



CITY COUNCIL AGENDA

Monday, January 27, 2025

5:00 p.m. Workshop

6:00 p.m. City Council

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

WORKSHOP

1. Workshop
 - 1.1 I & I discussion and Grant information—Josh Eckstein, Bolton & Menk and Mark Streich, PS Director
 - 1.2 Compost site discussion—Mark Streich, PS Director

CITY COUNCIL MEETING

2. CALL A MEETING OF THE CITY COUNCIL TO ORDER

2.1. Pledge of Allegiance

3. APPROVE AGENDA

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

(Individuals may address the City Council about any non-agenda item of concern. Speakers must state their name and address and limit their remarks to three minutes. The City Council will not take official action on these items but may refer the matter to staff for a future report or direct that the matter be scheduled for a future meeting agenda.)

- 4.1 Introduction of New Fire Chief, Scott Blom—Chris Glander, Interim Fire Chief
- 4.2 Introduction of New 2025 Fire Department Officers—Scott Blom, Fire Chief
- 4.3 2024 Fire Department Review—Scott Blom, Fire Chief
- 4.4 Carver County Sheriff's Department Presentation—Sheriff Kamerud and Commander Wollin

5. 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.)

- 5.1. Approve Minutes of January 13, 2025, City Council Meeting
- 5.2. Approve Payment of Claims
- 5.3. Approve Ascension Knights of Columbus Church Street Closure Request
- 5.4. Approve Sunday Liquor License—Northside Grill
- 5.5. Approve Planning & Zoning Commission Appointment – Craig Heher
- 5.6. Approve Commission Appointments

6. PUBLIC HEARING

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1. Resolution 2025-04 Approval to submit the MN DEED Redevelopment Grant Program Application—Karen Hallquist, CED Director
- 8.2. Resolution 2025-05 Approving A Local Match and Authorizing Contract Signature for MN DEED Redevelopment Grant Program—Karen Hallquist

8.3. 2024 Commission’s Annual Review and 2025 Goals—Karen Hallquist

8.4. Resolution 2025-06 Accepting Donation and Designating Its Use—Mithell Thiesfeld, Clerk/Finance Director

9. STAFF REPORTS

10. 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.)

12. ADJOURNMENT

UPCOMING MEETINGS / EVENTS

February 4 th	Planning Commission Meeting	6:00 PM
February 10 th	Economic Development Authority (EDA)	4:30 PM
February 10 th	City Council Meeting	6:00 PM
February 12 th	NYA Food Distribution	12:00 PM – 1:00 PM
February 20 th	Sr. Advisory Commission Meeting	9:00 AM
February 18 th	Park and Recreation Commission Meeting	5:30 PM
February 24 th	City Council Workshop/Meeting	5:00 PM/6:00 PM



TO: Mayor Smith and Council Members
FROM: Scott Blom, Fire Chief
DATE: January 27, 2025
RE: Accept Annual Fire Report and Review 2024

The Norwood Young America Fire Department 2024 fire report will be presented for review and approval.

The state of the Fire Department will be discussed.

Recommended Motion:

Motion to accept the Norwood Young America Fire Department's 2024 fire report.

To: City of Norwood Young America
From: Patrick Stacken – NYAFD Secretary

End of Year Report

This year, 2024, the fire department responded to 455 calls.

Included you will find:

1. Incident Type Report
2. Incident by District Report
3. Incident by Day of the Week Report
4. Incident by Time of Day Report
5. Fire District Overview

If you have any questions or concerns, please feel free to contact me at nyafiredepartment@gmail.com

Thank you for your continued support,

Patrick D. Stacken - NYAFD Secretary

Incident Type Report

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 1 - Fire					
111 - Building fire	5	1.1%	2		2
118 - Trash or rubbish fire, contained	1	0.2%			
138 - Off-road vehicle or heavy equipment fire	1	0.2%	0		0
142 - Brush or brush-and-grass mixture fire	2	0.4%	0	0	0
143 - Grass fire	9	2.0%			
	Total: 18	Total: 4.0%	Total: 2	Total: 0	Total: 2
Incident Type Category: 2 - Overpressure Rupture, Explosion, Overheat (No Fire)					
243 - Fireworks explosion (no fire)	1	0.2%			
	Total: 1	Total: 0.2%	Total: 0	Total: 0	Total: 0
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
3009 - Person Down	73	16.0%			
321 - EMS call, excluding vehicle accident with injury	277	60.9%			
322 - Motor vehicle accident with injuries	11	2.4%			
324 - Motor vehicle accident with no injuries.	11	2.4%			
	Total: 372	Total: 81.8%	Total: 0	Total: 0	Total: 0
Incident Type Category: 4 - Hazardous Condition (No Fire)					
412 - Gas leak (natural gas or LPG)	11	2.4%			
441 - Heat from short circuit (wiring), defective/worn	1	0.2%			
444 - Power line down	8	1.8%			
445 - Arcing, shorted electrical equipment	2	0.4%			
463 - Vehicle accident, general cleanup	1	0.2%			
	Total: 23	Total: 5.1%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
551 - Assist police or other governmental agency	2	0.4%			
	Total: 2	Total: 0.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
651 - Smoke scare, odor of smoke	8	1.8%			
	Total: 8	Total: 1.8%	Total: 0	Total: 0	Total: 0
Incident Type Category: 7 - False Alarm & False Call					
735 - Alarm system sounded due to malfunction	20	4.4%			
740 - Unintentional transmission of alarm, other	2	0.4%			
745 - Alarm system activation, no fire - unintentional	2	0.4%			
746 - Carbon monoxide detector activation, no CO	6	1.3%			
	Total: 30	Total: 6.6%	Total: 0	Total: 0	Total: 0
Incident Type Category: 8 - Severe Weather & Natural Disaster					
814 - Lightning strike (no fire)	1	0.2%			
	Total: 1	Total: 0.2%	Total: 0	Total: 0	Total: 0
	Total: 455	Total: 100.0%	Total: 2	Total: 0	Total: 2

Report Filters

Basic Incident Date Time: is between '1/1/2024' and '12/31/2024'
Agency Name: is equal to 'NORWOOD-YOUNG AMERICA'

Report Criteria

Incident Type (Fd1.21): Is Not Blank

Calls by District

Basic Incident Zone/District Number (FD1.32)	Total Alarms
	1
Benton	15
Camden	17
Cologne	1
Dahlgreen	1
Hancock	2
Norwood Young America	388
Waconia	1
Young America	29
	Total: 455

Report Filters

Agency Name: is equal to 'NORWOOD-YOUNG AMERICA'

Basic Incident Date Original (Fd1.3): is between '1/1/2024' and '12/31/2024'

Calls Breakdown by Day of Week

Day of Week	Number of Incidents
01 - Sunday	57
02 - Monday	75
03 - Tuesday	68
04 - Wednesday	74
05 - Thursday	77
06 - Friday	54
07 - Saturday	50
	Total: 455

Calls by Time of Day

Basic Incident One-Hour Range Of Day 24	Number of Incidents
00:00:00 - 00:59:59	12
01:00:00 - 01:59:59	10
02:00:00 - 02:59:59	7
03:00:00 - 03:59:59	9
04:00:00 - 04:59:59	9
05:00:00 - 05:59:59	13
06:00:00 - 06:59:59	15
07:00:00 - 07:59:59	22
08:00:00 - 08:59:59	32
09:00:00 - 09:59:59	28
10:00:00 - 10:59:59	25
11:00:00 - 11:59:59	29
12:00:00 - 12:59:59	24
13:00:00 - 13:59:59	19
14:00:00 - 14:59:59	17
15:00:00 - 15:59:59	24
16:00:00 - 16:59:59	20
17:00:00 - 17:59:59	23
18:00:00 - 18:59:59	18
19:00:00 - 19:59:59	16
20:00:00 - 20:59:59	22
21:00:00 - 21:59:59	20
22:00:00 - 22:59:59	28
23:00:00 - 23:59:59	13
	Total: 455

Report Filters

Basic Incident Date - Derived (Fd1.3): is between '1/1/2024' and '12/31/2024'

Agency Name: is equal to 'NORWOOD-YOUNG AMERICA'

Fire District Overview

General Expenses

Total Calls Service 2020-2024

Jurisdiction	2024	2023	2022	2021	2020
Norwood Young America	388	368	259	284	253
Benton Township	15	14	9	10	24
Camden Township	17	15	15	10	12
Hancock Township	2	11	2	4	1
Waconia Township	1	4	5	3	9
Young America Township	29	14	20	24	19
Mutal Aid	3	10	1	5	5
Total	455	436	311	340	323

Percent of 2024 Budget Township/City is responsible based on Units:

Jurisdiction	Units	% of Budget	Cost Responsibility
Norwood Young America	N/A	68.10%	\$169,540.00
Benton Township	107	6.9%	\$17,120.00
Camden Township	117	7.5%	\$18,720.00
Hancock Township	39	2.5%	\$6,240.00
Waconia Township	53	3.4%	\$8,480.00
Young America Township	181	11.6%	\$28,960.00
Total	497	100.00%	\$249,060.00

Percent of 2025 Budget Township/City is responsible based on Units:

Jurisdiction	Units	% of Budget	Cost Responsibility
Norwood Young America	N/A	72.3%	\$212,103.00
Benton Township	102	5.6%	\$16,320.00
Camden Township	126	6.9%	\$20,160.00
Hancock Township	38	2.1%	\$6,080.00
Waconia Township	53	2.9%	\$8,480.00
Young America Township	190	10.4%	\$30,400.00
Total	509	100.00%	\$293,543.00



TO: Mayor Smith and City Council Members
FROM: Andrea Aukrust, City Administrator
DATE: January 27, 2025
RE: Carver County Sheriff's Department Presentation: 2025 Contract for Police Services

Enclosed you will find the **EXECUTED** 2025 Contract for Police Services between the City of Norwood Young America and the Carver County Sheriff's Department. Sheriff Kamerud and Commander Wollin will present and take questions from the Council. The attached contract is for informational and discussion purposes only. It is executed annually in November for the following year.

