



CITY COUNCIL AGENDA

May 8, 2023 –

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.)

- 3.1. Carver County Update—Commissioner John Fahey

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 April 24, 2023, City Council Meeting Minutes
- 4.2. Approve Payment of Claims
- 4.3. Planning Commissioner Appointment
- 4.4. Approve Solicitor Permit Application – Timothy Knuppel (MJW Mortgage)
- 4.5. Approve Lifeguards for the 2023 Season
- 4.6. Approve Liquor License Renewals for 2023-24
- 4.7. Approve Part-time Custodial Positions

5. PUBLIC HEARING

6. OLD BUSINESS

- 6.1

7. NEW BUSINESS

- 7.1. Old Town Bid Review and Discussion—Administrator Aukrust
- 7.2. All Parks Assessment Update—Karen Hallquist, Community and Economic Development Director
- 7.3. Construction quotes—Fire Chief ZumBerge

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

May 10, 2023	Economic Development Commission Meeting	6:00 PM
May 16, 2023	Park and Recreation Commission Meeting	5:15 PM
May 18, 2023	Sr. Advisory	9:00 AM
May 22, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM
June 6, 2023	Planning	6:00 PM
June 12, 2023	City Council Meeting	6:00 PM
June 14, 2023	Economic Development Commission Meeting	6:00 PM
June 15, 2023	Sr. Advisory	9:00 AM
June 20, 2023	Park and Recreation Commission Meeting	5:15 PM
June 26, 2023	City Council Workshop/EDA/Meeting	5:00 PM/6:00 PM



TO: Honorable Mayor Lagergren and City Council Members
FROM: Administrator Aukrust
DATE: May 8, 2023
RE: County Commissioner Update

County Commissioner John Hahey will present the Carver County *End of Year Highlights for 2022*.

- ❖ Connect up Carver
- ❖ Food distribution
- ❖ 17.4 % Population growth
- ❖ 500 Veterans transported to medical appointments
- ❖ USBOT Grant received—HWY 212 expansion from Cologne to Norwood Young America

Recommended Motion:

For Discussion purposes only.

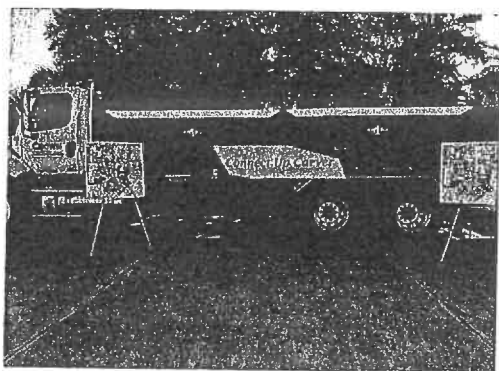
Norwood Young America

END OF YEAR HIGHLIGHTS

2022



The 2022 calendar year provided a number of highlights, major milestones and return to more normalcy with our service delivery, in-person meetings and gatherings. We've transitioned into this "new normal" more efficiently, mixing our traditional service methods with newly-discovered ones. Let's take a look back at the top highlights from our divisions and departments.



CONNECT UP CARVER

In late June, the Board of Commissioners approved a bid from Metronet in support of its CarverLink Fiber Network "Connect Up Carver" broadband internet initiative. The project leverages the County's CarverLink broadband fiber optic network to bring high-speed internet access to more than 2,000 locations, both residences and businesses, primarily in rural areas of western Carver County.

HWY 212 RIBBON CUTTING

This two-year project expanded Highway 212 from a two-lane to a four-lane highway between the Cities of Cologne and Carver. Highway 212 provides connections for regional agricultural markets, southwest Minnesota, and the Twin Cities.



FOOD DISTRIBUTION

Public Health also provided needed food to more than 50,000 people at 39 food distribution events throughout 2022. The Summer Meals for Kids program served nearly 3,500 families, which included more than 6,000 children, for a total of 13,507 people and still increasing.

LAKE WAGONIA REGIONAL PARK

We celebrated a groundbreaking ceremony for the start of the construction of the Lake Wagonia Regional Park Waterfront Service Center project in early October. This new waterfront service center building will provide event and classroom space, modern restrooms, rental concessions, as well as enhanced lakeshore access to service the beach and picnic areas, trails. It gives users a stronger connection to Coney Island of the West.



GET IN TOUCH WITH US

CO.CARVER.MN.US

\$10M

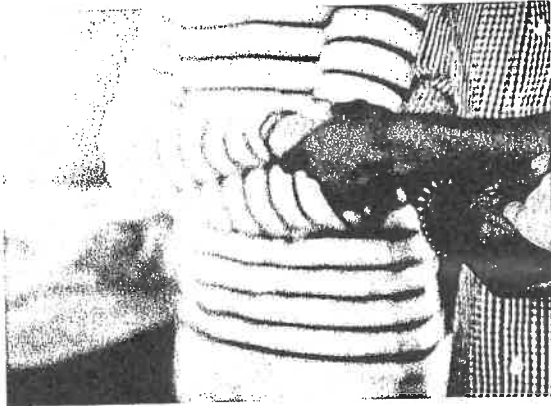
USDOT grant received by
County for Highway 212
expansion from Cologne to
Norwood Young America

27,000

people visited the
Environmental Center

52%

increase in eBook/eAudio
checkouts at the library

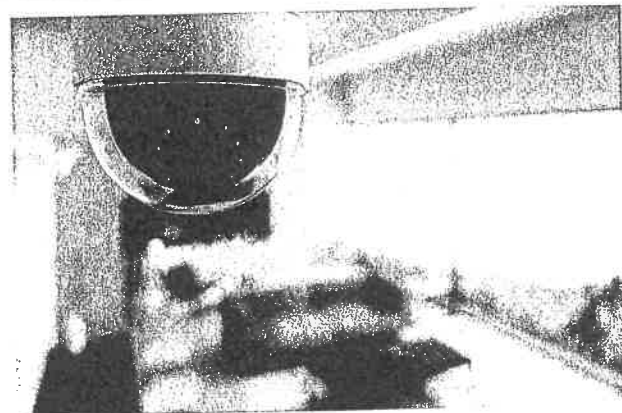


10 TH ANNIVERSARY HOME & COMMUNITY BASED CARE DEPT

The Department provides support to residents
accessing federal and state medical assistance
programs that support the persons with
disabilities, elderly/older adults, and vulnerable
populations living in community-based settings.

