



## CITY COUNCIL AGENDA

May 13, 2024

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 Introduction of Deputy Sheriff Jesse Lee to the City Council

#### 4. CONSENT AGENDA

(NOTE TO THE PUBLIC: A single motion will approve all those items listed as part of the Consent Agenda unless a request to discuss one of those items is made prior to that time. Anyone present at the meeting may request an item removed from the consent agenda. Please inform the Council when they approve the agenda for this meeting.)

4.1 Approve minutes of April 22, 2024, City Council Workshop

4.2 Approve minutes of April 22, 2024, City Council Meeting

4.3 Approve Payment of Claims

4.4 Personnel Committee Recommendation—Public Service Technician-Zachary Heiland

4.5 Personnel Committee Recommendation—Summer Seasonals-Jack Burse & Paul Willems

4.6 Personnel Committee Recommendation—Recycling Center Attendant-Richard Steinhagen

4.7 Liquor License Renewals—2024-2025

4.8 NYA Area Chamber of Commerce Street Closing Request—Springfest

#### 5. PUBLIC HEARING

5.1 No public hearing

#### 6. OLD BUSINESS

#### 7. NEW BUSINESS

7.1 Resolution 2024-24 Variance for Shed at 108 Hilltop Cir – Karen Hallquist, CEDD

7.2 Ordinance 373 – Second Reading Amending the Zoning Map—Karen Hallquist, CEDD

7.3 Central Public School – Underpass Art Proposals – Karen Hallquist, CEDD

7.4 Cemetery lawnmowing quote—Mark Streich, PS Director

7.5 Tanker truck quote—Fire Chief Zumberge



## CITY COUNCIL WORKSHOP MINUTES

April 22, 2024  
City Council Chambers  
310 Elm Street W.  
Norwood Young America, MN 55368

### **Attendance:**

ATTENDEES: Carol Lagergren, Charlie Storms, Brooke Allen, Mike McPadden, Craig Heher

ABSENT:

STAFF: Andrea Aukrust (City Administrator), Karen Hallquist (Community and Economic Development Director), and Mitchell Thiesfeld (Clerk-Finance Director)

OTHERS: Nick Anhut, Ehlers; Alan Hermann, SmartLink - Scott/Carver County; LaVonne Kroells, 131 Lake St.

### **1. CALL WORKSHOP MEETING OF THE CITY COUNCIL TO ORDER**

*Mayer Lagergren called the meeting to order at 5:00 pm. All members present.*

- 1.1. Presentation: Sale of General Obligation Temporary Improvement Bonds - Nick Anhut, Ehlers
  - Discussion on the bond sale for the TWIP2 project.
- 1.2. City Bus Update - Karen Hallquist, CED Director & Alan Herrmann, SmartLink
  - Disposal of bus passed through Senior Advisory.
  - Will table discussion until new resources are available.

### **2. ADJOURNMENT**

*CS/MM motion to adjourn at 5:38 p.m. Motion passed 5-0.*

Respectfully submitted,

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Carol Lagergren, Mayor

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Mitchell Thiesfeld, Clerk-Finance Director



## CITY COUNCIL MINUTES

April 22, 2024 – 6 p.m.  
City Council Chambers  
310 Elm Street W.

Norwood Young America, MN 55368

### Attendance:

ATTENDEES: Carol Lagergren, Mike McPadden, Charlie Storms, Brooke Allen, Craig Heher

ABSENT: None

STAFF: Andrea Aukrust, City Administrator; Karen Hallquist, Community and Economic Development Director; Mitchell Thiesfeld, City Clerk/Finance Director

OTHERS: Nick Anhut, Ehlers; Alan Hermann, SmartLink – Scott/Carver County; LaVonne Kroells, 131 Lake St; Al Sherwood, Chanhassen; David Newman, Expert Construction, Inc; Wendy & Mark Conch, Beyond the Yellow Ribbon; Renee Panning, Beyond the Yellow Ribbon; Dell Brelje, 205 1<sup>st</sup> Ave SE; Kelly Lueck, Hamburg; Joe Kube, 811 W Elm St – Norwood Baseball

### 3. CALL A MEETING OF THE CITY COUNCIL TO ORDER

*Mayor Lagergren called the meeting to order at 6:01 pm with all council members present.*

- The Pledge of Allegiance was said during the EDA Meeting.

### 4. APPROVE AGENDA

- Two new additions
  - 9.9 Transient Merchant Application – The Squeaky Cow
  - 9.10 Lifeguard Appointments for 2024

*MM/CH Motion to approve the amended agenda. Motion passed 5-0.*

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

#### 5.1. Proclamation: Yellow Ribbon Month – Renee Panning

- Renee Panning, Wendy Conch, and Mark Conch spoke about what Beyond the Yellow Ribbon is.
- Mayor Lagergren declared the month of May as Beyond the Yellow Ribbon Month in Norwood Young America.

*CS/BA Motion to declare the Month of May as Yellow Ribbon Month. M Motion passed 5-0.*

#### 5.2. Dell Brelje, 205 1<sup>st</sup> Avenue SE

- He expressed concern about the water runoff in the alleyway near his property.

#### 5.3. Al Sherwood, Chanhassen

- Spoke about Election Integrity
- Would like Carver County to be more transparent with Elections

### 6. CONSENT AGENDA

6.1. Approve minutes of April 8, 2024, City Council Meeting

6.2. Approve Payment of Claims

6.3. Personnel recommendation—Summer Seasonal Employees

*MM/CS Motion to approve the consent agenda. Motion passed 5-0.*

### 7. PUBLIC HEARING

7.1 No public hearings

## 8. OLD BUSINESS

8.1. None

## 9. NEW BUSINESS

9.1. **Resolution 2024-18** A Resolution Awarding the Sale of General Obligation Temporary Improvement Bonds, Series 2024A—Nick Anhut, Ehlers, Inc.

- Three Bids were received, ranging from 3.8565% to 4.1218%.
- Piper Sandler & Co. had the lowest bid at 3.8565%.
  - This rate is lower than the 2023 planning estimates, which was 4.5%.
- The schedule for the bond closing is for May 16<sup>th</sup>, 2024.

*CS/CH Motion to Approve Resolution No. 2024-18, A Resolution Awarding the Sale of General Obligation Temporary Improvement Bonds, Series 2024A, in the Original Aggregate Principal Amount of \$3,925,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment. Motion passed 5-0.*

9.2. **Resolution 2024-19** A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids: Railroad Street Improvement Project—Josh Eckstein, Bolton & Menk, Inc.

- Would allow the project to be advertised in April and bid in May.
- Closing of the project is expected for Spring of 2025.

*BA/CS Motion to approve Resolution 2024-19 Approving Plans and Specifications and Ordering Advertisement for Bids for the Railroad Street Improvement Project. Motion passed 5-0.*

9.3. **Resolution 2024-20** 110 Main Street E. Variance—Hannah Ryback, WSB

- Currently, the lot contains a single-family home and a commercial building.
- A variance is necessary due to the parcel not having any frontage along a publicly dedicated street.
- The Planning Commission voted unanimously to recommend approval of the requested variance, subject to the following conditions.
  - The Applicant shall install a sewer and water service with a meter at the residence before recording the future lot split.
  - The Applicant shall remove the utility lines between the buildings following the new sewer and water connections to the residence.

*CH/CS Motion to approve Resolution 2024-20; Approving a Variance to Create a Lot Without Frontage on a Public Street at 110 Main St. E. with the two conditions as presented.*

9.4. **Resolution 2024-21** 250 Industrial Blvd. CUP Amendment— Hannah Ryback, WSB

- The Applicant has requested to expand the footprint of the outdoor storage area by removing the existing berm.
- The area of the removed berm would be graveled, and a new 8-foot screening fence would be constructed on the eastern property line.
- The Planning Commission voted unanimously to recommend approval of the requested conditional use permit amendment, subject to the following conditions.
  - Existing trees shall be shown on the “Certificate of Survey & Topographic Survey” for location reference.
  - The Applicant shall obtain any necessary permits.
  - One additional tree shall be planted within the landscaped area at the front of the property.
  - Site alterations shall adhere to the plans submitted with this application.
  - Vehicles exceeding 3/4 ton capacity shall be parked within the screened outdoor storage area. No more than ten vehicles exceeding ¾-ton capacity associated with the primary use

of the property shall be permitted to park on the property unless parked within an enclosed building

- The CUP shall be subject to annual review. A change in ownership, operations, or operator shall cause the permit to be reviewed by the City to determine whether an application for an amendment or similar consideration is necessary.

*CH/BA Motion to approve Resolution 2024-21; Approving an Amendment to a Conditional Use Permit for the Expansion of the Outdoor Storage Area and the Storage of Vehicles Exceeding ¾ Ton Capacity at 250 Industrial Blvd with the presented eight conditions. Motion passed 5-0.*

**9.5. Resolution 2024-22** Comp Plan Amendment: Rezoning Outlot A— Hannah Ryback, WSB

- Reguiding 92 acres of low-density residential land to medium-density residential.
- Reguiding four parcels (710 Faxon Rd., 28 Industrial Blvd. & 31 Industrial Blvd. from Commercial to Mixed Use Commerical/Industrial.
- The Planning Commission voted unanimously to recommend approval of the requested Comprehensive Plan Amendment, subject to the following conditions.
  - The Comprehensive Plan Amendment must have final approval by the Metropolitan Council.