The contract consists of the following:

PERSONNEL COST

The County agrees to provide police services within the corporate City limits. Costs are set forth as follows:

Liaison Deputy	.9 (2184 FTE)	\$136,571
Deputy	.95 (2184 FTE)	\$144,158
CSO	52 hours	\$2,233

VEHICLE COST

Patrol Vehicle	\$35,274
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TOTAL POLICE SERVICE \$318,236

Norwood Young America

CONTRACT FOR POLICE SERVICES
Norwood Young America

THIS AGREEMENT, made and entered into this 12 day of November, 2024 by and between the County of Carver, through its Sheriff's Office (hereinafter, "County"), and the City of Norwood Young America (hereinafter, the "City"), and, collectively known as the "parties".

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, Minnesota Statutes, Section 436.05 allows the sheriff of any county to contract for the furnishing of police service to a municipality; and

WHEREAS, this Agreement is authorized by Minnesota Statute, Section 471.59, 436.05,

NOW, THEREFORE, it is agreed between the parties as follows:

ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police services for the City in the manner as hereinafter set forth.

ARTICLE II

1. **POLICE SERVICES.** The County agrees to provide regionalized police service within the corporate limits of the City of Norwood Young America in partnership with the cities of Cologne and Hamburg to the extent and in the manner set forth below:
 - 1.1 Police services to be provided under this contract shall encompass those police duties and functions within the above-mentioned cities corporate limits of which the Sheriff and his duly assigned deputies shall exercise all the police powers and duties of city police officers as provided by Minnesota Statutes, Section 436.05.
 - 1.2 The County shall solicit City input related to assignment of personnel before making assignments. The County shall give thoughtful consideration to the City's input and shall retain the full and unrestricted right to assign personnel as necessary.

- 1.3 The County shall pay for all training costs associated with assigned personnel to maintain POST licensure and any other agency authorized training.
- 1.4 At a minimum, the County shall provide the City with monthly, quarterly, and annual reports including but not limited to calls for service by offense type, hour of the day, and day of the week. Such reports shall include an arrest summary, traffic citation summary, and verbal warning summary. Additionally, the County shall provide monthly, quarterly, and annual reports showing the number of CSO hours and types of calls for service CSO's responded to within the corporate City limits.
- 1.5 The rendition of services, the standard of performance, the discipline of deputies, and other matters of incident to the performance of such services and control of personnel so employed shall be and remain in and under control of the County.
- 1.6 The rendition of services shall include the enforcement of Minnesota State Statutes and the municipal ordinances of the City.
- 1.7 At the City's request, the County (i.e., Sheriff's contract manager or designee) shall meet with the City to discuss any questions, concerns, or requested modifications to the type of services provided, or manner in which such services are provided. In the event a dispute arises between the parties concerning services provided pursuant to this agreement, the County shall in good faith discuss a plan with the City; however, the County retains the sole discretion in determining a solution to said dispute (e.g., reassignment of personnel, types of patrol, level of service available).
- 1.8 The police services will be provided to the City for the selected number of contracted hours and/or full time equivalent (FTE) personnel. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

ARTICLE III

SPECIAL EVENT OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours and/or FTE's contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services at the rate for additional hours identified under Article VII and the City shall make payment pursuant to Minnesota Statute, Section 471.425, subd. 2(a).

ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the parties and all of their officials, personnel, agents and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

ARTICLE V

1. PROVISION OF EQUIPMENT.

a). The County shall provide all necessary labor, supervision, vehicle, equipment, and supplies to maintain and provide the police services selected herein. All County property and equipment used in rendering services under this Agreement is, and shall remain, County property.

b). The City shall provide outdoor storage within the corporate limits of the City for patrol cars used for providing services pursuant to this Agreement. Indoor parking is at the discretion of the city and if chosen, no cost for maintenance of city facilities will be incurred by the county.

2. OFFICE SPACE. Police services shall be conducted out of office space selected and provided by the City that is sufficient to provide for the office needs of the assigned personnel.

3. FINANCIAL LIABILITY. The City shall not be responsible or liable for the payment of any salaries, wages, or other compensation to personnel employed by the County to perform services under this Agreement. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.

4. MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its personnel and employees against any and all liability loss, costs, damages, expenses, claims or actions, including attorney's fees which its personnel and employees may hereafter sustain, incur or be required to pay, arising out of or by reason for any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract. Liability of the City and County shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.

It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes Section 471.59, Subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

(a) This Agreement to indemnify and hold harmless does not constitute a waiver by either party of immunities from, or limitations on liability provided under Minnesota Statutes Section 466.04.

For purposes of determining total liability damages, the parties are considered a single governmental unit and the total liability shall not exceed the limits on governmental liability for a single governmental unit as specified in State Statute, Section 3.736 or Section 466.04, Subdivision 1.

5. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel and equipment used by the County in the provision of the selected services will be provided by the County.

ARTICLE VI

1. TERM. The term of this contract shall be January 1, 2025, to December 31, 2025. The term of this Agreement may be extended for up to an additional sixty (60) days under the same terms and conditions, provided the parties are attempting in good faith to negotiate a new Agreement. Unless otherwise terminated in accordance with Article VI, Section 3 of this agreement, this Agreement shall automatically terminate upon the parties' entering into a new written Agreement, or on the sixtieth (60th) day, whichever occurs first.

2. NOTICE.

- 2.1 If either party does not desire to enter into a contract for police service for 2026, such party shall notify the other party in writing by July 1, 2025.

2.2 The City, if electing to terminate or discontinue contracted services, or decrease contracted police services, the City shall still be obligated to pay all unpaid personnel costs (e.g. OT and annual carryover), incurred prior to termination.

2.3 On or before June 1 of the current contract year, the County shall notify the City of the estimated police contract rates for the following year. The County shall provide proposed police contract rates by October 1 of the current contract year.

2.4 Notice under the above provisions shall be sent to:

Commander Mike Wollin
Carver County Sheriff's Office
606 East 4th Street
Chaska, MN 55318
952-361-1857
mwollin@co.carver.mn.us

City of Norwood Young America
Andrea Aukrust, City Manager
310 Elm Street West
PO Box 59
Norwood Young America, MN 55368
Phone: 952-467-1800

ARTICLE VII

MENU OF POLICE SERVICES

1. POLICE STAFFING OPTIONS

1.1 FULL TIME EQUIVALENT (FTE) PERSONNEL OPTION

1.1.1 FTE personnel are Full Time Employees dedicated to the contract community.

The FTE deputies compensated time includes regular assignment duties, training, holidays, vacation, sick leave, and other benefited time. The FTE deputy position is not automatically backfilled when the deputy is away from assignment for the above types of compensated time. The FTE deputy costs include: salary, benefits, supervision, administration, training, clerical support, insurance, and county overhead. The FTE costs do not include additional hours which are necessary for court or filling a shift for a compensated day off.

The first eighty (84) hours the deputy is gone from the communities while on military leave will not be backfilled. The Sheriff's Office will backfill the position or credit back the time for military leave after the first 84 hours.

The first eighty (84) hours a deputy is gone from the communities on FMLA leave will not be backfilled; it will be treated like sick leave. The Sheriff's Office will backfill the position or credit back the time for FMLA after the first 84 hours of FMLA is completed.

If the City requests coverage for compensated days off noted above, it is recommended the city set aside a contingency for additional hours. Additional hours for deputies will be billed at \$90.63 per hour.

The SouthWest Metro Drug Task Force will invoice \$2,100 separately.

Hours worked on a designated holiday will be billed at double the FTE's hourly pay rate per the collective bargaining agreement(s).

1.2 PERSONNEL COST

The County agrees to provide police services within the corporate City limits. Costs are set forth as follows:

Liaison Deputy	.9 (2184 FTE)	\$136,571
Deputy	.95 (2184 FTE)	\$144,158
CSO	52 hours	\$2,233

1.3 VEHICLE COST \$35,274

1.4 TOTAL POLICE SERVICES \$318,236

2. PAYMENT. The County shall invoice the City for one half of the total contracted amount of the current year police staffing option cost hereunder, or \$159,118.00 to be paid on or before June 30 of the current contract year. The County shall invoice the remaining half, or \$159,118.00 to be paid on or before November 30 of the current contract year. The City shall promptly pay such invoiced amounts in accordance with applicable law. The Sheriff shall inform the City of the actual CSO hours worked for the year and then reimburse the City for unused CSO hours, bill for additional hours or deduct from applied year end credit for unfilled deputy FTE hours.
3. MINNESOTA STATE POLICE AID. The County, upon receiving Minnesota State Police Aid, shall reimburse the City pursuant to Minnesota Statute, Section 69.011.
4. POST REIMBURSEMENT. The County, upon receiving continuing education reimbursement, shall reimburse the city pursuant to the MN Administrative Rules, Peace Officer Standards and Training Board, Chapter 6700, part 6700.1800.