DRUG TREATMENT COURT

Carver County Drug
Treatment Court won a
\$750,000 Federal
Enhancement Grant. This
money will be used
towards expanding our
court to include probation
violations, hiring defense
counsel for those cases,
and utilizing a certified
peer recovery specialist.



SECURITY CAMERA REGISTRATION

Sheriff's Office created a program that allows
residents to register their security camera
systems with our Office to strengthen our
investigative capabilities. When we have a crime
in an area, we can check the registry and ask our
partner residents to share any video footage
their systems may have captured.

500

Veterans that the County
transported to medical
appointments

AAA

County maintains the best
possible bond rating from
Standard and Poor's

17.4%

Population growth



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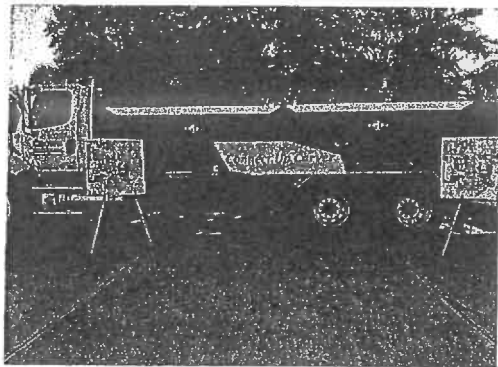
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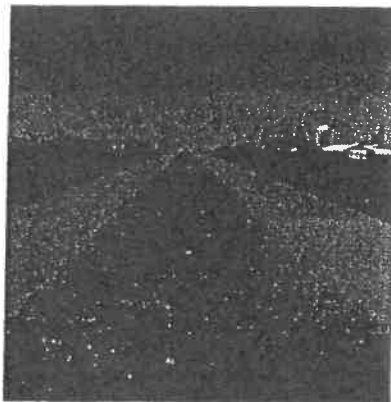


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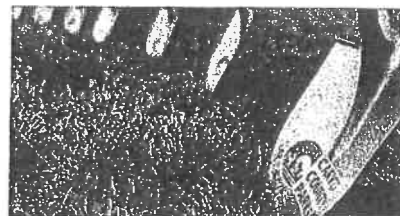


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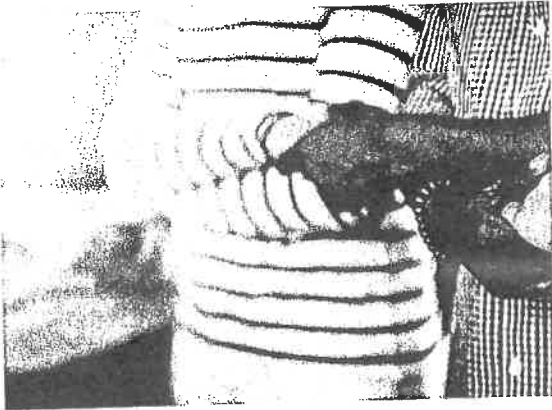
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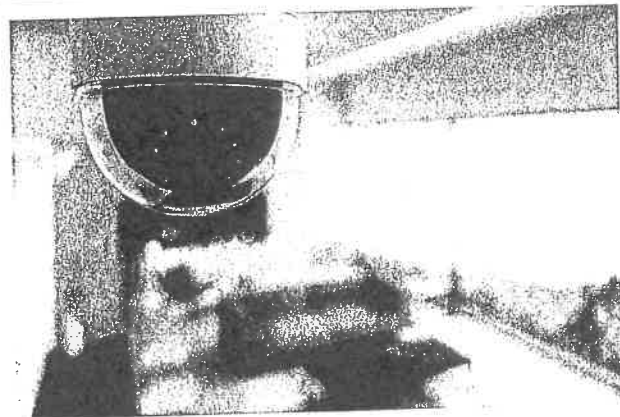


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SECURITY CAMERA REGISTRATION

Sheriff's Office created a program that allows residents to register their security camera systems with our Office to strengthen our investigative capabilities. When we have a crime in an area, we can check the registry and ask our partner residents to share any video footage their systems may have captured.

500

Veterans that the County transported to medical appointments

AAA

County maintains the best possible bond rating from Standard and Poor's

17.4%

Population growth



CITY COUNCIL MINUTES

April 24, 2023 – 6:00 p.m.

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

Attendance:

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

ABSENT: Mike McPadden

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

OTHERS:

3. CALL A MEETING OF THE CITY COUNCIL TO ORDER

Mayer Lagergren called the meeting to order at 6:01 pm with four council members present.

- The Pledge of Allegiance was said prior to the EDA meeting, held before the Council meeting

4. APPROVE AGENDA

CS/BA motion to approve the agenda as written. Motion passed 4-0.

5. INTRODUCTIONS, PRESENTATIONS, PROCLAMATIONS, AWARDS, AND PUBLIC COMMENT - None

6. CONSENT AGENDA

6.1 Approve April 10, 2023, City Council Meeting Minutes

6.2 Approve Payment of Claims

6.3 Springfest Road Closure Request – June 3rd

6.4 Approve Liquor Licenses

CS/BA motion to approve the consent agenda. Motion passed 4-0.

7. PUBLIC HEARING - none

8. OLD BUSINESS - none

9. NEW BUSINESS

9.1 Comprehensive Housing Study – Karen Hallquist, Community and Economic Development Director

- EDC looked into a comprehensive housing study due to the potential for significant growth, the HWY 212 project, and the Central Schools project
- No bids were submitted during the initial advertising period with the League of MN Cities and the city website in January and February
- Resubmitted postings for March and April and received two bids
 - Place Dynamics, LLC
 - Very familiar with larger communities
 - Did not submit a comparable example to the NYA community size
 - \$20,000, completion in October 2023

- WSB
 - Current city planner
 - Familiar with our community
 - Dealing with other communities going through similar situations as the NYA community
 - \$15,000, completion in August 2023
- EDC recommends WSB for \$15,000

CS/AK motion to approve the contract with WSB for a Comprehensive Housing Study for \$15,000. Motion passed 4-0.