*CH/BA Motion to adopt Resolution 2024-22, Approving the Comprehensive Plan Amendment Related to Changes to the Future Land Use Map. Motion passed 5-0.*

**9.6. Resolution 2024-23** and Ordinance 373; B-1 to P-1 Rezoning— Hannah Ryback, WSB

- Rezoning all B-1 Business Industrial parcels to I-1 Light Industrial
  - The app of the properties within the B-1 Zoning District is proposed to be changed to I-1, as the B-1 District no longer exists.
- Rezoning of PIDs 586520890, 580760120, and 586530440 from R-1 Low-Density Single-Family Residential to P-1 Parks/Open Space.
  - These properties are publicly owned by the City of NYA and the Minnesota DNR.
- The Planning Commission voted unanimously to recommend approval of the requested rezonings.

*CH/CS Motion to approve Resolution 2024-23 Approving a Request Rezoning to Subject Parcels. Motion passed 5-0.*

*CH/MM Motion to approve Ordinance 373 Amending Chapter 1225.02 of the Norwood Young America City Code. Motion passed 5-0.*

**9.7. Norwood Baseball—Improvements at NYA Sports Complex Zellmann Field – Karen Hallquist, CED Director**

- The Norwood Baseball team plans to replace the NYA Sports Complex Zellmann Field scoreboard.
  - The existing scoreboard is 30+ years old, and due to its age, replacement parts are not available.
  - The cost of the new scoreboard is approximately \$60,000, which includes installation.
- The baseball team will replace the canvas batter's eye screen with a steel trellis that will support climbing ivy plants.
  - The Delano Ball Club will provide clippings of their ivy for 60 starter plants for the climbing ivy.
- The baseball team intends to plant approximately a dozen evergreen trees along the outfield fence.
- The baseball team will add a new menu board and an over-the-counter sign as a second means of acknowledgment for the new scoreboard sponsors.
- The 2025 City Capital Improvement Project Fund has \$75,000 dedicated to sandblasting and repainting the light poles around Zellmann Field.

*CH/BA Motion to recommend approval of the 2024 projects as presented by the Norwood Baseball team. Motion passed 4-0.*

9.8. 2024 First Quarter Report—Mitchell Thiesfeld, City Clerk-Treasurer/Finance Director

- The General Fund expenses are right where they should be after the first quarter.
- Both enterprise funds, Water & Sewer, are above-expected expenditures.
  - This is due to debt service payments that have been made.
  - If the debt service payments aren't included, they are aligned with where they should be.

*CS/MM Motion to accept the 1<sup>st</sup> quarter financial overview for 2024. Motion passed 5-0.*

9.9. Transient Merchant Application – The Squeaky Cow, Inc. – Mitchell Thiesfeld, Clerk/Finance Director

- The food truck serves hamburgers, cheese curds, & other deep-fried foods.

*MM/CH Motion to approve the Transient Merchant Application from Craig Pexa, doing business as The Squeaky Cow, Inc., and not to exceed 120 consecutive days at any one location as listed in Chapter 3, Section 310 of the City Code. Motion passed 5-0.*

9.10. Lifeguard Appointments for 2024 – Mitchell Thiesfeld, Clerk/Finance Director

- Fifteen total lifeguards for 2024.
- Ten are returning lifeguards, and five are new.
- Four lifeguards already have their WSI certification, and a few more plan on getting certified.

*MM/CS Motion to approve hiring the listed Lifeguards for the 2024 Season at the West Carver Community Pool, contingent on completing the required certifications. Motion passed 5-0.*

## **10. COUNCIL MEMBER / MAYOR AND STAFF REPORTS**

BA – None

CS – Mentioned that the cost per square foot of the new industrial park is only 8 cents more than the first industrial park 20 years ago.

MM – The housing study update is being tweaked

CH – None

CL – None

AA – None

## **11. ADDITIONAL INFORMATION**

11.1 Arbor Day Event

- Thursday, May 30, 9 am-11 am at Prairie Dawn Park

11.2 Small Business Seminar

- May 8<sup>th</sup>, 5:30-7:30 pm at the Willkommen Memorial Park Pavilion

11.3 Senior Dance

- May 5<sup>th</sup>, 4 pm Social, 4:30 pm Dinner, 5:30-7:00 Dance at Central High School.
- Tickers cost \$15.00 per person

11.4 Quarter (1) Investment Report

- City Staff will meet with Rosanne Kelly at the end of April to discuss investing options.

## **12. ADJOURNMENT**

*BA/MM Motion to adjourn at 7:17 pm. Motion passed 5-0.*

Respectfully submitted,

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Carol Lagergren, Mayor

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Mitchell Thiesfeld, City Clerk-Finance Director



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

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

To Be Approved: May 13, 2024

**Payroll EFT**

Check #	508716 - 508731	Pay Period 9	\$	37,042.83
Check #	508733 - 508750 ,	35389 Pay Period 10	\$	38,732.65

**Prepays**

Check #  
Check #

**Electronic Payments**

Check #	1658 e	Elan	\$	8,318.65
Check #	1676 e	Verizon	\$	617.25
Check #	1677 e	Xcel Energy	\$	14,344.03
Check #				

**Claims Pending Payment**

Check #	35390 - 35450		\$	302,849.39
Check #				
Check #				

**Voided Checks**

Check # 508715 , 508732

Grand Total (excluding voided checks) \$ 401,904.80



NORWOOD YOUNG AMERICA

**\*Check Detail Register©**  
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 CHECKING</b>					
<b>35390</b>	05/02/24	<b>ARNOLDS OF GLENCOE, INC.</b>			
E 275-45200-500		Capital Outlay	\$17,000.00	P77844	LAWN MOWER
E 101-43100-221		Repair/Maintenance Equip	\$99.60	P78023	MOWER BLADE AND ROLLER
		Total	\$17,099.60		
<b>35391</b>	05/09/24	<b>BOLTON &amp; MENK, INC</b>			
E 101-41500-303		Engineering Fees	\$20,072.00	0334597	2024 STREET IMPROVEMENT - PROJECT# 0C1.131686
E 101-41500-303		Engineering Fees	\$5,017.00	0334600	2025 STREET IMPROVEMENT - PROJECT# 0C1.134163
E 494-43100-303		Engineering Fees	\$71.50	0334603	2ND AVE ST/UTILITY PHASE 2 - PROJECT# 0C1.124992
E 493-46500-303		Engineering Fees	\$37,972.96	0334608	INDUSTRIAL PARK EXPANSION - PROJECT# 0C1.124521
E 602-49450-303		Engineering Fees	\$2,075.00	0334609	WWTF UPGRADE - PROJECT# 0C1.130910
E 101-41500-303		Engineering Fees	\$3,530.00	0334610	MISC ENGINEERING - PROJECT# C12.035710
		Total	\$68,738.46		
<b>35392</b>	05/09/24	<b>BOUNDTREE MEDICAL</b>			
E 101-42200-210		Operating Supplies	\$960.81	85279578	WRIST DIGITAL BP MONITOR, ZOLL CPR STAT PADZ, STAT PADZ II PEDIATRIC
		Total	\$960.81		
<b>35393</b>	05/09/24	<b>BREMER BANK</b>			
G 101-21718		HSA ACCOUNT	\$248.34		HSA MAY - ACCT# 912474026
		Total	\$248.34		
<b>35394</b>	05/07/24	<b>BRYAN ROCK PRODUCTS, INC.</b>			
E 101-45200-223		Repair/Maintenance Bldg/	\$185.63	63814	RED BALL DIAMOND AGG
E 101-45200-223		Repair/Maintenance Bldg/	\$1,552.99	63815	RED BALL DIAMOND AGG
		Total	\$1,738.62		
<b>35395</b>	05/02/24	<b>CARQUEST AUTO PARTS</b>			
E 101-42200-221		Repair/Maintenance Equip	\$230.66		PB-STATEMENT
E 101-42200-221		Repair/Maintenance Equip	\$226.35	5927-278944	CQ DIATOM OIL ABSORB
E 101-43100-221		Repair/Maintenance Equip	\$180.00	5927-289019	BATTERY & RETURN
E 101-43100-221		Repair/Maintenance Equip	(\$6.72)	5927-289121	BATTERY & RETURN
E 101-43100-221		Repair/Maintenance Equip	\$54.14	5927-290210	HAND RIVETER & RAGS IN A BOX
E 101-43100-221		Repair/Maintenance Equip	\$331.66	5927-290517	BATTERIES
		Total	\$1,016.09		
<b>35396</b>	05/02/24	<b>CARVER COUNTY</b>			
E 424-41960-300		Professional Svcs	\$650.00	3390	TAX CHARGES:TIF BILLINGS - 3-4 DECERT & MAINTENANCE
E 407-41960-300		Professional Svcs	\$350.00	3390	TAX CHARGES:TIF BILLINGS - 1-5 MAINTENANCE
E 431-41960-300		Professional Svcs	\$350.00	3390	TAX CHARGES:TIF BILLINGS - 3-6 MAINTENANCE
R 101-42100-33421		State Aid - Police	\$404.98	SHERI00380	1ST QUARTER 2024 POLICE CONTRACT OVERTIME
E 101-41500-305		Other Professional Fees	\$900.00	SHERI00381	BACKGROUND INVESTIGATION ON LIQUOR LICENSE

