



CITY COUNCIL AGENDA

February 27, 2023

5:00 p.m.

Workshop

6:00 p.m.

City Council EDA Meeting & City Council Meeting

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

WORKSHOP

1. CALL THE WORKSHOP TO ORDER
 - 1.1 Commission Roles
 - 1.2 Council Roles

EDA

2. CALL A MEETING OF THE EDA TO ORDER
 - 2.1. Pledge of Allegiance
 - 2.2. Approve Agenda
 - 2.3. Approve the minutes of January 23, 2023
 - 2.4. Adjournment

CITY COUNCIL MEETING

3. CALL A MEETING OF THE CITY COUNCIL TO ORDER
4. APPROVE AGENDA
5. 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.)
6. 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.)
 - 6.1. Approve minutes of February 13, 2023, City Council Meeting
 - 6.2. Approve Payment of Claims
 - 6.3. Commissioner Approval
 - 6.4. Transient Merchant—Elephant Joe's
 - 6.5. Fire Department hiring recommendation—Dan Schultz
7. PUBLIC HEARING
 - 7.1. Petition to Vacate Certain Drainage and Utility Easements at 250 Industrial Boulevard—Karen Hallquist, Community and Economic Development Director

Announce Public Hearing—Mayor Lagergren

Motion to Open Public Hearing

Public Comment

Motion to Close Public Hearing

Council Discussion

- 7.2. Resolution 2023-08 - Petition to Vacate Certain Drainage and Utility Easements at 250 Industrial Boulevard—Karen Hallquist, Community and Economic Development Director

8. OLD BUSINESS

9. NEW BUSINESS

- 9.1. Resolution 2023-07 A Resolution Receiving Feasibility Report and Calling for a Public Hearing for the 2023 Infrastructure Improvement for Merger Street—Josh Eckstein, Bolton & Menk
- 9.2. Street & Utility Reconstruction Scoping—Funding Request — Josh Eckstein, Bolton & Menk
- 9.3. Old Town Bid Review—Administrator Aukrust

10. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

11. ADDITIONAL INFORMATION—The following informational items have been included in the Council packet for informational purposes, council review, and discussion. No action is required by the City Council.

- Investment Memo—Angela Brumbaugh, Clerk-Finance Director
- CIP Workshop Monday, March 13th at 5:00 PM—Brad Falteysek, Abdo
- Mayor Lagergren, Councilmember McPadden, Karen Hallquist, and Administrator Aukrust will attend City Day on the Hill—March 9th

12. ADJOURNMENT

UPCOMING MEETINGS / EVENTS

March 3, 2023	NYA Food Distribution	2:00-3:00 PM
March 7, 2023	Planning Commission Meeting	6:00 PM
March 8, 2023	Economic Development Commission Meeting	6:00 PM
March 13, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM
March 16, 2023	Sr. Advisory	9:00 AM
March 21, 2023	Park and Recreation Commission Meeting	5:15 PM
March 27, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM



ECONOMIC DEVELOPMENT AUTHORITY MINUTES

January 23, 2023 – 6:00 PM

City Council Chambers

310 Elm Street West

Norwood Young America MN 55368

Attendance:

ATTENDEES: Carol Lagergren, Charlie Storms, Alan Krueger, Mike McPadden, and Brooke Allen

ABSENT:

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

OTHERS:

2. Call EDA Meeting to Order

Mayor Lagergren called the EDA meeting to order at 6:00 PM with five members present.

2.1 Pledge of Allegiance

The Pledge of Allegiance was said by all present

2.2 Approve Agenda

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

2.3 Approve minutes of November 28, 2022 meeting

Motion: CS/MM to approve the minutes as submitted. Motion passed 5-0.

2.4 Adjournment

Motion: MM/CS to adjourn at 6:00 PM. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Angela Brumbaugh, Clerk/Finance Director



CITY COUNCIL MINUTES

February 13, 2023
City Council Meeting
City Council Chambers
310 Elm Street W.
Norwood Young America, MN 55368

Attendance:

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

ABSENT:

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

OTHERS: Nick Anhut (Ehlers), Jay Squires (City Attorney), Bryan Rehnalt, Emie Fero, Brent Fero, Alex Urness, Katie Pugh, Fletcher Ojeda, Everett Pugh, Valerie Ojeda

1. CALL A MEETING OF THE CITY COUNCIL TO ORDER

Mayer Lagergren called the meeting to order at 6:00 pm with all members present.

1.1. Pledge of Allegiance – *was recited by all.*

2. APPROVE AGENDA

CS/MM motion to approve the agenda as printed. Motion passed 5-0.

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.)

- Resident Bryan Rehnalt, 1015 Lakewood Trail, has concern regarding trailers parking on streets in his neighborhood
- Provided pictures and addressed feelings of potential loopholes in the parking ordinance and safety concerns

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 January 23, 2023, City Council Meeting Minutes

4.2. Approve Payment of Claims

4.3. December 2023 Meeting Schedule Amendment

CS/AK motion to approve the agenda as printed. Motion passed 5-0.

5. PUBLIC HEARING – *no hearing*

6. OLD BUSINESS

6.1 Bond Sale: Industrial Park land purchase -Nick Anhut

- Tax abatement bonds issued to finance acquisition of land and expand Tacoma Industrial Park

- Approval received from a public hearing last fall
- 2 bids – 20-year repayment schedule
- \$2,165,000 for land/financing costs
- Interest payment due February 1, 2024
- Average payment is \$177,000
- State requires levy of 105% = \$186,000
- March 9th - date to receive funds
- 7-year call date – could pay off without penalty or refinance at that time

AK/CS motion to Approve Resolution No 2023-06, A Resolution Awarding the Sale of Taxable General Obligation Tax Abatement Bonds, Series 2023a, in the Original Aggregate Principal Amount of \$2,165,000; Fixing their Form and Specifications; Directing their Execution and Delivery; and Providing for their Payment. Motion passed 5-0.

6.2 Presentation of hazardous building conditions—Masonic Building, Karen Hallquist,

Community and Economic Development Director

- Since 2000 owner received multiple notices: health and safety, building code issues
- Multiple cat issues, Humane Society has been called multiple times, and certified letters sent to owner each time
- Metro West did interior inspection in 2011 and gave a recommendation to owner, Howe, and Council to do repairs within a certain timeframe, another done in 2012
- 2011 Resolution calling it a hazardous building
- 2013 asbestos reported and lead paint

6.3 Blight property options—City Attorney, Jay Squires and Administrator Aukrust

- Two tangible options
 1. Pursue hazardous building process
 - Adopt a resolution to declare property hazardous - last one done 10 years ago, should get current information/inspection
 - Resolution would declare property hazardous
 - Direct property owner to make improvements
 - Authorize razing the building
 - Property owner can deny allegations and could take us to court
 - Could assess the money used to raze it
 2. Acquire property through eminent domain
 - If property acquired by eminent domain, you have to offer the property back to previous owner at the lower of fair market value before you can offer to 3rd party
 - Wouldn't need to have as comprehensive an assessment because it was done previously but reaffirming
 - Need permission to go in or ask the Court to allow us to inspect the property
 - Building inspector is lined up for the 24th of February

CS/AK motion to direct City Attorney Squires and City Administrator Aukrust to move forward on option 1 to raze the building via the hazardous building law. Motion passed 5-0.

6.4 Old Town update—Administrator Aukrust

- Bid packet went out on February 8th, due February 23rd
- 5 General contractors showed up at walk-through and several subcontractors

7. New Business

7.1. Investments – Angela Brumbaugh, Clerk/Finance Director

- Would like to reinvest RBS money market funds into CDs to keep having investments mature each year, in case that money is needed

MM/CS motion to approve investing the funds at RBC Management in the money market fund into other investments. Motion passed 5-0.

7.2. Pay Equity Report – Angela Brumbaugh, Clerk/Finance Director

- Have to report every 3 years

- Done by David Drown & Associates, comply based on T-test
- CS/AK motion to approve the Pay Equity Implementation Report. Motion passed 5-0.*

8. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

- Allen – Parks & Rec meets next Tuesday
- Storms – Planning met last Tuesday and discussed business dealings, 2023 goals, Comp Plan amendment, and Industrial park updates
- Krueger – John Fahey was elected chairman at Metro Mobility. Emphasis on Scott County HopScott and the four things they do, looking for more volunteers.
- Lagergren – EDC met February 8th, have new businesses and ribbon cuttings. May 3rd EDC is sponsoring New Business Seminar, featuring a speaker with an opportunity for businesses to discuss with other businesses that have grown, and moved from home to brick and mortar. Planning meeting discuss Hwy 212 for Summer 2024 and finish by Fall 2026
- McPadden – Fare for All, sponsored by All Saints, opportunity to buy food at lower prices. Not a pick-and-choose option, premade boxes of meat and fresh produce. 112 orders, twice what workers thought they would get.
- Aukrust – City-wide cleanup set for Saturday, April 29th from 8 a.m. – 10 a.m. at Central Elementary parking lot, city residents only. Carver County's special waste collection will be Saturday, May 20th, 8 a.m. – 12 p.m. at Carver County Public Works Facility in Cologne due to the construction at the school. Hockey rink closed due to slush and warm weather.

