



CITY COUNCIL AGENDA

August 12, 2024

6:00 p.m.

City Council Meeting

City Council Chambers

310 Elm Street W.

Norwood Young America, MN 55368

WORKSHOP

1. Workshop
 - 1.1 WSB Housing Study Discussion—Jim Gromberg, WSB Consultant
 - 1.2 I & I Update—Mark Striech, 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.)

5. 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.)

- 5.1 Approve minutes of July 22, 2024, City Council Workshop
- 5.2 Approve minutes of July 22, 2024, City Council Meeting
- 5.3 Approve Payment of Claims
- 5.4 Truth in Taxation Public Hearing Date
- 5.5 Temporary Liquor License—NYA West Carver Lions Club

6. PUBLIC HEARING

6.1 2025 Infrastructure Improvement Project Presentation—Josh Eckstein, Bolton & Menk, Inc.

6.1.1 **Council Discussion** - Resolution 2024-35 A Resolution Ordering Improvement and Preparation of Plans—Josh Eckstein, Bolton & Menk, Inc.

6.2 Ordinance 375 Presentation—Amending the Fee Schedule “Schedule A” Chapter 20, Section 2000.02 of City Code—Mitchell Thiesfeld, Clerk/Finance Director

6.2.1 **Council Discussion** - Ordinance 375; An Ordinance Amending the Fee Schedule “Schedule A” Chapter 20, Section 2000.02 of The Norwood Young America City Code—Mitchell Thiesfeld, Clerk/Finance Director

7. OLD BUSINESS

8. NEW BUSINESS

8.1 Budget Workshop Schedule—Mitchell Thiesfeld, Clerk/Finance Director

8.2 Community Development Update—Karen Hallquist, CED Director

9. COUNCIL MEMBER / MAYOR AND 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.

11. ADJOURNMENT

UPCOMING 2024 MEETINGS / EVENTS

August 13 th	Primary Elections	7:00 AM – 8:00 PM (City Hall-Council Chambers)
August 14 th	NYA Food Distribution	12:30-1:30 PM
August 14 th	EDC Meeting	6:00 PM
August 15 th	Sr. Advisory	9:00 AM
August 20 th	Park and Rec Commission Meeting	5:30 PM
August 22 nd -25 th	Stiftungsfest	Willkommen Park (See schedule for times)
August 26 th	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM
September 3 rd	Planning Commission Meeting	6:00 PM
September 9 th	City Council Meeting	6:00 PM
September 11 th	EDC Meeting	6:00 PM
Cancelled	Park and Rec Commission Meeting	5:30 PM
Cancelled	Sr. Advisory	9:00 AM
September 23 rd	Workshop/EDA/City Council Meeting	5:00 PM/6:00 PM



CITY COUNCIL WORKSHOP MINUTES

July 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: None

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

OTHERS: None

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. Transportation Update – Mitchell Thiesfeld, Clerk/Finance Director

- City Staff had a meeting with MnDOT regarding the future implications of the City bus.

1.2. Fee Schedule Discussion – Mitchell Thiesfeld, City Clerk-Finance Director

- Discussed suggested changes to the fee schedule.

1.3. Old Town Update – Administrator Aukrust and Karen Hallquist, CED Director

- Discussed Old Town project timeline.
- Donations are accepted until April 15, 2025.

2. ADJOURNMENT

CS/CH motion to adjourn at 5:48 p.m. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Mitchell Thiesfeld, Clerk-Finance Director



CITY COUNCIL MINUTES

July 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, Clerk/Finance Director; Mark Streich, Public Services Director

OTHERS: Josh Eckstein, Bolton & Menk, Inc; Deputy Sheriff Lee, Carver County

CITY COUNCIL MEETING

1. CALL A MEETING OF THE CITY COUNCIL TO ORDER

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

1.1. The Pledge of Allegiance was said by all.

2. APPROVE AGENDA

2.1. *CS/CH Motion to approve the agenda as printed. Motion passed 5-0.*

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

3.1. None

4. CONSENT AGENDA

4.1. Approve minutes of July 8, 2024, City Council Meeting

4.2. Approve Payment of Claims

4.3. ***Amended* Resolution 2024-28 2025 Infrastructure Improvements Feasibility Report and Amended Resolution 2024-28 A Resolution Receiving Feasibility Report and Calling Hearing on Improvement**

4.4. Fire Department Interim Appointments

4.5. Temporary Liquor License—Stiftungsfest

4.6. Senior Advisory Commission Appointments

4.7. Firefighter/Rescue Reserve Hiring—Tyler Johnson

4.8. Street Closure Report—2024 Stiftungsfest

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

5. PUBLIC HEARING

5.1 No public hearings

6. OLD BUSINESS

6.1. None

7. NEW BUSINESS

- 7.1. Resolution 2024-33 A Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment TWIPP2—Josh Eckstein, Bolton & Menk
- Total final project cost is estimated to be \$4,741,308.20, which is 6.8% below the preliminary estimate.
 - The total final assessed amount is \$3,477,153.08, which is 17.2% below the preliminary estimate.
 - The City of Norwood Young America is the only landowner getting assessed.

MM/CH Motion to approve Resolution 2024-33 A Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. Motion passed 5-0.

- 7.2. Resolution 2024-34 A Resolution Receiving Proposed Assessment and Calling for a Public Hearing on Proposed Assessment—Josh Eckstein, Bolton & Menk
- A hearing shall be held at 6:00 p.m. on August 26, 2024, in the City Council Chambers of the Norwood Young America City Hall located at 310 Elm St. W.

MM/CH Motion to approve Resolution 2024-34 A Resolution Receiving Proposed Assessment and Calling for a Public Hearing on Proposed Assessment. Motion passed 5-0.

- 7.3. I & I reduction proposal—Josh Eckstein, Bolton & Menk, and Mark Streich, PS Director
- The City of Norwood Young America has experienced significant rainfall this year, triggering citywide emergency actions.
 - The large rain amounts have significantly increased the sanitary sewer flow received by the 2nd Ave Lift Station.
 - The City will partner with Bolton & Menk by conducting sewer flow tests and sanitary manhole inspections.
 - The flow testing and manhole inspections will be completed on an hourly basis but are estimated to cost around \$13,000, which is budgeted in the city's CIP.

MM/BA Motion to approve Bolton & Menk to conduct a sanitary sewer I & I reduction plan. Motion passed 5-0.

- 7.4. Fire hydrant replacement quotes—Mark Streich, PS Director
- Two quotes were received for hydrant replacements at the intersection of 3rd Ave NE and 1st St. NE.
 - Schneiders Excavation - \$11,308.00 total
 - Henning Excavating - \$15,004.00 total
 - The quotes include excavation down to the hydrant lead, installation of a new hydrant valve, placement of the new hydrant, and miscellaneous hardware
 - Both hydrants are around 80 years old.

CH/BA Motion to approve hiring Schnieders Excavating for the hydrant replacement at the intersection of 3rd Ave NE and 1st St. NE and Lake St. at the quoted amount of \$11,308. Motion passed 5-0.

- 7.5. Call for Public Hearing—Mitchell Thiesfeld, City Clerk-Finance Director
- To change the Fee Schedule "Schedule A" in Chapter 20 of our City Code, the city needs to hold a public hearing.
 - Staff would like to have the public hearing on August 12th.

MM/CS Motion calling for a public hearing regarding the Fee Schedule in Chapter 20 of our City Code for 6 p.m. Monday, August 12th. Motion passed 5-0.

