



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, October 14, 2019
7:00 p.m., Council Chamber

MAYOR: DUANE POPPE COUNCILMEMBERS: JULIANA HULTSTROM, HAROLD E. JOHNSON, MARK SCHULZ, LARRY STELMACH

1. **Call to Order**
2. **Roll Call** [quorum is 3]
3. **Pledge of Allegiance**
4. **Approval of Agenda** [requires unanimous additions]
5. **Consent Agenda** [requires unanimous approval]
 - A. Receive Planning Commission Minutes of September 16
 - B. Approve Work Session Minutes of September 23
 - C. Approve Council Minutes of September 23
 - D. Approve Work Session Minutes of September 30
 - E. Receive September Building Report
 - F. Receive August Hockey Association Gambling Report
 - G. Approve Posting for Seasonal Public Works Winter Position
 - H. Receive YTD Donation Fund Summary
 - I. Receive September American Legion Gambling Report
 - J. Receive September Lions Club Gambling Report
 - K. Approve Hire of Firefighters (Breanna Duggan, Andrew Larkins, Nicolas Martinson, Bryce Merrill, Samuel Mulvaney, John Nyquist, and Mackenzie Phenow)
6. **Matters from the Floor**
7. **Special Business**
 - A. Oath of Office for Police Officer Heather Starry
 - B. Accept Donations (Resolution)
8. **Public Hearing** – Consider Delinquent Utility and Waste Charges (Resolution)
9. **Old Business**
10. **New Business**
 - A. Approve EDA Actions of October 14
 - B. Designate Polling Place for 2020 Elections (Resolution)
 - C. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Tree Planting
Halloween Movie
Halloween Event
14. **Adjournment**

**OSSEO PLANNING COMMISSION MINUTES
REGULAR MEETING
September 16, 2019**

1. CALL TO ORDER

The regular meeting of the Osseo Planning Commission was called to order by Chair Plzak at 6:00 pm, Monday, September 16, 2019.

2. OATH OF OFFICE FOR NEW PLANNING COMMISSION MEMBERS

Abts administered the Oath of Office to new Planning Commission Members Dan Penny and Ashlee Thostenson. A round of applause was offered by all in attendance.

3. ROLL CALL

Present: Commission members Dee Bonn, Deanna Burke, Michael Olkives, Dan Penny, Ashlee Thostenson, Alden Webster, and Chair Barbara Plzak

Absent: None.

Others present: James Kelly, Preston Kroska, Harold E. Johnson, and City Planner Nancy Abts.

4. APPROVAL OF AGENDA

A motion was made by Bonn, seconded by Burke, to approve the Agenda as presented. The motion carried 7-0.

5. APPROVAL OF MINUTES

A. Approve August 19, 2019, Minutes

A motion was made by Burke, seconded by Thostenson, to approve the August 19, 2019, minutes. The motion carried 7-0.

6. PUBLIC COMMENTS

Chair Plzak advised this is the time for public comments for items that are not on the agenda for tonight's meeting. There were no comments from the public.

James Kelly, 624 Third Avenue NE, stated when it comes to New Business he asked if the public had opportunity to join in the conversation. Chair Plzak explained this did not occur.

Mr. Kelly commented on the preliminary zoning code update information. He expressed concern with the current minimum lot size in the R-1 District and the number of existing nonconforming lots under this requirement.

7. PUBLIC HEARINGS

a. Conditional Use Permit Amendment for Osseo Gun Club at 22 4th Street NW

Abts stated the Osseo Gun Club has asked that the restriction limiting hours of operation be removed from the CUP. City Staff, including representatives from the Osseo Police Department, have reviewed the request and believe it is reasonable. Staff recommend replacing Condition 19 above with the following statement:

19. This permit is subject to the requirements of the City's ordinances and the Applicant is required to comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, and to obtain such other permits and permissions as may be required. Local and state regulations and ordinances shall include but are not limited to the following:
 - a. Noise arising from the use should not constitute a Public Nuisance Affecting Peace and Safety as defined in Osseo City Code § 93.18.

Olkives asked if the Osseo Gun Club would still have posted regular hours. Abts stated it was her understanding this was their general intent.

A motion was made by Bonn, seconded by Webster, to open the Public Hearing. The motion carried 7-0.

Jeanine Gill, President and Owner of the Osseo Gun Club, thanked the Commission for their consideration. She noted the gun club would be sticking to its regular hours of operation but would appreciate having extended hours for special groups.

Bonn questioned if the Osseo Gun Club had ever received any noise complaints. Ms. Gill reported there have been no noise complaints.

Burke inquired if the change in hours would create parking concerns. Ms. Gill stated this would not be the case because the Osseo Gun Club had its own parking lot.

Webster reported he has walked by the Osseo Gun Club hundreds of times in the last five years and has not heard any noise from the street.

Preston Kroska, 601 Second Avenue NE, commented the City allows roofers and contractors to begin working at 7:00 a.m. He supported allowing the gun club to begin operation at the same time.

Plzak reported when the City first approved this use an abundance of caution was written into the conditions for approval.

A motion was made by Olkives, seconded by Bonn, to close the public hearing at 6:43 p.m. The motion carried 7-0.

A motion was made by Olkives, seconded by Webster, to approve the CUP Amendment request for the property at 22 4th Street NW with the following Conditions of Approval. The motion carried 7-0.

1. **The Developer shall construct the firearms shooting range in accordance with federal, state, and local building codes relating to firing ranges;**

2. The Developer shall include key components in the construction of the firearms shooting range in accordance with federal law enforcement grade firing range standards;
3. The Developer shall construct the building with approved building materials in accordance with Osseo Code §153.053;
4. The Developer shall construct the building using approved construction standards in accordance with Osseo Code §153.055;
5. Windows shall be included along the west façade of the building in an attempt to visually break up overall length of the wall along 1st Avenue NW;
6. A minimum of a four (4) foot green space shall be included along the west façade of the building in an attempt to visually break up the overall length of the wall along 1st Avenue NW;
7. A minimum of eighteen (18) trees shall be included on the project site in accordance with Osseo Code §153.057(1)(a);
8. A minimum of thirty-two (32) off-street, on-site parking stalls shall be included;
9. All parking stalls shall be constructed in accordance with Osseo Code §153.078 for design and maintenance;
10. A storm water mitigation plan shall be submitted to the City for review and subject to the approval of the Osseo City Engineer;
11. A landscape plan shall be submitted to the City for review and subject to the approval of the Osseo City Planner;
12. A final site plan shall be submitted to the City for review and subject to the approval of the Osseo City Planner, Osseo City Engineer, and the Osseo Building Inspector;
13. A fire suppression plan shall be submitted to the City for review and subject to the approval of the Osseo Fire Marshal and the Osseo Building Inspector;
14. All on-site lighting shall be shielded from adjacent properties;
15. The existing decorative light poles along 1st Avenue NW shall remain in place;
16. The Developer shall make every attempt to limit any audible noise as a result of the business and/or any onsite mechanical equipment from the adjacent residential areas;
17. The Developer shall maintain the current public sidewalks along 1st Avenue NW and 4th Street NW, or, as a result of damage during construction, shall construct new five (5) foot wide sidewalks along 1st Avenue NW and 4th Street NW;
18. All firearms not in use in firing range stalls shall be unloaded and properly cased at all times in accordance with Minnesota laws;
19. The hours of operation shall be no earlier than 9 a.m. Monday through Saturday, no earlier than 10 a.m. on Sunday, no later than 9 p.m. Monday through Saturday, and no later than 6 p.m. on Sunday;
20. The facility shall have an adequate security system to prevent theft of guns and ammunition.

B. Variance for Additional Signage at 337 County Road 81

Abts stated the property located at 337 County Road 81 is owned by Jason D MacDonald LLC. The LLC is considered In Good Standing by the Minnesota Secretary of State. The property is currently used by Prime Hail Repair, an automotive dent repair company from Denver, Colorado.