9.2 Resolution 2023-16 Community Growth Partnership Initiative Pre-Development Grant Application - Karen Hallquist, Community and Economic Development Director

- Carver County CDA Community offers a Community Growth Partnership Initiative Pre-development Grant for communities in Carver County
- The Comprehensive Housing Study is eligible under this grant
- The grant is one-to-one and could help fund up to \$7,500 toward the housing study

AK/BA motion to approve Resolution 2023-16 A Resolution Approving Community Growth Partnership Initiative Predevelopment Grant Application. Motion passed 4-0.

9.3 Resolution 2023-17 Approving Plans and Specifications and Ordering Advertisement for Bids for the Merger Street Project – Josh Eckstein, Bolton & Menk

- Next step is to accept plans and specs and authorize advertisement for bids
- Major components associated with the project are:
 - Street reconstruction
 - Storm sewer construction
 - Watermain and water service improvements
 - Sanitary sewer improvements
 - Miscellaneous driveway and turf restoration items
- Open bids June 2nd
- Award recommendations on June 12th
- Construction to start in July
- Bolton & Menk has contacted all businesses along the corridor, and discussions have been held
- Bids for other cities have some coming in lower this spring from last fall

BA/CS motion to approve Resolution 2023-17 Approving Plans and Specifications for the Merger Street Infrastructure Improvement Project and Ordering Advertisement for Bids. Motion passed 4-0.

9.4 Crack Filling Bid Reviews - Administrator Aukrust

- Received three bids
 - Gopher State Sealcoat Inc. - \$15,499
 - Borgen - \$23,920
 - Northwest Asphalt & Maintenance - \$14,852
 - Contractor stated that the total could be less or more, plus 20% depending on the time and materials used
- Recommend Gopher State Sealcoat, Inc. due to the locked-in price
- Have had positive experiences with Gopher State in the past
- Sports Complex parking lot, Legion Park parking lot, Wilson St, Railroad St (between Tacoma and Faxon), and Hill Street will be done

AK/CS motion to approve the bid submitted by Gopher State Sealcoat, Inc. for \$15,499 to crack seal the identified areas on the Norwood Young America city street and parking area maps. Motion passed 4-0.

9.5 Sealcoating Bid Review - Administrator Aukrust

- Received two quotes
 - Pearson Bros - \$70,638.69
 - Astech Corp - \$87,697.92
- Recommend Pearson Bros.
- Same areas as crack filling
- Great reputation and has done business with the city in the past

CS/AK motion to approve the bid submitted by Pearson Bros. for \$70,638.69 to seal coat the identified streets and parking areas on the Norwood Young America city street map. Motion passed 4-0.

9.6 Trails and Basketball Court Bid Review - Administrator Aukrust

- Received four quotes
 - Gopher State Sealcoat Inc. - \$4,113 - both crack filling and seal coating
 - Bargaen - \$4,050 - crack filling only
 - Northwest - \$1,906.40 - crack filling only
 - MPAsphalt - \$4,500 - seal coating only
- Walking trails and basketball court in Prairie View Park
- Recommend Gopher State due to bid including both crack filling and seal coating

CS/AK motion to approve the bid submitted by Gopher State Sealcoat, Inc. for \$4,113 to crack seal and seal coat the identified areas on the Norwood Young America trail system and basketball court maps. Motion passed 4-0.

9.7 Hay bale Bid Review – Administrator Aukrust

- Received two quotes
 - Ryan Neubarth - \$5.00 per bale
 - Joey Herrmann - \$10.00 per bale
- Both bids are for 800-pound bales
- Recommend Joey Herrmann

AK/BA motion to approve the contract between the City and Joey Herrmann to cut, bale, and remove grass from city-owned properties, with the City receiving \$10.00 per round bale. Motion passed 4-0.

9.8 Overlay Test Project Discussion – Councilmember Storms and Administrator Aukrust

- Council approved looking into options last fall
- 1-inch street overlay
- Bolton & Menk identified three possible areas as test areas
- Due to estimated cost analysis and available funds, Oak Drive has been identified as the best test location for this project
- Initial photos will be taken, and each spring, more pictures to reassess the area to document how it is holding up
- If it works, it could be used to prolong the life of the road before becoming a total reconstruct
- Falls somewhere between crack filling/seal coating and mill and overlay
- Current recommendation is to keep at local residential streets until we get a background/history before looking at higher traffic areas
- Different contractors than seal coat, more of a specialty
- Would do an RFQ and bring information to Council to decide

Discussion only.

10. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

- Allen – Karen and Randy met with the League of MN Cities rep to do a park assessment and report at the Parks May meeting. Arbor Day event for early June, depending on the weather. Parks Commission will be presented with information about a Memorial Tree dedication idea similar to the bench program.
- Storms – Planning meeting in May. Topics will be Tacoma West Industrial Park 2nd phase, outdoor storage standards, garage condos, and other permitted uses.
- Krueger – Peace Villa construction is almost complete. Lunch & Learn on Wednesday, May 24th, from 11 a.m. to 1 p.m., the topic is Know Your Rights for Seniors. Two Senior Center dates left for the season, both in May, closed over the summer and reopened in September. Permitted to use the turf at the school to set up a rugby net.
- Lagergren – EDC discussions on improvement grants for the façade program. Sponsoring the New Business seminar on May 3rd, with local entrepreneurs as guest speakers. New NYA marketing packet getting printed. Springfest in June will have a booth. SW Corridor Coalition meeting brought good news: more funding came in for HWY 212 expansion, so the county-allocated money for that project can be redirected to the HWY 5 project by the Arboretum. Monthly food distribution is shifting to Wednesdays at 12:30 p.m.; volunteers are welcome.
- Aukrust – Old Town rebidding started April 12th, due May 3rd, same for the exterior finish, less to be bid to finish on the inside. Working on an RFP with the Peace Villa board, Ecumen has restructured and will only manage Ecumen-owned facilities.

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.

- MMCD – Metropolitan Mosquito Control District Press Release

12. ADJOURNMENT

CS/BA motion to adjourn at 6:47 p.m. Motion passed 4-0.