8. COUNCIL MEMBER / MAYOR AND STAFF REPORTS

MM – Attended the Senior Advisory meeting last Thursday. Unfortunately, Good Samaritan in Arlington is closing. However, many of its residents are moving to town. Also talked about the bus, and Elroy Latzig gave an update on the new fieldhouse and walking track.

CL – Attended a Stiftungsfest meeting; family night will kick off the weekend of activities on August 22nd. Mayor Lagergren also attended a quarterly meeting with the management company for the Harbor, Cornerstone Management.

AA—The West Carver Community Pool will be open until August 16th. City staff is working with Bolton & Menk to obtain drone footage for the Tacoma West Industrial Park Phase 2.

9. ADDITIONAL INFORMATION

9.1. None

10. ADJOURNMENT

CS/BA Motion to adjourn at 6:23 pm. Motion passed 5-0.

Respectfully submitted,

Carol Lagergren, Mayor

Mitchell Thiesfeld, Clerk/Finance Director



VOUCHER LIST / CLAIMS ROSTER
and CHECK SEQUENCE

To Be Approved: August 12, 2024

Payroll EFT

Check #	508970 - 509007	Pay Period 16	\$	55,606.49
Check #	-			
Check #	-			

Prepays

Check #
Check #

Electronic Payments

Check #
Check #
Check #
Check #

Claims Pending Payment

Check #	35688 - 35751	\$	366,472.68
Check #			
Check #			

Voided Checks

Check # 508969 ,

Grand Total (excluding voided checks) \$ 422,079.17

NORWOOD YOUNG AMERICA

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*Check Detail Register©

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING					
35688	08/08/24	ALDEN POOL & MUNICIPAL SUPPLY			
E 601-49400-223		Repair/Maintenance Bldg/	\$3,436.15	24-0302	DEHUMIDIFIER MOD. 195 & FILTER
		Total	\$3,436.15		
35689	08/01/24	AMERICAN TEST CENTER			
E 101-43100-221		Repair/Maintenance Equip	\$450.00	2241368	ANNUAL SAFETY INSPECTION - BUCKET TRUCK
		Total	\$450.00		
35690	08/05/24	ARNOLDS OF GLENCOE, INC.			
E 101-45200-221		Repair/Maintenance Equip	\$9.45	P82500	BOLTS, NUTS, PLATE LINKS
		Total	\$9.45		
35691	08/07/24	ASPEN MILLS, INC.			
E 101-42200-417		Uniform	\$59.50	333787	RAIN COVERS
E 101-42200-417		Uniform	\$32.85	336471	SCHULTZ
E 101-42200-417		Uniform	\$32.85	336472	SUNDBERG
E 101-42200-417		Uniform	\$1,746.00	336498	RAIN COATS
		Total	\$1,871.20		
35692	08/01/24	BANYON DATA SYSTEMS INC			
E 101-41400-437		Maintenance Contract	\$2,715.00	00165509	UB DIRECT PAYMT SUPPORT, PAYROLL SUPPORT, UB SUPPORT, FUND SUPPORT
		Total	\$2,715.00		
35693	08/07/24	BREMER BANK			
G 101-21718		HSA ACCOUNT	\$248.34		HSA AUGUST - ACCT# 912474026
		Total	\$248.34		
35694	08/07/24	DURBIN, CAROLYN			
E 601-49400-432		Refund	\$38.03		UB FINAL CALC
E 602-49450-432		Refund	\$38.03		UB FINAL CALC
		Total	\$76.06		
35695	08/01/24	ECM PUBLISHERS INC			
E 101-41400-350		Print/Publishing/Postage	\$285.00	1007579	NORWOOD YOUNG AMERICA GUIDE
E 101-41400-350		Print/Publishing/Postage	\$56.87	1009078	AUG 6 PH NORDIC WASTE/C&C LAWN
E 101-41400-350		Print/Publishing/Postage	\$48.12	1009079	AUG 6 PH ZONING ORDINANCE AMEN
E 101-41400-350		Print/Publishing/Postage	\$52.50	1009080	AUG 6 PH 10 2ND ST SE VARIANCE
E 101-41400-350		Print/Publishing/Postage	\$115.00	1010234	AUG 12 2025 INFRASTRUCTURE PROJECT
E 101-41400-350		Print/Publishing/Postage	\$35.00	1010235	AUG 12 PH 2024 FEE SCHEDULE
		Total	\$592.49		
35696	08/07/24	EDAM			
E 101-46500-207		Training Instructional	\$265.00	11065	2024 SUMMER CONFERENCE - HALLQUIST
		Total	\$265.00		
35697	08/05/24	EMERGENCY APPARATUS MAINTENANC			
E 101-42200-221		Repair/Maintenance Equip	\$982.59	132862	SERVICE - ENGINE 11 - OIL LEAK
		Total	\$982.59		

NORWOOD YOUNG AMERICA

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*Check Detail Register©

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
35698	08/07/24	EXECUTIVE PULSE			
E 101-46500-305		Other Professional Fees	\$1,395.00	04632	ANNUAL RENEWAL FEE
		Total	\$1,395.00		
35699	08/08/24	FELT, MARY			
R 101-45200-34735		Park Rental	\$50.00		PAVILION SOUND SYSTEM REFUND
		Total	\$50.00		
35700	08/01/24	FIRE SAFETY USA			
E 101-42200-210		Operating Supplies	\$380.00	189685	FIRST WATCH & HIGH VIZ
E 101-42200-210		Operating Supplies	\$220.00	189739	WATER RESCUE THROWLINE BAG SET
		Total	\$600.00		
35701	08/07/24	FURTHER			
G 101-21718		HSA ACCOUNT	\$345.84		HSA AUGUST
		Total	\$345.84		
35702	08/07/24	GOPHER STATE ONE-CALL, INC.			
E 601-49400-223		Repair/Maintenance Bldg/	\$60.07	4070647	LOCATES
E 602-49450-223		Repair/Maintenance Bldg/	\$60.08	4070647	LOCATES
		Total	\$120.15		
35703	08/05/24	HAWKINS WATER TREATMENT GROUP			
E 101-49860-216		Chemicals and Chem Pro	\$1,376.25	6824349	CHEMICALS
		Total	\$1,376.25		
35704	08/08/24	HIRSHFIELDS CHASKA			
E 101-45200-223		Repair/Maintenance Bldg/	\$99.66	34144006	HOUSECOAT LOW LUSTER NEUTRAL BASE
		Total	\$99.66		
35705	08/01/24	HOLTON ELECTRIC CONTRACTORS			
E 602-49450-223		Repair/Maintenance Bldg/	\$227.00	6940	WWTP BACKUP PUMP SERVICE
		Total	\$227.00		
35706	08/01/24	HOME SOLUTIONS			
E 101-45200-223		Repair/Maintenance Bldg/	\$576.81	A244702	WA GAL FLT NTRL BASE & PAINT RECOVER FEE
E 101-43100-210		Operating Supplies	\$8.09	A245008	TIDE PODS
E 602-49450-221		Repair/Maintenance Equip	\$9.89	A245170	FOAM SEALANT
E 101-45200-223		Repair/Maintenance Bldg/	\$113.22	A245201	BRN MULCH
E 101-45200-223		Repair/Maintenance Bldg/	\$50.95	A245258	BRN MULCH
E 601-49400-223		Repair/Maintenance Bldg/	\$89.97	A245334	BRS THRD GATE VALVE, RED BRS NIPPLE, BRS 90DEG ELBOW
E 601-49400-223		Repair/Maintenance Bldg/	\$2.51	A245339	PTFE SEAL TAPE
E 101-43100-210		Operating Supplies	\$60.29	A245735	WTR COOLER
E 602-49450-210		Operating Supplies	\$2.96	A245746	EPDM RUBB STRAP
E 101-43100-223		Repair/Maintenance Bldg/	\$9.34	A245780	MISC HARDWARE
E 101-45200-221		Repair/Maintenance Equip	\$792.54	A245892	BRN MULCH
E 101-49860-221		Repair/Maintenance Equip	\$0.35	A245938	MISC HARDWARE
E 101-43100-223		Repair/Maintenance Bldg/	\$46.79	A245993	PHOTO SMOKE/CO DETECTOR
E 101-43100-223		Repair/Maintenance Bldg/	\$32.37	A246296	THRD SEALANT, CHR ANG VALVE, CONNECTORS