Abts commented under the new sign ordinance, the property is allowed 172 square feet of signage. Under the previous ordinance, the signs allowed for this property would have been a 62 square feet of wall sign (which was used on the property when The Tire Guy occupied the building), and a freestanding monument or pylon sign of up to 75 square feet, for a total of 137 square feet of signage. The new ordinance allows an additional 35 square feet of signage for the property.

Abts reported Prime Hail Repair has requested two wall signs, each 84 square feet for a total of 168 square feet of Class A signage, and a non-moving trailer functioning as an additional 152 square feet Class B of signage. This request would require a variance to allow an additional 47.6 square feet of Class A and 109 square feet of Class B signage, than would otherwise be permitted. Staff reviewed the three-factor test for granting a variance and recommended the Commission deny the variance request.

A motion was made by Olkives, seconded by Burke, to open the Public Hearing. The motion carried 7-0.

Olkives asked if the business was using this property on a temporary basis. Abts reported this was the case. She explained that if a variance were approved however, that it would remain with the property indefinitely.

Olkives stated the property already has a trailer on it with noticeable signage.

Plzak questioned if the trailer would have to be moved if the Commissioner were to deny the variance request. Abts reported this would be the case. Councilmember Johnson clarified there was also signage on the building.

A motion was made by Bonn, seconded by Webster, to close the public hearing at 6:24 p.m. The motion carried 7-0.

A motion was made by Olkives, seconded by Webster, to recommend denial of the Variance request with findings of fact as follows. The motion carried 7-0.

1. The limit on the amount of signage for the property does not prevent the property from the reasonable use (auto dent removal) occurring.
2. Although the property is uniquely small for the district where it is located, the application for a variance indicates additional signage is needed because the property has been vacant. Vacancy is not an inherent property characteristic not caused by the landowner.
3. Because of the property's small size, granting an extra 40 percent of Class A signage and an extra 300 percent Class B signage for a small area would impact the essential character of the surroundings.

8. OLD BUSINESS – None

9. NEW BUSINESS

A. Review Preliminary Zoning Code Update Information

Abts explained under Minnesota State Statute, a City's zoning ordinance should "carry out the policies and goals of the land use plan" (MN Statute 462.357 Subd. 2). As such, all cities that update their land use plans must then follow up with necessary revisions to the zoning ordinance to bring zoning controls into alignment with the goals and policies of the adopted comprehensive plan. Osseo began this process last month in coordination with planning consultants from WSB & Associates. Staff reviewed the proposed updates that would be made to code further with the Commission.

Bonn requested comment on the small lot size concern that was raised by Mr. Kelly. Abts explained approximately one-third of the residential lots in Osseo were a non-conforming size.

Olkives suggested the minimum lot size standard be reduced if one-third of the homes in the city were on a lot that was smaller than 8,500 square feet.

Further discussion ensued regarding setbacks, minimum lot sizes and what percentage of a lot could be covered with hard surface. The Commission supported exploring future administrative options to increase impervious area on residential lots.

Abts stated staff would like to see the maximum height for R-2 buildings lowered to 55 feet or four stories.

Bonn feared that this may limit future development in Osseo.

Burke and Olkives agreed.

Plzak indicated she would like to see downtown Osseo remain one and two stories in order to maintain the unique characteristics of this historical district.

Thostenson, Bonn, and Penny agreed.

Olkives stated he could support the downtown district building height moving from 35 to 45 feet.

Abts discussed the minimum lot sizes and proposed setbacks with the Commission.

Olkives commented he would also support reducing the minimum square footage for Highway Commercial lots from 15,000 to 7,200.

Plzak indicated she would also support reduced setbacks for all sides of a lot.

Abts discussed the recommendations for the Industrial district.

Plzak questioned why WSB was recommending no warehousing in this district. Abts reported this may have to do with jobs and noted warehousing was not known for creating high paying jobs.

Bonn supported Osseo having more manufacturing than warehousing.

Olkives commented he could support raising building height in the Industrial district.

Burke indicated she did not support limiting manufacturing companies from storing materials onsite.

Plzak agreed with this recommendation and suggested warehousing be allowed as an accessory use to a business, but not be allowed as a standalone use.

Abts commented on a new edge mixed-use zoning district being proposed by staff. The Commission responded favorably to the preliminary information.

Burke questioned where this zoning district would be located. Abts reviewed the parcels being recommended for rezoning to mixed-use.

Plzak asked if the City would ever consider allowing a coffee shop in Celtic Crossing. Abts commented this would be easier for the City to consider if a mixed-use zoning district were created. It may be possible to rezone these properties to the new district.

The Commission supported the new edge mixed-use zoning district concept.

Preston Kroska, 601 Second Avenue NE, asked if the edge mixed-use zoning would be put into effect after a property sold. Plzak commented the Commission was discussing this new zoning district on a very preliminary basis and those things have yet to be determined. Abts commented on the grandfathering process the City has followed in the past for zoning districts that have changed.

Mr. Kroska questioned if any buildings in downtown Osseo had been designated as historical structures. Abts reported there were no locally-designated historic structures.

10. REPORTS OR COMMENTS: Staff, Chair & Commission Members

Abts invited the public to attend a Tree Care Open House on Monday, September 23rd from 4:00 p.m. to 6:00 p.m. at the Fire Department Meeting Room.

Olkives congratulated the Osseo Football team on their recent victory over Anoka.

Webster welcomed Thostenson and Penny to the Planning Commission. He invited residents to take in the local Osseo fall sports.

Bonn encouraged residents to attend the last two Osseo Farmer's Markets which would be held on Tuesday, September 17th and Tuesday, September 24th.

11. ADJOURNMENT

A motion was made by Webster, seconded by Thostenson, to adjourn the meeting at 7:23 pm. The motion carried 7-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
September 23, 2019**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, September 23, 2019.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Mark Schulz, Larry Stelmach, and Mayor Duane Poppe.

Members absent: None.

Staff present: City Administrator Riley Grams, Police Chief Shane Mikkelsen, and City Planner Nancy Abts.

Others present: Derick Haug and Claudia Gisvold.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS RENTAL HOUSING INSPECTION PROGRAM

City Planner Nancy Abts stated the City Council previously discussed the Rental Housing Program at September 24, 2018, and October 30, 2017, work sessions. She reported the big-picture questions from those meetings continue to be brought forward: should the City continue to have a rental inspection program and, if so, does the way the program operates need to change.

The staff recommendation from 2017 has not changed. The recommendation is to keep a rental inspection program and to offer two tiers of licensure for small properties (3 or fewer units): one level for properties that require multiple re-inspection visits to meet code (annual inspections required), and a second level for properties that meet code after only one or zero re-inspections (inspections every 2 years). Staff also suggests going through an RFP process for rental housing inspection services. Staff requested the Council discuss whether to continue with a rental inspection and licensing program.

Grams reported this item was being brought to the Council per the request of local property owner Terry McNeil. He explained Terry had reached out to staff in June 2019.

Schulz asked what the citation or failure rate was for the City's current rental housing inspection program. Staff was not clear on the rental housing inspection failure rate.

Further discussion ensued regarding the fees charged for inspections and it was noted the City had a 60/40 split with the contracted rental inspector.

Schulz questioned how the City could enforce the rental housing inspection for homes that are being rented but are not properly licensed. Abts explained when the City is made aware of this situation, a letter is sent regarding the non-compliance and licensing process.

Stelmach inquired if the City could receive a list of rental housing from Hennepin County.

Schulz indicated rental houses are not licensed through the County.

Hultstrom commented there were homes in Osseo that were owned by parents that have kids living in them. She supported these homes being identified because they were being used as a rental. Grams discussed how homes being rented to family members did not qualify as a rental if a relative homestead was filed for the property.

Johnson indicated the City should be requiring its rental properties that have a family homestead to file with the City on a yearly basis.