9. ADJOURNMENT

CS/BA motion to adjourn at 6:55 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: February 27, 2023

Payroll EFT

Check #	507800 - 507815	\$	24,638.25
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Voided Checks

Check #

Prepays

Check #

Claims Pending Payment

Check #	33994 - 34027	\$	66,367.02
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Cardmember e-check

Grand Total	\$	<u>91,005.27</u>
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NORWOOD YOUNG AMERICA

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*Check Detail Register©

Batch: 02272023claims

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
33994	02/27/23	AMERICAN ENVIRONMENTAL LLC			
E 602-49450-221		Repair/Maintenance Equip	\$2,074.64	2946	INSPECTION OF SANITARY SEWER
		Total	\$2,074.64		
33995	02/27/23	ARNOLDS OF GLENCOE, INC.			
E 101-43100-221		Repair/Maintenance Equip	\$92.29	P55235	END, ROD
		Total	\$92.29		
33996	02/27/23	BOLTON & MENK, INC			
E 101-41500-303		Engineering Fees	\$1,692.00	306324	2023 PAVEMENT REHAB
E 101-41500-303		Engineering Fees	\$421.50	306326	INDUSTRIAL PARK EXPANSION
E 601-49400-303		Engineering Fees	\$773.65	306327	WELLHEAD PROTECTION
E 101-41500-303		Engineering Fees	\$30.00	306328	250 INDUSTRIAL BLVD
E 101-41500-303		Engineering Fees	\$240.00	306328	MISC ENGINEERING
		Total	\$3,157.15		
33997	02/27/23	BOND TRUST SERVICES CORP.			
E 601-49400-604		Bond Service Charge	\$237.50	76914	GO BOND 2012A
E 602-49450-604		Bond Service Charge	\$237.50	76914	GO BOND 2012A
E 520-49330-604		Bond Service Charge	\$475.00	76915	GO BOND 2013A
E 521-49330-604		Bond Service Charge	\$475.00	76916	GO BOND 2016A
E 522-49330-604		Bond Service Charge	\$475.00	76917	GO BOND 2020A
E 524-49330-604		Bond Service Charge	\$475.00	76918	GO BOND 2022A
		Total	\$2,375.00		
33998	02/27/23	CARDMEMBER SERVICE			
E 101-43100-208		Medical-Physicals	\$59.90		TRUSTED EMPLOYEE
E 101-41320-433		Dues and Subscriptions	\$240.00		VIMEO
E 101-41400-200		Office Supplies	\$45.98		VOICE RECORDER
E 101-41320-430		Miscellaneous	\$46.20		SAC LUNCH & LEARN
E 101-41320-350		Print/Publishing/Postage	\$446.98		JAN NEWSLETTER
E 101-41400-200		Office Supplies	\$15.88		CARRYING CASE
E 101-41320-430		Miscellaneous	\$196.13		SAC LUNCH & LEARN
E 101-41110-430		Miscellaneous	\$42.00		COUNCIL EMAIL
E 101-43100-221		Repair/Maintenance Equip	\$33.35		STREAMLIGHT FLASHLIGHT
E 101-43100-221		Repair/Maintenance Equip	\$52.73		WEED BURNER
E 101-43100-221		Repair/Maintenance Equip	\$89.00		WATER PUMP
E 601-49400-350		Print/Publishing/Postage	\$5.40		POSTAGE
		Total	\$1,273.55		
33999	02/27/23	CARVER COUNTY RECORDER			
E 101-41320-350		Print/Publishing/Postage	\$46.00		FINAL PLAT TWIP 3RD ADDITION
E 101-41320-350		Print/Publishing/Postage	\$46.00		PAR REAL ESTATE VARIANCE
E 101-41320-350		Print/Publishing/Postage	\$46.00		CUP 232 MAIN ST E
E 101-41320-350		Print/Publishing/Postage	\$46.00		D&U EASEMENT TWIP
E 101-41320-350		Print/Publishing/Postage	\$46.00		FINAL PLAT TWIP 4TH ADDITION
E 101-41320-350		Print/Publishing/Postage	\$46.00		VARIANCE FOR AIR PRODUCTS
E 101-41320-350		Print/Publishing/Postage	\$46.00		VARIANCE MAX HEIGHT AIR PRODUCTS
E 101-41320-350		Print/Publishing/Postage	\$46.00		ORDERLY ANNEXATION AGREEMENT

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41320-350		Print/Publishing/Postage	\$46.00		CUP OUTDOOR STORAGE MARINA 13050 STEWART AVE
E 101-41320-350		Print/Publishing/Postage	\$46.00		CUP OUTDOOR STORAGE 4.0 BUS 13050 STEWART AVE
E 101-41320-350		Print/Publishing/Postage	\$46.00		CUP OUTDOOR STORAGE MARINA TWIP
E 101-41320-350		Print/Publishing/Postage	\$46.00		VARIANCE MAX HEIGHT GREENWOOD MARINA
E 101-41320-350		Print/Publishing/Postage	\$46.00		VARIANCE PARKING STALLS 117 RR ST W
E 101-41320-350		Print/Publishing/Postage	\$46.00		EXPANSION PERMIT 117 RR ST W
		Total	\$644.00		
34000	02/27/23	CENTERPOINT ENERGY			
E 101-45500-383		Gas Utilities	\$198.58		314 ELM STREET W
E 601-49400-383		Gas Utilities	\$752.77		104 3RD AVE SE
E 101-41940-383		Gas Utilities	\$503.88		310 ELM ST W
E 101-41940-383		Gas Utilities	\$124.06		318 ELM ST W
		Total	\$1,579.29		
34001	02/27/23	DELTA DENTAL			
G 101-21714		Dental Insurance	\$841.22		
		Total	\$841.22		
34002	02/27/23	FLOWMSP, INC			
E 101-42200-305		Other Professional Fees	\$1,100.00	2134	ANNUAL FIRE APP LICENSE FEE
		Total	\$1,100.00		
34003	02/27/23	HAWKINS INC			
E 101-49860-216		Chemicals and Chem Pro	\$30.00	6402224	SWIMMING POOL
E 601-49400-216		Chemicals and Chem Pro	\$10.00	6402664	WATER DEPT
E 602-49450-216		Chemicals and Chem Pro	\$20.00	6402715	WWTP
		Total	\$60.00		
34004	02/27/23	HEALTH PARTNERS			
G 101-21706		Hospitalization/Medical Ins	\$11,762.19		
		Total	\$11,762.19		
34005	02/27/23	HILTNER, ANDREW			
R 601-49400-36200		Miscellaneous Revenues	\$11.43		OVERPAYMENT OF FINAL BILL
		Total	\$11.43		
34006	02/27/23	HOME SOLUTIONS			
E 101-41940-223		Repair/Maintenance Bldg/	\$2.51		ELBOW
E 101-41940-223		Repair/Maintenance Bldg/	\$3.86		BATTERY
E 101-43100-210		Operating Supplies	\$37.76		KEYS
E 602-49450-221		Repair/Maintenance Equip	\$5.94		HOSE FOR JETTER
E 601-49400-200		Office Supplies	\$33.29		FILTER
E 101-43100-221		Repair/Maintenance Equip	\$36.80		
E 101-43100-210		Operating Supplies	\$18.70		
E 101-43100-221		Repair/Maintenance Equip	\$35.11		
E 101-41940-210		Operating Supplies	\$16.17		
E 101-41940-223		Repair/Maintenance Bldg/	\$135.31		
E 101-41940-223		Repair/Maintenance Bldg/	\$28.32		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41940-210		Operating Supplies	\$7.18		
E 601-49400-240		Small Tools and Minor Eq	\$28.34		
E 602-49450-240		Small Tools and Minor Eq	\$28.34		
		Total	\$417.63		
34007	02/27/23	LEAGUE OF MINNESOTA CITIES			
E 101-41110-331		Travel/Meeting Expense	\$99.00	377277	MCPADDEN
		Total	\$99.00		
34008	02/27/23	MAC QUEEN EQUIPMENT			
E 101-42200-221		Repair/Maintenance Equip	\$2,857.21	P11833	SCBA FLOW TEST & PARTS
		Total	\$2,857.21		
34009	02/27/23	MARCO TECHNOLOGIES LLC			
E 101-41400-437		Maintenance Contract	\$154.00	INV10804672	CONTRACT RATE
E 101-41400-437		Maintenance Contract	\$1,711.13	INV10920548	MANAGED IT
E 101-41400-437		Maintenance Contract	\$154.00	INV10921278	CONTRACT RATE
		Total	\$2,019.13		
34010	02/27/23	MAYER LUMBER CO. INC.			
E 101-43100-223		Repair/Maintenance Bldg/	\$210.33	226278	SHELVES AT SHOP
		Total	\$210.33		
34011	02/27/23	METRO FIBERNET LLC			
E 101-41940-321		Telephone	\$164.85		
E 601-49400-321		Telephone	\$52.43		
E 602-49450-321		Telephone	\$52.43		
E 101-42200-321		Telephone	\$52.43		
E 101-43100-321		Telephone	\$36.70		
E 101-45200-321		Telephone	\$15.73		
E 101-49860-321		Telephone	\$26.21		
E 101-41940-321		Telephone	\$78.64		
E 101-41300-321		Telephone	\$45.61		
E 101-41320-321		Telephone	\$45.61		
E 101-41400-321		Telephone	\$45.61		
E 101-46500-321		Telephone	\$15.20		
E 101-42100-321		Telephone	\$76.02		
E 101-45500-321		Telephone	\$76.02		
E 101-41940-321		Telephone	\$131.06		
E 601-49400-321		Telephone	\$52.43		
E 602-49450-321		Telephone	\$52.43		
E 101-42200-321		Telephone	\$52.43		
E 101-43100-321		Telephone	\$36.70		
E 101-45200-321		Telephone	\$15.73		
E 101-49860-321		Telephone	\$26.21		
E 101-41940-321		Telephone	\$78.64		
E 101-41300-321		Telephone	\$45.61		
E 101-41320-321		Telephone	\$45.61		
E 101-41400-321		Telephone	\$45.61		
E 101-42100-321		Telephone	\$76.02		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45500-321		Telephone	\$76.02		
		Total	\$1,517.99		
34012	02/27/23	MID-COUNTY CO-OP OIL ASSN			
E 101-43100-212		Motor Fuels	\$1,415.82	66380	WINTER DIESEL
		Total	\$1,415.82		
34013	02/27/23	NORTH AMERICAN SAFETY INC			
E 101-43100-211		Personal Protection Equip	\$1,032.08	INV74266	SWEATSHIRT, RAINUIT
E 601-49400-211		Personal Protection Equip	\$206.41	INV74266	SWEATSHIRT, RAINUIT
E 602-49450-211		Personal Protection Equip	\$206.41	INV74266	SWEATSHIRT, RAINUIT
E 101-43100-211		Personal Protection Equip	\$966.36	INV74304	T-SHIRT, VESTS
E 601-49400-211		Personal Protection Equip	\$193.27	INV74304	T-SHIRT, VESTS
E 602-49450-211		Personal Protection Equip	\$193.27	INV74304	T-SHIRT, VESTS
		Total	\$2,797.80		
34014	02/27/23	NORWOOD YOUNG AMERICA TIMES			
E 101-41400-350		Print/Publishing/Postage	\$97.20	932992	2023 BUDGET
E 101-41400-350		Print/Publishing/Postage	\$280.00	933343	BRIDAL GUIDE
E 101-41320-350		Print/Publishing/Postage	\$121.50	933805	250 INDUST EASEMENT
		Total	\$498.70		
34015	02/27/23	PERFORMANCE PLUS LLC			
E 101-42200-208		Medical-Physicals	\$312.00	123315	PREPLACEMENT MED EXAM
		Total	\$312.00		
34016	02/27/23	QUILL CORPORATION			
E 101-41400-200		Office Supplies	\$904.75	30645132	LASER AIO, LABELS, FILE FOLDER
		Total	\$904.75		
34017	02/27/23	RECTECH SALES AND SERVICE			
E 101-42200-221		Repair/Maintenance Equip	\$409.90	9513	BOBCAT UTV
E 101-43100-221		Repair/Maintenance Equip	\$39.95	9761	TRIP SPRING
		Total	\$449.85		
34018	02/27/23	SMSC ENTERPRISES			
E 101-43100-223		Repair/Maintenance Bldg/	\$6,800.00	SALES82	BRUSH GRINDING AT COMPOST SITE
		Total	\$6,800.00		
34019	02/27/23	SUN LIFE ASSURANCE COMPANY			
G 101-21707		Disability Insurance	\$573.54		STD/LTD
		Total	\$573.54		
34020	02/27/23	ULTIMATE SAFETY CONCEPTS, INC.			
E 101-42200-240		Small Tools and Minor Eq	\$249.32	204030	CYANIDE HCN/AIR
		Total	\$249.32		
34021	02/27/23	UNIQUE PAVING MATERIALS CORP			
E 101-43100-224		Street Maint Materials	\$846.60	71776	COLD MIX
		Total	\$846.60		
34022	02/27/23	UNUM LIFE INSURANCE CO			