ARTICLE VIII

1. DATA. All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statutes Chapter 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.
2. AUDIT. Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.
3. NONWAIVER, SEVERABILITY AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder.

The laws of the State of Minnesota apply to this Agreement.

4. MERGER AND MODIFICATION. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

IN WITNESS THEREOF, the City has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this 12 day of November.

SIGNED: Carol Lagergren
Mayor

DATE: 11-12-2024

SIGNED: Andrea Oubrust
City Manager

DATE: 11/13/2024

IN WITNESS THEREOF, the County of Carver has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this _____ day of 11/14/24, _____

COUNTY OF CARVER:

SIGNED: Gayle Degler
Gayle Degler (Nov 14, 2024 15:54 CST)
CHAIR, BOARD OF COMMISSIONERS

DATE: 11/14/24

SIGNED: Jan Kemens
SHERIFF

DATE: 11/14/24

Attest

SIGNED: David Hemze
David Hemze (Nov 14, 2024 14:26 CST)
COUNTY ADMINISTRATOR

DATE: 11/14/24

KW
KW



CITY COUNCIL MINUTES

January 13, 2025 – 6 p.m.

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

Attendance:

ATTENDEES: Connor Smith, Charlie Storms, Brooke Allen, Andrew Storms, Brandon Stender

ABSENT:

STAFF: Andrea Aukrust, City Administrator; Karen Hallquist, Community and Economic Development Director; Mitchell Thiesfeld, Clerk/Finance Director; Mark Streich, Public Service Director; Ethan Nelson, City Planner

OTHERS: Josh Eckstein, Bolton & Menk; Isaac Waiter, 218 Casper St.; Brianna Guse, 1070 Lakewood Ct.; Tyra Storms, 10 Main St. E; Beth Stender, 910 Meadows Blvd; Sarah. Russ, & Hunter Smith, 219 East St.; Deputy Sheriff Lee

1. Oath of Office—Mitchell Thiesfeld, City Clerk

Mitchell Thiesfeld swore in Mayor Connor Smith, Councilmember Andrew Storms, and Councilmember Brandon Stender at 6:00 pm.

2. CALL A MEETING OF THE CITY COUNCIL TO ORDER

Mayor Smith called the meeting to order at 6:05 pm with all council members present.

2.1. Pledge of Allegiance

3. APPROVE AGENDA

3.1. Removed 4.1 Introduction of New Fire Chief, Scott Blom from Introductions

3.2. Removed 4.2 Introduction of New 2025 Fire Department Officers from Introductions

3.3. Moved Oath of Office to the first item on the meeting agenda.

C.Storms/B.Allen Motion to approve the agenda with the removal of 4.1 & 4.2. Motion passed 5-0.

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

4.1. None

5. CONSENT AGENDA

5.1. Approve minutes of the December 9, 2024, City Council Workshop

5.2. Approve minutes of December 9, 2024, City Council Meeting

5.3. Approve minutes of December 18, 2024, Special City Council Meeting

5.4. Approve minutes of December 26, 2024, Emergency City Council Meeting

5.5. Approve Payment of Claims

5.6. Ascension Knights of Columbus application for an exempt gambling permit

5.7. Approve the resignation of Callie Sundberg—NYA Fire Department

C.Storms/B.Allen motion to accept the consent agenda as printed. Motion passed 4-0. C.Smith abstained from voting.

6. PUBLIC HEARING

6.1. None

7. OLD BUSINESS

7.1. None

8. NEW BUSINESS

8.1. **Resolution 2025-01** Adopting the City of Norwood Young America Organization Designations— Administrator Aukrust

- Firefighters will receive \$12.50 an hour for responding to fire/emergency calls and mandatory training.
- City Council will continue to meet on the second and fourth Monday of each month at 6:00 pm.

B.Allen/C.Storms motion to approve Resolution 2025-01, a Resolution Adopting the City of Norwood Young America organization designations. Motion passed 4-0. C.Smith abstained from voting.

8.2. **Resolution 2025-02** Authorizing City Officials to Execute Payment of Claims Prior to City Council Approval—Mitchell Thiesfeld, Clerk-Finance Director

- This Resolution allows the Finance Director to execute payment of the city's financial obligations, in accordance with city policies, prior to approval for the year 2025.

B.Stender/C.Storms motion to approve Resolution 2025-02 Authorizing Proper City Officials to Execute Payment of Claims Prior to City Council Approval for the Year 2025. Motion passed 5-0.

8.3. **Resolution 2025-03** Accepting Donations and Designating Their Use – Year 2024—Mitchell Thiesfeld, Clerk-Finance Director

- Over 40 donations were received in 2024 from the Community.
- All donations will be designated in the budget and will be used accordingly.

B.Allen/A.Storms motion to approve Resolution 2025-03 A Resolution Accepting Donations and Designating their use for the Year 2024. Motion passed 5-0.

8.4. Assessor Service Agreement Carver County—Mitchell Thiesfeld, Clerk-Finance Director

- The 2025 rates increased by approximately 7% from 2024.
- According to the terms, the county will view and determine the market value of a minimum of 20% of parcels.

A.Storms/B.Allen Motion to approve the Service Agreement between the City and Carve County regarding Assessment Services for the 2025 year. Motion passed 5-0.

9. STAFF REPORTS

AA – Welcomed all the new Council Members. Informed everyone that the Audit process has begun.

KH – Introduced the new City Planner, Ethan Nelson. Senior Advisory is getting ready for the second annual senior dance.

MT – Busy with wrapping up year-end items & preparing items for the audit.

10. ADJOURNMENT

B.Allen/C.Storms Motion to adjourn at 6:15 pm. Motion passed 5-0.

Respectfully submitted,

Connor Smith, Mayor

Mitchell Thiesfeld, Clerk-Finance Director



more than a place, it's home.

VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE

To Be Approved: January 27, 2025

Payroll EFT

Check #	509319 - 509337	Pay Period 26	\$	41,346.93
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Prepays

Check #

Check #

Electronic Payments

Check #	1826e	MN Healthcare Consortium	\$	17,037.76
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Check #	1827e	Sunlife Assurance	\$	906.38
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Check #

Claims Pending Payment

Check #	36315 - 36354		\$	99,315.99
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Voided Checks

Check # 509318 ,

Grand Total (excluding voided checks)	\$	<u>158,607.06</u>
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NORWOOD YOUNG AMERICA

***Check Detail Register©**

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
36315	01/21/25	ACCESS LIFTS, INC.			
E 101-41940-223		Repair/Maintenance Bldg/	\$4,962.00	M3178SA-37	SERVICE CALL TO REPLACE SPIRATOR ASSEMBLY IN VERTICAL PLATFORM LIFT
		Total	\$4,962.00		
36316	01/21/25	BOUNDTREE MEDICAL			
E 101-42200-240		Small Tools and Minor Eq	\$250.98	85629221	OXYGEN RESPONDER PACK & MINI NON-CONTACT THERMOMETER
		Total	\$250.98		
36317	01/21/25	CARQUEST AUTO PARTS			
E 101-43100-221		Repair/Maintenance Equip	\$87.54	5927-307187	DEXRON
		Total	\$87.54		
36318	01/23/25	CARVER COUNTY			
E 101-41500-306		Assessor Fees	\$27,750.54	48336	2024 ASSESSMENT CONTRACT
		Total	\$27,750.54		
36319	01/21/25	CENTER POINT			
E 101-41940-383		Gas Utilities	\$702.13	01-07-2025	GAS UTILITIES - BLDGS
E 101-45500-383		Gas Utilities	\$352.80	01-07-2025	GAS UTILITIES - LIBRARY
E 601-49400-383		Gas Utilities	\$897.77	01-07-2025	GAS UTILITIES - WATER
E 602-49450-383		Gas Utilities	\$92.38	01-07-2025	GAS UTILITIES - WWTP
		Total	\$2,045.08		
36320	01/22/25	CLEAN N SEAL			
E 275-45200-525		Parks-Buildings & Structur	\$3,618.00		QUOTE 1-21- 10% DOWN PAYMENT
		Total	\$3,618.00		
36321	01/23/25	CONCENTRA			
E 101-43100-208		Medical-Physicals	\$23.34	104117479	REGULATED UDS COLLECT
E 601-49400-208		Medical-Physicals	\$23.33	104117479	REGULATED UDS COLLECT
E 602-49450-208		Medical-Physicals	\$23.33	104117479	REGULATED UDS COLLECT
		Total	\$70.00		
36322	01/21/25	DAKOTA SUPPLY GROUP			
E 601-49400-221		Repair/Maintenance Equip	\$29.06	S104370135.	2194 VB WATER LID ONLY
		Total	\$29.06		
36323	01/21/25	DELTA DENTAL			
G 101-21714		Dental Insurance	\$807.27	RIS00062008	DENTAL INSURANCE
G 101-21714		Dental Insurance	\$796.78	RIS00062008	DENTAL INSURANCE
		Total	\$1,604.05		
36324	01/23/25	EDAM			
E 101-41320-433		Dues and Subscriptions	\$330.00	2025-11065	2025 EDAM MEMBERSHIP DUES
		Total	\$330.00		
36325	01/21/25	EGGEN, MITCHELL			
R 101-45200-34735		Park Rental	\$300.00		PAVILION DAMAGE DEPOSIT FULL REFUND