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-210		Operating Supplies	\$8.62	A246693	TRIMMER LINE
E 101-43100-223		Repair/Maintenance Bldg/	\$11.69	A246709	BRN FLEXDNSPT EXTENSION
E 101-43100-221		Repair/Maintenance Equip	\$42.29	B247525	6" DGTL FRAC SS CALIPER
E 101-45200-223		Repair/Maintenance Bldg/	\$10.79	B247767	FRUIT FLY TRAP
E 101-45200-223		Repair/Maintenance Bldg/	\$25.68	B247935	WA QT FLT NTRL BASE
E 101-43100-210		Operating Supplies	\$13.92	B247948	SIMPLE GREEN SPRAY, DAWN SOAP
		Total	\$1,909.07		
35707	08/05/24	JAUS, RODNEY			
E 601-49400-207		Training Instructional	\$23.00		WATER LICENSE RENEWAL
		Total	\$23.00		
35708	08/01/24	KONICA MINOLTA			
E 101-41400-437		Maintenance Contract	\$420.00	45261054	COPIER
		Total	\$420.00		
35709	08/07/24	KWIK TRIP INC.			
E 101-43100-212		Motor Fuels	\$111.73	25647	OXY87
E 101-43100-212		Motor Fuels	\$40.75	28345	NL PREM
E 101-43100-212		Motor Fuels	\$94.46	72709	OXY87
E 101-43100-212		Motor Fuels	\$22.29	94083	DEF
		Total	\$269.23		
35710	08/01/24	LANO EQUIPMENT			
E 101-45200-221		Repair/Maintenance Equip	\$201.00	99312	TUBE
E 101-45200-221		Repair/Maintenance Equip	\$102.30	99937	DISC
		Total	\$303.30		
35711	08/01/24	LATZIG, ELROY			
E 614-41000-314		Contracts Payments	\$2,850.00		TAPING EVENTS - 2023-2024
		Total	\$2,850.00		
35712	08/01/24	MAC QUEEN EQUIPMENT INC			
E 602-49450-221		Repair/Maintenance Equip	\$169.98	P58823	6' POLE
		Total	\$169.98		
35713	08/01/24	MID-COUNTY CO-OP OIL ASSN			
E 101-45200-223		Repair/Maintenance Bldg/	\$101.55	100	CORNERSTONE PLUS
E 101-45200-212		Motor Fuels	\$204.40	69822	#2 PREM DSL DYED W/ST TAX GOVT
E 101-42200-212		Motor Fuels	\$630.05	69822	#2 PREM DSL DYED W/ST TAX GOVT
E 101-45200-212		Motor Fuels	(\$25.21)	69822	BULK FUEL DISCOUNT
		Total	\$910.79		
35714	08/01/24	MINI BIFF			
E 101-45200-418		Other Rentals (Biffs)	\$158.10	A-150090	LEGION/POOL PARK - EVENT LIBERTY TAN BIG TANK
E 101-45200-418		Other Rentals (Biffs)	\$158.10	A-150513	SPORTS COMPLEX - EVENT LIBERTY TAN BIG TANK
E 101-45200-418		Other Rentals (Biffs)	\$35.70	A-150525	PRAIRIE DAWN PARK - EVENT LIBERTY TAN SMALL HC
		Total	\$351.90		

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
35715	08/07/24	MINN POLLUTION CONTROL AGENCY			
E 602-49450-207		Training Instructional	\$585.00		TYPE IV BASIC (LAND APPLICATION) - ROD JAUS
E 602-49450-207		Training Instructional	\$15.00		WASTEWATER OPERATOR CERTIFICATION PROGRAM - TYPE 4 BIOSOLIDS OPERATOR - ROD JAUS
		Total	\$600.00		
35716	08/07/24	MINNESOTA RURAL WATER ASSOC			
E 601-49400-207		Training Instructional	\$300.00		MRWA'S 13TH ANNUAL OPERATOR EXPO
E 602-49450-207		Training Instructional	\$300.00		MRWA'S 13TH ANNUAL OPERATOR EXPO
		Total	\$600.00		
35717	08/01/24	MN FIRE SERV CERTIFICATION BD			
E 101-42200-207		Training Instructional	\$304.50	13029	FIRE APPARATUS OPERATOR-PUMPER CERTIFICATION EXAM - NARVESON & SMITH
		Total	\$304.50		
35718	08/01/24	MN HEALTHCARE CONSORTIUM			
G 101-21706		Hospitalization/Medical Ins	\$12,123.78		AUGUST INVOICE - 43777 PASSPORT ASO 3500-0 HSA
		Total	\$12,123.78		
35719	08/05/24	MN VALLEY ELECTRIC COOPERATIVE			
E 101-43100-380		Street Lighting	\$107.09		STREET LIGHTS - ACCT# 778260300
E 602-49450-381		Electric Utilities	\$44.23		LIFT STATION - ACCT# 778260400
E 601-49400-381		Electric Utilities	\$56.12		640 TACOMA BLVD WTR TWR - ACCT# 779652000
		Total	\$207.44		
35720	08/07/24	MOUNT OLIVET,			
E 601-49400-432		Refund	\$62.48		UB FINAL CALC
E 602-49450-432		Refund	\$62.49		UB FINAL CALC
		Total	\$124.97		
35721	08/01/24	MVTL			
E 602-49450-217		Lab Fees	\$45.70	1263304	PHOSPHORUS
E 602-49450-217		Lab Fees	\$486.00	1263312	MERCURY, MERCURY DISSOLVED, SOLIDS
E 602-49450-217		Lab Fees	\$45.70	1264497	PHOSPHORUS
E 601-49400-310		Other Professional Servic	\$111.00	1265246	COLIFORM, MF - WATER
		Total	\$688.40		
35722	08/01/24	NAPA			
E 101-43100-221		Repair/Maintenance Equip	\$73.63	374955	AXLE SEAL, DIFFERENTIAL ASKET, NAPA GEAR 80W-90 QT
		Total	\$73.63		
35723	08/01/24	NORTHWEST ASPHALT			
E 493-46500-500		Capital Outlay	\$122,360.00	0C1.124521 -	TACOMA WEST INDUSTRIAL PARK PHASE PAYMENT# 1
		Total	\$122,360.00		
35724	08/07/24	OPTUM BANK			