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Batch: 02272023claims

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-21715		Life Ins	\$141.33		
G 101-21715		Life Ins	\$186.78		
		Total	\$328.11		
34023	02/27/23	US POSTAL SERVICE			
E 601-49400-350		Print/Publishing/Postage	\$194.37		MARCH WATER BILLS
E 602-49450-350		Print/Publishing/Postage	\$194.38		MARCH WATER BILLS
E 603-49500-350		Print/Publishing/Postage	\$194.37		MARCH WATER BILLS
		Total	\$583.12		
34024	02/27/23	FURY WACONIA FORD INC			
E 101-43100-221		Repair/Maintenance Equip	\$281.78	71905	SEAT CUSH SPORD
		Total	\$281.78		
34025	02/27/23	WATER CONSERVATION SERVICE INC			
E 601-49400-223		Repair/Maintenance Bldg/	\$1,265.35	12997	LEAK LOCATE
		Total	\$1,265.35		
34026	02/27/23	WM MUELLER & SONS INC			
E 494-43100-500		Capital Outlay	\$3,008.21		2ND AVE PAY REQUEST 7
		Total	\$3,008.21		
34027	02/27/23	XCEL ENERGY			
E 101-41940-381		Electric Utilities	\$2,105.22		
E 101-42200-381		Electric Utilities	\$360.04		
E 101-42500-381		Electric Utilities	\$14.46		
E 101-43100-380		Street Lighting	\$6,393.63		
E 101-43100-381		Electric Utilities	\$576.79		
E 101-45200-381		Electric Utilities	\$705.81		
E 101-45500-381		Electric Utilities	\$1,372.90		
E 601-49400-381		Electric Utilities	\$597.92		
E 602-49450-381		Electric Utilities	\$1,302.90		
E 101-49860-381		Electric Utilities	\$430.02		
E 101-43100-381		Electric Utilities	\$1.42		300 FAXON RD N
E 101-43100-380		Street Lighting	\$16.94		313 CENTRAL AVE S
E 101-45200-381		Electric Utilities	\$30.60		228 N UNION ST TRL LT
E 101-45200-381		Electric Utilities	\$51.37		228 N UNION ST TRL LT2
		Total	\$13,960.02		
		10100 CHECKING	\$66,367.02		

NORWOOD YOUNG AMERICA

02/24/23 3:41 PM

Page 6

*Check Detail Register©

Batch: 02272023claims

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

Fund Summary

10100 CHECKING

101 GENERAL FUND	\$52,481.64
494 2nd Ave PHASE II	\$3,008.21
520 2013 INFRASTRUCTURE	\$475.00
521 2016A GO	\$475.00
522 2020 GO Bond	\$475.00
524 2022a GO Bonds	\$475.00
601 WATER FUND	\$4,414.56
602 SEWER FUND	\$4,368.24
603 STORM WATER UTILITY	\$194.37
	<hr/>
	\$66,367.02



TO: Mayor Lagergren and City Council

FROM: Karen Hallquist, Community & Economic Development Director

DATE: February 27, 2023

SUBJECT: Commissioner Appointments

The following Commissioners have elected to continue their Commission seats for a three-year term as listed below:

Tom Simmons, NYA Senior Advisory Commission – Seat expires January 1, 2026
Connor Smith, NYA Economic Development Commission – Seat expires January 1, 2026
Andrea Gerth, NYA Economic Development Commission – Seat expires January 1, 2026

As an update, the Commissions seat availability is as follows:

NYA Planning & Zoning Commission – one seat available
NYA Economic Development Commission – two seats available
NYA Parks & Recreation Commission – full
NYA Senior Advisory Commission – five seats available

Recommended Motion:

Motion to approve the appointments of Tom Simmons, Connor Smith, and Andrea Gerth to their respective Commissions for a three-year term.

Norwood Young America



TO: Mayor Lagergren and Council Members

FROM: Angela Brumbaugh, Clerk/Finance Director

DATE: February 27, 2023

RE: Transient Merchant Application –Elephant Joe’s Coffee

The City received a Transient Merchant application from Mara J Habisch for Elephant Joe’s Coffee Truck. The coffee truck serves coffee, smoothies, and occasional baked goods. They have been coming to Norwood Young America since 2019. Their location is either approved by the property owner ahead of time or they will also attend events they have been asked to participate in.

Chapter 3 of the City Code states the following:

***Transient Merchant.** The term “transient merchant” shall mean a person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty store front for the purpose of exposing or displaying for sale, selling, or attempting to sell, and delivering, goods, wares, products, merchandise, or other personal property, and who does not remain or intend to remain in any one location for more than one hundred twenty (120) consecutive days.*

RECOMMENDATION:

A motion to approve the Transient Merchant Application from Mara Habisch, doing business as Elephant Joe’s Coffee, and not to exceed 120 consecutive days at any one location as listed in Chapter 3, Section 310 of the City Code.



TO: Mayor Lagergren and Council Members

FROM: Steve Zumberge, Fire Chief

DATE: February 27, 2023

RE: Firefighter Hiring – Dan Schultz

Personnel Committee and Fire Department members interviewed Dan Schultz. Dan is a certified Emergency Medical Technician with experience working for Ridgeview Ambulance service.

Consent Agenda Item:

Motion to hire Probationary Firefighter Dan Schultz, contingent upon him passing a physical, agility test, and a criminal background check.