NORWOOD YOUNG AMERICA

***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$300.00		
36326	01/21/25	FASTENAL			
E 101-43100-221		Repair/Maintenance Equip	\$30.29	MNWAC7968	PARTS
E 101-43100-221		Repair/Maintenance Equip	\$43.32	MNWAC7970	PARTS
E 101-43100-221		Repair/Maintenance Equip	\$19.82	MNWAC7972	PARTS
Total			\$93.43		
36327	01/23/25	HAWKINS WATER TREATMENT GROUP			
E 101-49860-216		Chemicals and Chem Pro	\$20.00	6960638	CHLORINE CYLINDER
E 601-49400-216		Chemicals and Chem Pro	\$10.00	6961084	CHLORINE CYLINDER
E 602-49450-216		Chemicals and Chem Pro	\$20.00	6961142	CHLORINE CYLINDER & SULFUR DIOXIDE CYLINDER
Total			\$50.00		
36328	01/23/25	HEARTLAND CREDIT UNION			
G 101-21718		HSA ACCOUNT	\$233.34		HSA JANUARY
Total			\$233.34		
36329	01/22/25	HYDRO ENGINEERING INC			
E 101-42200-221		Repair/Maintenance Equip	\$3,479.86	103509	LABOR & SUPPLIES ON TRUCK
Total			\$3,479.86		
36330	01/21/25	KWIK TRIP INC.			
E 101-43100-212		Motor Fuels	\$138.38		Reverse Credit DPT ARCH CASH RECEIPT 11.12.24
E 101-43100-212		Motor Fuels	\$9.32	0900-4628	DEFBULK
E 101-43100-212		Motor Fuels	(\$15.49)	10FT01	FEDERAL EXCISE UNLEADED 10E
E 101-45200-212		Motor Fuels	\$73.77	508463	OXY87
E 101-43100-212		Motor Fuels	\$97.71	522358	OXY87
E 101-43100-212		Motor Fuels	\$82.39	538036	OXY87
E 101-43100-212		Motor Fuels	\$145.00	541117	NL PREM
E 101-43100-212		Motor Fuels	\$2.08	FINCHG	FINANCE CHARGE
E 101-43100-212		Motor Fuels	(\$6.65)	UFET01	FEDERAL EXCISE TAX UNLEADED
Total			\$526.51		
36331	01/21/25	LAND TITLE			
E 603-49500-303		Engineering Fees	\$400.00	115471	TITLE COMMITMENT - FILE# 706330
Total			\$400.00		
36332	01/24/25	LOFFLER BUSINESS SYS LLC			
E 101-41400-437		Maintenance Contract	\$306.25	4919782	PHONE SERVICE & REPAIRS
Total			\$306.25		
36333	01/21/25	METRONET			
E 101-41940-321		Telephone	\$127.54	02-06-2025	PHONE - RENTAL BUILDINGS
E 601-49400-321		Telephone	\$51.02	02-06-2025	PHONE - WATER
E 602-49450-321		Telephone	\$51.02	02-06-2025	PHONE - SEWER
E 101-42200-321		Telephone	\$51.02	02-06-2025	PHONE - FIRE
E 101-43100-321		Telephone	\$57.03	02-06-2025	PHONE - PW-HSR
E 101-45200-321		Telephone	\$24.44	02-06-2025	PHONE - PW-PARKS
E 101-49860-321		Telephone	\$25.51	02-06-2025	PHONE - POOL

NORWOOD YOUNG AMERICA

***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41940-321		Telephone	\$76.52	02-06-2025	PHONE - HISTORY/FOOD
E 101-41300-321		Telephone	\$44.38	02-06-2025	PHONE - EXECUTIVE
E 101-41320-321		Telephone	\$44.38	02-06-2025	PHONE - COMM DEV
E 101-41400-321		Telephone	\$44.38	02-06-2025	PHONE - CLERK
E 101-46500-321		Telephone	\$14.80	02-06-2025	PHONE - EC DEV
E 101-42100-321		Telephone	\$73.97	02-06-2025	PHONE - POLICE
E 101-45500-321		Telephone	\$73.97	02-06-2025	PHONE - LIBRARY
		Total	\$759.98		
36334	01/21/25	MID-COUNTY CO-OP OIL ASSN			
E 101-42200-212		Motor Fuels	\$172.05	91034	WINTER DIESEL DYED W/ST
E 101-43100-212		Motor Fuels	\$451.72	91034	WINTER DIESEL DYED W/ST
E 101-45200-212		Motor Fuels	\$451.72	91034	WINTER DIESEL DYED W/ST
E 101-43100-212		Motor Fuels	(\$16.34)	91034	BULK FUEL DISCOUNT
E 101-45200-212		Motor Fuels	(\$16.34)	91034	BULK FUEL DISCOUNT
		Total	\$1,042.81		
36335	01/22/25	MINI BIFF			
E 101-45200-418		Other Rentals (Biffs)	\$173.40	11011	FRIENDSHIP PARK - EVENT LIBERTY TAN BIG TANK
E 101-45200-418		Other Rentals (Biffs)	\$173.40	1969	SPORTS COMPLEX - EVENT LIBERTY TAN BIG TANK
E 101-45200-418		Other Rentals (Biffs)	\$173.40	1971	PRAIRIE DAWN PARK - EVENT LIBERTY TAN SMALL HC
		Total	\$520.20		
36336	01/21/25	MINNESOTA DEPT OF PUBLIC SAFET			
E 601-49400-406		LICENSES	\$100.00	2024 M-1426	EPCRA PROGRAM - WATER NORTH - ERC ID# 100850012
E 602-49450-406		LICENSES	\$100.00	2024 M-1426	EPCRA PROGRAM - WWTP - ERC ID# 100850009
E 101-49860-406		LICENSES	\$100.00	2024 M-1427	EPCRA PROGRAM - POOL - ERC ID# 100850011
		Total	\$300.00		
36337	01/21/25	MINNESOTA DNR - OMB			
E 601-49400-310		Other Professional Servic	\$713.09	01-09-2025	2024 WATER USE AND SUMMER SURCHARGE
		Total	\$713.09		
36338	01/21/25	MN DEPT OF EMPLOYMENT & EC DEV			
E 101-43100-142		Unemployment Benefit Pa	\$167.11		UNEMPLOYMENT BENEFITS - QUARTER 4, 2024
E 101-45200-142		Unemployment Benefit Pa	\$167.11		UNEMPLOYMENT BENEFITS - QUARTER 4, 2024
		Total	\$334.22		
36339	01/24/25	MN DEPT OF LABOR & INDUSTRY			
E 101-42400-312		Building Inspection Fee	\$1,247.19	DEC0191252	STATE SURCHARGE QTR 4 2024 - CONF# DECEMBER0191252024
E 101-42400-312		Building Inspection Fee	\$684.38	JUNE019125	STATE SURCHARGE QTR 2 2024 - CONF# JUNE0191252024
E 101-42400-312		Building Inspection Fee	\$361.10	MARCH0191	STATE SURCHARGE QTR 1 2024 - CONF# MARCH0191252024
E 101-42400-312		Building Inspection Fee	\$728.16	SEPT019125	STATE SURCHARGE QTR 3 2024 - CONF# SEPTEMBER0191252024

NORWOOD YOUNG AMERICA

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***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$3,020.83		
36340	01/21/25	MN PUBLIC FACILITIES AUTHORITY			
E 601-49400-611		Bond Interest	\$14,486.68		PFA LOAN MPFA-09-0091-R-FY10
Total			\$14,486.68		
36341	01/22/25	MN STATE FIRE DEPT ASSOCIATION			
E 101-42200-433		Dues and Subscriptions	\$225.00	2025	2025 MSFDA MEMBERSHIP DUES
Total			\$225.00		
36342	01/21/25	MN VALLEY ELECTRIC COOPERATIVE			
E 603-49500-381		Electric Utilities	\$61.13		13150 TACOMA AVE PUMP - ACCT#
Total			\$61.13		
36343	01/23/25	MVTL			
E 602-49450-217		Lab Fees	\$511.00	1290387	MERCURY, MERCURY DISSOLVED, SOLIDS
Total			\$511.00		
36344	01/21/25	NAPA			
E 101-43100-221		Repair/Maintenance Equip	\$43.91	385539	BULBS, OIL FILTER, SYNTHETIC OIL, & OIL
Total			\$43.91		
36345	01/21/25	NELSON ELECTRIC MOTOR REPAIR I			
E 602-49450-221		Repair/Maintenance Equip	\$437.50	3037	REPLACED BAD TRANSDUCER WITH SPARE
Total			\$437.50		
36346	01/22/25	SILSETH, LUKE			
E 101-42200-331		Travel/Meeting Expense	\$601.20		DULUTH FIRE TRAINING - HOTEL & MILEAGE
Total			\$601.20		
36347	01/23/25	SQUIRES, WALDSPURGER, & MACE,			
E 101-41500-304		Legal Fees	\$67.00	22615	PROFESSIONAL SERVICES THROUGH 11/30/2024
Total			\$67.00		
36348	01/21/25	ULINE			
E 101-45200-500		Capital Outlay	\$8,319.65	187718065	METAL PICNIC TABLE, BROWN & ADA METAL PICNIC TABLE, BROWN
E 101-45200-500		Capital Outlay	\$1,295.34	187718138	ADA METAL PICNIC TABLE, BROWN
E 101-45200-500		Capital Outlay	\$2,481.96	187718242	ADA METAL PICNIC TABLE, GREEN
Total			\$12,096.95		
36349	01/22/25	ULTIMATE SAFETY CONCEPTS, INC.			
E 101-42200-210		Operating Supplies	\$103.20	215272	FLASHBACK 2 LIGHT BATON, RED/GREEN
Total			\$103.20		
36350	01/21/25	UNUM LIFE INSURANCE CO			
G 101-21715		Life Ins	\$249.34	02-01-2025	GROUP LIFE INSURANCE
Total			\$249.34		
36351	01/23/25	USA BLUE BOOK			
E 602-49450-221		Repair/Maintenance Equip	\$1,219.79	INV00592865	PAINT, LEVEL TRANSMITTR, & GLASS FIBER FILTERS