NORWOOD YOUNG AMERICA

**\*Check Detail Register©**  
10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$2,654.98		
<b>35397</b>	05/02/24	<b>CARVER COUNTY CDA</b>			
E 101-41940-223		Repair/Maintenance Bldg/	\$1,113.00		CAM ESTIMATE FOR MAY 2024
Total			\$1,113.00		
<b>35398</b>	05/02/24	<b>CARVERLINK-CARVER CO BROADBAND</b>			
E 101-41940-321		Telephone	\$25.00	3609	INTERNET - RENTAL BUILDINGS
E 601-49400-321		Telephone	\$120.00	3609	INTERNET - WATER
E 602-49450-321		Telephone	\$190.00	3609	INTERNET - SEWER
E 101-42200-321		Telephone	\$80.00	3609	INTERNET - FIRE
E 101-43100-321		Telephone	\$28.00	3609	INTERNET - PW - HSR
E 101-45200-321		Telephone	\$12.00	3609	INTERNET - PW - PARKS
E 101-41940-321		Telephone	\$40.00	3609	INTERNET - HISTORY / FOOD
E 101-41300-321		Telephone	\$6.00	3609	INTERNET - EXECUTIVE
E 101-41320-321		Telephone	\$6.00	3609	INTERNET - COMM DEV
E 101-41400-321		Telephone	\$6.00	3609	INTERNET - CLERK
E 101-46500-321		Telephone	\$2.00	3609	INTERNET - EC DEV
E 101-42100-321		Telephone	\$10.00	3609	INTERNET - POLICE
E 101-45500-321		Telephone	\$10.00	3609	INTERNET - LIBRARY
Total			\$535.00		
<b>35399</b>	05/02/24	<b>CENTER POINT</b>			
E 101-41940-383		Gas Utilities	\$448.44		GAS UTILITIES - BLDGS
E 101-42200-383		Gas Utilities	\$135.19		GAS UTILITIES - FD
E 101-43100-383		Gas Utilities	\$1,223.86		GAS UTILITIES - PW-STR
E 101-45200-383		Gas Utilities	\$455.13		GAS UTILITIES - PW-PARKS
E 601-49400-383		Gas Utilities	\$384.94		GAS UTILITIES - WATER
E 602-49450-383		Gas Utilities	\$1,378.37		GAS UTILITIES - WWTP
E 101-49860-383		Gas Utilities	\$32.13		GAS UTILITIES - POOL
E 101-41940-383		Gas Utilities	\$115.85		GAS UTILITIES - BLDGS
E 601-49400-383		Gas Utilities	\$181.18		GAS UTILITIES - WATER
E 602-49450-383		Gas Utilities	\$74.42		GAS UTILITIES - WWTP
Total			\$4,429.51		
<b>35400</b>	05/09/24	<b>CHEF CRAIG CATERING</b>			
E 830-41320-470		Donation Expense	\$1,344.00	20240505	SENIOR CITIZEN PROM
Total			\$1,344.00		
<b>35401</b>	05/02/24	<b>CITIZENS ASSET STRATEGIES</b>			
R 101-45200-34735		Park Rental	\$50.00		SOUND SYSTEM REFUND
Total			\$50.00		
<b>35402</b>	05/09/24	<b>CITIZENS BANK MN</b>			
G 101-21718		HSA ACCOUNT	\$566.67		HSA MAY - ACCT# 68474611
Total			\$566.67		
<b>35403</b>	05/02/24	<b>CONCENTRA</b>			
E 601-49400-208		Medical-Physicals	\$33.50	103968865	REGULATED UDS COLLECT
E 602-49450-208		Medical-Physicals	\$33.50	103968865	REGULATED UDS COLLECT
E 101-43100-208		Medical-Physicals	\$127.00	103972931	REG UDS COLL & BAT BREATH ALCOHOL TEST

NORWOOD YOUNG AMERICA

05/10/24 8:51 AM

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**\*Check Detail Register©**

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$194.00	
<b>35404</b>	05/09/24	<b>DAKOTA SUPPLY GROUP</b>			
E 602-49450-221		Repair/Maintenance Equip	\$1,396.63	S103646409.	FATBOY PLUGSTER TEST PLUG & 450 SERIES MAX-HD FILL KIT
			Total	\$1,396.63	
<b>35405</b>	05/02/24	<b>ECM PUBLISHERS INC</b>			
E 101-41400-350		Print/Publishing/Postage	\$48.12	995844	MAY 7 PH 10 HILLTOP CIR. VARI
			Total	\$48.12	
<b>35406</b>	05/02/24	<b>EMERGENCY APPARATUS MAINTENANC</b>			
E 101-42200-221		Repair/Maintenance Equip	\$2,401.38	130384	AERIAL L-11 REPAIRS
E 101-42200-221		Repair/Maintenance Equip	\$804.21	130385	ENGINE 11 REPAIRS
E 101-42200-221		Repair/Maintenance Equip	\$737.93	130386	ENGINE E-21 REPAIRS
			Total	\$3,943.52	
<b>35407</b>	05/02/24	<b>EROSION PRODUCTS, LLC</b>			
E 101-43100-224		Street Maint Materials	\$161.50	INV-2024090	SUN/SHADE GRASS SEED 50 LB BAG
			Total	\$161.50	
<b>35408</b>	05/09/24	<b>FURTHER</b>			
G 101-21718		HSA ACCOUNT	\$345.84		HSA MAY
			Total	\$345.84	
<b>35409</b>	05/09/24	<b>HAWKINS WATER TREATMENT GROUP</b>			
E 601-49400-216		Chemicals and Chem Pro	\$614.38	6749293	HYDROFLUOSILICIC ACID
E 602-49450-216		Chemicals and Chem Pro	\$979.08	6749657	CHEMICALS
E 101-49860-216		Chemicals and Chem Pro	\$1,330.20	6749659	CHEMICALS
			Total	\$2,923.66	
<b>35410</b>	05/02/24	<b>HOLTON ELECTRIC CONTRACTORS</b>			
E 602-49450-221		Repair/Maintenance Equip	\$925.50	6621	SERVICE
			Total	\$925.50	
<b>35411</b>	05/02/24	<b>HOME SOLUTIONS</b>			
E 101-43100-221		Repair/Maintenance Equip	\$17.93	A237894	MISC HARDWARE
E 101-43100-223		Repair/Maintenance Bldg/	\$5.39	A237958	AERATOR
E 101-43100-223		Repair/Maintenance Bldg/	\$10.04	A237987	TRANS TAPE
E 101-43100-210		Operating Supplies	\$30.58	A238106	TIDE PODS & RAGS
E 101-43100-223		Repair/Maintenance Bldg/	\$17.09	A238107	LIGHT BULBS
E 602-49450-223		Repair/Maintenance Bldg/	\$17.99	A238266	GARDEN HOSE
E 101-45200-223		Repair/Maintenance Bldg/	\$28.79	A238531	FLD BULB
E 101-45200-223		Repair/Maintenance Bldg/	\$10.78	A238609	TOILET CLEANER
E 602-49450-221		Repair/Maintenance Equip	\$27.40	A238612	MTL WHEELS
E 602-49450-221		Repair/Maintenance Equip	(\$16.62)	A238670	MLT WHEELS
E 101-43100-221		Repair/Maintenance Equip	\$39.24	A238742	ENAMEL, PRIMER, ADAPTOR, MISC HARDWARE
E 101-43100-221		Repair/Maintenance Equip	\$17.87	A238760	MISC HARDWARE & BRAKE CLEANER
E 101-43100-223		Repair/Maintenance Bldg/	\$25.18	A239011	BULBS
E 101-43100-223		Repair/Maintenance Bldg/	\$17.09	A239179	IN LINE CHECK VALVE
E 101-45200-223		Repair/Maintenance Bldg/	\$13.03	A239315	WALL PLATE & PIPE INSUL KIT

NORWOOD YOUNG AMERICA

05/10/24 8:51 AM

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**\*Check Detail Register©**