Norwood Young America



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: February 27, 2023

RE: Resolution 2023-07 A Resolution Receiving Feasibility Report and Calling for a Public Hearing for the 2023 Infrastructure Improvement for Merger Street

Enclosed is the Feasibility Report from Bolton & Menk for the 2023 Infrastructure Improvement Project on Merger Street and Resolution 2023-07, *A Resolution Receiving Feasibility Report and Calling for a Public Hearing for the 2023 Infrastructure Improvement for Merger Street*. The Public Hearing will commence on Monday, March 27, 2023, at 6:00 p.m. in the Norwood Young America City Council Chambers. The hearing notice will be published in the City's legal newspaper, and mailed notices will be provided to the impacted property owners proposed to be assessed for the improvements. Josh Eckstein of Bolton & Menk will present the report to Council.

Recommended Motion:

Motion to approve Resolution 2023-07 Receiving Feasibility Report and Calling for a Public Hearing for the 2023 Infrastructure Improvement for Merger Street.

Norwood Young America

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2023-07**

**A Resolution Receiving Feasibility Report
and Calling for a Public Hearing for the 2023 Infrastructure Improvement
for Merger Street**

WHEREAS, pursuant to resolution of the council adopted January 23, 2023, a report has been prepared by the City Engineer with reference to the proposed Merger Street Infrastructure Improvement project, the street, drainage and utility improvement of Merger Street between Highway 212 and Hill Street, and this report was received by the council on February 27, 2023, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The council will consider the improvement of such improvements in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$999,928.
2. A public hearing shall be held on such proposed improvements on March 27, 2023, in the council chambers of the city hall at 6:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 27th day of February 2023.

Approved:

Carol Lagergren, Mayor

Attest:

Angela Brumbaugh, Clerk/Finance Director



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

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

*****M E M O *****

DATE: February 17, 2022
TO: Andrea Aukrust, City Administrator
FROM: Josh Eckstein, Bolton & Menk, Inc.
SUBJECT: Merger Street Infrastructure Improvement Project

Honorable Mayor and City Council Members:

The purpose of this memo is to request approval of the Merger Street Infrastructure Improvement Project feasibility study and to schedule the public improvement hearing.

If authorized to proceed, the Improvement Hearing would be scheduled for March 27, 2023. At that time the Council will consider ordering the improvements and authorizing preparation of plans and specifications.

Please let me know if you have any questions or require any additional information.



Real People. Real Solutions.

City of Norwood Young America

Merger Street Infrastructure Improvements Feasibility Report

February 17, 2023



Certification

Feasibility Report

For

Merger Street Infrastructure Improvements

City of Norwood Young America

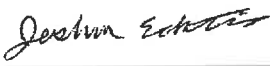
OC1.128833

February 17, 2023

Submitted by:

Bolton & Menk, Inc.
2638 Shadow Ln
Chaska, MN 55318
P: 952-448-8838
F: 952-448-8805

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By: 
Joshua Eckstein, P.E.
License No. 48224

Date: February 17, 2023

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I. EXECUTIVE SUMMARY

Background & Introduction

The impetus for this report is a request by the City of Norwood Young America to evaluate the feasibility of improvements to specifically identified City infrastructure components within the Merger Street area from Hill Street to Highway 212. The goal of these improvements is to renew and restore failing municipal infrastructure to new condition by means of reconstruction or replacement.

Proposed Improvements

All improvements addressed within this report are feasible from a technical standpoint. This study addresses issues with aging, substandard, or non-existent infrastructure including street pavement, sanitary sewer, watermain, and storm sewer facilities. The improvements recommended in this report are necessary to provide safe and adequate infrastructure and represent cost effective solutions for doing so.

1. Street Improvements

The proposed Merger Street improvements consist of full depth street reconstruction from the Hill Street to Highway 212. In general, the proposed street will match the existing street profile and width. The proposed street section will meet the City standard pavement section and will include curb and gutter matching the existing curb width, profile, and style. The proposed street dimensions are as follows:

- Merger Street
 - Curb and Gutter on Both Sides
 - 41-Foot Street Width

2. Storm Sewer Improvements

All existing storm sewer infrastructure is proposed to be replaced with new materials including manholes, catch basins, pipe and castings. Storm sewer within the roadway will be replaced in its approximate current location. Drain tile is also proposed to be included as part of the project improvements.

3. Watermain Improvements

Proposed watermain improvements include replacement of the existing watermain. All hydrants, gate valves and service lines are also proposed to be replaced as part of the project.

4. Sanitary Sewer Improvements

Proposed sanitary sewer improvements include replacement of existing gravity sewer manholes within the project area. A cured in place pipe (CIPP) lining project will be planned as part of this project to repair deficient sewer pipe.

Estimated Costs

Cost estimates have been prepared for the City infrastructure needs identified within the Merger Street project area. Detailed cost estimates are provided in Appendix B and summarized below:

Merger Street Infrastructure Improvements:

1) \$	642,288.76	Street Reconstruction Cost
2) \$	54,953.94	Storm Sewer Cost
3) \$	88,930.46	Sanitary Sewer Cost
4) \$	<u>213,755.03</u>	Watermain Cost
\$	999,928.19	Total Estimated Project Cost

II. INTRODUCTION

The impetus for this report is a request by the City of Norwood Young America to evaluate the feasibility of improvements and replacement of specifically identified City infrastructure components along Merger Street from Hill Street to Highway 212. The goal of these improvements is to renew and restore municipal infrastructure along Merger Street with proper and timely repairs and replacements.

This report is based on record drawings, aerial photography, City utility maps, topographical data, and City staff input. This report examines various potential infrastructure components within the Merger Street area from Hill Street to Highway 212. More specifically, this report reviews considerations for:

- Bituminous Pavement Surfacing Needs
- Transportation and Parking Needs
- Stormwater Conveyance System Needs
- Stormwater Quality Needs
- Wastewater System Facility Needs
- Water Supply System Needs
- Pedestrian Mobility Needs

Background

This Feasibility Study has been completed to identify the municipal infrastructure improvements and appropriate roadway rehabilitations needed within the proposed project area to better define project costs and impacts. The project area was identified and chosen by City staff based on priorities identified within the City's 2020 Street & Utility Reconstruction Projects Scoping Study and revised recommended projects memo dated September 9, 2022.

Overall Feasibility and Cost Effectiveness

All improvements addressed within this report are feasible from a technical standpoint. This study addresses issues with failing or non-existent infrastructure. The improvements are necessary to provide safe and adequate infrastructure and represent cost effective solutions for doing so.

III. PROPOSED IMPROVEMENTS

Street Improvements

The existing Merger Street typical section consists of approximately 41-foot wide bituminous street from Hill Street to Highway 212 with concrete curb and gutter on each side. The existing concrete curb and gutter is a B618 style curb. The existing pavement has many transverse and longitudinal cracks along some localized raveling and alligator cracking. Based on the existing pavement condition and the scope of the proposed utility work, the recommended repair method is full depth reconstruction. The proposed improvements are shown on Figure 1 in Appendix A and consist of full depth reconstruction of the street structural section from Hill Street to Highway 212. Adjacent driveways will also be reconstructed as necessary to match the reconstructed roadway. The proposed street section will be designed to accommodate residential traffic including 4.5-inches of bituminous pavement, 9-inches of aggregate base, 12-inches of select granular borrow, and geotextile fabric. Additional excavation may be necessary if poor subgrade soils are encountered. The

proposed street will also include new B618 concrete curb and gutter. Based on the City's assessment policy only the City standard street section, 4.5-inches of bituminous, 9-inches of aggregate base, and geotextile fabric, shall be assessed. The City standard street width is 34 feet. The existing perceived access point on the east side of Merger Street at Wilson Street is proposed to be removed, because a public road right of way does not exist in that location. A grass boulevard and B618 concrete curb and gutter is proposed to replace the driveway and mountable curb in that location.

The proposed street dimensions are as follows:

- Merger Street
 - B618 Concrete Curb & Gutter on both sides
 - 41.0-Foot Paved Street Width

The total project cost for the proposed street reconstruction is estimated to be \$642,289. Itemized cost estimates are included in Appendix B.

Storm Sewer Improvements

Existing drainage patterns and discharge locations will be maintained by this project. The existing stormwater conveyance system generally consists of concrete manholes and pipe which are in poor condition due to age. All components, pipe, manholes and castings, are proposed to be replaced in generally similar locations. Additional intakes will be evaluated and added if necessary. New castings, manhole chimneys, and drain tile will also be included as part of the project. Due to the size and nature of the project no stormwater treatment will be required as part of the project.

The total project cost for the Merger Street stormwater system improvements is estimated to be \$54,953. Itemized cost estimates are included in Appendix B.

Sanitary Sewer Improvements

Existing gravity sanitary sewer mains run along the centerline of the street from Hill Street to Highway 212. These lines are generally in fair condition and are recommended to be lined with a cured in place pipe (CIPP) as part of the project. All sanitary sewer manholes which are located within the project area are recommended to be replaced due to age and condition. These manholes are in poor condition with considerable groundwater infiltration.

The total project cost for sanitary sewer system improvements is estimated to be \$88,930. Itemized cost estimates are included in Appendix B.