NORWOOD YOUNG AMERICA

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***Check Detail Register©**
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-221		Repair/Maintenance Equip	\$203.68		INV00592865 PAINT & MARKING FLAGS
		Total	\$1,423.47		
36352	01/21/25	WASTE MANAGEMENT			
E 101-41940-223		Repair/Maintenance Bldg/	\$390.61	0120539-280	DUMPSTERS - SHOP & WWTP
		Total	\$390.61		
36353	01/22/25	WEST METRO TRUCK REPAIR			
E 101-42200-221		Repair/Maintenance Equip	\$387.52	102059	2002 PETERBILT 330 TRUCK REPAIRS
		Total	\$387.52		
36354	01/21/25	XCEL ENERGY			
E 601-49400-381		Electric Utilities	\$1,800.00	909424232	ELECTRICAL UTILITIES - WATER
E 101-41940-381		Electric Utilities	\$854.87	910934932	ELECTRICAL UTILITIES - BLDGS
E 101-42200-381		Electric Utilities	\$316.51	910934932	ELECTRICAL UTILITIES - FD
E 101-42500-381		Electric Utilities	\$13.94	910934932	ELECTRICAL UTILITIES - CIVIL DEFENSE
E 101-43100-380		Street Lighting	\$6,636.60	910934932	ELECTRICAL UTILITIES - STREET LIGHTS
E 101-43100-381		Electric Utilities	\$601.80	910934932	ELECTRICAL UTILITIES - STREETS
E 101-45200-381		Electric Utilities	\$535.34	910934932	ELECTRICAL UTILITIES - PARK
E 101-45500-381		Electric Utilities	\$752.29	910934932	ELECTRICAL UTILITIES - LIBRARY
E 601-49400-381		Electric Utilities	\$514.93	910934932	ELECTRICAL UTILITIES - WATER
E 602-49450-381		Electric Utilities	\$3,480.52	910934932	ELECTRICAL UTILITIES - WWTP
E 101-49860-381		Electric Utilities	\$420.10	910934932	ELECTRICAL UTILITIES - POOL
E 101-45200-432		Refund	(\$523.19)	910934932	ELECTRICAL UTILITIES - ELEC INTERIM REFUND CR
		Total	\$15,403.71		
		10100 CHECKING	\$99,315.99		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$70,471.76
275 CAPITAL	\$3,618.00
601 WATER FUND	\$18,829.56
602 SEWER FUND	\$5,935.54
603 STORM WATER UTILITY	\$461.13
	<u>\$99,315.99</u>



TO: Mayor Smith and City Council Members

FROM: Mitchell Thiesfeld, Clerk/Finance Director

DATE: January 27, 2025

RE: Street Closure for Ascension Knights of Columbus Annual Fish Fry

Attached is a letter from Tom KIELTY requesting to close West Hill Street and Wilson Street on Friday, March 7, 2025, for the Annual KC Fish Fry.

- Verification of Liability Insurance has been done
- Previously, Progress Street was also closed therefore limiting the access for anyone to enter at the wrong location
- A map is enclosed to give a visual of the drive-thru fish fry
- Residents on Hill Street will be notified

Recommended Motion:

Consent Agenda

Approve closing West Hill Street, Wilson Street, and Progress Street on March 7, 2025, for the Ascension Knights of Columbus annual Fish Fry.

January 10, 2025

Dear Norwood Young America City Council,

The Ascension Knights of Columbus will be holding their Annual KC Fish Fry on Friday, March 7, 2025.

We are requesting the temporary closing of West Hill Street near Ascension Church to allow for the ability for a Drive-Thru route on March 7, 2025.

Closing Wilson Street will allow the KC's to setup a trailer and limit the directions of vehicles for safety reasons. Please see the attached map for the details.

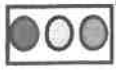
Once the closure is approved, we will contact each resident on affected streets letting them know about the closure.

Thank you for the consideration,

Tom Kielty

224-558-1411

Ascension Knights of Columbus



© 2018 Google Maps

W Wilson S

W Hill St

Drive Thru Entrance

Church of the Ascension

33

N Reform St

W Wilson St

Order pickup

W Hill St

Cashier

Progress St

Progress St

Google



To: Mayer Smith and Council Members
From: Mitchell Thiesfeld, City Clerk-Treasurer
Date: January 27, 2025
Subject: Liquor License Approval

Northside Grill has applied for the following liquor license:

- Sunday Liquor License

Northside Grill currently holds an on-sale liquor license. The Sunday liquor license will expire on July 1, 2025.

Council approval is contingent upon receipt of all required documentation & fees.

Recommended Motion:

Approve the liquor license application listed above, contingent on receipt of all required documentation & fees.



TO: Mayor Smith and City Council Members

FROM: Karen Hallquist, Community & Economic Development Director

DATE: January 27, 2025

RE: Planning & Zoning Commission Appointment - Craig Heher

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.

Craig Heher has completed a commissioner application for the Norwood Young America Planning & Zoning Commission.

Consent Agenda

Motion:

Motion to appoint Craig Heher to the Norwood Young America Planning & Zoning Commission.



TO: Mayor Smith and City Council

FROM: Karen Hallquist, Community & Economic Development Director

DATE: January 27, 2025

SUBJECT: Commissioner Appointments

The following Commissioners have elected to continue their Commission seats for a three-year term, which will expire in January 2028.

Jerry Barr – Planning & Zoning
Paul Hallquist - Planning & Zoning
Karla Hormann – Parks & Recreation
Carolyn Durbin – Senior Advisory
Kay Hampshire – Senior Advisory
Betty Settergren – Senior Advisory
Cathleen Williams – Senior Advisory

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

NYA Planning & Zoning Commission - full
NYA Parks & Recreation Commission – one open seat
NYA Senior Advisory Commission – full

Consent Agenda

Recommended Motion:
Motion to appoint the above-referenced Commissioners for a three-year term on their respective commissions.



TO: Mayor Smith and City Council

FROM: Karen Hallquist, Community & Economic Development Director

DATE: January 27, 2025

SUBJECT: Resolution 2025-04; Approval to submit a MN DEED Redevelopment Grant Program Application

Resolution 2025-05; Approving A Local Match and Authorizing Contract Signature for MN DEED Redevelopment Grant Program

The City Council of Norwood Young America agreed to a predevelopment agreement with Community Asset Development Group on December 9, 2024, for the redevelopment of 123 Reform Street N for the construction of a 41-unit multifamily rental housing. The predevelopment agreement identifies the Developer's, City's, and Authority's Undertakings in partnership to commence the process necessary to develop said property with a favorable timeline.

One of the city's agreed-upon undertakings is to apply for an MN DEED Redevelopment Grant to financially support the redevelopment project. Per the predevelopment agreement:

Section 3. Developer's Undertakings (j) Cooperate with the City and the Authority in their application for a redevelopment grant from the Minnesota Department of Employment and Economic Development ("DEED").

Section 4. City's and Authority's Undertakings (e) Commence the process necessary to undertake such public assistance determined necessary by the City, including actions necessary to convey the Property for development, authorize and submit grant applications, and/or create a tax increment financing district that includes the Property;

The purpose/background of the MN DEED Redevelopment Program:

The Redevelopment Grant Program was established by the 1998 legislature to incentivize the redevelopment of old industrial, residential, or commercial properties; and assist private sector development with the challenges/costs these sites contain. Minnesota Statutes §§ 116J.571 – 116J.575 gives the Minnesota Department of Employment and Economic Development (DEED) authority to award grants to assist development authorities with eligible redevelopment costs as defined below.

Eligible Costs

- ***Public acquisition****

- *Demolition costs (as defined by Minn. Stat. § 116J.572)*
- *Interior environmental abatement (e.g., asbestos abatement, lead paint abatement)*
- *Public infrastructure improvements** (e.g., water, sanitary, and storm connections, public sidewalks, public street or sidewalk lighting, public roads, etc.)*
- *Environmental infrastructure (e.g., stormwater ponding or system, etc.)*
- *Geotechnical soil correction (must submit a geotechnical soil evaluation)*

This site qualifies for an application, specifically, to support the demolition of a substandard building and the mitigation of soil contamination.