Police Chief Shane Mikkelsen commented the police department has made contact with a particular homeowner regarding a nuisance complaint for lawn maintenance and he has gathered no property was homesteaded in North Dakota. He explained the City was going to mow the lawn at one point. He stated it was difficult for the police department to evaluate relationships with respect to homestead issues. He noted this homeowner currently has a Minnesota driver's license. He provided further comment on the citations that have been issued to this property owner for nuisance violations.

Johnson asked if the homeowner had health issues the City should be concerned about. Police Chief Mikkelsen stated the County could be brought in if hoarding issues were an issue, but noted there were no visible signs at this property. Grams explained the City could only address exterior maintenance issues. He commented further on the work the police department has done to try and bring this property into compliance with City Code.

Johnson stated the problem at this time was one of the neighbors was trying to sell their home and was having a difficult time. Police Chief Mikkelsen explained he only had so much power regarding the interior of a home and this would require search warrants. In addition, he was uncertain how to enforce the homestead issue.

Derek Haug, 233 6th Avenue SE, understood the Council's point of view and that limitations were in place regarding how to manage personal property. He explained the frustration was his neighbor was impacting his quality of life. He understood his neighbors were boyfriend and girlfriend and were not relatives.

Claudia Gisvold, 217 6th Avenue SE, commented it was her understanding the occupants of this home were no longer boyfriend and girlfriend, and she moved out to go live with her boyfriend in North Dakota. She commented this place was a dump and she was having a hard time selling her home due to the condition of this neighbor's home. She

indicated the original owners built this place as a garage and it was converted into a house.

Grams stated Hennepin County has this property as homesteaded.

Ms. Gisvold questioned if building permits had to be pulled for constructing a new garage. She anticipated this garage was constructed roughly 15 years ago. Grams reported this was the case.

Mr. Haug explained this garage has always been an eyesore. He indicated the dogs on the property were out of control and the place was falling apart. He did not believe the citations that were being issued were doing any good.

Schulz commented this was a property rights issue and the City could not take away inherent rights. He encouraged the neighbors to keep calling the police with all of the noise complaints and nuisances.

Ms. Gisvold recommended the property be considered a rental property and that an inspection be required.

Schulz stated the City Council would have to discuss this further with the City Attorney.

Grams questioned what would happen if the property owner were to never pay the citations. Police Chief Mikkelsen commented a warrant would be issued if enough citations were issued. He discussed how the police department would be handling the fall inspection for the RV on the property.

Ms. Gisvold encouraged the Council to contact the property owner in order to make an offer on the property.

Hultstrom returned the conversation to the rental inspection program. She asked if the City had any legs to stand on given the fact rent was being paid for this property and it was not claimed as a rental. She suggested a letter be sent to the homeowner making this inquiry.

Schulz supported the City Attorney investigating this further and providing the Council with direction on how to proceed.

Johnson questioned if a property owner had to be onsite in order for a rental inspection to occur. Grams stated he believed this was the best course of action to follow given the fact rental properties were a business. He indicated costs started to add up for inspections when tenants and landlords were not properly communicating with the inspector. He commented staff could support incentivizing landlords that have clean inspections the first time around. However, renters could change at any time and properties should then be re-inspected.

Further discussion ensued regarding the proposed tiered inspection program.

Hultstrom stated she did not support the City making accommodations for one person but rather wanted to see all properties remaining in compliance with City Code.

Stelmach stated he supported the tiering system for properties that do have a good inspection record.

Hultstrom feared that the tiering system may not always work to the City's benefit given the fact this system relied on honesty. She supported inspections being completed on a yearly basis.

Schulz suggested any tiered structure also have a tenant's rights statement that would allow for the tenant to force an inspection. He stated he would also like to see the language regarding how the City identifies a rental property cleaned up within this program. He stated the only way he could support a tiered system would be if the tenant could also force an inspection. Grams stated it was his understanding the State did require a tenant bill of rights to be in place. He commented it was difficult for the City to find rental properties unless the neighbors were to bring this information to staff or the police department.

Stelmach indicated he did not see a way for the City to be proactive in finding rental properties but did support the City being reactive.

Hultstrom stated she did not agree with relying on the property owner's honesty in order to have a rental property inspected. She did not recommend the tiered system move forward at this time, especially given the fact 47% of the homes in Osseo were rental.

Johnson agreed especially given the fact the City has only received one request to change the inspection system.

Council consensus was to direct staff to keep the rental housing inspection program as is. Council also directed staff to speak with the City Attorney regarding the property that was discussed this evening.

Abts asked if the Council wanted staff to pursue an RFP for rental inspection services. The Council supported staff speaking with the current inspector in order to resolve the times and dates inspections could be completed.

4. ADJOURNMENT

The Work Session ended at 6:58 p.m.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
September 23, 2019**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, September 23, 2019.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Mark Schulz, Larry Stelmach, and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, City Planner Nancy Abts, Public Works Director Waldbillig, Police Chief Mikkelson, Officer Tony Mortinson, and City Attorney Mary Tietjen.

Others present: Lee Gustafson, Chris Williamson, James Kelly, Becky Berndt, Dorothy Clarke, Ann Schneider, and Dori Trossen.

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

A motion was made by Schulz, seconded by Stelmach, to accept the Agenda as presented. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve Council Minutes of September 9
- B. Receive EDA Minutes of September 9
- C. Receive August American Legion Gambling Report
- D. Approve TimeSaver Secretarial Service 2020 Rates
- E. Receive August Lions Club Gambling Report
- F. Accept Resignation of Reserve Officer Amanda Harff
- G. Approve Waiver of Community Center Use for Blood Drive in 2020
- H. Approve Training Request for Public Works Director Nick Waldbillig
- I. Approve Waiver for Community Center Use for Community Exchange for Change

A motion was made by Johnson, seconded by Hultstrom, to approve the Consent Agenda. The motion carried 5-0.

6. MATTERS FROM THE FLOOR

Dorothy Clarke, 16 5th Street NE, commented she has been talking to people in town and there was interest in what was occurring in Osseo. She thanked the Council for their efforts and encouraged them to keep up the great work. She discussed the programming that was offered for seniors and encouraged the Council to drop in to visit with Osseo seniors.

James Kelly, 624 3rd Avenue NE, stated he followed Dorothy Clarke's footsteps and was a volunteer for the City with the former Northwest Hennepin Human Services Council. He discussed the sewer televising the Council would be approving this evening and explained he appreciated the fact this work would be done. He commented he has had problems with his sewer line and stated he looked forward to the 2020 Street Improvements being completed.

7. SPECIAL BUSINESS

A. THANK NIGHT TO UNITE VOLUNTEERS

Officer Tony Mortinson reported the 2019 Night to Unite event was another success. Many people helped behind the scenes and the department wanted to take the opportunity to publicly thank them for all their hard work this year. The Night to Unite volunteers included:

Bev Kasper	Sue Mattson	Jessica Pechacek
Sharon Falls	Ginny Cowell	Craig Wissink
Bill Trombley	Sharilyn Wissink	Dan Lang
Den McCrary	Jennifer Nelson	Dave Garibaldi
Ed Columbus	Roseanne Garibaldi	Harold Johnson
Tom Cheney	Lorraine Bunn	Dan Penny
Jim Bunn	John McGinty	Kerstin Schulz
Bev McGinty	Dee Bonn	Annette Pettit
Carol Hoelscher	Bob Lund	Ardyce McCrary
Brenda Flategraff		

City Administrator Riley Grams thanked Officer Mortinson for all of his efforts.

Hultstrom thanked all of the sponsors for their assistance in making this a great event for the City of Osseo.

B. PROCLAIM OCTOBER 5 AS OSSEO-MAPLE GROVE AMERICAN LEGION DAY

Grams stated the Osseo-Maple Grove American Legion is celebrating its centennial with an event on Saturday, October 5, at the Legion Hall in Osseo. The Osseo-Maple Grove American Legion has been a wonderful partner with the cities of Osseo and Maple Grove for years, and we greatly appreciate all they have done for our local communities.