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: May 8, 2023

Payroll EFT

Check #	507887 - 507917	\$	25,027.14
Check #	507918 - 507933	\$	24,554.27

Voided Checks

Check #

Prepays

Check #

Claims Pending Payment

Check #	34193 - 34242	\$	113,239.87
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Cardmember e-check

Grand Total	\$	<u>162,821.28</u>
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NORWOOD YOUNG AMERICA

05/05/23 3:14 PM

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*Check Detail Register©

Batch: 05082023AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
34193	05/08/23	212 EQUIPMENT			
E 101-43100-223		Repair/Maintenance Bldg/	\$138.00	5586	SKYJACK SCISSOR LIFT
		Total	\$138.00		
34194	05/08/23	BREMER BANK			
G 101-21718		HSA ACCOUNT	\$191.68		
		Total	\$191.68		
34195	05/08/23	CARQUEST AUTO PARTS			
E 101-42200-210		Operating Supplies	\$16.87	5927-266116	SHOP TOWELS, DEGREASER, TOOL BOX LINER
		Total	\$16.87		
34196	05/08/23	CARVER COUNTY			
E 424-41960-300		Professional Svcs	\$300.00	3203	3-4
E 425-41960-300		Professional Svcs	\$600.00	3203	3-5
E 407-41960-300		Professional Svcs	\$300.00	3203	1-5
E 431-41960-300		Professional Svcs	\$300.00	3203	3-6
		Total	\$1,500.00		
34197	05/08/23	CARVER COUNTY RECORDER			
E 101-41320-350		Print/Publishing/Postage	\$46.00		PUD 18 3RD AVE SE
E 101-41320-350		Print/Publishing/Postage	\$46.00		D&U EASMENT TWIP
E 101-41320-350		Print/Publishing/Postage	\$46.00		AMEND CUP GREENWOOD MARINA
E 101-41320-350		Print/Publishing/Postage	\$46.00		PUD FOR CENTRAL SCHOOLS
		Total	\$184.00		
34198	05/08/23	CARVER COUNTY RECORDER			
E 101-41320-350		Print/Publishing/Postage	\$46.00		VARIANCE FOR 415 TACOMA CIRCLE
		Total	\$46.00		
34199	05/08/23	CARVERLINK - CARVER CO BROADBA			
E 101-41940-321		Telephone	\$40.00		
E 601-49400-321		Telephone	\$40.00		
E 602-49450-321		Telephone	\$25.00		
E 101-42200-321		Telephone	\$40.00		
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		
34200	05/08/23	CENTERPOINT ENERGY			
E 101-41940-383		Gas Utilities	\$758.48		
E 101-42200-383		Gas Utilities	\$253.17		

NORWOOD YOUNG AMERICA

05/05/23 3:14 PM

Page 2

*Check Detail Register©

Batch: 05082023AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-383		Gas Utilities	\$2,281.51		
E 101-45200-383		Gas Utilities	\$697.35		
E 601-49400-383		Gas Utilities	\$596.18		
E 602-49450-383		Gas Utilities	\$2,329.03		
E 101-49860-383		Gas Utilities	\$27.92		
		Total	\$6,943.64		
34201	05/08/23	CITIZENS BANK MN			
G 101-21718		HSA ACCOUNT	\$375.00		
		Total	\$375.00		
34202	05/08/23	CITIZENS STATE BANK HSA ACCTS			
G 101-21718		HSA ACCOUNT	\$950.00		HSA
		Total	\$950.00		
34203	05/08/23	CORE & MAIN LP			
E 601-49400-210		Operating Supplies	\$189.00	S681399	PENTA SOCKET
E 601-49400-229		Water Meters	\$29.25	S682189	KEY MALL IRON
		Total	\$218.25		
34204	05/08/23	DIVERSIFIED PLUMBING & HEATING, INC			
E 101-41940-223		Repair/Maintenance Bldg/	\$26.39	35993	WATER HEATER ELEMENT
		Total	\$26.39		
34205	05/08/23	EMERGENCY APPARATUS MAINTENANC			
E 101-42200-221		Repair/Maintenance Equip	\$701.48	127190	ENGINE 11 REPAIRS
E 101-42200-221		Repair/Maintenance Equip	\$635.20	127191	ENGINE E-21
		Total	\$1,336.68		
34206	05/08/23	GOPHER STATE ONE-CALL			
E 601-49400-223		Repair/Maintenance Bldg/	\$16.20	3010645	LOCATES
E 602-49450-223		Repair/Maintenance Bldg/	\$16.20	3010645	LOCATES
E 601-49400-223		Repair/Maintenance Bldg/	\$28.35	3040647	LOCATES
E 602-49450-223		Repair/Maintenance Bldg/	\$28.35	3040647	LOCATES
		Total	\$89.10		
34207	05/08/23	HEALTH PARTNERS			
G 101-21706		Hospitalization/Medical Ins	\$12,829.96		INSURANCE
		Total	\$12,829.96		
34208	05/08/23	HOME SOLUTIONS			
E 601-49400-221		Repair/Maintenance Equip	\$3.05	A213415	MISC HARDWARE
E 101-43100-223		Repair/Maintenance Bldg/	\$31.09	A213519	TIDE POD, WELDED SQ BOX, RISE COVER
E 601-49400-223		Repair/Maintenance Bldg/	\$86.53	A213529	FURNACE FILTER, NIPPLE, SEAL TAPE
E 101-41940-223		Repair/Maintenance Bldg/	\$25.16	A213710	FURNACE FILTER
E 101-41940-223		Repair/Maintenance Bldg/	\$64.78	A213793	TRASH CAN W LID
E 101-45200-223		Repair/Maintenance Bldg/	\$15.29	A214884	ROPE FOR BATTING CAGE
E 101-45200-223		Repair/Maintenance Bldg/	\$32.36	B241053	SPRAY
		Total	\$258.26		
34209	05/08/23	INTERNATIONAL UNION			