Also in the predevelopment agreement, is a contingency plan should the City not be selected to receive DEED funding. The contract will include a deferred loan to be secured by a mortgage and be "subordinate to the Developer's senior financing. In the event that the City or the Authority receives a redevelopment grant from DEED (as hereinafter defined), the grant dollars shall be first used to reduce the amount of the Deferred Loan on a dollar-for-dollar basis and thereafter shall be used to reduce the amount of any tax increment financing assistance to be provided by the Developer on a dollar for dollar basis." Section 2. B. vi.

Applications for the MN DEED Redevelopment Grant Program are taken on a semi-annual cycle. Applications are due February 1 and August 1. Funding amounts depend on legislative appropriation; however, DEED anticipates at least \$2 million per grant cycle.

Staff, the City's public advisor, and the Developer have collaborated to ensure the application's thoroughness.

Recommended Motion:

Motion to approve Resolution 2025-04; Approval to submit a MN DEED Redevelopment Grant Program Application.

Motion to approve Resolution 2025-05; Approving A Local Match and Authorizing Contract Signature for MN DEED Redevelopment Grant Program

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2025-04
APPROVAL TO SUBMIT A MINNESOTA DEPARTMENT OF EMPLOYMENT AND
ECONOMIC DEVELOPMENT REDEVELOPMENT GRANT PROGRAM
APPLICATION**

BE IT RESOLVED that the City of Norwood Young America has approved the Redevelopment Grant application to be submitted to the Department of Employment and Economic Development (DEED) by January 31, 2025, by the City of Norwood Young America for the 123 Reform Street N redevelopment site.

I certify that the above resolution was adopted by the city council on January 27, 2025.

Adopted by the City Council of the City of Norwood Young America, this 27th day of January 2025.

ATTEST:

Connor Smith, Mayor

Andrea Aukrust, City Administrator

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2025-05
APPROVING A LOCAL MATCH AND AUTHORIZING CONTRACT SIGNATURE FOR A
MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT
REDEVELOPMENT GRANT PROGRAM**

BE IT RESOLVED that the City of Norwood Young America acts as the legal sponsor for the project(s) contained in the Redevelopment Grant Program application to be submitted by January 31, 2025, and that the City Administrator is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Norwood Young America.

BE IT FURTHER RESOLVED that the City of Norwood Young America has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that if the project identified in the application fails to substantially provide the public benefits listed in the application within five years from the date of the grant award, the City of Norwood Young America may be required to repay 100 percent of the awarded grant per Minn. Stat. § 116J.575, Subd. 4;

BE IT FURTHER RESOLVED that the City of Norwood Young America has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest, or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Norwood Young America may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Norwood Young America certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE, BE IT FINALLY RESOLVED that the Mayor and City Administrator are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Adopted by the City Council of the City of Norwood Young America, this 27th day of January 2025.

ATTEST:

Connor Smith, Mayor

Andrea Aukrust, City Administrator



TO: Mayor Smith and City Council

FROM: Karen Hallquist, Community & Economic Development Director

DATE: January 27, 2025

SUBJECT: NYA Commission 2024 Annual Reports & 2025 Goals

Enclosed are the 2024 Annual Reports for all of the Norwood Young America Commissions. Also enclosed are the proposed 2025 Goals for the Parks & Recreation Commission and Senior Advisory Commission for Council review. The 2025 Goals for the Planning Commission and Economic Development Authority will be discussed at their upcoming meeting times.

The major themes of the Commissions:

- Planning & Zoning Commission
 - Preparing in all aspects for the industrial park expansion
 - Code review in preparation for housing demand
- Economic Development Commission
 - Creating opportunities for businesses in all business districts, including the Tacoma West Industrial Park and housing development in anticipation of the Hwy 212 expansion and growth in Western Carver County
- Parks & Recreation Commission
 - Continuing the all-park assessment to review each park for improvements needed and quality of life enhancements.
 - Choosing “quality over quantity”
- Senior Advisory Commission
 - Continuing to educate NYA senior citizens of food resources, community activities, transportation, and quality of life attributes.

Motion:

Motion to receive the 2024 NYA Commission’s Annual Report and adopt the 2025 NYA Commission Goals.

Norwood Young America



Norwood Young America Planning & Zoning Commission 2024 Annual Report

The Planning Commission continued to conduct public hearings regarding all planning-related activities, including but not limited to amendments to the zoning ordinance, plat approvals, variances, conditional use permits, etc.

Ordinance Amendments

- Rezoning all B-1 Business Industrial parcels to I-1 Light Industrial
- Rezoning PIDs 586520890, 580760120, and 586530440 (Outlot A) from R-1 to P-1 Parks/Open Space
 - Public Hearing 04/02/2024, Council approved 04/22/2024
- Amendments for C-3 Downtown District and R-4 Multi Family Residential
 - Public Hearing 06/04/2024, Council approved 06/24/2024
 - 1230.10, Subd. 4. CUP for sole multifamily residential in the C-3 District
 - 1230.07, Subd. 5. The minimum lot area amount allowed is 2,420 sf per unit
- Accessory Materials, Height, Manufactured Homes
 - Public Hearing 08/06/2024, Council approved 08/26/2024
 - 1210.06, Subd. 3 Manufactured Home Parks
 - 1230.07 Subd. 6., Manufactured Homes in R-4 District
 - Accessory Structure Height Amendments for 1230.04, Sub 5., 1230.05, Subd. 5., 1230.06, Subd. 5., 1230.07, Subd. 5., 1230.08, Subd. 5., 1230.09, Subd. 5., 1230.10, Subd. 5., 1230.12, Subd. 5.
 - Accessory Structure Roof Types, Exterior Materials, Maximum Height 1245.04, Subd. 2.
- Zoning Ordinance Amendments – Cannabis Businesses
 - Public Hearing 12/03/2024, Council approved 12/09/2024

Planning & Zoning Applications

- Preliminary and Final Plat for Tacoma West Industrial Park 5th Addition
 - Public Hearing 02/06/2024, Council approved 02/12/2024
- Variance request for 110 Main Street E
 - Public Hearing 04/02/2024, Council approved with conditions 04/22/2024
 - Creating lot without frontage on a public street
- CUP request for 250 Industrial Blvd
 - Public Hearing 04/02/2024, Council approved with conditions 04/22/2024
 - Site modifications
- Comprehensive Plan Amendment – Future Land Use Map
 - Public Hearing 04/02/2024, Council approved 04/22/2024
 - Re-guiding 92 acres of low-density residential to medium-density residential per Met Council requirement

- Variance request for 108 Hilltop Circle
 - Public Hearing 05/07/2024, Council approved 05/13/2024
 - Encroachment on ditch easement and decrease in setback side-yard
- Variance Requests (4) – 10 2nd St SE
 - Public Hearing 08/06/2024, Council approved (2variances, 2 denied) 08/26/2024
 - Impervious surface coverage exception (approved), the height of accessory structure (approved), setback (denied), and building materials (denied)
- Preliminary & Final Plat, CUP, Variances and Site Plan Approval – Nordic Waste and C&C Lawns – Tacoma West Industrial Park 5th Addition, Outlot B, 4-acres
 - Public Hearing 08/06/2024, Council Approved 08/26/2024
 - Preliminary & final plat, conditional use permit (outdoor storage and vehicles in excess of ¾ ton), two variances (outdoor storage located in front yard and gravel surfacing) and site plan approval to facilitate the development of a new facility
- PVS Sackett Waconia Phase 1 Site Plan Review (No PH)
 - Presented 10/01/2024, Council Approved 10/15/2024
 - Reconfiguration of traffic flow with the addition of a secondary truck access
- PVS Sackett Waconia, Inc. Variance, CUP, and Site Plan
 - Public Hearing 11/06/2024, Council Approved 11/12/2024
 - Conditional use permit (expanded outdoor storage), a variance (outdoor storage areas to not be fully fenced), and site plan approval.

Building Permit Fee Review

Commissioners reviewed neighboring Carver County cities' building permit fees compared to NYA building permit fees, which were found to be consistent, if not lower than most. They also reviewed the differences in fees by development, which were determined by the development agreement with the city at its initiation.

Building Permits and Valuations

Commissioners reviewed Building Permits on a somewhat quarterly basis. The attached document shares the number of building permits and total valuations for 2024.