To help celebrate the event, the cities of Osseo and Maple Grove would like to honor the Legion and its 100 years in our community by proclaiming October 5, 2019, as "OSSEO-MAPLE GROVE AMERICAN LEGION DAY." It was noted both Mayors Poppe and Steffenson will be providing some opening remarks at the event on October 5.

Mayor Poppe read a proclamation in full for the record declaring October 5, 2019, to be Osseo-Maple Grove American Legion Day in the City of Osseo. A round of applause was offered by all in attendance.

Hultstrom questioned what time the celebration would be held on October 5. Poppe reported the event would begin at 2 p.m. and end at 8 p.m.

C. APPROVE MIND BODY SOUL SPECIAL EVENT PERMIT

Grams reported Mind Body Soul has requested a Special Event Permit to use Sipe Park to provide outdoor activities for children to connect with Osseo and be active. These activities would be held Monday through Friday from 7:00 to 8:30 a.m. and again from 3:30 to 5:00 p.m.

Dori Trossen, Mind Body Soul, explained she has enjoyed working with Osseo youth and would like this to transition her program to outdoor activities. She would like to bring more kids to town, building community while also encouraging these kids to be active.

Johnson asked if this request was for 2020. Ms. Trossen explained she would like to begin her outdoor activities yet this fall. She reported she had a partnership with St. Paul's Lutheran Church in order to have an indoor space if the weather did not permit outdoor activities. She indicated her program would run before and after school. She commented on the numerous benefits of having children playing outdoors.

A motion was made by Schulz, seconded by Stelmach, to approve the Special Event Permit for Mind Body Soul. The motion carried 5-0.

D. ACCEPT DONATION (Resolution)

Grams stated the City has received the following donation:

Donor	Amount/Item	Designated Fund
Harold E. & Gayle Johnson <i>(in memory of Carole Brunello, Marlene Goettl, Marlen Reinking, Allen Volstad, & Craig Wissink)</i>	\$ 500	Beautification/Streetscape

Staff recommended the Council accept the donation.

A motion was made by Stelmach, seconded by Hultstrom, to adopt Resolution No. 2019-57 accepting a donation from Harold E. & Gayle Johnson. The motion carried 5-0.

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE CONDITIONAL USE PERMIT AMENDMENT FOR OSSEO GUN CLUB AT 22 4TH STREET NW (Resolution)

City Planner Nancy Abts stated the Osseo Gun Club has asked that the restriction limiting hours of operation be removed from the Conditional Use Permit. City staff and the Police Department have reviewed the request and believe it is reasonable. Staff recommends replacing original Condition 19 with the following statement:

19. This permit is subject to the requirements of the City's ordinances and the Applicant is required to comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, and to obtain such other permits and permissions as may be required. Local and state regulations and ordinances shall include but are not limited to the following:
 - a. Noise arising from the use should not constitute a Public Nuisance Affecting Peace and Safety as defined in Osseo City Code § 93.18.

Abts reported the Planning Commission held a public hearing on this application at its September 16 meeting. Following the hearing, the Commission voted to recommend the Council approve the CUP amendment. A CUP was granted for a Firearm Shooting Range and Firearm Retail Business located at 22 4th Street NW on June 24, 2013. Conditional Use Permit No. 2013-54 included the following conditions:

1. The Developer shall construct the firearms shooting range in accordance with federal, state, and local building codes relating to firing ranges;
2. The Developer shall include key components in the construction of the firearms shooting range in accordance with federal law enforcement grade firing range standards;
3. The Developer shall construct the building with approved building materials in accordance with Osseo Code §153.053;
4. The Developer shall construct the building using approved construction standards in accordance with Osseo Code §153.055;
5. Windows shall be included along the west façade of the building in an attempt to visually break up overall length of the wall along 1st Avenue NW;
6. A minimum of a four (4) foot green space shall be included along the west façade of the building in an attempt to visually break up the overall length of the wall along 1st Avenue NW;
7. A minimum of eighteen (18) trees shall be included on the project site in accordance with Osseo Code §153.057(1)(a);
8. A minimum of thirty-two (32) off-street, on-site parking stalls shall be included;
9. All parking stalls shall be constructed in accordance with Osseo Code §153.078 for design and maintenance;
10. A storm water mitigation plan shall be submitted to the City for review and subject to the approval of the Osseo City Engineer;
11. A landscape plan shall be submitted to the City for review and subject to the approval of the Osseo City Planner;
12. A final site plan shall be submitted to the City for review and subject to the approval of the Osseo City Planner, Osseo City Engineer, and the Osseo Building Inspector;
13. A fire suppression plan shall be submitted to the City for review and subject to the approval of the Osseo Fire Marshal and the Osseo Building Inspector;
14. All on-site lighting shall be shielded from adjacent properties;

15. The existing decorative light poles along 1st Avenue NW shall remain in place;
16. The Developer shall make every attempt to limit any audible noise as a result of the business and/or any onsite mechanical equipment from the adjacent residential areas;
17. The Developer shall maintain the current public sidewalks along 1st Avenue NW and 4th Street NW, or, as a result of damage during construction, shall construct new five (5) foot wide sidewalks along 1st Avenue NW and 4th Street NW;
18. All firearms not in use in firing range stalls shall be unloaded and properly cased at all times in accordance with Minnesota laws;
19. The hours of operation shall be no earlier than 9 a.m. Monday through Saturday, no earlier than 10 a.m. on Sunday, no later than 9 p.m. Monday through Saturday, and no later than 6 p.m. on Sunday;
20. The facility shall have an adequate security system to prevent theft of guns and ammunition.

Chris Williamson explained the Osseo Gun Club would like to hold events later in the evening or earlier in the day beyond the stated hours of operation.

Hultstrom asked if there would be a set closing time. Mr. Williamson stated he would still have normal business hours, except when a special event was held at the Gun Club.

Stelmach reported the City originally put restricted hours of operation in place when the Osseo Gun Club was first approved due to the fact there were noise concerns. However, he noted after years of operation in the City, noise has not been a factor.

Hultstrom commented she has never heard a noise or heard of any complaints at the Gun Club.

Schulz expressed concern with the new language being added under Condition 19 in subsection A. Abts clarified that the noise arising from the Osseo Gun Club should not constitute a Public Nuisance Affecting Peace and Safety as defined in Osseo City Code. She reported “should” could be replaced with “must.” City Attorney Tietjen explained if the Council found this language confusing, Subsection A could be removed.

Schulz supported the Council dropping Subsection A under Condition 19.

Stelmach stated he could support this recommendation.

Johnson questioned if the school had raised any concerns about this use. Abts reported the school district has not raised any concerns.

A motion was made by Schulz, seconded by Stelmach, to adopt Resolution 2019-58 approving the Conditional Use Permit Amendment request for the property at 22 4th Street NW with the conditions of approval as amended having Condition 19 read as follows:

19. This permit is subject to the requirements of the City’s ordinances and the Applicant is required to comply with all applicable federal, state, and local laws,

rules, regulations, and ordinances, and to obtain such other permits and permissions as may be required.

The motion carried 5-0.

**B. DISCUSS VARIANCE FOR ADDITIONAL SIGNAGE AT 337 COUNTY ROAD 81
(Resolution)**

Abts stated the property located at 337 County Road 81 is owned by Jason D MacDonald LLC. The LLC is considered In Good Standing by the Minnesota Secretary of State. The property is currently used by Prime Hail Repair, an automotive dent repair company from Denver, Colorado.

Abts commented under the new sign ordinance the property is allowed 172 square feet of signage. Under the previous ordinance, the signs allowed for this property would have been a 62 square feet of wall sign (which was used on the property when The Tire Guy occupied the building), and a freestanding monument or pylon sign of up to 75 square feet, for a total of 137 square feet of signage. The new ordinance allows an additional 35 square feet of signage for the property.

Abts explained Prime Hail Repair has requested two wall signs, each 84 square feet for a total of 168 square feet of Class A signage, and a non-moving trailer functioning as an additional 152 square feet Class B of signage. This request would require a variance to allow an additional 47.6 square feet of Class A and 109 square feet of Class B signage, than would otherwise be permitted. She reported the Planning Commission reviewed this item and recommended denial of the variance request.