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-223		Repair/Maintenance Bldg/	\$52.15	A239317	POLY COUPLING & UNIVERSAL HOSE KIT
E 101-43100-223		Repair/Maintenance Bldg/	(\$16.19)	A239551	RETURN UNIVERSAL HOSE KIT
E 101-43100-221		Repair/Maintenance Equip	\$8.23	B246126	MISC HARDWARE & ENAMEL
E 101-43100-221		Repair/Maintenance Equip	\$21.63	B246186	GALV NIPPLE, HEX BUSHING, MERCH COUPLING
E 101-43100-223		Repair/Maintenance Bldg/	\$8.54	B246410	FEB COUPLING
		Total	\$336.14		
<b>35412</b>	05/02/24	<b>INTERNATIONAL UNION</b>			
G 101-21712		Union Dues	\$210.00		UNION DUES
		Total	\$210.00		
<b>35413</b>	05/02/24	<b>KAEDING ARCHITECTURE LLC</b>			
E 275-45200-302		Architects Fees	\$187.50	2632	CONSTRUCTION ADMINISTRATION - PROJECT COORDINATION
E 275-45200-302		Architects Fees	\$1,705.24	2657	STRUCTURAL ENGINEERING
		Total	\$1,892.74		
<b>35414</b>	05/02/24	<b>KONICA MINOLTA</b>			
E 101-41400-437		Maintenance Contract	\$696.07	44671815	COPIER
		Total	\$696.07		
<b>35415</b>	05/09/24	<b>KWIK TRIP INC.</b>			
E 101-43100-212		Motor Fuels	(\$105.84)		FEDERAL EXCISE TAX UNLEADED
E 101-43100-212		Motor Fuels	(\$23.35)		FEDERAL EXCISE UNLEADED 10E
E 101-43100-212		Motor Fuels	(\$4.01)		FUEL VOLUME DISCOUNT
E 101-43100-212		Motor Fuels	\$13.39	0097271	DEFBULK
E 101-43100-212		Motor Fuels	\$9.56	0098408	DEFBULK
E 101-43100-212		Motor Fuels	\$96.05	9347548	OXY87
E 101-43100-212		Motor Fuels	\$98.46	9356013	OXY87
E 101-43100-212		Motor Fuels	\$22.68	9359654	OXY87
E 101-43100-212		Motor Fuels	\$93.60	9388272	OXY87
E 101-43100-212		Motor Fuels	\$91.34	9388314	OXY87
E 101-43100-212		Motor Fuels	\$38.05	9430661	OXY87
		Total	\$329.93		
<b>35416</b>	05/02/24	<b>LANO EQUIPMENT</b>			
E 101-43100-223		Repair/Maintenance Bldg/	\$275.00	96478	STUMP GRINDER
		Total	\$275.00		
<b>35417</b>	05/02/24	<b>LAST CALL</b>			
R 101-41400-32110		Alcoholic Beverage Licens	\$500.00		LIQUOR LICENSE - Overpayment
		Total	\$500.00		
<b>35418</b>	05/02/24	<b>MAGNEY CONSTRUCTION</b>			
E 602-49450-223		Repair/Maintenance Bldg/	\$8,000.00	DTM-3011	FILTER TROUGH REPLACEMENT
		Total	\$8,000.00		
<b>35419</b>	05/02/24	<b>MARCO TECHNOLOGIES LLC</b>			
E 101-41400-437		Maintenance Contract	\$154.00	INV12424815	MICROSOFT 365 BUSINESS STANDARD
		Total	\$154.00		

NORWOOD YOUNG AMERICA

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>35420</b>	05/09/24	<b>MAYER LUMBER CO.</b>			
E 101-45200-223		Repair/Maintenance Bldg/	\$59.40	244275	SPRUCE & FIR,SYP
E 101-45200-223		Repair/Maintenance Bldg/	\$30.90	244277	FIR,SYP,SEL ST HEM
		Total	\$90.30		
<b>35421</b>	05/02/24	<b>MINI BIFF</b>			
E 101-45200-418		Other Rentals (Biffs)	\$189.21	A-147756	WILKOMMEN PARK - EVENT LIBERTY TAN BIG TANK & FINAL BILLING AT THIS LOCATION
E 101-45200-418		Other Rentals (Biffs)	\$158.10	A-147867	LEGION/POOL PARK - EVENT LIBERTY TAN BIG TANK
		Total	\$347.31		
<b>35422</b>	05/07/24	<b>MN VALLEY ELECTRIC COOPERATIVE</b>			
E 101-43100-380		Street Lighting	\$107.09		STREET LIGHTS - ACCT# 778260300
E 602-49450-381		Electric Utilities	\$56.63		LIFT STATION - ACCT# 778260400
E 601-49400-381		Electric Utilities	\$621.78		640 TACOMA BLVD WTR TWR - ACCT# 779652000
		Total	\$785.50		
<b>35423</b>	05/09/24	<b>MRI SOFTWARE LLC</b>			
E 101-43100-310		Other Professional Servic	\$53.95	MRIUS19613	REPORT: 4FC6FA
		Total	\$53.95		
<b>35424</b>	05/09/24	<b>MVTL</b>			
E 601-49400-310		Other Professional Servic	\$111.00	1251395	COLIFORM
E 602-49450-217		Lab Fees	\$45.70	1251588	PHOSPHORUS
		Total	\$156.70		
<b>35425</b>	05/02/24	<b>NAPA</b>			
E 101-43100-221		Repair/Maintenance Equip	\$17.80	370460	QUART 5W30
		Total	\$17.80		
<b>35426</b>	05/07/24	<b>NORTH CENTRAL INTERNATIONAL</b>			
E 602-49450-221		Repair/Maintenance Equip	\$771.38	31837	40 GL-SVC 31837
		Total	\$771.38		
<b>35427</b>	05/09/24	<b>NORTHSIDE GRILL</b>			
E 101-46500-344		Marketing	\$250.00	050824	MARKETING & BRANDING SEMINAR
		Total	\$250.00		
<b>35428</b>	05/09/24	<b>OPTUM BANK</b>			
G 101-21718		HSA ACCOUNT	\$328.34		HSA MAY - ACCT# 30200095600
		Total	\$328.34		
<b>35429</b>	05/02/24	<b>PERA</b>			
G 101-21704		PERA	\$371.96	178525	DELINQUENCY PAYMENT - 01.19.2023
G 101-21704		PERA	\$389.91	178557	DELINQUENCY PAYMENT - 01.05.2023
		Total	\$761.87		
<b>35430</b>	05/07/24	<b>PIPE SERVICES</b>			
E 602-49450-500		Capital Outlay	\$9,144.00	1130	ANNUAL INFLOW & INFILTRATION REPAIR
		Total	\$9,144.00		

NORWOOD YOUNG AMERICA

05/10/24 8:51 AM

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>35431</b>	05/02/24	<b>PRO AUTO &amp; TRANSMISSION REPAIR</b>			
E 101-42200-221		Repair/Maintenance Equip	\$160.01	109431	MN FIRE G-21 - TIRE REPAIR
E 101-42200-221		Repair/Maintenance Equip	\$351.28	109492	MN FIRE G-21 - BACK-UP ALARM REPAIRS
		Total	\$511.29		
<b>35432</b>	05/02/24	<b>RAM GENERAL CONTRACTING</b>			
E 275-45200-525		Parks-Buildings & Structur	\$148,202.00	7975	PROGRESS BILLING# 7
		Total	\$148,202.00		
<b>35433</b>	05/09/24	<b>SECURITY BANK &amp; TRUST</b>			
G 101-21718		HSA ACCOUNT	\$345.84		HSA MAY - ACCT# 40020
G 101-21718		HSA ACCOUNT	\$691.67		HSA MAY - ACCT# 109049
		Total	\$1,037.51		
<b>35434</b>	05/09/24	<b>Security Bank &amp; Trust-Cologne</b>			
G 101-21718		HSA ACCOUNT	\$516.67		HSA MAY - ACCT# 112483
G 101-21718		HSA ACCOUNT	\$416.67		HSA MAY - ACCT# 00112475
		Total	\$933.34		
<b>35435</b>	05/07/24	<b>SMITH OIL CO</b>			
E 101-43100-212		Motor Fuels	\$87.60	166472	FUEL - 2303
E 601-49400-212		Motor Fuels	\$59.50	166487	FUEL - W1
E 602-49450-212		Motor Fuels	\$59.50	166487	FUEL - W1
E 101-49800-212		Motor Fuels	\$63.40	166501	FUEL - 1702
E 101-42200-212		Motor Fuels	\$52.00	166504	FUEL - COMMAND 1
E 601-49400-212		Motor Fuels	\$44.60	166518	FUEL - 1805
E 602-49450-212		Motor Fuels	\$44.60	166518	FUEL - 1805
E 101-49800-212		Motor Fuels	\$143.92	166599	FUEL - BUS
E 101-42200-212		Motor Fuels	\$48.00	166654	FUEL - COMMAND 1
E 601-49400-212		Motor Fuels	\$46.51	166667	FUEL - 1805
E 602-49450-212		Motor Fuels	\$46.50	166667	FUEL - 1805
E 101-42200-212		Motor Fuels	\$34.51	166688	FUEL - COMMAND VEHICLE
E 101-42200-212		Motor Fuels	\$50.20	167294	FUEL - COMMAND 12
E 602-49450-212		Motor Fuels	\$23.60	167302	FUEL - PUMP
E 101-42200-212		Motor Fuels	\$13.99	167317	FUEL - TANKER 21
E 101-42200-212		Motor Fuels	\$63.75	167319	FUEL - RESCUE 11
E 602-49450-212		Motor Fuels	\$290.00	167331	FUEL - DIESEL - PUMP TRAILER
		Total	\$1,172.18		
<b>35436</b>	05/09/24	<b>SOUTH POINT FINANCIAL</b>			
G 101-21718		HSA ACCOUNT	\$691.67		HSA MAY - ACCT# 1002132627
		Total	\$691.67		
<b>35437</b>	05/02/24	<b>SQUIRES, WALDSPURGER, &amp; MACE,</b>			
E 101-41500-304		Legal Fees	\$1,795.64	03163	UNEMPLOYMENT APPEAL ISSUE
E 101-41500-304		Legal Fees	\$175.50	03814	MISCELLANEOUS
		Total	\$1,971.14		
<b>35438</b>	05/02/24	<b>TECH SUPPORT MN</b>			
E 602-49450-221		Repair/Maintenance Equip	\$900.00	12445	FIBER RING TROUBLESHOOTING