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*Check Detail Register©

10100 Unposted

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-21718		HSA ACCOUNT	\$328.34		HSA AUGUST - ACCT# 30200095600
		Total	\$328.34		
35725	08/07/24	Orr Contracting LLC			
E 101-49015-314		Contracts Payments	\$1,300.00	INV-24084	LAWN CARE - CEMETERIES
E 230-49015-223		Repair/Maintenance Bldg/	\$1,300.00	INV-24084	LAWN CARE - CEMETERIES
		Total	\$2,600.00		
35726	08/01/24	PEARSON BROS. INC.			
E 101-43100-425		Street Maint seal coat	\$44,851.95	6093	SEAL COAT
		Total	\$44,851.95		
35727	08/01/24	RAM GENERAL CONTRACTING			
E 275-45200-525		Parks-Buildings & Structur	\$52,354.00	8002	PROGRESS BILLING# 10
		Total	\$52,354.00		
35728	08/07/24	RIDGEVIEW MEDICAL CENTER			
E 101-42200-430		Miscellaneous	\$4,881.72	2750880	MOLNAU MEDICAL BILL
		Total	\$4,881.72		
35729	08/01/24	RITEWAY			
E 601-49400-210		Operating Supplies	\$695.05	24-31740	LASER UTILITY BILLS
E 602-49450-210		Operating Supplies	\$695.04	24-31740	LASER UTILITY BILLS
		Total	\$1,390.09		
35730	08/07/24	SCHLUETER, RYLI			
E 601-49400-432		Refund	\$50.04		UB FINAL CALC
E 602-49450-432		Refund	\$50.04		UB FINAL CALC
		Total	\$100.08		
35731	08/07/24	SECURITY BANK & TRUST			
G 101-21718		HSA ACCOUNT	\$345.84		HSA AUGUST - ACCT# 40020
G 101-21718		HSA ACCOUNT	\$691.67		HSA AUGUST - ACCT# 109049
		Total	\$1,037.51		
35732	08/07/24	Security Bank & Trust-Cologne			
G 101-21718		HSA ACCOUNT	\$516.67		HSA AUGUST - ACCT# 112483
G 101-21718		HSA ACCOUNT	\$416.67		HSA AUGUST - ACCT# 00112475
		Total	\$933.34		
35733	08/07/24	SMITH OIL CO			
E 601-49400-212		Motor Fuels	\$42.50	164120	FUEL - 1805
E 602-49450-212		Motor Fuels	\$42.50	164120	FUEL - 1805
E 101-49800-212		Motor Fuels	\$153.96	164134	FUEL - BUS
E 101-45200-212		Motor Fuels	\$106.42	164175	FUEL - P3
E 601-49400-212		Motor Fuels	\$41.00	164428	FUEL - 1805
E 602-49450-212		Motor Fuels	\$41.00	164428	FUEL - 1805
E 101-43100-212		Motor Fuels	\$84.52	164489	FUEL - 2301
E 601-49400-212		Motor Fuels	\$57.50	164504	FUEL - W1
E 602-49450-212		Motor Fuels	\$57.50	164504	FUEL - W1
E 101-49800-212		Motor Fuels	\$96.79	164518	FUEL - 1702

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-212		Motor Fuels	\$88.97	164548	FUEL - 2303
E 101-43100-212		Motor Fuels	\$77.75	164623	FUEL -
E 101-49800-212		Motor Fuels	\$87.12	164626	FUEL - BUS
		Total	\$977.53		
35734	08/07/24	SOUTH POINT FINANCIAL			
G 101-21718		HSA ACCOUNT	\$691.67		HSA AUGUST - ACCT# 1002132627
		Total	\$691.67		
35735	08/01/24	THIESFELD, MITCHELL			
E 101-41410-331		Travel/Meeting Expense	\$24.12		MILEAGE - PUBLIC ACCURACY TESTING
E 101-41400-331		Travel/Meeting Expense	\$46.90		MILEAGE - BANYON DATA OFFICE
		Total	\$71.02		
35736	08/07/24	ULINE			
E 602-49450-210		Operating Supplies	\$285.00	22366893	NITRILE GLOVES - ORANGE
		Total	\$285.00		
35737	08/07/24	UMB Bank			
G 101-21718		HSA ACCOUNT	\$416.67		HSA AUGUST - ACCT# 9812389523
		Total	\$416.67		
35738	08/01/24	UTILITY CONSULTANTS			
E 602-49450-217		Lab Fees	\$822.78	120814	CHEMICALS
		Total	\$822.78		
35739	08/01/24	VERIZON WIRELESS			
E 101-45200-321		Telephone	\$80.21	9969467076	CELL PHONES - PARKS
E 101-43100-321		Telephone	\$187.16	9969467076	CELL PHONES - STREETS
E 601-49400-321		Telephone	\$66.85	9969467076	CELL PHONES - WATER
E 602-49450-321		Telephone	\$66.85	9969467076	CELL PHONES - SEWER
E 101-41300-321		Telephone	\$41.23	9969467076	CELL PHONES - ADMIN
E 101-42200-321		Telephone	\$175.05	9969842676	CELL PHONES - FIRE DEPT & IPADS
		Total	\$617.35		
35740	08/07/24	WASTE MANAGEMENT			
E 101-41320-384		Refuse/Garbage Disposal	\$11.25	7960003-159	LATE PAYMENT CHARGE FOR INVOICE# 7935267
E 101-41320-384		Refuse/Garbage Disposal	\$150.00	7960178-159	LATE PAYMENT CHARGE FOR INVOICE# 7935465
		Total	\$161.25		
35741	08/05/24	WM MUELLER & SONS INC			
E 101-43100-224		Street Maint Materials	\$240.80	302339	3/8" VIRGIN FINE
E 101-43100-224		Street Maint Materials	\$240.00	302419	3/8" VIRGIN FINE
E 101-43100-224		Street Maint Materials	\$236.00	302608	3/8" VIRGIN FINE
E 492-43100-500		Capital Outlay	\$21,340.52	OC1.128833	MERGER STREET PROJECT - PAYMENT# 6
E 492-43100-500		Capital Outlay	\$52,459.59	OC1.128833	MERGER STREET PROJECT - PAYMENT# 7
		Total	\$74,516.91		
35742	08/07/24	WSB			
E 101-46500-310		Other Professional Servic	\$3,285.50	R-022796-00	2023 PLANNING SERVICES - AUGUST