Schulz asked if a permit was requested prior to signage being installed at this property. Abts reported an after the fact permit was issued for signage with a requirement to apply for a variance.

Johnson stated he attended the Planning Commission meeting and noted he supported its recommendation. He supported a time being set for the removal of the excessive signage (trailer and Class A signage excess) and suggested this be set as 12:00 p.m. on Tuesday, September 24. He commented failure to remove the signs by this date and time should result in a daily fine. He stated he would like to see some teeth written into this motion in order to bring the property into compliance.

Stelmach asked how a violation of the Sign Ordinance would be enforced by staff. Abts discussed how staff addressed violations to City Code stating notice would have to be given to the property owner. She believed staff would be able to work with the property owner in order to bring this property into compliance.

Stelmach commented this was a seasonal business and he noted he supported the Planning Commission's recommendation to deny the variance.

A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution 2019-59 denying the variance for an additional 48 square feet of Class A signage and an additional 109 square feet of Class B signage for the property at 337 County Road 81 based on the following findings:

1. The limit on the amount of signage for the property does not prevent the property from the reasonable use (auto dent removal) occurring.
2. Although the property is uniquely small for the district where it is located, the application for a variance indicates additional signage is needed because the property has been vacant. Vacancy is not an inherent property characteristic not caused by the landowner.
3. Because of the property's small size, granting an extra 40 percent of Class A signage and an extra 300 percent Class B signage for a small area would impact the essential character of the surroundings.

Johnson commented he would not support the variance denial without a set time to have the trailer removed.

Stelmach questioned what would be a reasonable amount of time to have the trailer removed. Abts stated the City typically gives property owners ten days to bring their property into compliance.

The motion carried 4-1 (Johnson opposed).

C. APPROVE PURCHASE OF PUBLIC WORKS TRUCK

Public Works Director Nick Waldbillig reported the Public Works Department needs a one-ton dump truck. This versatile truck will be beneficial year-round. It will be used for snow removal, plus salt placement in alleys, the City Hall parking lot, and Central Avenue clean up. In the summer months this vehicle is used to haul asphalt for small repairs, tree branches, fall leaf clean up, mulch, and other various types of work. It was noted the one-ton truck will be purchased as a Cab and chassis fleet vehicle through Ranger Chevrolet GM, then taken to an outfitter for a stainless steel dump box and V-style plow. The truck will then go to a separate lighting and wiring outfitter for a safety lighting package. The Ranger quote was for \$42,178.

Johnson asked if this truck would be purchased under the State contract. Waldbillig stated this was not the case, but noted Ranger GM would be honoring a State bid price.

Stelmach questioned when the new truck would be outfitted and ready for use. Waldbillig hoped to have the new truck ready for use by December 1.

Johnson explained he appreciated the warranty the new truck would come with.

A motion was made by Hultstrom, seconded by Johnson, to approve the purchase of a new Public Works One-Ton Dump Truck. The motion carried 5-0.

D. APPROVE LIFT STATION ASSESSMENT PROPOSAL FROM WSB & ASSOCIATES

Lee Gustafson, City Engineer with WSB, stated Osseo's three lift stations are in dire need of a communication upgrade. The communication is needed to inform the Public Works Department of any problem or issues that may be occurring. The main lift station is on a 3G operating system that has a sunset date of 12/31/19 for support. The other two lift stations are on phone dialer system that is unreliable.

Waldbilling reported he often gets phone calls from the lift station alarm system that are incorrect or delayed. The communication assessment will provide a summary, along with recommendation for improvements to the communication system only. He commented further on the proposal from WSB and recommended approval.

Stelmach questioned when the lift stations were last assessed. Grams reported he was unaware when this had been done. Mr. Gustafson stated he understood it had been quite some time since this was done.

Stelmach asked what condition the lift stations were in at this time. Waldbilling reported the lift station equipment was in okay condition, but communication needs were a concern. Mr. Gustafson commented further on how the new SCADA system would benefit the City.

A motion was made by Hultstrom, seconded by Johnson, to approve WSB Lift Station Communication Improvements Assessment agreement as proposed not to exceed \$2,500. The motion carried 5-0.

E. AWARD CONTRACT FOR SANITARY SEWER TELEVISIONING PROJECT (Resolution)

Lee Gustafson, WSB, stated the 2019 Sanitary Sewer Televising project consists of cleaning and televising the existing sanitary sewer for roughly one-third of the City system. This project is part of the Council approved three-year televising plan for inspecting and maintaining the existing sanitary system. The area to be televised in 2019 consists of the northeast area of the City and encompasses the 2020 Street Project area. It was noted the low bidder, Hydro-Klean, has satisfactorily completed similar work in the metro area and he recommended approval of the project. The quote from Hydro-Klean was \$29,728.42.

A motion was made by Schulz, seconded by Stelmach, to adopt Resolution No. 2019-XX, accepting bids and awarding the contract for the 2019 Sanitary Sewer Televising Project to Hydro-Klean. The motion carried 5-0.

F. APPROVE PURCHASE OF POLICE SQUAD COMPUTER

Police Chief Shane Mikkelsen stated in summer of 2019 the Osseo Police Department purchased a new Ford Explorer for its fleet. The squad car will need a new tablet computer. He contacted two vendors, but the quote from the lowest vendor for the tablet did not include the mount for the squad car and the in-office solution. The higher quote included the mount and in-office solution for the squad at a price of \$5,448.74. He commented on how the new tablets would benefit the department.

Schulz questioned which squad cars have tablets. Police Chief Mikkelsen reviewed the squads that have new tablets and those that still had to be updated.

Schulz asked why one quote didn't have the same equipment and why one piece of equipment was being purchased by a different vendor. Police Chief Mikkelsen explained this was because the low bidder could not provide him with the proper mount for the tablet so he had to find this piece of equipment for a different vendor.

A motion was made by Hultstrom, seconded by Johnson, to approve the purchase of a squad tablet. The motion carried 5-0.

G. APPROVE HIRE OF ANN SCHNEIDER AS SENIOR ACTIVITIES COORDINATOR

Grams explained the Council accepted the resignation of Interim Senior Activities Coordinator Becky O'Brien at the August 26 Council meeting. At the same meeting, the Council approved the posting for the open position. The position was posted and the City received two applications.

Grams reported the Council Human Resources Committee reached out to both candidates and made the joint recommendation to the City Council to hire Ann Schneider. Staff reviewed the Senior Activities Coordinator position description. The position is part time and requires approximately 10 hours per week. The position is paid at an hourly rate of \$14.26 per hour.

Schulz commented he spoke with both applicants as a member of the Human Resources Committee. He indicated both candidates were qualified and capable. However, after speaking with Ann Schneider, he believed she had a vision to enhance the senior program.

Stelmach agreed both candidates were highly qualified and he supported Ann Schneider moving forward, as well. He thanked both candidates for applying.

Hultstrom noted she contacted both candidates and supported the recommendation from the HR Committee.

A motion was made by Hultstrom, seconded by Schulz, to approve the hire of Ann Schneider as Senior Center Coordinator. The motion carried 5-0.

H. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

A motion was made by Johnson, seconded by Schulz, to approve the Accounts Payable as presented. The motion carried 5-0.

11. ADMINISTRATOR REPORT – None.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom stated on Wednesday, September 11, she attended the Northwest Hennepin League of Municipalities. She encouraged the other Councilmembers to consider joining this group.

Hultstrom thanked the Public Works Department for installing a new pet station on the west side of Central Avenue between the groomer and the vet center downtown.

Stelmach thanked Reserve Officer Amanda Harff for her service to the City of Osseo.

Stelmach thanked Mind Body Soul for working to build community for the young people in Osseo.

Johnson thanked all who assisted with building a wheelchair ramp for long-time Osseo resident Dick Weber.

Johnson stated the Annual Fire Relief Association Dinner would be held on Friday, October 4, at the American Legion Hall from 6 to 8 p.m.