**CITY OF NORWOOD YOUNG AMERICA
YEAR TO DATE
BUILDING PERMITS AND VALUATION FOR 2024**

RESIDENTIAL	December		2024	
	PERMITS	VALUATION	PERMITS	VALUATION
New Single Family Homes	0	\$0.00	4	\$1,452,769.00
Townhouse/Twin Home	0	\$0.00	0	\$0.00
House Additions	0	\$0.00	2	\$130,000.00
House Remodels/Bsmt Finish	0	\$0.00	19	\$268,450.00
Garages	0	\$0.00	3	\$148,800.00
Garage Additions/Remodels	0	\$0.00	0	\$0.00
3-Season Porches/Sun Rooms	0	\$0.00	1	\$20,000.00
Decks/Deck Ftgs Only	0	\$0.00	6	\$41,251.83
Fire Damage Repair	0	\$0.00	0	\$0.00
Swimming Pools	0	\$0.00	0	\$0.00
Voided Permits	0	\$0.00	3	\$0.00
Demolition Permits	0	\$0.00	2	\$10,000.00
Sheds and Accessory Structures	0	\$0.00	1	\$45,000.00
Renewals	0	\$0.00	0	\$0.00
Move-In House/Garage	0	\$0.00	0	\$0.00
Mechanical Permits	0	\$0.00	34	\$240,029.00
Plumbing Permits	0	\$0.00	26	\$157,659.00
Re-Roof, Re-Window/Door, Re-Side	0	\$0.00	69	\$1,298,745.03
Fence	0	\$0.00	0	\$0.00
Miscellaneous	0	\$0.00	22	\$344,347.25
TOTAL RESIDENTIAL	0	\$0.00	192	\$4,157,051.11
COMMERCIAL/INDUSTRIAL				
New Buildings	0	\$0.00	1	\$985,000.00
Remodels/Additions	0	\$0.00	5	\$353,000.00
Re-Roofs, Re-Window, Re-Side	0	\$0.00	4	\$105,000.00
Mechanical Permits	0	\$0.00	3	\$69,700.00
Plumbing Permits	0	\$0.00	10	\$110,100.00
Fire Sprinklers	0	\$0.00	1	\$21,816.00
Miscellaneous	0	\$0.00	3	\$103,716.00
TOTAL COMMERCIAL/INDUSTRIAL	0	\$0.00	27	\$1,748,332.00
PUBLIC & INSTITUTIONAL				
New Buildings	0	\$0.00	1	\$70,000.00
Remodel/Additions	0	\$0.00	0	\$0.00
Re-Roofs, Re-Window, Re-Side	0	\$0.00	0	\$0.00
Mechanical Permits	0	\$0.00	1	\$24,006.00
Plumbing Permits	0	\$0.00	0	\$0.00
Fire Sprinklers	0	\$0.00	0	\$0.00
Miscellaneous	0	\$0.00	1	\$60,000.00
TOTAL PUBLIC & INSTITUTIONAL	0	\$0.00	3	\$154,006.00
GRAND TOTAL	0	\$0.00	222	\$6,059,389.11



Norwood Young America Economic Development Commission 2024 Annual Report

The Norwood Young America EDC had five primary categories of goals for 2024.

1. Develop opportunities for new businesses and expansions for current businesses
2. Increase outreach and enhance relations with current businesses
3. Increase efforts to attract housing development
4. Market Norwood Young America to current and new residents and businesses
5. Enhance partnerships with Carver County and local schools

The Commission has worked on many projects throughout 2024 in support of economic development within the city.

Carver County CDA Community Growth Partnership Initiative Development Grant

The City applied for and received the 2024 award of \$100,000 grant funding for the Tacoma West Industrial Park Phase 2 Infrastructure Project.

MN DEED TEDI (Transportation Economic Development Infrastructure) Award

The City applied for the MN DEED TEDI Program in 2023 and received notification of the award in December 2023 for \$900,000 of grant funding for the Tacoma West Industrial Park Phase 2 Infrastructure Project. The TWIP2 project is set for completion in Summer 2025 upon which the award will be claimed.

Carver County CDA Community Growth Partnership Initiative Pre-Development Grant

The City applied for and received the 2024 award of \$7,500 (1-1 grant) for urban streetscape consulting for the Historic Downtown Young America Beautification Project. The project will be in partnership with Carver County Public Works during their mill and overlay project of County Rd 34 (Main Street).

Minnesota Valley Electric Cooperative (MVE) Revolving Loan Fund & USDA Loan

The City applied for and received notice for an award of a zero percent loan of \$360,000 for ten years from MVE for the TWIP2 Infrastructure Project. The City also applied for a \$2M USDA Redevelopment Loan, which is also a zero percent, ten-year loan. The status of this approval is unknown as of January 2025. Once the temporary GO bond for TWIP2 is due, the loan(s) and grant awards will be applied.

MN DEED Redevelopment Grant Program

The EDC/Council approved submitting an application to the MN DEED Redevelopment Grant Program for 123 Reform Street N. The property has a substandard building to be removed and necessary soil corrections to be completed to be able to develop a 41-unit market-rate apartment complex. The application is due January 31, 2025.

New Business Seminar

The EDC hosted the event "What's the Fuss?" in May 2024 in recognition of Small Business Week. Over 20 people attended the event which focused on the importance of branding, marketing and social media. Representatives from OrangeBall Creative partnered with the EDC to host this event and serve as the main presenter. A panel of local business owners was present to share what has and has not worked for them in their marketing efforts.

Housing Study

The City received and Council approved the Norwood Young America Housing Study from WSB in July 2024. The housing study showed that NYA has a favorable need for all types of lifecycle housing. The Carver County CDA also hired Maxfield to conduct an all-county housing study. Those results coincided with the NYA study. The City submitted and received the 2023 award of a \$7,500 pre-development grant through Carver County CDA to aid in funding the \$15,000 study.

Shovel- Ready Certification

The City Council approved the Shovel-Ready Certification application process through MN DEED. Staff is submitting the application.

NYA Façade Improvement Loan Program

The EDC/EDA received and approved a \$5,000 loan application from Elevate Acupuncture for the Façade Improvement Program. This business used this 1 to 1 matching, zero-percent, 18-month loan for improvements to the property's principal structure: window and door replacement/repair, sign, exterior steps/entrance, and parking. Eligible applicants are to be located in C-2, C-3 and RC-1 zoning districts.

Central High School Job/Career Fair

The City participated in the CHS Career Fair on Friday, January 26th, which was a success. Students in grades 6-12 visited over 25 local business owners. The City showcased the diverse employment opportunities that a municipality offers. Job applications for 2024 West Carver Community Pool lifeguards were available, and about a dozen students expressed interest. All of these students were hired for the 2024 swimming season.

NYA Manufacturer's Today Event

This event was held in recognition of Manufacturer's Month of October. The EDC and Central Trades & Advisory Group held the 3rd Annual NYA Manufacturer's Today event on October 25th. The event was a success with 6 local manufacturers hosting tours to over 70 students and community members to showcase their businesses and local job opportunities to a much-needed workforce. State representatives and county commissioners were also in attendance.

Groundbreaking Ceremonies

The EDC hosted the Groundbreaking Ceremonies for the Tacoma West Industrial Park Phase 2 expansion in June 2024, and two businesses in the Tacoma West Industrial Parks - Nordic Waste, LLC (new build) and PVS Sackett Waconia (expansion) in November 2024. Those in attendance included administrative staff, EDC Commissioners, City Council Members, TC&W Railroad representative, County Commissioner, MN House Representatives, and a representative from Congressman Tom Emmer's office.

Ribbon Cutting Ceremonies

The EDC had representation at seven ribbon cuttings in 2024 to welcome new local businesses and expansions.

- Crown of Life – 232 Main Street E
- 212 Tobacco – 640 Railroad Drive
- D&V Nails – 640 Railroad Drive
- 212 Equipment Sales & Rentals – 17550 Hwy 212
- Carver Canines – 13950 Hwy 5
- O2B Kids – 316 W Hwy 212
- Elevate Acupuncture & Wellness – 514 Morse Street N

EDA/EDC

The EDC recommended and City Council approved the rescinding of the Economic Development Commission and adjoining the Economic Development Authority to NYA City Code Section 251.



NYA Parks & Recreation Commission 2024 Annual Report

The Norwood Young America Parks & Recreations Commission reviewed and discussed the following projects for 2024:

Willkommen Memorial Park, Old Town Buildings

The New Old Town Project did not meet the deadline of completion by June 30, 2024; however, the buildings were able to be used for Stiftungsfest with a temporary occupancy permit. There continue to be a few minor finishes in spring 2025. The City applied for the Carver County Community Foundation Grant in the amount of \$5,000 to support the project; however, was not selected for the award. The dedication ceremony will be held in June 2025. Donations will be accepted until April 15, 2025. Stiftungsfest and the Young America Cardinal have committed to requesting donations to help support the project.

Trail and Sidewalk Maintenance

The City applied for the AARP Community Grant Program to support the Friendship Trail project. The project includes a complete mill and overlay of the trail along with an extension of the trail to the tennis courts. Unfortunately, the City was not a recipient of the award, so this project was included in the CIP budget for in 2025. With Council approval, staff could secure 2024 pricing for the 2025 project. Public service staff continues to monitor the city trails and has a maintenance schedule.

Playground Maintenance

Public service staff installed new borders and mulch around the north playground at Friendship Park in 2024. The playground at the NYA Sports Complex had new border and mulch in 2023.

Arbor Day Celebration, Tree City USA

The P&R held an Arbor Day Celebration at Prairie Dawn Park at the end of May. Over 35 people, including kids, helped plant seven new trees along the trail. They also participated in flying kites, coloring activities, planting seeds, and playing on the playground. Members of the Girl Scouts and Boy Scouts were present to help with the activities.

Bench and Memorial Tree Program

There were two benches, and one tree was donated to the NYA parks this year:

- In memorial of Dar Mondor – Friendship Park (bench)
- In memory of Eric Will – Friendship Park (bench)
- In memory of Delford Beneke – NYA Legion Park (tree)

Outlot A

Another step of the process with completing the Outlot A project was completed with rezoning the parcel from R-1 Single Family Residential to P-1 Parks/Open Space. Staff and the commission will continue this project into 2025.

West Carver Community Pool

The 2024 summer season was a success with fourteen lifeguards, four full sessions of swimming lessons, and lots of happy swimmers. The pool house project with new traffic flow and floors will happen prior to the 2025 summer season.

Willkommen Baseball Park

The Young America Cardinals fully funded a new right-field fencing project in fall 2024.