NORWOOD YOUNG AMERICA

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	\$900.00		
<b>35439</b>	05/07/24	<b>THE POUR HOUSE</b>			
R 101-41400-32110		Alcoholic Beverage Licens	\$500.00		LIQUOR LICENSE - Overpayment
		Total	\$500.00		
<b>35440</b>	05/02/24	<b>TOLL GAS &amp; WELDING SUPPLY</b>			
E 101-43100-221		Repair/Maintenance Equip	\$209.87	00830260	PROTECTIVE COVER, MILLERMATIC
		Total	\$209.87		
<b>35441</b>	05/02/24	<b>TWIN CITIES &amp; WESTERN RAILROAD</b>			
E 101-43100-440		Lease	\$87.84	M900621-IN	ANNUAL FEE FOR UTILITY CROSSING #460.0-20020301
		Total	\$87.84		
<b>35442</b>	05/09/24	<b>UMB Bank</b>			
G 101-21718		HSA ACCOUNT	\$416.67		HSA MAY - ACCT# 9812389523
		Total	\$416.67		
<b>35443</b>	05/03/24	<b>US POSTAL SERVICE</b>			
E 101-41400-350		Print/Publishing/Postage	\$120.00		ANNUAL SERVICE FEE - BOX 59
		Total	\$120.00		
<b>35444</b>	05/02/24	<b>USA BLUE BOOK</b>			
E 601-49400-216		Chemicals and Chem Pro	\$497.70	INV00341870	CHLORINE, FLUORIDE REAGENT, PH BUFFER PACK
E 602-49450-216		Chemicals and Chem Pro	\$38.45	INV00341870	CHLORINE, FLUORIDE REAGENT, PH BUFFER PACK
		Total	\$536.15		
<b>35445</b>	05/07/24	<b>UTILITY CONSULTANTS</b>			
E 602-49450-217		Lab Fees	\$895.08	119908	CHEMICALS
		Total	\$895.08		
<b>35446</b>	05/09/24	<b>VIVID IMAGE</b>			
E 101-41320-314		Contracts Payments	\$187.50	23622	DNS ASSISTANCE & WEBSITE/NAVIGATION UPDATES
		Total	\$187.50		
<b>35447</b>	05/09/24	<b>WASTE MANAGEMENT</b>			
E 101-41940-223		Repair/Maintenance Bldg/	\$432.90	0112920-280	DUMPSTERS - SHOP AND WWTP
		Total	\$432.90		
<b>35448</b>	05/02/24	<b>WEST METRO TRUCK REPAIR</b>			
E 101-42200-221		Repair/Maintenance Equip	\$2,542.99	101785	2002 PETERBILT 330 TRUCK REPAIRS
		Total	\$2,542.99		
<b>35449</b>	05/09/24	<b>WM MUELLER &amp; SONS INC</b>			
E 101-45200-223		Repair/Maintenance Bldg/	\$214.00	298700	SELECT TOPSOIL
		Total	\$214.00		
<b>35450</b>	05/09/24	<b>WSB</b>			
E 101-41320-305		Other Professional Fees	\$5,619.18	R-023775-00	2024 PLANNING SERVICES - MARCH

NORWOOD YOUNG AMERICA

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$5,619.18		
<b>10100 CHECKING</b>			<b>\$302,716.19</b>		

**Fund Summary**

<b>10100 CHECKING</b>	
101 GENERAL FUND	\$64,771.19
275 CAPITAL	<b>\$167,094.74</b>
407 TAX INCREMENT 1-5 PEACE VILLAG	\$350.00
424 TAX INCREMENT DISTRICT 3-4 WMI	\$650.00
431 TIF District 3-6	\$350.00
493 Industrial Park Land (2nd Add)	\$37,972.96
494 2nd Ave PHASE II	\$71.50
601 WATER FUND	\$2,715.09
602 SEWER FUND	\$27,396.71
830 DONATIONS	\$1,344.00
	<b>\$302,716.19</b>





TO: Honorable Mayor Lagergren and City Council

FROM: Andrea Aukrust, City Administrator

DATE: May 13, 2024

SUBJECT: Personnel Committee Recommendation: Hiring of Zachary Heiland for the PST2 Position

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The Personnel Committee recommends hiring Zachary Heiland for the PST2 Position. He brings considerable experience working in the Parks Department for the City of Edina. The Personnel Committee recommends a Grade 4 Step 2 on the 2024 wage schedule.

**Recommended Motion:**

**Consent Agenda item**

Motion to approve the hiring of Zachary Heiland for the Public Service Technician 2 position at Grade 4, Step 2, with a start date of May 14, 2024.

*Norwood Young America*



TO: Honorable Mayor Lagergren and City Council Members  
FROM: Mitchell Thiesfeld, Clerk/Finance Director  
DATE: May 13, 2024  
RE: Seasonal Public Service Employees for 2024

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We are requesting approval to hire the following applicants as 2024 Seasonal Public Service Employees:

- ❖ Jack Bursey– 2024 Seasonal Pay Scale Grade 2, Step 1
- ❖ Paul Willems – 2024 Seasonal Pay Scale Grade 2, Step 4

*Consent Recommended Motion:*

*Motion to approve hiring Jack Bursey and Paul Willems as Seasonal Public Service employees for the 2024 summer.*

*Norwood Young America*

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**TO:** Honorable Mayor Lagergren and City Council Members  
**FROM:** Mitchell Thiesfeld, Clerk/Finance Director  
**DATE:** May 13, 2024  
**RE:** Recycling Center Position

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The administration recommends the hiring of Richard Steinhagen for the Recycling Center grant position.

- ❖ This position is paid by the County to staff the Recycling Center
- ❖ \$15.00 per hour, no benefits
- ❖ Grant-funded position, not to exceed \$5,000 in the calendar year

**Recommended Motion:**

**Consent agenda item—Approve the hiring of Richard Steinhagen for the Recycling Center grant position at a rate of \$15.00 per hour, with no benefits.**



To: Mayer Lagergren and Council Members  
 From: Mitchell Thiesfeld, City Clerk/Finance  
 Date: May 13, 2024  
 Subject: Liquor License Renewals for 2024-25

The City's liquor licenses will renew on July 1, 2024. 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 violations before they are sent to the Alcohol and Gambling Enforcement Division of the State for approval.

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

***Recommended Motion:***

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



TO: Honorable Mayor Lagergren and City Council Members  
FROM: Mitchell Thiesfeld, City Clerk/Finance Director  
DATE: May 13, 2024  
RE: NYA Area Chamber of Commerce Street Closing Request

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NYA Area Chamber of Commerce is requesting certain segments of Union Street/Elm Street/Hazel Street (Saturday, June 1st, 6 am-7 pm) and the Elm Street Municipal Parking Lot (Friday, May 31st, 4 pm – Saturday, June 1st, 9 pm) be closed for the annual Springfest Artisan Fair. The event is to be held on Saturday, June 1, 2024, from 9 am-3 pm.

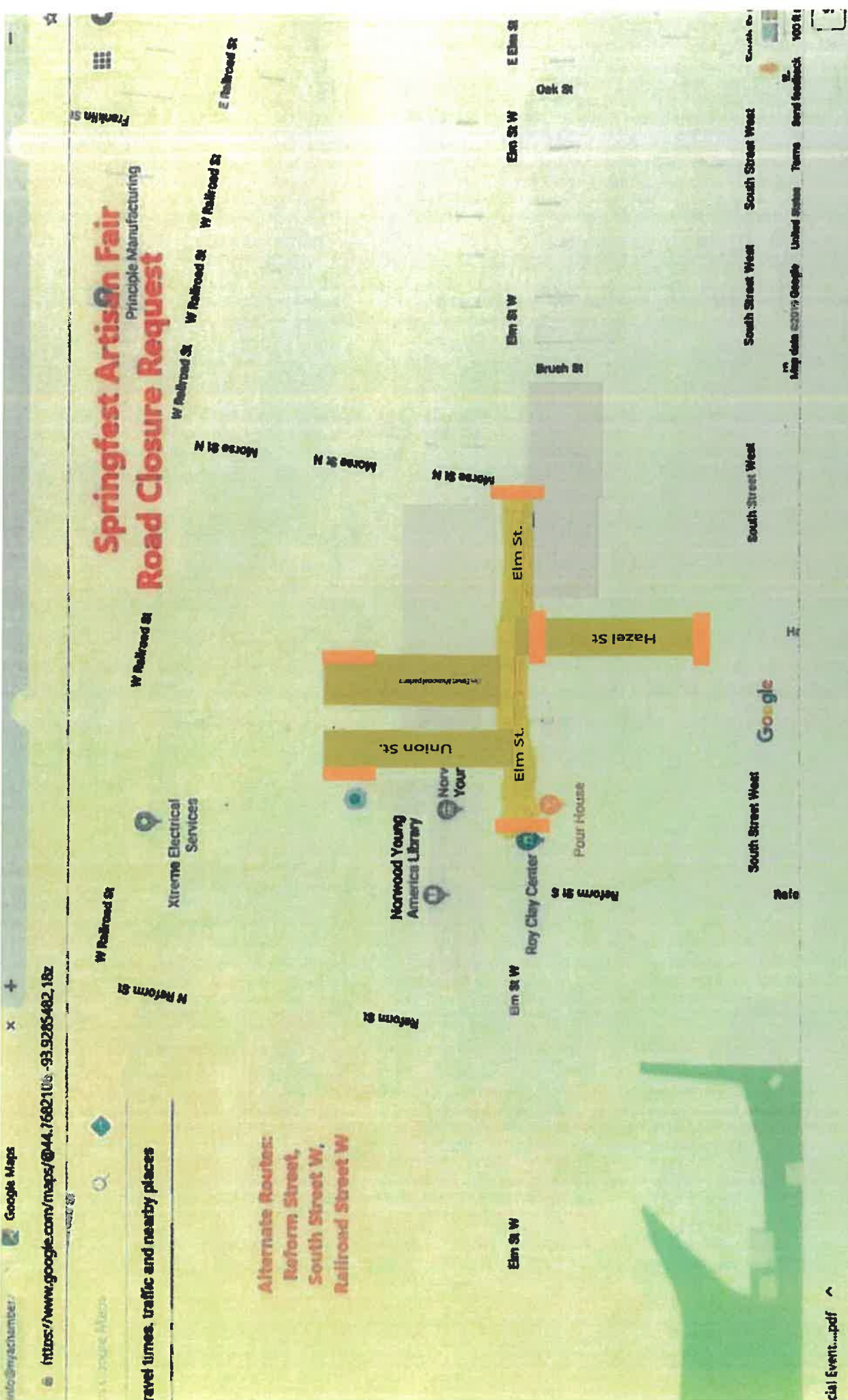
Carver County Public Works was notified about the closing of County Road 31 on Elm Street from Union Street to Reform Street. Their approval is pending.