Water System Improvements

Existing watermain consists of 6-inch pipe. The existing pipe is under sized based on today's standards which restricts available fire flow to the area. The exact age of the pipe is unknown but is likely 50 plus years old. It is likely that the existing main is constructed of cast iron or reinforced concrete pipe. Both of which, given the age of the pipe, can be brittle and easily broken when ground shifting occurs during winter and spring months. Given the proposed street will have a useful life of 50 plus years this segment of watermain, if left in place, would be a liability to the integrity of the system. Therefore, all existing watermain is proposed to be replaced with an 8-inch diameter PVC pipe. New isolation valves and hydrants will also be included in the design to bring the system up to current City standards and provide adequate fire protection for the adjacent neighborhoods. In addition to the mainline pipe, all individual property service lines are recommended to be replaced from the main to the existing curb stop.

The total project cost for the water system improvements is estimated to be \$213,755. Itemized cost estimates are included in Appendix B.

IV. FINANCING & FUNDING

Financing

Based on the assessment policy methodology, all of the components of the project presented in this report can be financed through the sale of a Chapter 429 Improvement Bond and meet the statutory requirement for a minimum assessable percentage of 20%. However, based on historical appraisal evaluations it is likely that the assessment amounts will be reduced below the 20% threshold and a combined bond approach will be required. The combined bond approach will allow a portion of the non-assessable improvements to be financed under a Chapter 115 Sanitary Sewer Revenue Bond, a Chapter 444 Water and Stormwater Revenue Bond, or another applicable bond ensuring the City is able to meet all statutory requirements. The Chapter 429 Bond is the most common financing method for local street reconstruction projects that contain assessments. The Financing & Funding table located at the end of this section shows that the estimated assessable percentage of the project with all components is 31.3% for the unit method.

It is recommended that the City discuss financing options in more detail with their financial consultant. Combining the financing of this project with other possible planned improvements or planned equipment purchases should also be evaluated and discussed.

Funding

This project is proposed to be funded with general City funds and special assessments imposed on benefiting properties. There are several funding sources proposed to be used to service the bond debt including the following:

- Property Tax Revenue
- Sewer Revenues
- Water Revenues
- Stormwater Revenues
- Special Assessments

MERGER STREET INFRASTRUCTURE IMPROVEMENTS

The total project costs for the proposed project are apportioned as follows:

		RECOMMENDED FUNDING SOURCE
Total Project Cost	\$999,928.18	
Standard Section Street Cost	\$413,046.43	
Extra Depth and Width Street Cost	\$229,242.34	General Fund
Storm Sewer Improvements	\$54,952.94	Stormwater Fund
Sanitary Sewer Cost	\$88,930.46	Sewer Fund
Watermain Cost	\$213,755.03	
<hr/>		
<i>Street Costs (Unit Method)</i>		
Standard Section Street	\$413,046.43	
City Contribution (50%)	\$206,523.21	

Assessable Portion (50%)	\$206,523.21	
Total Units	13.0	
Corner Lot Credit Units	1.25	
Assessment Basis Units	11.75	
Cost Per Unit	\$17,576.44	
Assessable City Units	1.25	
Total Assessable City Amount	\$21,970.55	
Total Assessed Amount	\$184,552.66	Special Assessments
Total City Cost	\$228,493.76	General Fund
<hr/>		
<i>Watermain Costs</i>	\$213,755.03	
City Contribution (50%)	\$106,877.52	
Assessable Portion (50%)	\$106,877.51	
Assessment Basis Units	8.0	
Cost Per Unit	\$13,359.69	
Total Assessed Amount	\$106,877.51	Special Assessments
Total City Cost	\$106,877.51	Water Fund
<hr/>		

DEBT SERVICE & PROPOSED FUNDING SOURCES TABLE
FOR
MERGER STREET INFRASTRUCTURE IMPROVEMENTS
2/17/2023

PROPOSED PROJECT COMPONENTS	TOTALS				DEBT SERVICE / FUNDING SOURCE							RECOMMENDED FINANCING OPTION
	TOTAL PROJECT COST	TOTAL ASSESS. AMOUNT	TOTAL CITY COST	TOTAL ASSESS. %	TOTAL DEBT SERVICE	DEBT SVC ASSMT REVENUE	DEBT SVC WATER FUND	DEBT SVC SEWER FUND	DEBT SVC STM SEWER FUND	DEBT SVC GENERAL FUND	TOTAL REVENUE	
STREET RECONSTRUCTION	\$642,289	\$206,523	\$435,766	32.2%	\$79,188	\$25,462				\$53,726	\$79,188	\$1,000,000 BOND
STORM SEWER/STORM TREATMENT	\$54,954	\$0	\$54,954	0.0%	\$6,775				\$6,775		\$6,775	
SANITARY SEWER	\$88,930	\$0	\$88,930	0.0%	\$10,964			\$10,964			\$10,964	
WATERMAIN	\$213,755	\$106,878	\$106,878	50.0%	\$26,354	\$13,177	\$13,177				\$26,354	
TOTALS:	\$999,928	\$313,401	\$686,527	31.3%	\$123,282	\$38,639	\$13,177	\$10,964	\$6,775	\$53,726	\$123,282	

Notes:

- 1.) All Debt Service Projections are Based on a 10-Year Bond At 3.0%. Actual Bond Term TBD by the City Council.
- 2.) Recommended Assessment Revenue Debt Service Will Be Based On Interest Rate 1.0% Above Bonding Cost (=3.0% + 1.0% = 4.0%) at the Selected Bond Term.

V. ASSESSMENTS

The project is proposed to be assessed to the benefiting properties in accordance with the adopted City Assessment Policy and annexation agreement as follows:

Street Reconstruction:	50% Assessed on a Unit Basis
Storm Sewer Reconstruction:	100% City Cost
Watermain:	50% Assessed on a Unit Basis
Sanitary Sewer:	100% City Cost

Figure 2 of Appendix A indicate the proposed assessment area. The estimated assessments for each property are tabulated on the estimated assessment roll located at the end of this section. A copy of the current City assessment policy is included in Appendix C of this report for reference.

The street reconstruction portion of the project is proposed to be assessed based on the Unit method. Assessments based on the unit method are calculated based on each property that is located within the project limits is assessed one unit per residential property and one unit per 75-feet, rounded down to the nearest unit, of frontage for other uses. Vacant lots are assessed one unit per lot. No City owned property exists within this project area. Multiple fronted parcels or corner lots, not located on a County or State road, are given a 50% credit for each side.

The watermain construction portion of the project is proposed to be assessed based on the unit method. The watermain proposed for reconstruction services single family and non-residential properties. Non-residential properties are converted to equivalent residential units (ERUs) based on the average annual water usage from the previous three years. These properties and the ERU calculations are as follows:

Property Number	Property Owner	Property Address	Annual Water Usage (Gal)	Daily Water Usage (Gal)	Daily Usage Per ERU (Gal)	Assessment Units
2	Cindy Joy Esselman	315 Merger St	11,533	32	275	1
3	Ross Investments LLC	222 Wilson St E	232,767	638	275	1
4	Copper Canyon Bar and Grill Inc	425 Merger St	54,967	151	275	1
5-6	Vernon Hoium	400 Merger St	9,033	25	275	2
7	Lazy Loons Lanes NYA LLC	305 Wilson St E	12,133	33	275	1
8	J & J Entities LLC	320 E Hill St	138,267	379	275	1

We recommend the City work with an independent firm to complete an assessment benefit evaluation of select properties within the project area. This evaluation will be used to determine final assessment amounts levied. Final assessment amounts will not exceed the benefit to each property as determined by this evaluation.

MERGER STREET INFRASTRUCTURE IMPROVEMENTS
PRELIMINARY ASSESSMENT ROLL
2/17/2023

PROP. NO.	OWNER	OWNER ADDRESS	PROPERTY ADDRESS	P.I.D.	UNIT	CORNER LOT UNIT CREDIT - PRIMARY	CORNER LOT UNIT CREDIT - SECONDARY	STREET ASSESSMENT UNIT	STREET ASSESSMENT ASSMT	WATERMAIN ASSESSMENT UNIT	WATERMAIN ASSESSMENT ASSMT	TOTAL ASSMT	*ANNUAL ASSMT PAYMENT	NOTES
1	JAMES & LESLIE ROBERTSTON	311 MERGER STREET	311 MERGER STREET	58680140	1.00	0.50		0.50	\$8,788.22	1.00	\$13,359.69	\$22,147.91	\$2,730.64	
2	CINDY JOY ESSELMAN	17481 325TH LN, HAMBURG, MN 55339	315 MERGER STREET	58610130	1.50	0.75		0.75	\$13,182.33	1.00	\$13,359.69	\$25,541.02	\$3,272.38	ASSESSED IN 2008 (SECONDARY UNIT)
3	ROSS INVESTMENTS LLC	PO BOX 717	222 WILSON ST E	58680070	1.50		0.75	0.75	\$13,182.33	2.00	\$25,713.36	\$35,901.71	\$4,919.52	ASSESSED IN 2008 (PRIMARY UNIT)
4	COPPER CANYON BAR AND GRILL INCORPORATED	519 W ELM ST	425 MERGER ST	58680090	2.00			2.00	\$35,152.89	1.00	\$13,359.69	\$46,512.58	\$5,981.16	
5	VERNON HOLM	4163 STINSON BLVD NE, COLUMBIA HEIGHTS, MN 55421	400 MERGER ST	58680071	3.50			3.50	\$61,517.55	1.00	\$13,359.69	\$74,977.24	\$9,231.69	
6	VERNON HOLM	4163 STINSON BLVD NE, COLUMBIA HEIGHTS, MN 55421	N/A	58680011	W/S			W/S	\$43,841.11	W/S	\$13,359.69	\$57,300.80	\$7,064.67	
7	LAZY LOON LAKES NYA LLC	8750 COUNTY ROAD 43, CHASKA, MN 55318	305 WILSON ST E	58610180	2.50		0.50	2.50	\$5,784.22	1.00	\$13,359.69	\$22,147.91	\$2,730.64	
8	J & J ENTITIES LLC	PO BOX 215	320 E HILL ST	58610200	1.00			1.25	\$21,970.55			\$21,970.55	\$2,708.77	
9	CITY OF NORWOOD YOUNG AMERICA													
Total Units					13.00	1.25	1.25	11.75	\$208,533.21	8.0	\$108,877.51	\$313,400.73		