Johnson explained he attended the 40th Anniversary Celebration that was held at Ed's Collision and Glass last week.

13. ANNOUNCEMENTS

Poppe stated the last Osseo Farmers Market would be held on Tuesday, September 24, from 3:00 to 6:30 p.m.

Poppe reported Topline Federal Credit Union Forward Day would be held on Monday, October 14.

14. ADJOURNMENT

A motion was made by Schulz, seconded by Johnson, to adjourn the City Council meeting at 8:34 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
September 30, 2019**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, September 30, 2019.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Harold E. Johnson, Mark Schulz, Larry Stelmach, and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams.

Others present: Rebecca Kurtz and Jessica Cook, Ehlers.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. UTILITY RATE STUDY

City Administrator Riley Grams stated the Council has undertaken a lengthy review of the City's utility rates and structure, starting in 2018. Ehlers has been working with the City on projections for future utility rates and provided the necessary calculations and recommended rate structure. He explained Rebecca Kurtz and Jessica Cook would be presenting to the Council an overview of how our utilities have been managed and what cost pressures are now being applied to those funds in order to pay for on-going maintenance and capital costs.

Grams reported staff would like feedback on what the Council envisions the utility rate structure should look like, and what specific costs should be incorporated into those rates. From there, staff will use that direction to develop a final draft of the rate structure and utility fees, and present them to the Council on Monday, November 4, in a work session. The Council will formally adopt the new structure and utility fees at a following Council meeting.

Rebecca Kurtz, Ehlers, explained Ehlers has been working with the City to complete a utility study. She noted Jessica Cook would be presenting the Council with the findings from this study.

Jessica Cook, Ehlers & Associates, introduced herself to the Council and explained she has been working for Ehlers for the past 16 years. She indicated the City's utility funds were facing new cost pressures from the increased cost to purchase water, the increased cost to dispose of sewer, and increasing capital costs to maintain the City's

infrastructure. She reviewed the City's Sewer and Storm Water Capital Improvement Plans, along with the proposed major water capital improvements. After reviewing all of the City's utility rates and proposed expenditures, she concluded a 3% increase was needed for sanitary sewer, a 3.75% increase for water, and a 6% increase for stormwater. She explained these were pretty modest rate increases that the City could put in place in order to achieve the City's goals.

Schulz thanked Ehlers for the thorough report. He discussed the history of the City's utility funds and commented on the strides the Council has made to improve the health of these funds.

Ms. Cook commented on the options available to the City for raising revenue. She reported one option would be to keep the current rate structure and raise the rates. A second option would be to explore a new rate structure. She discussed the City's potential policy goals and encouraged the Council to consider if water conservation and the equitable distribution of costs were goals. She reported the next steps would be for the Council to develop a consensus regarding the City's goals.

Further discussion ensued regarding the City's commercial, residential, and multi-family residential utility rate structures.

Schulz supported the City creating a separate rate structure for multi-family residential properties in order to come into compliance with State Statute.

Johnson reviewed the numerous fees that were included on the Brooklyn Park utility bill.

Hultstrom asked if the usage fee was a base fee charged to all residents. Ms. Cook reviewed the proposed rate schedule in further detail with the Council.

Schulz believed it would be difficult for the Council to make a decision tonight given the fact the Council did not have all of the necessary information. Grams commented staff was seeking direction on what type of rate structure the City should pursue and what the Council's goals are. He reported Ehlers would then be directed to create a rate structure that would be further discussed by the Council on November 4.

Ms. Cook stated she had usage data for all users in the City. She reported she could create a rate structure with a minimum to create revenue stability. She noted the minimum could be set so that 80% of homeowners are not paying for water they are not using.

Schulz suggested the bulk water rates also be considered within the new rate structure. Ms. Cook commented this may be considered water loss and does not generate any revenue.

Hultstrom stated the City could put a small fee within the utility bill to cover bulk water loss in order to cover this expense for the City.

Ms. Cook asked if water affordability was a concern for the City.

Schulz commented this may become an issue if the City continues to increase the utility rates.

Ms. Cook stated a rate structure could be created for discretionary water use with a conservation rate that would be the most affordable with increased volumes costing more.

Schulz anticipated it would be difficult to define discretionary and non-discretionary water use. Ms. Cook commented the Council would have to understand that no water rate structure would be perfect.

Schulz discussed the expense of replacing the City's water meters. He asked what the fundamental cost different was in different meter sizes. He stated he would like to understand more about the water meters and how they would impact water usage by November 4. He indicated he wanted to see a rate structure that more equitably distributed costs.

Ms. Cook stated she could create a rate structure that more equitably distributed costs for residential and commercial users while also creating base fees based on meter sizes.

Stelmach explained these would be good options for the Council to review on November 4.

Hultstrom believed the City should work to fairly distribute costs between residential and commercial users but also wanted to see the low user rate adjusted. She questioned how many residents in Osseo were using less than 10,000 gallons of water. Grams reported 64% of residents were using less than 10,000 gallons of water based on 2018 data. Ms. Cook noted 30% of residents use less than 8,000 gallons.

Schulz indicated he would like to review more statistical information regarding the water usage for residents in Osseo in order to better understand how the rate structure should be defined. Ms. Cook encouraged the Council to focus on setting goals noting the rate structure could then be established based on these goals.

Schulz stated he needed to better understand the concepts behind the water rate structure. He indicated he needed to understand how setting a baseline of 8,000 gallons would impact revenues. He commented he also needed to understand how different water meters and light fees could impact the utility fees. He feared that without all of this information, a new rate structure would be created and the Council would not support it.

Johnson asked how many residential meters were in the City. Grams stated the City had 600 residential meters.

Johnson reported if the Council was to adjust the rate structure by dropping the \$5 fee, this would reduce utility revenues by \$3,000 per quarter.

Stelmach indicated Council consensus has not been to drop the \$5 fee.

Hultstrom stated a new meter fee may be required.

Schulz indicated the rate structure could be created to take into consideration the expense for new water meters. He asked if a water meter fee could be included within a rate structure for a shorter period of time.

Ms. Cook summarized the themes from the Council's conversation stating she understood revenue stability was important, along with the fact the Council wants to recover the fees for new water meters. She stated this was a common practice. She indicated the Council also wanted to have large institutional users paying their fair share for utility services. Lastly, the Council was concerned about the inequitable distribution between the customer classes.

Ms. Cook explained the City's sewer rates were working for the City. She commented further on how the City's stormwater rates could be realigned to better serve the City. She recommended the classifications of properties be reconsidered and that a new system be brought back to the Council that was more equitable.

Further discussion ensued regarding how the City measures stormwater runoff for properties and how fees should be collected.

Schulz stated he supported this recommendation.

Hultstrom asked if the City's tiers were archaic. Ms. Cook commented Osseo had many more tiers when compared to other cities and noted the current system did not promote conservation. She commented on several different ways the City could encourage conservation efforts for its residents.

Johnson questioned what the City was charging for the base sewer usage fee per quarter. Ms. Cook explained the City was charging \$50 per quarter for the base fee. She noted sewer expenses were typically higher than water expenses for most cities.

Schulz commented the Met Council can put its fees at whatever rate they want and cities have to pay it. Ms. Cook reported Met Council fees typically increase by 5% each year. She indicated the City has been able to absorb this increased expense by a 3% increase in its rates.

Johnson inquired if contractors were required to pay for water each year when completing the street improvement project. He noted the current contractor filled his water truck from the fire hydrant and noted no meter was attached to this hydrant. Ms. Cook reported this would be included in the bulk water sales category. Grams explained he would have to review the contract in order to answer this question.

Schulz stated he would like to better understand how residents are billed when temporary water lines are in place. He indicated this may be a loss of revenue area for the City. Grams commented it was his understanding the vast majority of water loss for the City came from underground leaks that were undetectable.

Johnson explained he would also like to better understand the amount of water the City was using. Grams noted it did cost the City money to flood the skating rinks in the winter.