NORWOOD YOUNG AMERICA

05/05/23 3:14 PM

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*Check Detail Register©

Batch: 05082023AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-21712		Union Dues	\$357.00		
		Total	\$357.00		
34210	05/08/23	JEFFERSON FIRE & SAFETY, INC			
E 101-42200-210		Operating Supplies	\$1,200.00	IN301939	ENFORCER FIREBULL FOAM
		Total	\$1,200.00		
34211	05/08/23	KINKEL, CRISTI			
E 101-41320-331		Travel/Meeting Expense	\$18.60		MILEAGE REIMBURSEMENT
		Total	\$18.60		
34212	05/08/23	KONICA MINOLTA			
E 101-41400-437		Maintenance Contract	\$703.77	42256791	COPIER
		Total	\$703.77		
34213	05/08/23	KWIK TRIP INC.			
E 101-43100-212		Motor Fuels	\$598.57		fuel
		Total	\$598.57		
34214	05/08/23	KWIK TRIP STORE ENGINEERING			
G 815-22100		Escrow Collected	\$5,000.00		KWIK TRIP ESCROW
E 101-41320-303		Engineering Fees	(\$838.00)		KWIK TRIP ESCROW
		Total	\$4,162.00		
34215	05/08/23	LANO EQUIPMENT OF NORWOOD, INC			
E 101-45200-221		Repair/Maintenance Equip	\$49.68	84362	TINE REEL FOR FIELD DRAG
E 101-43100-221		Repair/Maintenance Equip	\$631.48	84652	KIT CARGO
		Total	\$681.16		
34216	05/08/23	LANO EQUIPMENT INC			
E 101-43100-221		Repair/Maintenance Equip	\$39.27	01-987395	FUEL FILTER
		Total	\$39.27		
34217	05/08/23	MARCO TECHNOLOGIES LLC			
E 101-41400-437		Maintenance Contract	\$1,847.98	INV11131068	MANAGED IT
E 101-41400-437		Maintenance Contract	\$988.39	INV11137884	CISCO CLOUD SUBS LICENSE
E 101-41400-437		Maintenance Contract	\$154.00	INV11152885	CSP AGREEMENT
		Total	\$2,990.37		
34218	05/08/23	MAYER LUMBER CO. INC.			
E 101-45200-223		Repair/Maintenance Bldg/	\$186.06	228388	CEDAR LINE POST
E 101-45200-223		Repair/Maintenance Bldg/	\$819.36	228788	SYP 2 X 10
E 101-45200-223		Repair/Maintenance Bldg/	\$171.68	228814	SYP 2 X 10, TREATED
E 101-45200-223		Repair/Maintenance Bldg/	\$259.91	228833	PINE, WHITE CAULK, PAINT
		Total	\$1,437.01		
34219	05/08/23	MID-COUNTY CO-OP OIL ASSN			
E 101-42200-212		Motor Fuels	\$391.00	66842	DYED DIESEL
E 101-43100-212		Motor Fuels	\$581.34	66842	DYED DIESEL
E 101-45200-212		Motor Fuels	\$249.15	66842	DYED DIESEL
		Total	\$1,221.49		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
34220	05/08/23	MNI BIFF - John McGreavy			
E 101-45200-418		Other Rentals (Biffs)	\$112.76	A-139584	ICE RINK
		Total	\$112.76		
34221	05/08/23	MINNESOTA DEPARTMENT OF HEALTH			
E 101-49860-406		LICENSES	\$720.00		POOL LICENSE
		Total	\$720.00		
34222	05/08/23	MN DEPT OF LABOR & INDUSTRY			
G 101-21721		State Bldg Surcharge Fee	\$340.25		1ST QTR 2023 SURCHARGE
		Total	\$340.25		
34223	05/08/23	MN FIRE SERV CERTIFICATON BD			
E 101-42200-207		Training Instructional	\$25.00	11102	RETEST FEE FOR FIREFIGHTER 1
		Total	\$25.00		
34224	05/08/23	MN VALLEY ELECTRIC COOPERATIVE			
E 101-43100-380		Street Lighting	\$109.89		STREET LIGHTS
E 602-49450-381		Electric Utilities	\$58.08		LIFT STATION
E 601-49400-381		Electric Utilities	\$1,064.18		640 TACOMA BLVD
		Total	\$1,232.15		
34225	05/08/23	MENZEL, ALICIA			
E 101-41400-331		Travel/Meeting Expense	\$124.54		NOTARY & MILEAGE REIMBURSMENT
		Total	\$124.54		
34226	05/08/23	NORTHWOODS BANK			
G 101-21718		HSA ACCOUNT	\$241.68		
		Total	\$241.68		
34227	05/08/23	OPTUM BANK			
G 101-21718		HSA ACCOUNT	\$289.34		
		Total	\$289.34		
34228	05/08/23	QUALITY FLOW SYSTEMS, INC			
E 601-49400-500		Capital Outlay	\$15,874.00	44741	ALARM DIALER
E 602-49450-500		Capital Outlay	\$34,122.00	44741	ALARM DIALER
		Total	\$49,996.00		
34229	05/08/23	REIGNING PROPERTIES LLC			
R 601-49400-36200		Miscellaneous Revenues	\$191.48		OVERPAYMENT OF FINAL BILL
		Total	\$191.48		
34230	05/08/23	SECURITY BANK & TRUST			
G 101-21718		HSA ACCOUNT	\$991.16		
		Total	\$991.16		
34231	05/08/23	SOUTH POINT FINANCIAL			
G 101-21718		HSA ACCOUNT	\$375.00		
		Total	\$375.00		
34232	05/08/23	STARKE, SAM			

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Batch: 05082023AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-49860-331		Travel/Meeting Expense	\$104.80		MILEAGE REIMBURSMENT
		Total	\$104.80		
34233	05/08/23	SUN LIFE ASSURANCE COMPANY			
G 101-21707		Disability Insurance	\$663.34		STD/LTD
		Total	\$663.34		
34234	05/08/23	UNUM LIFE INSURANCE CO			
G 101-21715		Life Ins	\$195.58		
		Total	\$195.58		
34235	05/08/23	US POSTAL SERVICE			
E 101-41400-350		Print/Publishing/Postage	\$114.00		BOX RENT
		Total	\$114.00		
34236	05/08/23	HD SUPPLY FACILITIES MAINT LTD			
E 602-49450-210		Operating Supplies	\$271.20	341996	GLASS FIBER, PIPETTE PUMP
		Total	\$271.20		
34237	05/08/23	UTILITY CONSULTANTS, INC.			
E 602-49450-217		Lab Fees	\$737.63	116090	CBOD, TSS TESTING
		Total	\$737.63		
34238	05/08/23	VERIZON WIRELESS			
E 101-42200-321		Telephone	\$175.04		FIRE DEPT
E 101-45200-321		Telephone	\$67.67		
E 101-43100-321		Telephone	\$157.89		
E 601-49400-321		Telephone	\$66.66		
E 602-49450-321		Telephone	\$66.66		
E 101-41300-321		Telephone	\$41.11		
E 101-46500-321		Telephone	\$41.11		
		Total	\$616.14		
34239	05/08/23	WEX BANK			
E 601-49400-212		Motor Fuels	\$99.16		FUEL
E 602-49450-212		Motor Fuels	\$99.16		FUEL
		Total	\$198.32		
34240	05/08/23	WM MUELLER & SONS INC			
E 101-43100-224		Street Maint Materials	\$200.50	285882	SELECT TOPSOIL
E 101-43100-224		Street Maint Materials	\$243.20	285883	3/8 VIRGIN FINE
		Total	\$443.70		
34241	05/08/23	WSB			
E 101-41320-305		Other Professional Fees	\$1,275.00	R-020001-00	250 INDUSTRIAL BLVD
E 101-41320-305		Other Professional Fees	\$750.00	R-020001-00	PERMIT REVIEWS
E 101-41320-305		Other Professional Fees	\$680.50	R-020001-00	INDUSTRIAL PARK
		Total	\$2,705.50		
34242	05/08/23	XCEL ENERGY			
E 101-45200-381		Electric Utilities	\$25.13		228 N UNION TRL LT