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-46500-310		Other Professional Servic	\$1,590.00	R-022796-00	2023 PLANNING SERVICES - SEPTEMBER
E 101-41320-305		Other Professional Fees	\$3,722.00	R-023775-00	2024 PLANNING SERVICES - JUNE
		Total	\$8,597.50		
35743	08/05/24	XCEL ENERGY			
E 101-41940-381		Electric Utilities	\$142.80	885563562	ELECTRICAL UTILITIES - BLDGS
E 101-42200-381		Electric Utilities	\$679.30	885563562	ELECTRICAL UTILITIES - FD
E 101-42500-381		Electric Utilities	\$1.55	885563562	ELECTRICAL UTILITIES - CIVIL DEFENSE
E 101-43100-380		Street Lighting	\$1,111.33	885563562	ELECTRICAL UTILITIES - STREET LIGHTS
E 101-43100-381		Electric Utilities	\$218.08	885563562	ELECTRICAL UTILITIES - STREETS
E 101-45200-381		Electric Utilities	\$313.78	885563562	ELECTRICAL UTILITIES - PARK
E 601-49400-381		Electric Utilities	\$203.25	885563562	ELECTRICAL UTILITIES - WATER
E 602-49450-381		Electric Utilities	\$127.52	885563562	ELECTRICAL UTILITIES - WWTP
E 101-45200-381		Electric Utilities	\$841.39	888799348	ELECTRICAL UTILITIES - PARK
		Total	\$3,639.00		
35744	08/08/24	BUTLER, BRIELLE			
E 101-49860-207		Training Instructional	\$275.00	1007819.001	WATER SAFETY INSTRUCTOR CLASS
		Total	\$275.00		
35745	08/01/24	CARQUEST AUTO PARTS			
E 101-43100-210		Operating Supplies	\$14.09	5927-296037	GOJO CHERRY .5 GL GO
E 602-49450-221		Repair/Maintenance Equip	\$60.50	5927-296608	ANTI FREEZE
E 602-49450-221		Repair/Maintenance Equip	\$72.60	5927-296632	ANTI FREEZE
E 101-45200-221		Repair/Maintenance Equip	\$27.07	5927-296795	GRDNG & RAGS
		Total	\$174.26		
35746	08/01/24	CARVERLINK-CARVER CO BROADBAND			
E 101-41940-321		Telephone	\$25.00	3674	INTERNET - RENTAL BUILDINGS
E 601-49400-321		Telephone	\$120.00	3674	INTERNET - WATER
E 602-49450-321		Telephone	\$190.00	3674	INTERNET - SEWER
E 101-42200-321		Telephone	\$80.00	3674	INTERNET - FIRE
E 101-43100-321		Telephone	\$28.00	3674	INTERNET - PW - HSR
E 101-45200-321		Telephone	\$12.00	3674	INTERNET - PW - PARKS
E 101-41940-321		Telephone	\$40.00	3674	INTERNET - HISTORY / FOOD
E 101-41300-321		Telephone	\$6.00	3674	INTERNET - EXECUTIVE
E 101-41320-321		Telephone	\$6.00	3674	INTERNET - COMM DEV
E 101-41400-321		Telephone	\$6.00	3674	INTERNET - CLERK
E 101-46500-321		Telephone	\$2.00	3674	INTERNET - EC DEV
E 101-42100-321		Telephone	\$10.00	3674	INTERNET - POLICE
E 101-45500-321		Telephone	\$10.00	3674	INTERNET - LIBRARY
		Total	\$535.00		
35747	08/05/24	CENTER POINT			
E 101-41940-383		Gas Utilities	\$48.18		GAS UTILITIES - BLDGS
E 101-42200-383		Gas Utilities	\$16.07		GAS UTILITIES - FD
E 101-43100-383		Gas Utilities	\$147.50		GAS UTILITIES - PW-STR
E 101-45200-383		Gas Utilities	\$139.30		GAS UTILITIES - PW-PARKS
E 601-49400-383		Gas Utilities	\$66.77		GAS UTILITIES - WATER
E 602-49450-383		Gas Utilities	\$630.85		GAS UTILITIES - WWTP

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-49860-383		Gas Utilities	\$611.18		GAS UTILITIES - POOL
		Total	\$1,659.85		
35748	08/07/24	CITIZENS BANK MN			
G 101-21718		HSA ACCOUNT	\$566.67		HSA AUGUST - ACCT# 68474611
		Total	\$566.67		
35749	08/01/24	CORE AND MAIN			
E 601-49400-229		Water Meters	\$1,167.98	V220344	METER INSETTER C STYLE & MIP SWIVEL NO LEAD
E 601-49400-229		Water Meters	\$472.16	V255893	NIP SWIVEL NO LEAD
		Total	\$1,640.14		
35750	08/01/24	DELTA DENTAL			
G 101-21714		Dental Insurance	\$1,045.38	RIS00058680	DENTAL INSURANCE
		Total	\$1,045.38		
35751	08/01/24	DIAMOND VOGEL PAINTS			
E 101-43100-224		Street Maint Materials	\$2,152.50	257382471	WHITE & YELLOW PAINT
		Total	\$2,152.50		
		10100 CHECKING	\$366,472.68		

Fund Summary

10100 CHECKING	
101 GENERAL FUND	\$101,411.90
230 FOREST HILL CEMETERY	\$1,300.00
275 CAPITAL	\$52,354.00
492 Merger Street Project	\$73,800.11
493 Industrial Park Land (2nd Add)	\$122,360.00
601 WATER FUND	\$7,162.43
602 SEWER FUND	\$5,234.24
614 CABLE TV FUND	\$2,850.00
	\$366,472.68



TO: Mayor Lagergren and City Council Members

FROM: Mitchell Thiesfeld, Clerk-Finance Director

DATE: August 12, 2024

RE: 2025 Truth in Taxation Public Hearing

Each year, the city must set the date for its Truth in Taxation public hearing prior to submitting the final levy to the county for certification. This public hearing is historically held at the first meeting in December.

Recommended Motion:

Consent Agenda Item

Motion to schedule the Truth in Taxation public hearing on the 2025 Property Tax levy and Budget for 6:00 p.m., Monday, December 9th, 2024.



To: Mayer Lagergren and Council Members
From: Mitchell Thiesfeld, City Clerk/Finance Director
Date: August 12, 2024
Subject: Approve Application for Temporary Liquor License

NYA West Carver Lions Club is requesting a temporary liquor license for October 25, 2024. The event will be held at the Pavilion. After the Council approves the temporary license, liability insurance documentation will be received, and the application will be emailed to Alcohol and Gambling Enforcement for final approval.

A check covering the fee for the temporary license has already been received from the West Carver Lions Club.

Recommended Motion:

Approve the temporary liquor license for NYA West Carver Lions Club for the event held on October 25, 2024.



To: Mayer Lagergren and Council Members
From: Mitchell Thiesfeld, Clerk/Finance Director
Date: August 12, 2024
Subject: Ordinance No 375 – Fee Schedule

Attached is Ordinance No. 375 regarding changes to the Fee Schedule, “Schedule A” Chapter 20, Section 2000.02.

It will not go into effect until after publication.

Staff have gone over the current Fee Schedule and have proposed changes. Attached is the proposed updated fee schedule:

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

Recommended Motion:

Motion to approve Ordinance No. 375, an ordinance amending the Fee Schedule “Schedule A” Chapter 20, Section 2000.02 of the Norwood Young America City Code.

ORDINANCE NO. 375

AN ORDINANCE AMENDING THE FEE SCHEDULE "SCHEDULE A" CHAPTER 20, SECTION 2000.02 OF THE NORWOOD YOUNG AMERICA CITY CODE

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

WHEREAS, by Ordinance No. 185, the City Council adopted language for Chapter 20 "Fees," authorizing and establishing certain fees, charges, costs, and rates for licenses, permit applications, information, services, and other matters required or provided by the City; and

WHEREAS, the Fee Schedule for the said year was adopted and set forth as "Schedule A" in Section 2000.02 "Fee Schedule" as part of Ordinance No. 185; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwood Young America, Carver County, Minnesota, that the Fee Schedule established and authorized in Chapter 20, Section 2000.02, Schedule A, of the Norwood Young America City Code, adopted by Ordinance 185, is amended under this Ordinance No. 375, dated August 12th, 2024, a copy of which is attached and on file in the office of the City Clerk/Treasurer, is hereby approved and shall become effective upon its publication.

Adopted by the City Council this 12th day of August, 2024.

