" | 140 x 140 x 38mm

Weight: 1 lb. | .45kg

Dimensions with Enclosure:

13.5 x 11.25 x 5.625" | 343 x 286 x 143mm

Weight: 8.8 lbs. | 4 kg

STANDARDS:

FCC Part 15 – Class A Compliant

ENCLOSURE:

Durable powder coated metal housing suitable for wall or panel installation.

NEMA-4 rated plastic housing when ordered with the cellular modem.