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Batch: 05082023AP

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-381		Electric Utilities	\$40.96		228 N UNION TRL LT 2
E 101-41940-381		Electric Utilities	\$1,776.41		
E 101-42200-381		Electric Utilities	\$92.93		
E 101-42500-381		Electric Utilities	(\$236.40)		
E 101-43100-380		Street Lighting	\$5,703.36		
E 101-43100-381		Electric Utilities	\$310.28		
E 101-45200-381		Electric Utilities	\$311.78		
E 101-45500-381		Electric Utilities	\$1,013.69		
E 601-49400-381		Electric Utilities	\$302.66		
E 602-49450-381		Electric Utilities	\$4,232.89		
E 101-49860-381		Electric Utilities	\$158.54		
		Total	\$13,732.23		
		10100 CHECKING	\$113,239.87		

Fund Summary

10100 CHECKING

101 GENERAL FUND	\$46,166.97
407 TAX INCREMENT 1-5 PEACE VILLAG	\$300.00
424 TAX INCREMENT DISTRICT 3-4 WMI	\$300.00
425 TAX INCREMENT DISTRICT 3-5 V#3	\$600.00
431 TIF District 3-6	\$300.00
601 WATER FUND	\$18,586.70
602 SEWER FUND	\$41,986.20
815 Kwik Trip 2020 Site Plan	\$5,000.00
	\$113,239.87



TO: Mayor Lagergren and City Council Members

FROM: Karen Hallquist, Community & Economic Development Director

DATE: May 8, 2023

RE: Planning & Zoning Commission Appointment – Timon Dammann

The Norwood Young America Planning & Zoning Commission is a seven-member commission which conducts public hearings regarding all planning related activities, including but not limited to, amendments to the zoning ordinance, plat approval, variances, conditional use permits, etc. After conducting a public hearing, it is this Commission's responsibility to make formal recommendations regarding these issues to the City Council. The Planning Commission meets the first Tuesday of each month at City Hall at 6pm.

Timon Dammann has completed a commissioner application for the Norwood Young America Planning & Zoning Commission.

Suggested Motion:

Motion to appoint Timon Dammann to the Norwood Young America Planning & Zoning Commission.

Norwood Young America



TO: Mayor Lagergren and Council Members

FROM: Angela Brumbaugh, Clerk/Finance Director

DATE: May 8, 2023

RE: Solicitor Permit Application – MJW Mortgage Timothy Knuppel

The City has received a Solicitor permit application from Timothy Knuppel:

- Does business with MJW Mortgage
 - Offering purchase money mortgage services and refinancing meetings
 - Resident of Jordan, MN
 - Fee of \$100 has been received
-

Chapter 3 of the City Code states the following:

Solicitor. The term “solicitor” shall mean a person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property, or services, of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person’s activity is to obtain or attempt to obtain orders as discussed above. The term solicitor shall mean the same as the term canvasser.

RECOMMENDATION:

A motion to approve the Solicitor Permit for Timothy Knuppel with MJW Mortgage as defined in Chapter 3 of City Code.



To: Mayer Lagergren and Council Members
From: Angela Brumbaugh, Clerk/Finance Director
Date: May 8, 2023
Subject: Lifeguard appointments for 2023

Listed are the lifeguards for the 2023 season. Of the twelve listed, five are return lifeguards and seven are new. Hopefully we will be able to get a few of them certified with WSI as we currently only have two. Any lifeguard that is WSI certified moves up to grade two for the season. On call managers would only go to grade three during the time they are the manager.

Name	Grade	Step
Amhrein, Amelia	1	1
Behrens, Brody	1	1
Beneke, Josie	4	3 Manager
Beneke, Marlana	1	1
Butler, Brielle	1	1
Davis, Samuel	1	1
Fox, Cali	1	1
Reams, Cassandra	1	1
Reams, Chris	1	1
Smith, Lauren	2	3 On-call Manager
Tellers, Evie	1	1
Tregarthen, Terra	1	1

Recommended Motion:

Approve hiring the listed Lifeguards for the 2023 Season at the West Carver County Pool.



To: Mayer Lagergren and Council Members
From: Angela Brumbaugh, City Clerk/Finance
Date: May 8, 2023
Subject: Liquor License Renewals for 2023-24

The City's liquor licenses will renew on July 1, 2023. Below is the list of applicants and the license(s) they are requesting for Council review and approval. Council approval is contingent upon receipt of all required documentation, fees, and sheriff's department approval.

The Carver County Sheriff's Office will review all applications for any violations before the paperwork is sent to the Alcohol and Gambling Enforcement Division of the State for approval.

Applicant	Type of License
<i>Gasthouse</i>	<i>On-Sale Liquor, Off-Sale Liquor, On-Sale Sunday</i>
<i>Good Time Liquors</i>	<i>Off-Sale Liquor</i>
<i>Holiday Station Stores</i>	<i>Off-Sale 3.2 Beer</i>
<i>Kwik Trip 854</i>	<i>Off-Sale 3.2 Beer</i>
<i>Last Call Too</i>	<i>On-Sale Liquor, Off-Sale Liquor, On-Sale Sunday, 2am close</i>
<i>Lazy Loon Bowling & Event Center</i>	<i>On-Sale Liquor, Off-Sale Liquor, On-Sale Sunday</i>
<i>Mid-Town</i>	<i>On-Sale Wine, On-Sale 3.2 Beer</i>
<i>Northside Grill</i>	<i>On-Sale Liquor</i>
<i>Stiftungsfest</i>	<i>Temporary 3.2 Beer</i>
<i>The Pour House Pub</i>	<i>On-Sale Liquor, Off-Sale Liquor, On-Sale Sunday, 2am close</i>
<i>Copper Canyon</i>	<i>On-Sale Liquor, On-Sale Sunday</i>
<i>Norwood Baseball</i>	<i>Seasonal Intoxicating Liquor</i>

Recommended Motion:

Approve the liquor license applications listed above, contingent on receipt of all required documentation, fees, and Sheriff's department approval.