CITY OF NORWOOD YOUNG AMERICA

Carol Lagergren, Mayor

ATTEST:

Mitchell Thiesfeld, Clerk/Finance Director

Public Hearing: August 12, 2024
Adoption: August 12, 2024
Publication: August 22, 2024



more than a place, it's home.

Proposed 2024 FEE SCHEDULE

Proposed 2024 Fee

BUSINESS SERVICES / MISCELLANEOUS

Staff Time - Regular Hours	per hour	55.00
Staff Time - Regular Hours	per hour (minimum 1 hour)	65.00
Staff Time - After Hours	per hour	85.00
Staff Time - After Hours	per hour (minimum 2 hour)	100.00
Public Notice		75.00
Notary Public		N/C
Golf Cart Permit	annual license	10.00
ATV Permit	annual license	10.00
On-Site Parking Permit	per vehicle, per year	10.00
Copy Cost	per page	0.25
Fax Cost	per page	1.00
Credit Card Payment Fee	5% of charge amount	5%
Credit Card Payment Software Access Fee	5% of charge amount	5%
Laminating Costs	per page, up to size 8 1/2 x 11	2.50
Certification Fee	per assessment	25.00
Special Assessment Search		30.00
Returned Check Charge		35.00
Peddler License	annual license	100.00
Solicitor License	annual license	100.00
Transient Merchant License	annual license	100.00
Transient Merchant/Food Truck License	annual license	100.00
Waste Hauler Permit	tri-annual	100.00
Fire Works - Temporary Tent/Stand		350.00
Fire Works - Permanent Store		100.00
Cemetery Lot - Resident		400.00
Cemetery Lot - Non-Resident		600.00
Fire Department Service Call - Billing Rate (non-resident of fire district)	1st hour - minimum of 1 hour	500.00
Fire Department Service Call	each additional hour	300.00
Right Of Way Permit - business		100.00
Right Of Way Permit - residential		100.00

FINES & VIOLATIONS

False Alarm - rolling 12 month period	
First three offenses	Warning
4th offense	50.00
5th offense	100.00
6th offense	150.00
each additional offense increases in increments of \$50	
Sprinkling Ban Violation	
1st offense	Warning
2nd offense	50.00
3rd offense	100.00

each additional offense		200.00
Towing and Storage of Vehicles		Actual Cost
Nuisance Violation - rolling 12 month period		
1st offense		Warning
Offenses thereafter		administrative penalty + cost of abatement
Administrative Penalty		
1st offense		Warning
2nd offense		115.00
3rd offense		130.00
4th offense		150.00
each additional offense increases in increments of \$50		
Cannabis/Hemp Use in Public Place		115.00
Abatement Fees		Actual Cost
PLANNING – Application fees may require additional legal, engineering and associated costs.		
Infrastructure Deposit (refundable)	Amount may be different based on development	900.00
Excavation Permit		Actual Cost
Fill Permit		Actual Cost
General Sign Permit (no plan review required)	79.00 permit + 1.00 surcharge	80.00
Residential Demolition Permit	Based on valuation with a minimum fee of \$99.00 permit + 1.00 surcharge, whichever is greater + \$25 admin fee	
Commercial Demolition Permit	Based on valuation with a minimum fee of \$99.00 permit + 1.00 surcharge, whichever is greater + \$25 admin fee	
Comprehensive Plan Amendment/Change	fee + escrow*	500.00
City Code Amendment	Fee may be waived if the amendment benefits the entire community.	250.00
Conditional Use Permit - Residential		300.00
Conditional Use Permit - Non-Residential		300.00
Interim Use Permit - Residential		300.00
Interim Use Permit - Non-Residential		300.00
Rezoning Application		400.00
Variance - Residential		300.00
Variance - Non-Residential		300.00
Street/Alley/Easement Vacation Application Fee		300.00
Annexation Application Fee		300.00
Annexation Township Reimbursement Fee		250.00 per acre
Storm Water Plan		250.00
Wetland Mitigation Plan	Fee + Escrow	100.00
Parking Reduction		100.00
Application for Appeal		150.00
Carver County Recording Fee		Based on Carver County Fee Schedule
Site Plan Review	fee + escrow**	300.00
Lot Split		200.00
Boundary Line Adjustment		100.00
Sketch Plat Review	fee + escrow***	200.00
Subdivision * Preliminary Plat	fee + \$10 per lot	350.00
Subdivision *Final Plat	fee + \$10 per lot	250.00
Planned Unit Development (PUD)	in addition to plat fees	
Sketch Plan	fee + escrow*	200.00

General Concept Plan	fee + escrow	400.00
Final Plan		300.00
Plan Amendment		300.00
Developer Escrow Deposit (required payment by certified check)		
*Developer Escrow Deposit	up to	2,000.00
**Developer Escrow Deposit - Site Plan Review		5,000.00
**Developer Escrow Deposit - Site Plan Review Tacoma W Industl Park		15,000.00
***Developer Escrow Deposit - Development Review paid at Sketch Plan		10,000.00

PARK DEDICATION

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

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

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

BUILDING PERMITS

Building Permit Fee Calculation

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

Valuation \$1 to 500	25.85
\$501 to 2000	\$25.85 for the first 500 plus 3.36 for each additional 100 or fraction thereof, to and including 2,000
\$2001 to 25,000	\$76.25 for the first 2000 plus 15.40 for each additional 1000 or fraction thereof, to and including 25,000
\$25,001 to 50,000	\$430.45 for the first 25,000 plus 11.11 for each additional 1000 or fraction thereof, to and including 50,000
\$50,001 to 100,000	\$708.20 for the first 50,000 plus 7.70 for each additional 1000 or fraction thereof, to and including 100,000
\$100,001 to 500,000	\$1,093.20 for the first 100,000 plus 6.16 for each additional 1000 or fraction thereof, to and including 500,000
\$500,001 to 1,000,000	\$3,557.20 for the first 500,000 plus 5.23 for each additional 1000 or fraction thereof, to and including 1,000,000
\$1,000,001 and up	\$6,172.20 for the first 1,000,000 plus 4.02 for each additional 1000 or fraction thereof

Building Department Inspection Fees

Building Permit Fee	100% of above fee schedule + state surcharge
Residential Plan Check Fee	65% of building permit fee
Commercial Plan Check Fee	65% of building permit fee
Building Permit Investigation Fee	Work done without a permit. Fee is up to the actual permit amount.
Reinspection Fees/Additional Inspection fees	Each inspection 75.00