City staff will be assisting with moving picnic tables and providing barricades for the street closures.

**Recommended Motion:**

**Motion to approve the NYA Area Chamber of Commerce street closing requests for the annual Springfest Artisan Fair to be held on June 1, 2024, contingent on the approval of County Road 31 closure from Carver County Public Works.**

*Norwood Young America*



# Springfest Artisan Fair Road Closure Request

Principle Manufacturing

Alternate Routes:  
Reform Street,  
South Street W,  
Railroad Street W

travel times, traffic and nearby places

Road Closure (Yellow) Baracades and Orange Fence (Orange) with Signs saying No alcohol behind this point at the fence/baricade.



TO: Honorable Mayor and City Council Members

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: May 8, 2024  
City Council Regular Meeting May 13, 2024

REQUEST: Request for variances for a shed at 108 Hilltop Circle

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**SUBJECT PROPERTY:** 108 Hilltop Cir.

**ZONING:** The property is zoned R-2 Medium Density Single Family Residential

**LAND USE:** The Future Land Use Map within the 2040 Comprehensive Plan guides this property for Low Density Residential use.

**OVERVIEW OF THE REQUEST**

Property owner, Dan Stender, has requested a variance to allow placement of a shed within a drainage and utility easement, and with a reduced side yard setback at the subject property. There is a ditch running along the northwest property line, which results in a 25 foot drainage and utility easement along that property line. This is a larger than typical easement; the standard rear lot line easement is 10 feet.

The proposed shed is 12 x 24, totaling 288 square feet. The Applicant intends to place the shed on skids. This would make it possible to move the shed, should the easement ever need to be accessed.

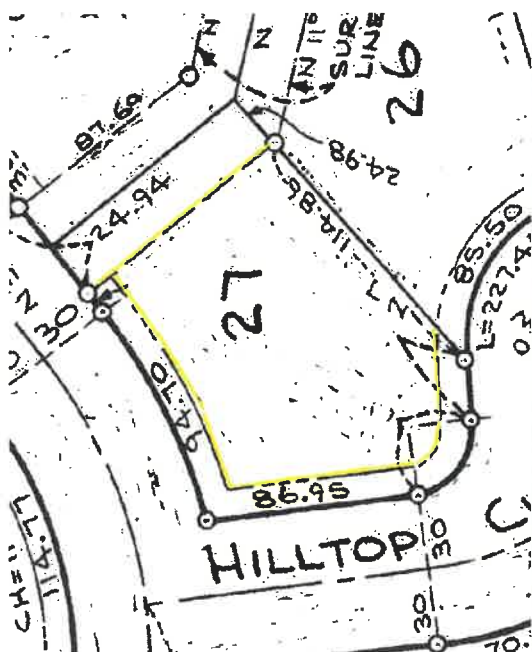


Image 1: Plat - black outline indicates property lines, yellow lines indicate easements

Image 2: Aerial - Neon green lines outline the rear easement. Rear property line shown in red. Shed shown in blue.

Variations have been requested to allow the shed to be placed partially within the drainage and utility easement, and for the shed to be placed two feet from the side property line.

## **GENERAL ZONING REVIEW**

1245.04 *Accessory Structures* provides requirements for accessory structures in all districts.

<b>Requirement</b>	<b>R-2 Requirement</b>	<b>Proposed</b>
Max. accessory structure size	1,200 SF	288 SF
Number of accessory structures	2 max.	1
Lot Coverage	30%	28.9%
Side Yard Setback	5 feet	2 feet
Rear Yard	5 feet	7 feet

A variance of three feet from the required five-foot side yard setback has been requested.

1220.02 *Permitted Yard Encroachments*

A. *No encroachment shall be permitted in existing or required drainage and utility easements.*

A variance has been requested to allow the shed to encroach on the drainage and utility easement.

## **ENGINEERING CONSIDERATIONS**

The City Engineer has reviewed the request and offers the following comments:

I have no comments or concerns with this as long as the shed is not constructed on any type of permanent foundation and with the condition that it is the property owner's responsibility to move the shed if needed to facilitate an allowable public improvement within the easement.

## **VARIANCE REVIEW**

The City Council may grant variances from the literal provisions of this Ordinance where their strict enforcement would cause practical difficulties because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in harmony with the general purpose and intent of this Ordinance, and consistent with the comprehensive plan.

### Criteria for Approval of Variances

The Planning Commission is required to examine the request under a series of general standards as set forth under Section 1210.04 Variance, Subd. 1:

- A. *Practical Difficulties. Practical difficulties as used in connection with the granting of a variance means that:*
  1. *The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance.*



The Applicant's request to place a shed, on skids, within the easement is reasonable. If the easement needs to be accessed, the shed can be moved. **Criterion met.**

2. *The plight of the landowner is due to circumstances unique to the property not created by the landowner.*

The 25-foot rear yard easement is not typical. The presence of the easement limits the area where a shed can be placed in the rear yard. **Criterion met.**

3. *The variance, if granted, will not alter the essential character of the locality.*

The requested variances will have no impact on the character of the area. The property owner next door has provided support for the shed being placed closer to the side property line than the Ordinance allows. **Criterion met.**

- B. *Economic Considerations. Economic considerations alone shall not constitute a practical difficulty.*

The proposed variances to allow the property owner to place the shed in the desired location are not financially motivated. **Criterion met.**

- C. *The variance is in harmony with the purpose and intent of the Ordinance.*

The shed being placed on skids within the easement is not in conflict with the Ordinance. The shed can be moved if easement access is needed. The intent of the side yard setback requirement is to ensure adequate separation between buildings and neighboring property. The neighboring property owner supports the reduced side yard setback. **Criterion met.**

- D. *The variance is consistent with the comprehensive plan.*

The variance will not alter the Low Density Residential use of the property. **Criterion met.**

### **RECOMMENDED ACTION**

At their May 7, 2024 regular meeting, the Planning Commission voted unanimously to **recommend approval** of the requested variances, subject to the following conditions:

1. A building permit application shall be submitted and approved prior to construction of the shed.
2. The shed may not be constructed on any type of permanent foundation.
3. It is the property owner's responsibility to move the shed if needed to facilitate an allowable public improvement **within the easement.**

### **MOTION LANGUAGE**

Motion to adopt Resolution 2024-24 to approve the requested variances at 108 Hilltop Circle, subject to the three recommended conditions.

### **Attachments:**

- Application and Plans
- Resolution 2024-24

# RESOLUTION NO. 2024-24

## A RESOLUTION APPROVING VARIANCES TO ALLOW A SHED TO ENCROACH ON AN EASMENT AND FOR A REDUCED SIDE YARD SETBACK AT 108 HILLTOP CIR.

WHEREAS, the City of Norwood Young America has received application from Dan Stender, for a variance for a shed to be placed in an easement and for a reduced side yard setback for the shed at 108 Hilltop Cir., which is legally described as;

LOT 27, BLOCK 4, TRILANE SECOND ADDITION, CARVER COUNTY, MINNESOTA and;

WHEREAS, the variances have been requested to allow the property owner to place a 12 by 24 shed within the 25-foot drainage and utility easement running along the rear property line, and two feet from the side property line;

WHEREAS, the proposed shed will be set on skids and will not have a permanent foundation;

WHEREAS, the proposed shed conforms to all other applicable zoning requirements;

WHEREAS, the subject property is located in the R-2 Medium Density Single Family Residential;

WHEREAS, the Planning Commission reviewed and considered the request based on the related documents shown in the Application at their regular meeting on May 7, 2024; and

WHEREAS, the City Council reviewed and considered the reports, documents, testimony, and other materials presented; and

WHEREAS, the City Council can approve a variance if it finds that the standards for granting a variance as described in Chapter 12, Section 1210.04 of the Norwood Young America City Code have been met.

BE IT RESOLVED, that the City Council of Norwood Young America, Carver County, Minnesota approves the Applicant's requests for variances to allow a shed to be placed within an easement and with a reduced setback from the side property line.