NYA Sports Complex Light Pole Project for Zellmann Park

The Norwood Indians fully funded a new scoreboard, batter's eye design, and evergreens at the field in the summer of 2024. The sandblasting and painting of the lightpoles will be completed in 2025.

Casper Circle Park

The Casper Circle Park playground equipment and pea rock impact material were removed. The area was seeded and will remain a green space until further plans are determined.

Kehrer Park

Commissioners reviewed Kehrer Park and the playground as part of the continuing All-Park Assessment. The playground was found to not conform to current standard use zones and equipment has aged. Council approved the removal of the playground and pea rock impact material. The area was seeded and will remain a green space until further plans are determined.

Disc Golf Course

Commissioners reviewed the Prairie Dawn Park Master Plan which identifies a disc golf course to be installed in the Prairie Dawn Park area between Barnes Lake Drive and Lakewood Trail. Staff continues to work on this project with Commissioners, which will be completed in 2025.

Friendship Park Dog Park

The commission has discussed the idea of a dog park for years. Locations have included the old compost site along Industrial Blvd, Outlot A, and now Friendship Park. The fenced-in soccer field on the east side of Friendship Park was identified as an underutilized area. Dist 108 Community Ed confirmed that very few soccer games are held in this location, so using the field for a dog park would benefit a more community-wide purpose. Community Ed would be able to accommodate games in the rest of Friendship Park and the school fields. Commissioners reviewed dog park rules and necessary amenities. This project will be completed in 2025.

South Park Hockey Rink

Commissioners discussed the future of the hockey rink and the improvements that could be made by concreting it and striping it for hockey and pickleball. If purposeful planning was done, the area could potentially be used year-round. This project was added to the CIP budget for 2027.

All-Park Assessment

Commissioners continue to review each park for improvements needed and quality-of-life enhancements.



Norwood Young America Parks & Recreation Commission 2025 Goals

1. Create opportunities for new park and recreational amenities
 - a. Develop final plans for Outlot A
 - b. Host the “New” Old Town Dedication on June 13, 2025
 - c. Install a disc golf course at Prairie Dawn Park
 - d. Enhance Willkommen Memorial Park Mural
 - e. Host an Arbor Day event
 - f. Install a dog park at Friendship Park and host grand opening
 - g. Complete the NYA Sports Complex Zellmann Light Project
 - h. Host a West Carver Community Pool Grand Opening event to share project improvements
 - i. Encourage the use of the city-funded walking track at the Raider Field House

2. Assess current park amenities and develop a plan to maintain the safety of equipment and surroundings
 - a. Continue All-Park Assessment
 - i. Assess South Park amenities
 - b. West Carver Community Pool Project (ARPA Funds) directed by MDH



Senior Advisory Commission 2024 Annual Report

The NYA Senior Advisory Commission had three categories of goals for 2024.

1. Monitor and expand housing options for seniors
2. Provide safe options for seniors to get around
3. Identify and promote education and social options for seniors

The following is a summary of events/activities that were completed by the Norwood Young America Senior Advisory Commission in 2024:

Willkommen to NYA Packets

Peace Villa and Oak Grove managers were provided with Willkommen to NYA packets for new residents as they moved into the facilities. In 2025, we will be adding in additional senior resource fliers.

Out & About Trip

The Commission scheduled an Out & About bus trip to Arlington, which switched to Chaska. Due to lack of participation, the trip was cancelled.

City Bus

The City Bus was reserved six times by the Harbor/Haven in 2024, and had an average per shopping trip ridership of 2 people per trip (90 shopping trips in total scheduled). Due to the obligations of the 5310 MNdot program completed, the City was able to sell the bus. Alan Herrmann with Metro Mobility created and had approved the Transit Circulator Program which replaced the weekly shopping trips for local seniors. The program benefits the seniors and the City.

NYA Senior Center

The Senior Center was once again held at the pavilion on the 1st and 3rd Wednesdays of the month from September through May. The average crowd per time was 26. Participants enjoyed the games, lunch and comradery.

Community Gardens

Staff applied for, with Council approval, a SHIP grant to fund eight additional community garden plots, which will complete the garden's space. Central Public Schools woods class constructed the plots and city staff installed them. All 47 spots were reserved for the 2024 growing season.

Raider Field House

Commissioners were given updates about the Raider Field House hours and procedures multiple times during the year. They were encouraged to share the information to increase participation at the field house. This information was also included in the City newsletter multiple times.

MoveMindfully

This program was brought to the attention of the Commission by Carver County Public Health Office of Aging. It was a series of six in-person sessions at the pavilion which concentrated on breathing, stretching, and being purposeful with moving in order for healthy living. The sessions were held the 2nd and 4th Wednesdays of January – March. There were approximately 10 people per session. SHIP helped to fund this program.

Senior Dance

On May 5, 2024, the Senior Advisory Commission held its first annual Senior Dance at Central High School. This event was held the day after the school's prom. The commission was able to utilize the same gym as the regular prom which included the entire setup of tables, chairs, decorations, and the dance floor. The committee consisted of members of the commission, CHS Prom Advisor, CHS NHS President (and friends), and city staff. Donations were made to the commission from local civic organizations which helped to supplement the cost of the ticket. The event was a huge success with 67 tickets sold the first year.

Lunch & Learn – Technology

The Commission partnered with the NYA Library to host a Technology Lunch & Learn. There were 30 participants for the event which was held at the library. Participants learned how to sign up for E-Books, review QR codes, and install Hudl-Fan which is the live streaming format to watch local high school sports. Carver County Public Health and SHIP covered the cost of the Subway lunch.

All County Commission Office of Aging Conference

Members of the Commission and city staff attended the All County Commission Office of Aging Conference in September 2024. It was held at the MN Landscape Arboretum. One presenter talked about the stigma that comes with the word “senior” and another shared data from Carver County that related to the senior population. All participants had an opportunity to share the activities and good deeds that their commissions do for the community.

Additional information

All related activities are printed/posted in City Hall, emailed to Oak Grove Center, Peace Villa, Harbor/Haven for distribution, and posted on the City website, Facebook, and the NYA-TV.

Every commission meeting included the following updates:

- Updates on local senior facilities occupancy and activities.
- City bus updates including shopping trips and Out & About trips
- Carver County Public Health update by Emanuel Ngabire and Samantha Downs
- Carver County Sheriff's Department update by Deputy Jesse Lee
- Carver County NYA Library update by Laurel Bradshaw
- Food Distribution & local events updates by city staff
- NYA City Council update by Mike McPadden



Norwood Young America Senior Advisory Commission 2025 Goals

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1. Monitor and expand housing options for seniors

- a. Receive updates on local senior facilities including Peace Villa, Oak Grove Residence, The Harbor, The Haven and Reflections
- b. Reach out to local churches, organizations and businesses about senior assistance resources including Beyond the Yellow Ribbon
- c. Support city research on additional senior housing and subsidized housing
- d. Share AARP guide and moving resources to seniors via Senior Center, City Hall, newsletter to encourage aging in place at home

2. Provide safe options for seniors to get around

- a. Monitor and encourage ridership for Metro Mobility Circulation Program
- b. Promote other means of transportation such as WE-CAB, TrailBlazer, Carvr County Veteran's Services, Waters Edge Transportation, etc.

3. Identify and promote education and social options for seniors

- a. Host the NYA Senior Center at the Willkommen Memorial Park Pavilion on the first and third Wednesdays of each month from September to May
- b. Organize three (3) "Lunch & Learns" topics/dates at the Pavilion
 - i. MoveMindfully or something similar
 - ii. Senior Scams or other senior-related health/safety/legal (SMRLS) topics
 - iii. Partnership with NYA Library for understanding Technology**
- c. Share information from Carver County Public Health updates health-related concerns, food resources and senior citizen wellness
- d. Share information from the Carver County Sheriff's Department about community concerns regarding senior citizens
- e. Create a quarterly insert in the City Newsletter specifically addressing senior citizen topics
- f. Utilize the NYA-TV to promote all Senior Advisory Commission activities
- g. Advertise NYA Senior Center in the Community Ed brochures
- h. Organize a Senior Dance at Central Schools in spring, and a senior dance at the pavilion in fall
- i. Research columbariums for local city cemeteries
- j. Provide Willkommen to NYA New Resident packets, including Senior Center and Senior Resources, to Oak Grove and Peace Villa to give to new renters.



TO: Mayor Smith and City Council Members
FROM: Mitchell Thiesfeld, City Clerk/Finance Director
DATE: January 27, 2025
RE: Resolution 2025-06 A Resolution Accepting an In-Kind Donation

The City of Norwood Young America received the following in-kind donation from ASI:

- Acoustical Panels
 - The panels will be hung at the Pavillion
 - The estimated value is \$3,800

Recommended Action:

A Motion the approve Resolution 2025-06 A Resolution Accepting an In-Kind Donation from ASI.

Norwood Young America

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2025-06**

A RESOLUTION ACCEPTING AN IN-KIND DONATION

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

WHEREAS, the following persons and/or entities have offered to contribute the items set forth below to the City:

Name of Donor	Item	Value
ASI	Acoustical Panels	\$ 3,800.00

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

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

1. The contributions described above are hereby accepted by the City of Norwood Young America and shall be used as designated and allowed by law.

Adopted by the City Council of the City of Norwood Young America this 27th day of January 2025.

ATTEST:

Connor Smith, Mayor

Mitchell Thiesfeld, City Clerk/Finance Director