Moved-In House Permit Fee	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage	250.00
Mobile Home Move-In Permit		250.00
Moved-In Shed/Garage	fee + permit, plan review, state surcharge, fees for foundation, interior remodel, addition, garage	125.00
Heating/Cooling Permit - Residential	per fixture + \$1.00 state surcharge (included in fee)	80.00
Heating/Cooling Permit - Commercial	Based on value, 1997 fee schedule + 10%	
Plumbing Permit	\$10 per fixture (8 + fixtures), min of 79.00 + 1.00 state surcharge	80.00
Residential Plbg Fixture Change Out (water heater/softener)	\$79.00 + \$1.00 state surcharge	80.00
Commercial/Industrial Plumbing Plan Review	See the MN State's Uniform Building Code for list of valuation.	
GENERAL PERMITS (minor residential alteration)		
Re-window	79.00 permit + 1.00 state surcharge	80.00
Reside	79.00 permit + 1.00 surcharge	80.00
Reroof	79.00 permit + 1.00 surcharge	80.00
Fence - 7 feet tall or more	based on value	
Fence - under 7 feet tall	zoning permit required	50.00
Fence - under 7 feet tall	administrative zoning permit required	50.00
Shed (Under 200 square feet)	administrative zoning permit required	50.00
RENTAL DWELLINGS		
Rental Housing License - Initial Inspection Fee		
<i>Based on the number of units per address</i>		
1-4 units	per unit	95.00
5+ units	Units 1- 4 = \$380 + \$55/unit	Based on #
Rental Dwelling Reinspection fee	per unit	75.00
Unlicensed Rental Dwelling Fines		250.00
Unlicensed fine	per day/per unit, charged until license is obtained	10.00
Rental Dwelling Violation		50.00
Violation fee	per day / per unit, charged until corrections are complete	10.00
Rental Complaint Inspections	each inspection	85.00
UTILITY CONNECTION CHARGES		
Water main Trunk Charge	per ERU	3,900.00
Water Main Trunk Charge	Based on Development Fees	
Sewer main Trunk Charge	per ERU	3,900.00
Sewer Main Trunk Charge	Based on Development Fees	
Water Hook-up Charge		125.00
Water Hook-up Inspection Charge		125.00
Sewer Hook-up Charge		125.00
Sewer Hook-up Inspection Charge		125.00
Storm Sewer Trunk Charge	per ERU	750.00
Storm Sewer Access Charge	per ERU	750.00
Barnes Lake Outlet	per ERU	250.00
Tacoma Ave N Improvement Fee		634.00
SAC/WAC Fees	See Spreadsheet. Not to exceed	36,781.82
SAC/WAC Fees	Based on Development Fees	
SAC (Sewer Access Charge) Fees	per ERU	3,900.00
WAC (Water Access Charge) Fees	per ERU	3,900.00
3/4" Residential Water Meter	includes meter, horn, swivels & remote	Cost + 10%

1" Residential Water Meter	includes meter, horn, swivels & remote	Cost + 10%
1 1/2" Commercial Water Meter	includes meter, flange, & remote	Cost + 10%
2" Commercial Water Meter	includes meter, flange, & remote	Cost + 10%
3" Commercial Water Meter	includes meter, flange, & remote	Cost + 10%
3/4" Residential Water Meter	meter only	Cost + 10%
1" Residential Water Meter	meter only	Cost + 10%
1 1/2" Commercial Water Meter	meter only	Cost + 10%
2" Commercial Water Meter	meter only	Cost + 10%
3" Commercial Water Meter	meter only	Cost + 10%
5/8 x 3/4 Meter Horn	each + sales tax	Cost + 10%
1" Meter Horn - no lead	each + sales tax	Cost + 10%
3/4 Swivel - no lead	each + sales tax	Cost + 10%
1" Swivel - no lead	each + sales tax	Cost + 10%
1" Male Swivel - no lead	each + sales tax	Cost + 10%
1" Solder Swivel - no lead	each + sales tax	Cost + 10%
Single Port Radio	each + sales tax	Cost + 10%
Dual Port Radio	each + sales tax	Cost + 10%
1 1/2" flange	each + sales tax	Cost + 10%
2" flange	each + sales tax	Cost + 10%
3" flange	each + sales tax	Cost + 10%
Remote Reader	replacement	Cost + 10%
Disconnect/Reconnect Charge	each	75.00
Disconnect/Reconnect Charge	each	125.00
Interior Main line Valve Replacement Disconnect and Reconnect		50.00
Curb Box Cover	each + sales tax	Cost + 10%
UTILITY RATES		
Late Payment Penalty	% of unpaid balance	10%
Water		
Residential Water Base Charge	per unit, per month	16.80
Commercial Water Base Charge	per unit, per month	29.40
Residential Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 6,000 gallons used	3.62
	Tier II - 6,001 to 52,000 gallons used	4.68
	Tier III - 52,001 to 88,000 gallons used	5.51
	Tier IV - 88,001+ gallons used	7.11
Commercial Water Usage Charge (Per 1,000 gallons)	Tier I - 0 to 6,000 gallons used	3.62
	Tier II - 6,001 to 52,000 gallons used	4.68
	Tier III - 52,001+ gallons used	5.51
Water Plant Charge	per unit, per month	8.61
Water Sales	private truck	26.25
	per 1000 gallons for NYA residents	37.80
	per 1000 gallons for non-residents	8.72
Sewer		
Residential Sewer Base Charge	per unit, per month	9.90
Commercial Sewer Base Charge	per unit, per month	9.90
Residential Sewer Usage Charge	per 1,000 gallons - based on average water used in winter qtr.	7.88
Commercial Sewer Usage Charge	per 1,000 gallons - based on average water used in winter qtr.	7.88
Sewer Plant Charge	per unit, per month	5.50
Storm Water Drainage		
REC Unit	per month	5.39
Special Parcels		

Impervious Area	per month	20.28/acre	
Pervious Area	per month	6.39/acre	
SF Attached (Townhouse)	per month	3.82	
Commercial/Industrial			
0%-50% Impervious	per month	9.88/acre	
>50%-75% Impervious	per month	15.06/acre	
>75% Impervious	per month	18.52/acre	
Open Space	per month	6.39/acre	
EQUIPMENT – 1 hour minimum unless otherwise noted. In the case of a natural disaster, the following rates would			
City Staff Operation Fee	per hour	55.00	
City Staff Operation Fee	per hour	65.00	
City Staff Operation Fee (after hours)	per hour	85.00	
City Staff Operation Fee (after hours)	per hour (minimum 2 hours)	100.00	
Bobcat S-250	per hour	100.00	
Bucket Truck	per hour	150.00	
Bus	per hour	25.00	
Camera equipment	per hour	100.00	
Dump Truck	per hour	100.00	
Flail Mower	per hour	90.00	
Jetter	per hour	300.00	
Jeter plus Vacuum	per hour	500.00	
Loader	per hour	150.00	
Mower	per hour	50.00	
Pick Up Truck	per hour	50.00	
Push Camera	per occurrence	50.00	
Rotary Mower	per hour	60.00	
Snow Plow	per hour	150.00	
Street Sweeper	per hour	150.00	
Tanker w/ pump	per hour	100.00	
Tractor	per hour	90.00	
Vacuum	per hour	250.00	
Utility Vehicle w/weed sprayer	per hour	75.00	
Loader mounted snow blower	per hour	150.00	
Loader mounted snow blower	per hour	300.00	
String Trimmer	per hour	50.00	
Chainsaw	per hour	50.00	
Line Striper	per hour	75.00	
Brush Chipper	per hour	100.00	
Utility Vehicle w/plow	per hour	100.00	
4" pump	per hour	50.00	
Salt	per ton	76.00	
Salt	per ton	125.00	
Trailer	per hour	50.00	
LIQUOR LICENSE – Liquor licenses run from July 1 – June 30			
On-Sale			
Intoxicating Liquor	per year	1,200.00	
Wine	per year	100.00	
Wine	per year	75.00	
Sunday Liquor Sales	per year	200.00	
Pavilion Intoxicating Liquor	must have an NYA On-Sale Intoxicating Liquor License		N/C