The requested variance is consistent with all of the standards for granting a variance as described in Chapter 12, Section 1210.04. More specifically, the City Council finds that the requested variance is justified for the following reasons:

1. The proposed placement of the shed is reasonable.

2. The placement of the shed will not negatively affect the ditch and will not interfere with the purpose of the easement.
3. The variances will not alter the essential character of the locality.
4. The variances are in harmony with the purpose and intent of the Ordinance.
5. The variances are consistent with the Comprehensive Plan.

BE IT FURTHER RESOLVED, that the Applicant must meet the following conditions for variance approval:

1. A building permit application shall be submitted and approved prior to construction of the shed.
2. The shed may not be constructed on any type of permanent foundation.
3. It is the property owner's responsibility to move the shed if needed to facilitate an allowable public improvement within the easement.

Passed by the City Council of Norwood Young America, Minnesota this 13<sup>th</sup> day of May, 2024.

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Carol Lagergren, Mayor

ATTEST:

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Mitchell Theisfeld, City Clerk



TO: Honorable Mayor and City Council Members

FROM: Hannah Rybak, Planning Consultant - WSB

DATE: May 8, 2024  
City Council Regular Meeting May 13, 2024

SUBJECT: 2nd Reading and Publish - Ordinance 373 Amending the Zoning Map

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**Background**

At the April 22, 2024 meeting, the City Council approved the first reading of Ordinance 373, amending the City's zoning map.

The amendments to the zoning map include the following:

1. Rezoning of all B-1 Business Industrial parcels to I-1 Light Industrial (28, 31, 170, 180, 220, 250, 300 and 301 Industrial Blvd., and 710 Faxon Rd.)
2. Rezoning of PIDs 586520890, 580760120 and 586530440 from R-1 Low Density Single Family Residential to P-1 Parks/Open Space

**Action**

Staff is recommending the City Council make a motion to approve the second reading and to publish Ordinance Number 373, amending Section 1225.02 of the Zoning Ordinance.

**Attachments**

Ordinance No. 373

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# CITY OF NORWOOD YOUNG AMERICA ORDINANCE NO. 373

## AN ORDINANCE AMENDING CHAPTER 1225.02 OF THE NORWOOD YOUNG AMERICA CITY CODE

THE CITY COUNCIL OF THE CITY OF NORWOOD YOUNG AMERICA, MINNESOTA  
HEREBY ORDAINS:

- I. Chapter 1225.02 of the Norwood Young America City Code is amended by rezoning the following described properties from B-1 Business Industrial District to I-1 Light Industrial District:

- 28, 31, 170, 180, 220, 250, 300 and 301 Industrial Blvd., and 710 Faxon Rd., PIDs: 588500140, 588500130, 588500150, 588500090, 588500080, 588500100, 588500102, 588500110, 588500111, 588500120, 580145650, 588500030, 588500020 and 588500010, legally described as follows;

LOTS 1 AND 2, BLOCK 1, AND LOTS 1 THROUGH 4, BLOCK 3, AND  
LOTS 1 AND 2 BLOCK 4, YOUNG AMERICA INDUSTRIAL PARK,  
CARVER COUNTY, MINNESOTA.

AND

Section 14 Township 115 Range 026

THAT P/O NW1/4 NE1/4 THAT LIES 1) S OF N 584.62' 2) E OF W 366' 3)  
W OF WLY LINE OF FORMER RR 4) N OF LINE DESC AS FOLLOWS:  
COMM AT SW CORN NW1/4 NE1/4 TH N ON W LINE 470.48 TO PT OF  
BEG OF LINE TO BE DESC: TH S89° E TO WLY LINE OF FORMER RR  
SAID LINE TH

- II. Chapter 1225.02 of the Norwood Young America City Code is amended by rezoning the following described properties from R-1 Low Density Single Family Residential District to P-1 Parks/Open Space District:

- PID: 586520890, legally described as:

OUTLOT A, THE PRESERVE 3RD ADDITION, CARVER COUNTY, MINNESOTA

- PID: 586530440, legally described as:

OUTLOT B, THE PRESERVE 4<sup>TH</sup> ADDITION, CARVER COUNTY, MINNESOTA


- PID: 580760120, legally described as:  
P/O OUTBLK 13 COMM AT SW CORN OF OUTLOT 13 TH E 3 CH TH N 12 CH TH N10\*  
E 5.90 CH TO N

III. The Zoning Map of the City of Norwood Young America under Chapter 1225.04 of the City Code shall be republished to show the aforesaid zoning.

Adopted by the City Council this 22<sup>nd</sup> day of April 2024.

  
\_\_\_\_\_  
Carol Lagergren, Mayor

ATTEST:

  
\_\_\_\_\_  
Mitchell Thiesfeld, City Clerk



TO: Mayor Lagergren & City Council Members  
FROM: Karen Hallquist, Community & Economic Development Director  
DATE: May 13, 2024  
SUBJECT: Central High School 2024 Artwork Proposals for Hwy 212 Underpass

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Central High School Art teacher Ashley Williams submitted the attached themed artwork proposals to add to the Hwy 12 underpass murals at Keher Park. The theme of the designs continues to be “Kindness, Community & Current Events.” Council members are asked to review the proposals for approval.

<u>Group #</u>	<u>Design Theme</u>
2401/2402	Things Will Be Okay
2403	Stiftungsfest Tribute
2404	You Are Enough
2405	State of 10,000 Lakes
2406	History of Rural NYA – barn quilt

There will be 15 students in total working on the projects. Williams plans to start the painting process on May 15<sup>th</sup>.

**Recommended Motion**

**Motion to approve the proposed artwork designs to be added to the Hwy 212 underpass murals.**



# 212 Underpass Design Proposal

**Project:** During spring semester students in DPP I & II will create a mural design/painting in the 212 underpass. Students will work in groups of 2-4 and complete one of the 6x6 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the city through a design proposal process.

**Theme:** The design of each tile will reflect community, kindness, and local history/events.

**Guidelines and Restrictions:** The design may not contain any elicited content such as drugs, paraphernalia, hatred, guns, violence, inappropriate gestures, profanity, nudity. (must be school appropriate) Follow copyright laws. Must be original!

## To be filled out by student group:

1. Group/Tile # (assigned by instructor): 2401

2. Student names:

Haley N., Kadence A.

3. What will your group's design in the underpass look like? Be descriptive of the imagery.

A pink and magenta checkerboard, with pink starting and then magenta after. We will write "things will be okay" in bubble letters and in a darker teal color. We are combining our tiles with another group so it will be bigger.

4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

To spread confidence and motivation to our community. The colors will be bright and happy. It will be a reminder to the community that everything will be okay.

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

Haley will start off with making the curvy lines for the checkerboard. Haley will do the pink, Kadence will do the magenta. Kadence will write bubble letters and we both will color the words in.

6. Please attach a sketch of your group's design to this sheet.

# 212 Underpass Design Proposal

**Project:** During spring semester students in DPP I & II will create a mural design/painting in the 212 underpass. Students will work in groups of 2-4 and complete one of the 6x6 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the city through a design proposal process.

**Theme:** The design of each tile will reflect community, kindness, and local history/events.

**Guidelines and Restrictions:** The design may not contain any elicited content such as drugs, paraphernalia, hatred, guns, violence, inappropriate gestures, profanity, nudity. (must be school appropriate) Follow copyright laws. Must be original!

## To be filled out by student group:

1. Group/Tile # (assigned by instructor): 2402

2. Student names:

Ella H Morgan A

3. What will your group's design in the underpass look like? Be descriptive of the imagery.

It is going to be a wavy checkerboard with pink and magenta. Then we're gonna use teal to write "Things will be okay." We're connecting ours and another group's tile together to make this design huge.

4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

We are spreading positivity to the community. Our message spreads confidence and motivation to help make the community a happier place.

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

We will start with the wavy design and both measure it to be even. Then Ella will paint the pink squares and Morgan will paint the magenta squares. We will both do the letter stencil and paint.

6. Please attach a sketch of your group's design to this sheet.

**THEY WILL BE  
GIVING YOU  
SOME OKAY**

# 212 Underpass Design Proposal

**Project:** During spring semester students in DPP I & II will create a mural design/painting in the 212 underpass. Students will work in groups of 2-4 and complete one of the 6x6 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the city through a design proposal process.

**Theme:** The design of each tile will reflect community, kindness, and local history/events.

**Guidelines and Restrictions:** The design may not contain any elicited content such as drugs, paraphernalia, hatred, guns, violence, inappropriate gestures, profanity, nudity. (must be school appropriate) Follow copyright laws. Must be original!

## To be filled out by student group:

1. Group/Tile # (assigned by instructor): 2403

2. Student names: Ayla Fox, Jasmin Lopez, Jaci Leagjeld

3. What will your group's design in the underpass look like? Be descriptive of the imagery.

Our group's design is a representation of some of the food and drinks that happen during stiftungs fest including, a brat, pretzel and a stein of beer. They are all drawn over a German flag which is representing the German festival. Lastly the stiftungs fest logo is at the top.

4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

Our design relates to the theme of the project because it is a mural of our town and Minnesota's oldest celebration. We hope to show the community.