Notes:
*Based on Inflation Rate 1% Above Bonding Cost (= 0.0% + 1.0% = 4.0%) and Term Equal to Bond Term (= 10 Years)

Primary Corner Lot Credit Unit
Assessment Basis Units



PROP. NO.	OWNER	PROPERTY ADDRESS
1	JAMES & LESLIE ROBERTSON	311 MERGER STREET
2	CINDY JOY ESSELMAN	315 MERGER STREET
3	ROSS INVESTMENTS LLC	723 WILSON ST E
4	COPPER CANYON BAR AND GRILL, INCORPORATED	425 MERGER ST
5	VERNON HOUIM	400 MERGER ST
6	LAZY LOOK LANES N/A LLC	N/A
7	J.A.J. ENTITIES LLC	305 WILSON ST E
8		320 E HILL ST

VI. PROJECT SCHEDULE / NEXT STEPS

The City should be aware of the following steps and requirements necessary to meet the requirements of MN Statute 429 that allows for a portion of the project costs to be assessed:

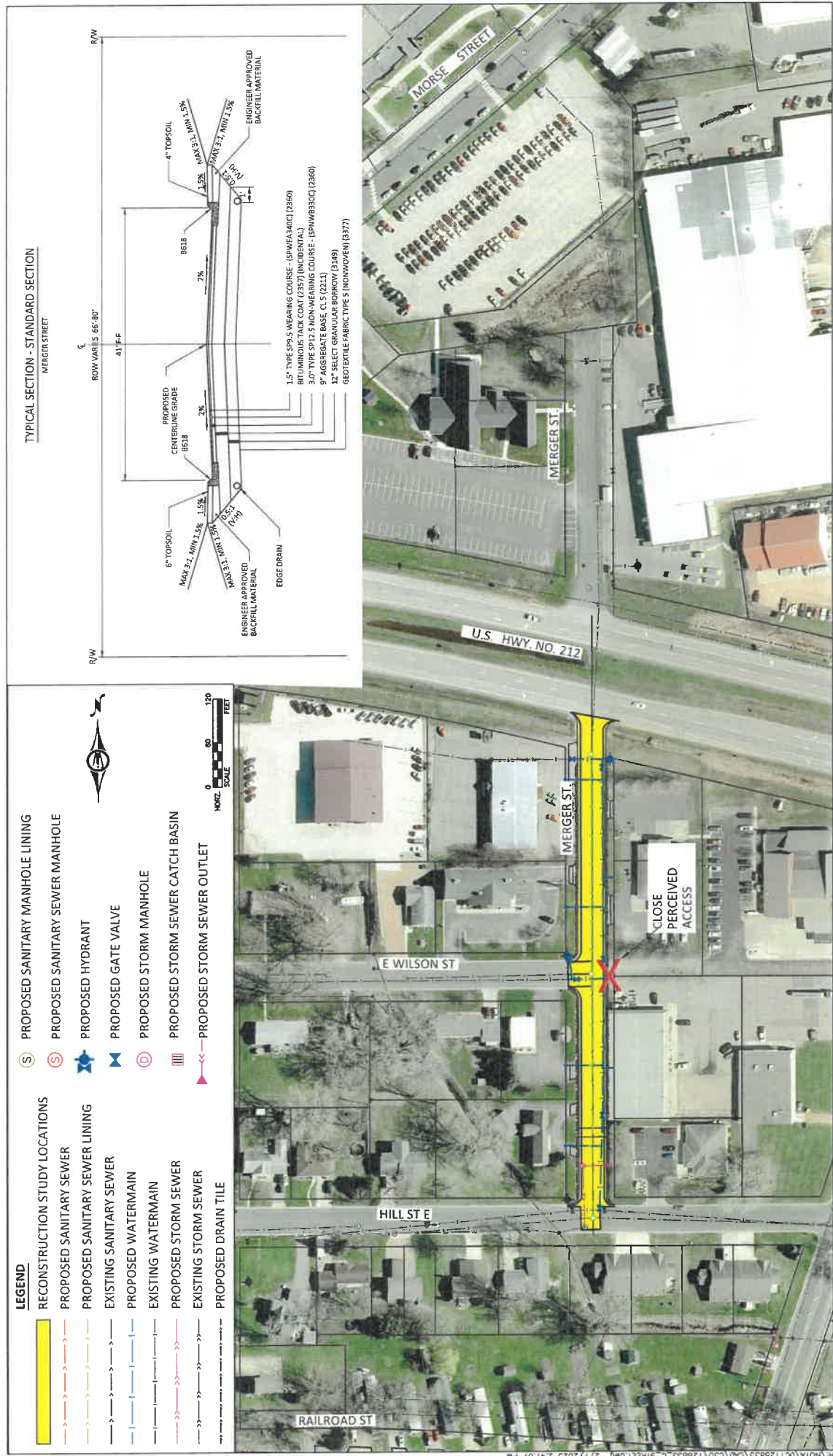
- City Council to approve the Feasibility Study and call for and conduct an Improvements Hearing.
- City Council to order the improvements (by 4/5ths vote) within 6 months of the Improvements Hearing.
- City Engineer to design, advertise and open bids. This step will take 4-6 months to complete.
- City Council to award the project. The construction contract must be signed within 12 months of ordering the improvements.
- Construction to occur (months of May to November only).
- City Council to call for and conduct an Assessment Hearing.

The following project schedule shows the necessary steps along with a tentative date to complete.

February 27, 2023	Present Study to the City Council
March 27, 2023	Conduct Public Hearing, Order Improvements
March - May 2023	Complete final design and plan reviews/approvals
May 2023	Advertise and bid project
June 2023	Award project, construction contracts
June - October 2023	Construct project
October 2023	Conduct Assessment Hearing
Summer 2024	Project closeout