To: Mayer Lagergren and Council Members
From: Angela Brumbaugh, Clerk/Finance Director
Date: May 8, 2023
Subject: Approve hiring April Hanes and Jill Schwichtenberg for Part-time Custodians

As Kay Diers had requested to give up her hours as a custodian, we advertised for a part-time custodian.

We received two applicants which Andrea and I felt seemed very qualified. With the summer months always a much busier time including the rentals, we decided it would be good to have two hired:

- April Hanes
 - Has a full-time job
 - Flexible
 - Cares for individuals, including cleaning
- Jill Schwichtenberg
 - Has worked 30 years at her full-time job
 - Coordinated Harvest Party in NYA for 400 children
 - Looking for a flexible part-time position

After we discussed their qualifications, we are recommending Step 4 Grade 2 on the DDA 2023 Wage Scale.

Recommended Motion:

Approve hiring April Hanes and Jill Schwichtenberg for part-time custodians with their start dates to be determined at Grade 2 Step 4 for each of them.



TO: Honorable Mayor Lagergren and City Council Members

FROM: Andrea Aukrust, City Administrator

DATE: May 8, 2023

RE: Old Town Construction Rebid Comparison Review and Discussion

Enclosed you will find the Construction Rebid Comparison prepared by Kaeding Architecture. Please review for discussion. This project will take place in 2024, so the city does have options. More discussion and planning will be needed.

Recommended Motions:

Discussion only.

Norwood Young America

Construction Rebid Comparison

PROJECT: Old Town Concessions

DATE: May 3, 2023



PROJECT DESCPT: New Build

SQUARE FEET: 1,456

DESCRIPTION		DJ Kranz		Misson		Vos		Ram	
		COST	\$/SF	COST	\$/SF	COST	\$/SF	COST	\$/SF
Div 00	General Conditions	\$136,040.00	\$93.43	\$40,973.00	\$28.14	\$30,000.00	\$20.60	\$59,700.00	\$41.00
	Insurance	inc		\$10,000.00	\$6.87	\$15,000.00	\$10.30	inc	
	Temporary Protection	\$2,000.00	\$1.37	\$1,500.00	\$1.03	not inc		inc	
	Field Supervision	inc		\$57,000.00	\$39.15	\$45,000.00	\$30.91	inc	
	General Labor	inc		\$6,500.00	\$4.46	\$40,000.00	\$27.47	inc	
	Clean up	inc		\$8,695.00	\$5.97	\$2,500.00	\$1.72	inc	
	Dumpsters & Disposal	inc		\$1,800.00	\$1.24	\$4,400.00		inc	
	SAC/WAC fees	not inc		not inc		not inc		not inc	
Div 02	Demolition	\$17,350.00	\$11.92	\$16,500.00	\$11.33	\$20,000.00	\$13.74	\$19,800.00	\$13.60
Div 03	Concrete	inc		\$188,950.00	\$129.77	\$75,000.00	\$51.51	\$27,377.00	\$18.80
Div 04	Masonry	\$217,200.00	\$149.18	inc		\$131,000.00	\$89.97	\$129,360.00	\$88.85
Div 05	Misc Metal	\$6,700.00	\$4.60	\$6,180.00	\$4.24	\$10,000.00	\$6.87	inc	
Div 06	Rough Carpentry	\$9,000.00	\$6.18	\$134,821.00	\$92.60	\$195,000.00	\$133.93	\$230,090.00	\$158.03
	Wood Trusses	\$55,000.00	\$37.77	\$47,447.00	\$32.59	\$0.00		inc	
	Sheathing	inc		inc		\$0.00		inc	
	Finish Carpentry	\$276,895.00	\$190.18	\$21,580.00	\$14.82	\$55,000.00	\$37.77	inc	
	Architectural Woodwork	inc		\$5,460.00	\$3.75	\$5,000.00	\$3.43	\$13,164.00	\$9.04
Div 07	Waterproofing	\$3,995.00	\$2.74	\$5,750.00	\$3.95	\$0.00		inc	
	Thermal Insulation	\$22,500.00	\$15.45	inc		\$30,000.00	\$20.60	\$27,960.00	\$19.20
	Asphalt Shingles	\$155,370.00	\$106.71	\$32,778.00	\$22.51	\$22,800.00	\$15.66	\$4,320.00	\$2.97
	Roofing	inc		\$21,050.00		\$42,000.00	\$28.85	\$8,736.00	\$6.00
	Stucco	\$83,800.00	\$57.55	\$68,054.00	\$46.74	\$40,000.00	\$27.47	\$46,200.00	\$31.73
Div 08	Doors, Frames & Hardware	\$34,000.00	\$23.35	\$33,920.00	\$23.30	\$6,000.00	\$4.12	\$31,500.00	\$21.63
	Overhead Coiling Doors	\$25,960.00	\$17.83	\$28,800.00	\$19.78	\$35,000.00	\$24.04	\$41,160.00	\$28.27
	Sectional Doors	inc		inc		\$0.00	\$0.00	inc	
	Glass & Glazing	\$29,597.00	\$20.33	\$31,917.00	\$21.92	\$0.00	\$0.00	inc	
Div 09	Drywall, Taping & Sanding		\$0.00	\$33,939.00	\$23.31	\$35,000.00	\$24.04	\$32,708.00	\$22.46
	Floor Coverings	\$11,440.00	\$7.86	\$4,800.00	\$3.30	\$12,000.00	\$8.24	\$8,656.00	\$5.95
	Interior Paint & Wallcovering	\$44,000.00	\$30.22	\$17,870.00	\$12.27	\$20,000.00	\$13.74	\$29,400.00	\$20.19
Div 10	Miscellaneous Specialties		\$0.00	\$900.00	\$0.62	\$10,000.00	\$6.87	\$18,360.00	\$12.61
Div 22	Plumbing	\$16,825.00	\$11.56	\$45,500.00	\$31.25	\$20,000.00	\$13.74	\$22,328.00	\$15.34
Div 23	Heating Ventilating & Air Conditioning	\$26,000.00	\$17.86	inc		not inc		\$14,400.00	\$9.89
Div 26	Electrical	\$19,875.00	\$13.65	\$19,875.00	\$13.65	\$20,000.00	\$13.74	\$23,850.00	\$16.38
Div 31	Earthwork	inc		\$2,800.00	\$1.92	\$0.00	\$0.00	\$16,500.00	\$11.33
Div 32	Exterior Improvements		\$0.00	\$7,150.00	\$4.91	\$10,000.00	\$6.87	inc	
Div 33	Utilities		\$0.00	\$16,750.00	\$11.50	\$5,000.00	\$3.43	inc	