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

We will be putting down a base coat of a burnt orange color to really help the yellows and reds pop out a little more. (It will be darker than the colored pencil). Then we will stencil out the lettering to get the font right. Lastly we will draw out the rest and paint everything in the design. Everyone will be drawing and painting to make the process move faster.

6. Please attach a sketch of your group's design to this sheet.

# Stiftungsfest



# 212 Underpass Design Proposal

**Project:** During spring semester students in DPP I & II will create a mural design/painting in the 212 underpass. Students will work in groups of 2-4 and complete one of the 6x6 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the city through a design proposal process.

**Theme:** The design of each tile will reflect community, kindness, and local history/events.

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## To be filled out by student group:

1. Group/Tile # (assigned by instructor): 2404

2. Student names:

Carmen, cloe, Paige, Violet

3. What will your group's design in the underpass look like? Be descriptive of the imagery.

Graphic - color block, nature, cow print, words, repetitive background, flowers + butterflies, some cut off leaves maybe bigger

4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

It's nature, nature is calming so hopefully you can find peace and kindness from our mural. positivity!

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

Carmen - vines, circle, flowers, butterfly  
Cloe - cow print, flowers, diamonds  
Paige - flowers, cow print  
Violet - mixing colors, drawing

6. Please attach a sketch of your group's design to this sheet.

YOU ARE  
enough



# 212 Underpass Design Proposal

**Project:** During spring semester students in DPP I & II will create a mural design/painting in the 212 underpass. Students will work in groups of 2-4 and complete one of the 6x6 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the city through a design proposal process.

**Theme:** The design of each tile will reflect community, kindness, and local history/events.

**Guidelines and Restrictions:** The design may not contain any illicit content such as drugs, paraphernalia, hatred, guns, violence, inappropriate gestures, profanity, nudity. (must be school appropriate) Follow copyright laws. Must be original!

## To be filled out by student group:

1. Group/Tile # (assigned by instructor): 2405

2. Student names: Logan, Annabelle, Danica

3. What will your group's design in the underpass look like? Be descriptive of the imagery.

Pine trees and sunset with a lake etc

4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

Nice background related to MN →  
State of the 10,000 lakes

Pine trees, colorful winter scenery and sunset over hills

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

~~Start off with pine trees, add lake, then sunset background~~  
Background gradient, Blue, Red, Pink/purple → layers →

6. Please attach a sketch of your group's design to this sheet.

→ Sun  
→ highlight on lake  
→ trees





## 212 Underpass Design Proposal

**Project:** During spring semester students in DPP I & II will create a mural design/painting in the 212 underpass. Students will work in groups of 2-4 and complete one of the 6x6 tiles in the underpass. Each group will be responsible for coming up with a design idea that reflects the theme of the project as well as painting it together during the last 2-3 weeks of school. The design will be approved by the city through a design proposal process.

**Theme:** The design of each tile will reflect community, kindness, and local history/events.

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### To be filled out by student group:

1. Group/Tile # (assigned by instructor): 2406

2. Student names: Gordon, Tate, Andrew

3. What will your group's design in the underpass look like? Be descriptive of the imagery.

Quilt design often seen on street  
benches

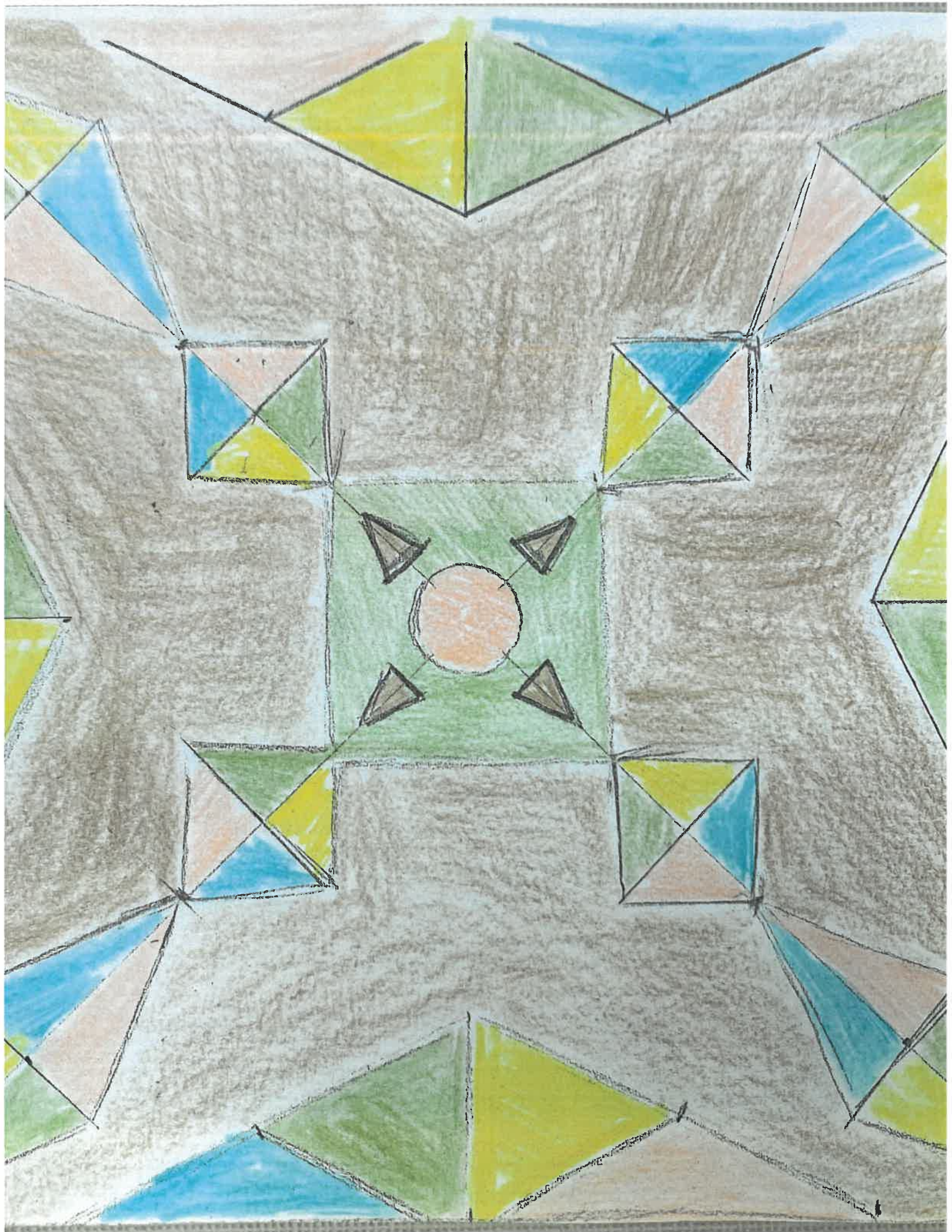
4. How does your design relate to the theme of this project? What message do you hope it sends to the community and people who view it?

History of rural NYA

5. Please break down the plan/steps of how you will create your design. Be mindful of each student's strengths and weaknesses in your group. How will each student in the group contribute to the creation of this design? Attach a separate sheet if necessary.

Chalk lines, Paint back round, Paint  
Pattern

6. Please attach a sketch of your group's design to this sheet.





TO: Mayor Lagergren and City Council  
FROM: Mark Streich, Public Service Director  
DATE: May 13, 2024  
SUBJECT: City Cemeteries Lawn Care Maintenance Quote

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Enclosed you will find the quote received for lawn care maintenance for the city cemeteries.

Orr Contracting LLC

\$650.00 per cut

**Recommended motion:**

Motion to approve the quote submitted by Orr Contracting LLC to provide lawn care maintenance at the city cemeteries in the amount of \$650.00 per cut

*Norwood Young America*

CONTRACTOR'S QUOTE

Company name: Orf Contracting LLC

Contact Person: LUKE ORF

Title: Owner

Address: 114 Elm St W, NYA

Phone Number: 612-916-9774

Quote: \$ 650 per cut

Signature: Luke Orf

Date: 4/15/24



TO: Mayor Lagergren and Council Members  
FROM: Steve Zumberge, Fire Chief  
DATE: May 13, 2024  
RE: Approve Purchase Agreement for new Fire Department Tanker

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NYAFD Tanker 11 was due to be replaced in 2023, Tanker 11 is a 1995 Ford with a manual transmission that hauls two thousand gallons of water.

The truck committee has received a state bid from Midwest Fire Equipment & Repair Co. of \$338,579.00 for the following apparatus and equipment:

One All-Poly Series 2000 Gallon Tanker and One New Freightliner M2-106 Chassis

**Terms:**

A deposit in the amount of \$10,000 shall be paid within ten business days upon acceptance of this Proposal by the Customer.

The balance of the value of the chassis less the deposit: \$95,383 shall be paid within ten business days of Midwest Fire receiving formal notification that chassis is complete from the OEM, November 2025.

The remaining balance for apparatus is due on delivery March 2026.

**Funding Responsibility:**

The Fire Relief Association will donate the down payment to the city of NYA.

Fire Relief Association - \$10,000.00

City of Norwood Young America 25%--\$ 82,145.00

Five Townships under contract 75%----\$246,434.00

Tanker 11 would be sold separately.

*Proposed Motion:*

**Motion to approve purchase agreement for a new Tanker from Midwest Fire Equipment & Repair Co. for \$338,579.00**

*Norwood Young America*

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