Appendix A: Figures

STREET AREA
FEBRUARY 2023



Appendix B: Itemized Cost Schedule

MERGER STREET INFRASTRUCTURE IMPROVEMENTS
NORWOOD YOUNG AMERICA

ITEM NO.	ITEM DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT COST	TOTAL COST	CITY OF NORWOOD YOUNG AMERICA				STREET RECONSTRUCTION - ASSESSABLE				STREET RECONSTRUCTION - NON-ASSESSABLE				STORM SEWER				SANITARY SEWER				WATERMAIN				
						QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT			
1	MOBILIZATION	LUMP SUM	1	\$13,800.00	\$13,800.00	0.413	\$13,800.00	0.229	\$13,800.00	0.055	\$7,740.20											0.089	\$1,850.00	0.214	\$1,850.00					
2	REMOVE MANHOLE (SANITARY)	EACH	2	\$1,900.00	\$1,900.00																	2	\$1,850.00	6	\$1,850.00					
3	REMOVE CURB STOP & WATER SERVICE	EACH	6	\$400.00	\$2,400.00																			6	\$1,400.00					
4	REMOVE HYDRANT	EACH	2	\$950.00	\$1,900.00																				2	\$1,300.00				
5	REMOVE DRAINAGE STRUCTURE	EACH	3	\$750.00	\$2,250.00																									
6	REMOVE SIGN	EACH	8	\$180.00	\$1,440.00																									
7	REMOVE WATERMAIN	EACH	8	\$180.00	\$1,440.00																									
8	REMOVE PIPE SEWER (SANITARY)	LIN FT	650	\$18.00	\$11,700.00																									
9	REMOVE PIPE SEWER (STORM)	LIN FT	32	\$25.00	\$800.00																									
10	REMOVE CURB & GUTTER	LIN FT	1,280	\$11.00	\$14,080.00																									
11	REMOVE BITUMINOUS PAVEMENT	SQ YD	2,980	\$6.00	\$17,880.00																									
12	REMOVE BITUMINOUS DRIVEWAY/WALK	SQ YD	2,910	\$3.00	\$8,730.00																									
13	REMOVE CONCRETE DRIVEWAY/WALK	SQ FT	530	\$3.00	\$1,590.00																									
14	SALVAGE & REINSTALL MAILBOX	EACH	1	\$500.00	\$500.00																									
15	EXCAVATION - COMMON (P)	CU YD	2,546	\$27.00	\$68,742.00																									
16	EXCAVATION - SUBGRADE	CU YD	171	\$15.00	\$2,565.00																									
17	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	1,141	\$84.00	\$95,844.00																									
18	STABILIZING AGGREGATE 3" MINUS CRUSHED (CV)	CU YD	171	\$40.00	\$6,840.00																									
19	GEOTEXTILE FABRIC TYPE 5	SQ YD	3,565	\$2.50	\$8,912.50																									
20	SUBGRADE PREPARATION (P)	SQ YD	3,565	\$2.00	\$7,130.00																									
21	STREET SWEEPER WITH PICKUP BROOM	HOURL	24	\$250.00	\$6,000.00																									
22	AGGREGATE BASE (CV CLASS 5 (P))	CU YD	656	\$18.00	\$11,808.00																									
23	TYPE SP 12.5 WEARING COURSE MIX (3 C)	TON	270	\$100.00	\$27,000.00																									
24	TYPE SP 12.5 NON WEAR COURSE MIX (3 C)	TON	541	\$100.00	\$54,100.00																									
25	BITUMINOUS RAMP CURB EDGE	LIN FT	1,280	\$4.00	\$5,120.00																									
26	MILL BITUMINOUS RAMP CURB EDGE	LIN FT	1,280	\$2.00	\$2,560.00																									
27	EXPLORATORY EXCAVATION	HOURL	10	\$750.00	\$7,500.00																									
28	4" PRECAST CONCRETE HEADWALL	EACH	2	\$750.00	\$1,500.00																									
29	4" PERFE PVC PIPE DRAIN	LIN FT	1,180	\$18.00	\$21,240.00																									
30	4" PVC PIPE DRAIN CLEANOUT	EACH	6	\$350.00	\$2,100.00																									
31	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	156	\$75.00	\$11,700.00																									
32	CONNECT TO EXISTING SANITARY SEWER	EACH	4	\$2,500.00	\$10,000.00																									
33	CONNECT TO EXISTING STORM SEWER	EACH	1	\$2,500.00	\$2,500.00																									
34	4" PVC PIPE SEWER SDR 35	LIN FT	32	\$110.00	\$3,520.00																									
35	SANITARY SEWER SERVICE REPAIR	LIN FT	80	\$180.00	\$14,400.00																									
36	CURED IN PLACE PIPE (CIPP) APPROXIMATELY 6" MEASURE	LIN FT	682	\$40.00	\$27,280.00																									
37	LATERAL REINSTATEMENT (ANY SIZE)	EACH	6	\$225.00	\$1,350.00																									
38	PROTRUDING TAP TRIMMING (ANY SIZE)	EACH	2	\$500.00	\$1,000.00																									
39	CONNECT TO EXISTING WATER MAIN	EACH	3	\$2,500.00	\$7,500.00																									
40	HYDRANT	EACH	1	\$8,000.00	\$8,000.00																									
41	1" CORPORATION STOP	EACH	6	\$750.00	\$4,500.00																									
42	8" GATE VALVE & BOX	EACH	3	\$2,800.00	\$8,400.00																									
43	8" GATE VALVE & BOX	EACH	3	\$3,000.00	\$9,000.00																									
44	1" CURB STOP AND BOX	EACH	5	\$750.00	\$3,750.00																									
45	WATER SERVICE LID	EACH	4	\$1,000.00	\$4,000.00																									
46	1" HDPE SDR 9 SERVICE PIPE	LIN FT	233	\$15.00	\$3,495.00																									
47	5" PVC WATERMAIN CMO DR 18	LIN FT	90	\$50.00	\$4,500.00																									
48	5" PVC WATERMAIN CMO DR 18	LIN FT	685	\$65.00	\$44,825.00																									
49	4" POLYETHYLENE INSULATION	SQ YD	10	\$80.00	\$800.00																									
50	DUCTILE IRON FITTINGS	POUND	578	\$14.00	\$8,092.00																									
51	TEMPORARY WATER SYSTEM	LUMP SUM	1	\$5,000.00	\$5,000.00																									
52	CASTING ASSEMBLY (STORM)	EACH	4	\$1,000.00	\$4,000.00																									
53	ADJUST FRAME & RING CASTING (SANITARY)	EACH	2	\$1,000.00	\$2,000.00																									
54	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1 - 2X3	EACH	1	\$675.00	\$675.00																									
55	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1 - 2X3	EACH	2	\$1,750.00	\$3,500.00																									
56	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	2	\$3,000.00	\$6,000.00																									
57	CONSTRUCT MANHOLE (SAN)	EACH	3	\$3,000.00	\$9,000.00																									
58	EXTERNAL CHIMNEY SEAL (SAN)	EACH	3	\$125.00	\$375.00																									
59	5" BITUMINOUS DRIVEWAY/WALK	SQ FT	2,910	\$1.00	\$2,910.00																									
60	CONCRETE CURB & GUTTER DESIGN B916	LIN FT	1,280	\$12.00	\$15,360.00																									
61	CONCRETE DRIVEWAY/WALK	SQ YD	650	\$12.50	\$8,125.00																									

Appendix C: Assessment Policy

Public Improvement Assessment Allocation Schedule

<u>Improvement</u>	<u>Type of Construction</u>	<u>Method</u>
Curb & Gutter	New Development	100% of the cost assessed to abutting property owner on linear front footage or unit basis.
	Reconstruction (Complete)	50% of the cost assessed to abutting property owner on linear front footage. 50% of the cost to paid by City.
	Reconstruction (Spot Repair)	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Local Street	New Development	100% of the cost assessed to abutting property owner on linear front footage OR per unit basis.
	Reconstruction	50% of the cost to be assessed to abutting property owner on linear front footage OR per unit basis. 50% of the cost to paid by City.
Collector Street	New Development	100% of the cost of the construction cost of a city standard local street assessed to abutting property owner based on linear front footage OR per unit basis. City pays additional cost of construction above city standard local street.
	Reconstruction	50% of the cost of the construction cost of a city standard local street assessed to abutting property owner based on linear front footage OR per unit basis. City pays 50% of the cost of the construction of a city standard local street and additional cost of construction above a city standard local street.
Frontage Road	New Development	100% of the cost assessed to benefited area owner on front footage OR per unit basis.
	Reconstruction	100% of the cost assessed to benefited area owner on front footage OR per unit basis.
Intersection	New Development	100% of the cost to be assessed. Shall be included as part of street project.

<u>Improvement</u>	<u>Type of Construction</u>	<u>Method</u>
	Reconstruction	100% of cost to be included in overall cost of project prior to assessment apportionment in accordance with policy.
Multiple Fronted Parcels <ul style="list-style-type: none"> - Corner Lot - Double Fronted Lot - Large Parcels - Etc. 	Reconstruction	Front footage to be used in assessment methods described herein shall be calculated as follows: <ul style="list-style-type: none"> - 50% of the front footage on the “primary access” side of the parcel shall be assessed and 50% shall be credited. The credited front footage is rolled into the project and distributed to all property owners. - Plus 50% of the front footage on each of the remaining abutting sides of the parcel.
Alley	New Development	100% of the cost assessed to abutting property owner on linear front footage basis.
	Reconstruction	100% of the cost assessed to abutting property owner on linear front footage basis.
Sanitary Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of the cost to be paid by City.
Sanitary Sewer Service	New Development	100% of cost assessed to property owner.
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid by the city.
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Sanitary Sewer Oversizing	New Development	100% paid by City. (Materials cost above 8-inch pipe plus 20% for handling and installation)
	Reconstruction	100% paid by City. (Materials cost above 8-inch pipe plus 20% for handling and installation)
Lift Station	New Development	100% of the cost assessed to benefited area on a per unit basis.
Water Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	50% of the cost assessed to benefited area on unit basis. 50% of cost to be paid by City.
Water Service	New Development	100% of cost assessed to property owner.

<u>Improvement</u>	<u>Type of Construction</u>	<u>Method</u>
	Reconstruction (Including main)	50% of the cost assessed to benefited area on a unit basis. 50% of the cost to be paid by the city
	Reconstruction (Stand alone service replacement)	100% of cost assessed to property owner.
Water Oversizing	New Development	100% paid by City. (Materials cost above 8-inch pipe plus 20% for handling and installation)
	Reconstruction	100% paid by City. (Materials cost above 8-inch pipe plus 20% for handling and installation)
Storm Sewer Trunk/Lateral	New Development	100% of the cost assessed to benefited area on unit basis.
	Reconstruction	100% of the cost to be paid by City.
Storm Water Ponding	New Development	100% assessed to development.
	Maintenance	100% of the cost to be paid by City.
Street Lights	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	100% of the cost to be paid by City.
	Maintenance	100% of maintenance cost to be paid by City.
Street Signs	New Development	100% of material and installation cost on a unit basis paid by developer.
	Reconstruction	100% of maintenance cost to be paid by City.
Sidewalks	New Development	100% of cost assessed on a unit basis to development.
	Reconstruction	100% of cost to be paid by City.
Boulevard Trees	New Development	100% of cost paid by the Developer.
	Maintenance	100% paid by City.



TO: NYA City Council

FROM: Jared Johnson

DATE: February 27, 2023

APPLICANT: David Newman – Expert Construction

REQUEST: Resolution 2023-08 - Public Hearing: Petition to Vacate Certain Drainage and Utility Easements at 250 Industrial Boulevard

Background

The City Council approved a petition to vacate certain drainage and utility easements (dashed red line) at 250 Industrial Boulevard at their January 9th meeting. After approval, staff submitted the vacation and resolution for recording at Carver County. Survey staff at Carver County found the block number on the legal description needed to be changed from Block 2 to Block 3. Staff is requesting a new resolution with the updated easement description be approved. The updated resolution will nullify Resolution 2023-03 passed on January 9th.