Subtotal	\$1,193,547.00	\$819.74	\$919,259.00	\$631.36	\$935,700.00	\$642.65	\$805,569.00	\$553.28
Contractors Fee	\$59,705.00	\$41.01	\$1,250.00	\$0.86	\$93,570.00	\$64.27	inc	
5% Bond			\$22,981.48	\$15.78	inc		\$7,675.00	\$5.27
Builder Contingency			\$49,657.39	\$34.11				
Total	\$ 1,253,252.00	\$860.75	\$993,147.87	\$682.11	1,029,270.00	706.92	813,244.00	558.55



TO: Mayor Lagergren and City Council Members

FROM: Karen Hallquist, Community & Economic Development Director

DATE: May 8, 2023

RE: All-Park Assessment Update

Staff, along with Public Service Lead Randy Clay, met with Troy Walsh, Loss Control Consultant/Public Works Specialist with the League of Minnesota Cities on Monday, April 24, 2023, for a "Park Liability Prevention Loss Control Survey." This survey looks in detail at playgrounds, fencing, picnic areas/tables, signage, benches, etc. to address health/safety concerns and ADA compliance.

Mr. Walsh will be providing a detailed report that will assist the public service department with maintenance programs and guide discussions for the Parks & Recreation Commission on park and playground improvements.

The parks visited:

- NYA Sports Complex
- South Park
- NYA Legion Park
- Casper Circle Park
- Prairie Dawn Park
- Willkommen Memorial Park
- Friendship Park
- Kehrer Park

Information only.

Norwood Young America



TO: Mayor Lagergren and Council Members
FROM: Steve Zumberge, Fire Chief
DATE: May 8, 2023
RE: Review Quotes to Replace Upstairs Half Wall with Railing

Two quotes were requested to replace the upstairs half wall at Station 1. The half wall is wobbly and a safety concern. This is a budgeted expense.

The half wall will be replaced with two railings roughly 18 feet in length. The railings will also have a 5.5-inch plate on the bottom to cover where the wall is to prevent flexing and reduce safety concerns. The railing going up the stairway wall will also be a two-piece split on the landing with minimal gap in between.

Quotes

Orr Contracting: \$4,833.00
OEM Service: \$5,224.46

Proposed Motion:

Motion to accept Orr Construction's bid to replace the upstairs half wall at NYAFD Station 1 for \$4833,00.



Orr Contracting
Luke Orr
Phone: 612-916-9774
Fabrication Contract

Date of Contract	4/19/23
Customer Name	Norwood Young America Fire Department
Property Address	23 SE 3rd Ave
City	Norwood Young America
Services	Railing & handrail fabrication & installation, and Half wall removal
Obstructions	
Special Conditions	All Railings and handrails will be powder coated red to match existing railing to the best of our ability
Price Before Tax	\$4,833
Other	

IN CONSIDERATION of the mutual promises and agreements contained in this contract, the above named customer hires Orr Contracting LLC. The contractor agrees to provide services to the customer, all on the following terms and conditions.

1. Provision of Metal Fabrication

Contractor agrees to provide customer with the fabrication & installation services set out in exhibit A attached and made a part of this contract.

Installation date will be scheduled with the fire chief and performed as planned.

All work will be performed diligently and in a safe, timely, professional manner according to standard industry practices and using good quality materials, equipment and sufficiently trained personnel.

2. Invoicing and Payment

Customer agrees to pay contractor for the services in accordance with the rates set out in exhibit A, to be paid upon receipt of contractors invoice.

Invoices will be submitted by contractor for payment by customer. Invoices may be mailed, hand delivered or emailed.

Payment is due upon receipt. Invoices unpaid for more than 30__ calendar days after receipt will be marked past due and will bear interest at the rate of _10__% per month after, or the minimum amount allowed by law, from past due date until paid.

If a customer disputes any portion of an invoice, the customer must notify the contractor in writing within _10__ calendar days of receiving the said invoice. If no such notification is given, the invoice will be demanded satisfactorily. Any portion of an invoice which is not disputed shall be paid in accordance with this section.

Customer shall be responsible for payments of any attorneys fees, court cost, or other incurred by contractor in collection of delinquent accounts.

Customer Signature:

Date:

Contractor Signature:

Date:

OEM Service Co., LLC

410 5th St
Green Isle, MN 55338

Quote

E-mail
oemservices@frontiernet.net

Date	Quote #
4/7/2023	5488

Name / Address
Norwood Fire Dept. P.O. Box 59 10 1st ave. NE Norwood Young America, Mn 55368

Phone #
507-326-5553

P.O. No.	Rep	Project
	ED	

Description	Qty	U/M	Total
Jesse.hackbarth@yahoo.com Jesse952-292-6513 make and install 22' round tube railing at north fire station, paint dark red (try to match best as can), make new steel hand railing on right side of stairs going up. old wall will be removed by others			
1.25" PST .109 WALL 1.66OD	218.5	ft	633.65
1/4 X 5" FLAT (pads)	2.9	ft	21.95
Bolts and Hardware	6	lb	37.50
Labor Welding			1,328.40
SUBTOTAL			2,021.50
STEEL CUTTING AND WELDING SUPPLIES			137.46
install top wall railing and hand railing PORTABLE for install	1		1,044.00
ALL STEEL PRICES PENDING ORDER DATE			Total