3.2 Beer/Malt Liquor	per year	150.00
3.2 Beer/Malt Liquor	per year	75.00
Strong Beer On-Sale License	per year	150.00
Temporary (1 - 3 day event or up to 12 days in calendar year)	per year	50.00
Temporary (1 - 4 day event or up to 12 days in calendar year)	per year	50.00
Extended hours - 2am	per year	500.00
Extended hours - 2am	per year	Varies - Set by State
Brew Pub License	per year	300.00
On-Sale Brewer Tap Room License	per year	300.00
Seasonal Intoxicating Liquor License		50.00
Off-Sale		
Intoxicating Liquor	per year	200.00
3.2 Beer / Malt Liquor	per year	50.00
Off-Sale Small Brewer	per year	300.00
Off-Sale Brew Pub License	per year	300.00
Miscellaneous Liquor License		
Consumption & Display Permit	per year	100.00
Malt Liquor or Set Up Holder Permit	per year	250.00
Liquor License Investigation Fee - new license	per year	500.00
Liquor License Investigation Fee - established renewal license	per year	100.00
ANIMALS		
Animal License or Duplicate Animal License	per year	5.00
Unlicensed fine	per fine	50.00
Animal pick-up charge	per event	50.00
Impound Expenses		Actual Cost
Animal running at large or creating nuisance		
1st offense		10.00
2nd offense		50.00
3rd offense		150.00
each additional offense		250.00
Backyard Chickens Permit	Biennial	50.00
ADULT USE		
Adult Use License Fee	per year	10,000.00
Adult Use Investigation Fee	per year	500.00
RENTAL FACILITIES		
<i>Willkommen Park Pavilion</i>		
Rental Fee (Resident of NYA)	per day	600.00
Rental Fee (Non-resident of NYA)	per day	900.00
NYA Civic Group, Local Non-Profits, & School Testing	per day	N/C
Damage Deposit (required prior to event date)		300.00
Sound System	per event	50.00
Tap Rental / Cleaning	per event	30.00
Tap Rental/Cleaning	per event	50.00
Scheduled Early Entry / Exit	per day	250.00
Early / Late Entry - Two weeks or less prior to event date	per day	125.00
Willkommen Park Gazebo	per event	50.00
<i>Roy Clay Community Building</i>		
Rental Fee	per day	125.00
NYA Civic Group, Local Non-Profits, & School Testing	per day	N/C
Damage Deposit (required prior to event date)		200.00

Lion's Shelter

Rental Fee	per day	125.00
NYA Civic Group, Local Non-Profits, & School Testing	per day	N/C
Damage Deposit (required prior to event date)		200.00

Legion Pool Park

Rental Fee	per day	125.00
NYA Civic Group, Local Non-Profits, & School Testing	per day	N/C
Damage Deposit (required prior to event date)		200.00



TO: Honorable Mayor Lagergren and City Council Members
FROM: Andrea Aukrust, City Administrator
DATE: August 12, 2024
RE: Resolution 2024-35 A Resolution Ordering Improvement and Preparation of Plans

The Norwood Young America City Council, at their regular City Council meeting on July 22, 2024, approved Resolution 2024-28, which fixed a date for a public hearing on the proposed 2025 Infrastructure Improvement Project. The project includes street, drainage, and utility system improvements to 4th Avenue between 7th Street and Highway 5 and Webster Street from 4th Avenue to the West end, and Colonial Circle from 4th Avenue to the West end. Hilltop Circle from 4th Avenue to East end, Webster Street From 4th Avenue to Valhalla Drive, Valhalla Drive from Webster Street to North end, Third Avenue from 7th Street to Webster Street, Adams Drive from 4th Avenue to Fourth Street, Fourth Street from 4th Avenue to Central Avenue, 5th Street From Central Avenue to 5th Street Court, 5th Street Court from 5th Street to North end.

- Proper notice was mailed ten days prior to the public hearing
- Publication of the public hearing for two weeks was given
- The public hearing was held on August 12, 2024, in the NYA City Council Chambers

Recommended Motion:

Motion to approve Resolution 2024-35 Ordering Improvement and Preparation of Plans for the proposed 2025 Infrastructure Improvement Project.

Norwood Young America

**CITY OF NORWOOD YOUNG AMERICA
RESOLUTION 2024-35**

**RESOLUTION ORDERING IMPROVEMENT
AND PREPARATION OF PLANS**

WHEREAS, the Norwood Young America City Council, at their July 22, 2024, regular City Council meeting, approved Resolution 2024-28, which fixed a date for a public hearing on the proposed 2025 Infrastructure Improvement Project. The project includes street, drainage, and utility system improvements to 4th Avenue between 7th Street and Highway 5 and Webster Street from 4th Avenue to west end, Colonial Circle from 4th Avenue to west end, Hilltop Circle from 4th Avenue to east end, Webster Street From 4th Avenue to Valhalla Drive, Valhalla Drive from Webster Street to north end, Third Avenue from 7th Street to Webster Street, Adams Drive from 4th Avenue to Fourth Street, Fourth Street from 4th Avenue to Central Avenue, 5th Street from Central Avenue to 5th Street Court, 5th Street Court from 5th Street to north, and

WHEREAS, ten (10) days' mailed notice and two (2) weeks' published notice of the hearing was given, and the hearing was held in the Council Chambers at Norwood Young America City Hall, 310 Elm St W, on the 12th day of August 2024, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW, THEREFORE, BE IT RESOLVED THAT

1. The City Council has been advised by the consulting engineers that said improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Study.
2. Such improvement is hereby ordered as proposed in the City Council Resolution adopted on the 22nd day of July 2024.
3. The engineer, Bolton & Menk, Inc., shall prepare plans and specifications for the making of such improvements.
4. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

Adopted by the council this 12th day of August, 2024.

Approved:

Carol Lagergren, Mayor

Attest:

Mitchell Thiesfeld, City Clerk-Treasurer



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

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

***M E M O ***

DATE: August 7, 2024
TO: Andrea Aukrust, City Administrator
FROM: Josh Eckstein, Bolton & Menk, Inc.
SUBJECT: 2025 Infrastructure Improvement Project

Honorable Mayor and City Council Members:

The purpose of this memo is to request ordering of improvements and preparation of plans and contract documents for the 2025 Infrastructure Improvement Project.

If authorized to proceed, plans and contract documents will be prepared over the next several months. Plans and contract documents are scheduled for review and approval by the City Council around February 2025. At that time the Council will consider approving the plans and ordering advertisement for bids.

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



TO: Honorable Mayor Lagergren and City Council Members
FROM: Mitchell Thiesfeld, Clerk-Finance Director
DATE: August 12, 2024
RE: 2025 Budget Workshop Schedule

The administration is proposing the following dates for budget workshops.

1. Monday, August 26th, @ 5:00 PM
2. Tuesday, September 3rd, @ 5:00 PM
3. Monday, September 9th, @ 5:00 PM

More budget workshops will be added if needed.

Recommended Motions:

Motion to approve the 2025 budget workshop schedule.

Norwood Young America



To: Mayer Lagergren and Council Members
From: Karen Hallquist, Community & Economic Development Director
Date: August 12, 2024
Subject: Community Development Update

Staff will share updates on the following community development items:

- Hwy 212 Groundbreaking Ceremony
- Tacoma West Industrial Park Phase 2
- 123 Reform Street
- Old Town
- August 26th City Council Meeting Planning Commission
- September 6th – Carver County Office of Aging Conference
- September 18th -NYA Senior Center
- September 25th – Lunch & Learn – Partnership with NYA Library
- Dog Park Proposal at Friendship Park
- Disc Golf at Prairie Dawn

Information Only