Review

Per Minnesota State Statue 412.851, the City Council must conduct a public hearing regarding the proposed easement vacation after published and posted notice for the vacation. The notice was both published and posted.

Action

The City Council shall hold the public hearing, hear any public comments, close the public hearing and adopt Resolution 2023-08 authorizing the vacation of said easements.

Attachments

Resolution 2023-08

RESOLUTION NO. 2023-08

A RESOLUTION VACATING CERTAIN EXISTING DRAINAGE AND UTILITY EASEMENTS IN YOUNG AMERICA INDUSTRIAL PARK

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

WHEREAS this resolution amends and supersedes Resolution 2023-03 which was approved by the City Council on January 9, 2023, and;

WHEREAS, the City of Norwood Young America has received a petition from David Newman (the “Petitioner”) to vacate certain drainage and utility easements at 250 Industrial Boulevard (the “Property”) which is legally described as;

N 202' OF LOT 1 OLD #95.5500060 & INC: S 109.40' OF LOT 2 BLK 3 of Young America Industrial Park

and;

WHEREAS the certain existing drainage and utility easements petitioned to be vacated on the property are depicted on Exhibit “A” and legally described as;

The southerly 5 feet of Lot 2, Block 3, YOUNG AMERICA INDUSTRIAL PARK, according to the recorded plat thereof, Carver County, Minnesota.

AND

The northerly 5 feet of Lot 1, Block 3, YOUNG AMERICA INDUSTRIAL PARK, according to the recorded plat thereof, Carver County, Minnesota.

WHEREAS, pursuant to Minnesota Statute § 412.851, the City Council of Norwood Young America has conducted a public hearing to consider the vacation of such drainage and utility easements on the 27th day of February 2023, preceded by published and posted notice to consider the vacation of such drainage and utility easements by the petitioner and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, it appears that it is in the public interest to vacate certain drainage and utility easements as depicted in Exhibit “A”.

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

That such petition for vacation is hereby granted and the drainage and utility easement described as follows is hereby vacated:

The southerly 5 feet of Lot 2, Block 3, YOUNG AMERICA INDUSTRIAL PARK, according to the recorded plat thereof, Carver County, Minnesota.

AND

The northerly 5 feet of Lot 1, Block 3, YOUNG AMERICA INDUSTRIAL PARK, according to the recorded plat thereof, Carver County, Minnesota.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution and file notice of the vacation as required by law.

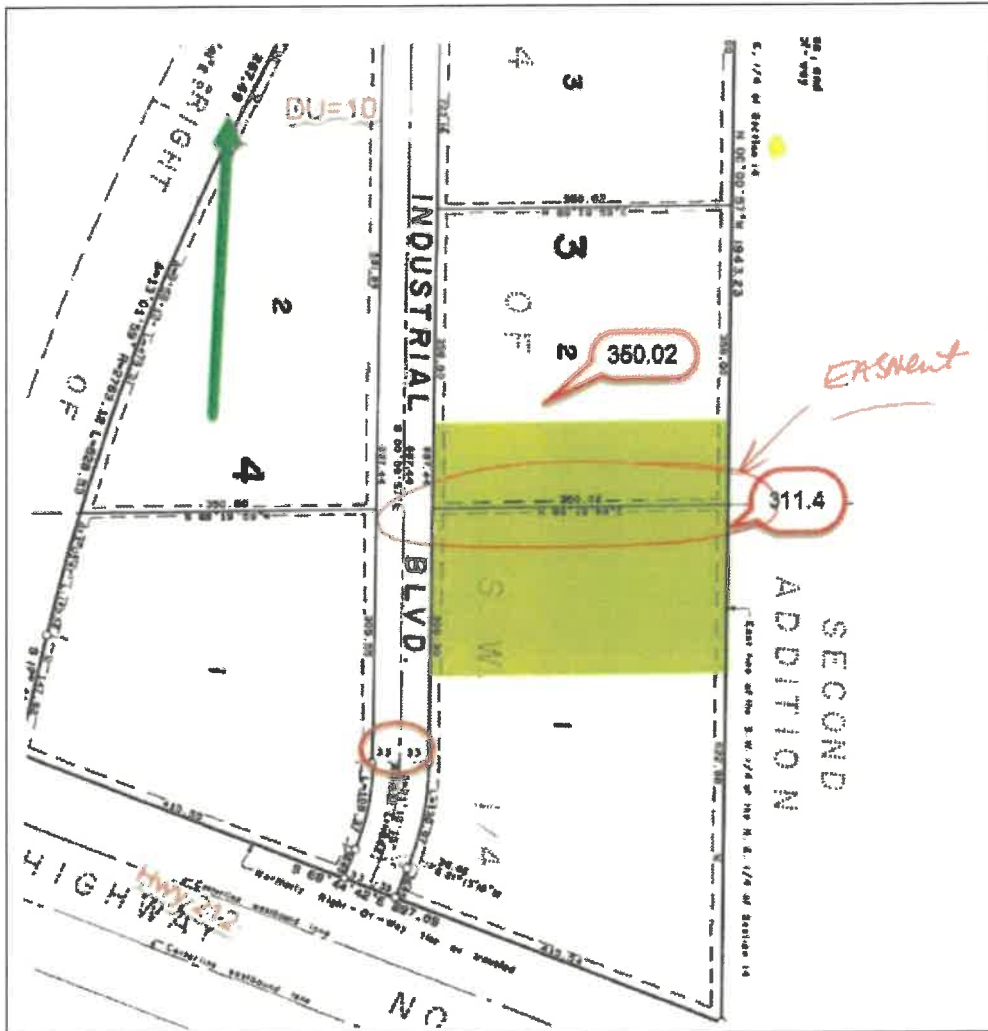
Passed by the City Council of Norwood Young America, Minnesota this 27th day of February, 2023.

Carol Lagergren, Mayor

ATTEST:

Angela Brumbaugh, City Clerk

EXHIBIT "A"





TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: February 27, 2023

RE: Street & Utility Reconstruction Scoping—Funding Request

Enclosed you will find the Street & Utility Reconstruction Scoping—Funding Request from Bolton & Menk. Josh Eckstein will present at the council meeting.

Recommended Motion:

Motion for Bolton & Menk to prepare the Drinking Water Revolving Fund applications for placement on the PPL list for the 4th Avenue SW (reconstruction of 4th Avenue from 7th Street to Highway 5) project and Railroad Street (reconstruction of Railroad Street from Faxon Road to Morse Street).

Norwood Young America



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

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

February 22, 2023

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

RE: Street & Utility Reconstruction Scoping – Funding Request

Dear Mrs. Aukrust:

Background:

As part of the City's continued pavement and infrastructure management efforts, a Street & Utility Reconstruction Scoping Study was completed to define the most pressing infrastructure needs within the City. Subsequently, projects identified within that document were reprioritized based on staff input and updated maintenance information. The Recommended Projects – Revised memo was developed which listed 5 projects of high priority to be completed over time. Project number 5, Merger Street, has been identified to be completed in 2023. All remaining projects on the priority list include watermain replacement which may be eligible for low interest financing.

The Minnesota Public Facilities Authority (PFA) and Department of Health (MDH) provides funding for drinking water infrastructure improvements to comply with the Safe Drinking Water Act. The Drinking Water Revolving Fund provides low interest loans to local agencies for eligible drinking water projects based on priorities determined by State Statute. Projects must be listed on the Project Priority List (PPL) as the first step to be eligible for funding. Once a project is placed on the PPL, it will stay on the list for up to 5 years at which time it will be dropped, and a reapplication will necessary. When a project on the PPL list is ready to move forward into design and construction, an application is required to get it placed into the Intended Use Plan (IUP). If the application to be placed on the IUP is successful and the project scores in the fundable range, it will receive funding for that specific fiscal year.

Recommendations:

We recommend that Drinking Water Revolving Fund applications be completed for placement onto the PPL list for the following two projects:

- 4th Avenue SW (reconstruction of 4th Avenue from 7th Street to Highway 5)
- Railroad Street (reconstruction of Railroad Street from Faxon Road to Morse Street)

Please note that the MDH will ultimately review the project scope and eligibility. This review may result in a portion of the project that may not be eligible for PFA financing. If the completion of these funding applications is approved, the deadline to submit is May 5th. I am available at your convenience to discuss this and answer any questions that you or the City Council may have.

Sincerely,
Bolton & Menk, Inc.

Joshua Eckstein, P.E.

cc: Jake Saulsbury, Bolton & Menk



To: Mayor Lagergren and Council Members
From: Angela Brumbaugh, Clerk/Finance Director
Date: February 27, 2023
Re: Investments

After the last meeting, Rosanne with RBC Wealth Management was able to secure the following investments for the city:

- \$300,000 – Government Bond at a rate of 5% maturing 07/30/2026 (Call protection 01/01/2024)
- \$245,000 – Certificate of Deposit at a rate of 4.85% maturing 05/28/2024 (not callable)
- \$245,000 – Certificate of Deposit at a rate of 4.85% maturing in 2027 (call protection 09/01/2023)
- \$230,000 – Government Bond at a rate of 5.5% maturing 2028 (call protection 08/01/2023)