Schulz requested further information regarding utility bonds. Ms. Kurtz discussed how utility bonds were issued and worked for the City.

Schulz asked if the City should be bonding its large utility projects over 20 years and having these projects paid back through enterprise funds. He stated this would change the solvency of the funds. Ms. Kurtz commented the City had started to move in this direction over the past two years. She explained the Council could continue to discuss when to bond and when not to bond for utility projects going forward. Ms. Cook discussed how the water fund would be impacted if revenues were not increased over the coming years.

Schulz stated he would like to see the Council put a policy in place to address the issuance of debt. Ms. Cook reported when she creates a rate structure, she would also create a financing plan.

Further discussion ensued regarding the large capital expenditures the City would have for utility projects in 2020.

Schulz recommended staff look into the upgrades that are required at Public Works and that these expenditures be included in the City's long-term capital plan. He explained it was his goal for the Council to leave the city in a better place through the policies the Council puts in place.

Grams thanked the Council for their input and reported staff would be coming back to the Council regarding the utility rate study on November 4.

5. ADJOURNMENT

The Work Session ended at 8:07 p.m.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

Osseo September 2019 Report

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921240048	9/3/2019	2019-240	\$ 4,200	Scot Wyingner	109 7th Ave NE	PL	interior alterations	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921240083	9/3/2019	2019-241	\$ 15,000	Mark Overman	126 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240038	9/3/2019	2019-242	\$ 13,000	Glen Mathison	217 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340032	9/3/2019	2019-243	\$ 19,889	Michael Gaddis	341 7th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230113	9/3/2019	2019-244	\$ 7,000	Anne Nelson	225 Broadway St E	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220090	9/3/2019	2019-245	\$ 15,000	Erica Hoffman	601 2nd Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921230022	9/3/2019	2019-246	\$ 8,500	LaVonne Martinez	109 2nd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240081	9/3/2019	2019-247	\$ 18,712	Rob Johnson	201 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
cancelled		2019-248										
1811921240107	9/3/2019	2019-249	\$ 12,402	Scott Dallow	225 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210062	9/3/2019	2019-250	\$ 10,379	Mark Blaskowski	416 4th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340028	9/4/2019	2019-251	\$ 6,280	Josh Richards	309 7th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320045	9/4/2019	2019-252	\$ 8,000	Kevin Schmidt	133 4th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240102	9/4/2019	2019-253	\$ 20,000	Mark Regan	125 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210052	9/4/2019	2019-254	\$ 10,000	Mark Regan	317 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240032	9/4/2019	2019-255	\$ 10,000	David Lodge	501 Broadway St E	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240049	9/4/2019	2019-256	\$ 12,000	Terry Arnlund	617 1st St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130011	9/4/2019	2019-257	\$ 12,000	Dave Johnson	201 9th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340015	9/4/2019	2019-258	\$ 12,000	Ryan Feiler	301 8th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240089	9/4/2019	2019-259	\$ 9,800	Tom Johnson	9 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210034	9/4/2019	2019-260	\$ 2,200	Katie Methum	508 5th Ave NE	BL	fence	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
na	9/4/2019	2019-261	\$ -	Centurylink	2nd St NW area	U	utility ROW	\$0	\$ 175.00	\$ -	\$ -	\$ 175.00
1811921210027	9/4/2019	2019-262	\$ 1,588	Todd Tessman	624 5th Ave NE	BL	water heater	\$0	\$ 15.00	\$ 1.00	\$ -	\$ 16.00
1811921310026	9/4/2019	2019-263	\$ 13,000	Cheryl Husman	608 Broadway St E	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921310026	9/4/2019	2019-264	\$ 3,500	Cheryl Husman	608 Broadway St E	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1311922110003	9/4/2019	2019-265	\$ 4,834	Stephanie Frazer	608 2nd Ave NW	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921230059	9/4/2019	2019-266E	\$ -	Masonic Lodge	214 Central Ave	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921230023	9/4/2019	2019-267	\$ 6,440	Paul Clausen	101 2nd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210072	9/5/2019	2019-268	\$ 23,498	Tim Paske	509 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00

Osseo September 2019 Report

1811921130013	9/5/2019	2019-269	\$ 10,000	Michael Amundson	125 9th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922110039	9/5/2019	2019-270	\$ 3,900	Jarod Bona	517 2nd Ave NW	ME	furnace	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921240002	9/5/2019	2019-271	\$ 18,000	Caroline Schaefer	117 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220006	9/5/2019	2019-272E	\$ -	Nick Pernsteiner	500 1st Ave NE	EL	electrical	\$0	\$ 80.00	\$ 1.00	\$ -	\$ 81.00
1811921210047	9/5/2019	2019-273	\$ 9,100	Barb Plzak	333 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310047	9/5/2019	2019-274	\$ 11,000	Lila Hedlund	216 7th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240072	9/5/2019	2019-275	\$ 11,000	Jason Emerick	100 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340024	9/5/2019	2019-276	\$ 11,000	Bill Peloquin	316 7th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210016	9/5/2019	2019-277	\$ 11,000	Peter Stanton	625 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130025	9/5/2019	2019-278	\$ 11,000	Juliana Hultstrom	808 1st St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130026	9/5/2019	2019-279	\$ 12,000	Jason Alexander	801 Broadway St E	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130016	9/5/2019	2019-280	\$ 12,500	Martin Haider	101 9th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240084	9/5/2019	2019-281	\$ 11,000	Brady Wallin	117 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220085	9/5/2019	2019-282	\$ 4,000	Ed Berthiaume	644 2nd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130019	9/6/2019	2019-283	\$ 13,671	Lisa Burke	116 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230196	9/9/2019	2019-284	\$ 9,500	Norman Bollinger	325 1st St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130014	9/9/2019	2019-285	\$ 15,106	Anita Nash	117 9th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240056	9/9/2019	2019-286	\$ 6,500	Tom McConville	25 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240100	9/9/2019	2019-287E	\$ -	Tiffany Briggs	217 5th Ave NE	EL	electrical	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240088	9/9/2019	2019-288	\$ 13,750	Will Dillan	17 8th Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921240043	9/9/2019	2019-289	\$ 10,000	Jim Sierakowski	224 6th Ave NE	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921240048	9/9/2019	2019-290	\$ 14,000	Scott Wiyninger	109 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210054	9/9/2019	2019-291	\$ 9,500	Rick Weber	332 4th Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921210051	9/9/2019	2019-292	\$ 12,500	Rodger Maas	325 5th Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921230139	9/9/2019	2019-293	\$ 10,000	Gary Kelzenberg	301 Broadway St E	ME	furnace & A/C	\$0	\$ 150.00	\$ 2.00	\$ -	\$ 152.00
1811921230139	9/9/2019	2019-294E	\$ -	Gary Kelzenberg	301 Broadway St E	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921340027	9/9/2019	2019-295	\$ 17,000	Kim Getchell	301 7th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220088	9/10/2019	2019-296	\$ 5,000	Mary Dramstad	617 2nd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230163	9/10/2019	2019-297E	\$ -	Holiday Stationstore	124 Central Ave	EL	electrical	\$0	\$ 80.00	\$ 1.00	\$ -	\$ 81.00
1811921230143	9/10/2019	2019-298	\$ 1,200	Lane Larson	116 3rd St NE	BL	window	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00

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1311922110039	9/10/2019	2019-299E	\$ -	Jarod Bona	517 2nd Ave NW	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921230107	9/10/2019	2019-300E	\$ -	Barry Anderson	24 2nd Ave NE	EL	electrical	\$0	\$ 152.00	\$ 1.00	\$ -	\$ 153.00
1811921230004	9/11/2019	2019-301	\$ 15,504	Larry Gerold	309 3rd St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310076	9/11/2019	2019-302	\$ 12,000	David Godar	221 5th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310010	9/11/2019	2019-303	\$ 15,000	Marissa Vickerman	16 4th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320017	9/11/2019	2019-304	\$ 15,000	Callee Aydt	333 1st St SE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921210066	9/11/2019	2019-305	\$ 3,000	Randy Kellar	633 6th Ave NE	ME	furnace	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921310067	9/11/2019	2019-306	\$ 3,000	Ryan McKenzie	232 5th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922110112	9/11/2019	2019-307E	\$ -	Lions Roar	3rd/Central rear	EL	electrical	\$0	\$ 70.00	\$ 1.00	\$ -	\$ 71.00
1811921230049	9/11/2019	2019-308E	\$ -	Novak-Fleck	115 Broadway St E	EL	electrical	\$0	\$ 175.00	\$ 1.00	\$ -	\$ 176.00
1811921230123	9/11/2019	2019-309	\$ 6,500	Mark Weidenbach	32 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922140100	9/11/2019	2019-310	\$ 6,249	Mary Patrice Apts	100 3rd St NW #302	ME	furnace	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921240116	9/11/2019	2019-311	\$ 8,784	Jacob Geris	224 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230059	9/11/2019	2019-312	\$ 6,805	Masonic Lodge	214 Central Ave	ME	furnace & A/C	\$0	\$ 147.00	\$ 3.50	\$ -	\$ 150.50
1811921320016	9/11/2019	2019-313	\$ 23,032	Ed Mabin	316 Broadway St E	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921240003	9/12/2019	2019-314	\$ 7,000	Donna Dehkes	109 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240096	9/12/2019	2019-315	\$ 14,000	Debra Edstrom	517 3rd St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320031	9/12/2019	2019-316	\$ 19,000	Arlette Veit	101 3rd Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240064	9/12/2019	2019-317	\$ 12,000	Ron Aydt	32 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210014	9/12/2019	2019-318	\$ 14,000	Matthew Wills	641 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320038	9/12/2019	2019-319	\$ 10,000	Ruth Fischbach	116 2nd Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220090	9/12/2019	2019-320E	\$ -	Preston Kroska	601 2nd Ave NE	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921240034	9/12/2019	2019-321	\$ 11,000	Betty Moore	24 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310066	9/12/2019	2019-322	\$ 16,400	Romeo Payette	240 5th Ave SE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921240082	9/13/2019	2019-323	\$ 12,000	Nick Torres	133 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220041	9/16/2019	2019-324	\$ 11,300	Mary Hohn	408 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340003	9/16/2019	2019-325	\$ 10,000	Mike Rooney	417 Co Rd 81	BL	reroof	\$0	\$ 191.75	\$ 5.00	\$ 124.64	\$ 321.39
1811921210066	9/16/2019	2019-326E	\$ -	Randall Kellar	633 6th Ave NE	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921230178	9/16/2019	2019-327	\$ 8,500	Jason Cardinal	33 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230170	9/17/2019	2019-328	\$ 7,000	Robert Olson	308 1st St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240041	9/17/2019	2019-329	\$ 11,000	David Ditlefsen	208 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310054	9/17/2019	2019-330	\$ 14,880	David Murray	256 6th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00

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1811921230049	9/17/2019	2019-331	\$ -	Novak-Fleck	115 Broadway St E	U	utility ROW	\$0	\$ 225.00	\$ -	\$ -	\$ 225.00
1811921340030	9/18/2019	2019-332	\$ 24,000	Vern Schultz	325 7th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220078	9/18/2019	2019-333	\$ 7,545	Sarah Brown	524 2nd Ave NE	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921210085	9/18/2019	2019-334	\$ 18,000	Ken Felber	424 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310055	9/18/2019	2019-335	\$ 12,000	Bonnie Faue	201 6th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220046	9/18/2019	2019-336	\$ 10,000	Vernon Lowe	508 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230142	9/18/2019	2019-337	\$ 21,251	Darrell Peterson	233 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340035	9/18/2019	2019-338	\$ 9,000	Eric Roberge	324 6th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922110109	9/18/2019	2019-339	\$ 10,000	Amber Haider	631 2nd Ave NW	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310060	9/18/2019	2019-340	\$ 10,962	James Sweeney	241 6th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130010	9/18/2019	2019-341	\$ 14,103	Juanita Keast	209 9th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240118	9/18/2019	2019-342	\$ 24,329	Vicki Ryan	625 Broadway St E	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220116	9/18/2019	2019-343	\$ 10,798	Jason Giese	617 1st Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210067	9/18/2019	2019-344	\$ 15,447	Lucy Hansen	625 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240032	9/19/2019	2019-345	\$ 4,500	David Lodge	501 Broadway St E	BL	reside	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230154	9/19/2019	2019-346	\$ 23,000	Tom Hage	324 2nd St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240097	9/19/2019	2019-347	\$ 16,000	Tyler Nelson	309 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922140049	9/20/2019	2019-348	\$ 28,000	Dimitrios Santrizos	247 Central Ave	BL	reside	\$0	\$ 445.25	\$ 14.00	\$ 289.41	\$ 748.66
1811921230198	9/20/2019	2019-349	\$ -	Jai Dee/Michelle Aalbers	233 1st Ave NE	B	boulevard feature	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1811921320035	9/23/2019	2019-350	\$ 37,000	Jason Emerick	133 3rd Ave SE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921240036	9/23/2019	2019-351	\$ 18,000	Gerald Kiffmeyer	624 3rd St SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922110037	9/23/2019	2019-352	\$ 12,000	Arnie Gammelgaard	533 2nd Ave NW	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220039	9/23/2019	2019-353	\$ 13,000	Richard Neseth	333 4th St NE	BL	reside	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320085	9/23/2019	2019-354	\$ 10,000	Dimitry Miller	219 Co Rd 81	BL	windows	\$0	\$ 191.75	\$ 124.64	\$ 5.00	\$ 321.39
1811921220039	9/23/2019	2019-355E	\$ -	Richard Neseth	333 4th St NE	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921310052	9/23/2019	2019-356	\$ 10,706	Ryan Allen	241 7th Ave SE	U	sewer repair	\$0	\$ 75.00	\$ -	\$ -	\$ 75.00
1811921220150	9/24/2019	2019-357	\$ 5,500	QT Properties	625 1st Ave NE	BL	reroof garage	\$0	\$ 132.75	\$ 3.00	\$ 86.29	\$ 222.04
1811921310011	9/24/2019	2019-358	\$ 5,530	Eugene Scharber	24 4th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240001	9/24/2019	2019-359	\$ 7,000	Rose Lavallee	125 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240020	9/24/2019	2019-360	\$ 7,400	Ben Kirkwold	417 Broadway St E	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921130017	9/24/2019	2019-361	\$ 9,000	Craig Daugherty	100 8th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00

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1811921240073	9/25/2019	2019-362	\$ 11,000	Kurt Kragness	32 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230168	9/25/2019	2019-363	\$ 12,060	Roger Lee	316 1 1/2 St NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320019	9/26/2019	2019-364	\$ 12,000	Peter McMullin	24 3rd Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210020	9/26/2019	2019-365	\$ 9,000	Ty Domben	533 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210056	9/26/2019	2019-366	\$ 11,807	Mike Mueller	423 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230145	9/26/2019	2019-367	\$ 24,785	Rob Younkers	201 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210039	9/26/2019	2019-368	\$ 10,000	Michael Mack	425 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921320037	9/26/2019	2019-369	\$ 36,000	Greg Brown	124 2nd Ave SE		reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210058	9/26/2019	2019-370	\$ 10,000	Lenny Frolov	407 5th Ave NE		reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310037	9/26/2019	2019-371	\$ 26,000	Dave Benson	724 2nd St SE		reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240064	9/27/2019	2019-372	\$ 10,000	Ron Aydt	32 6th Ave NE	BL	reside	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230007	9/27/2019	2019-373	\$ 28,000	Joseph Haertzen	201 3rd St NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921230167	9/27/2019	2019-374	\$ 13,000	Aaron Mansour	117 4th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230179	9/27/2019	2019-375	\$ 13,000	Lindsey Tollifson	232 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921230085	9/27/2019	2019-376	\$ 2,000	Sean Hyman	317 1st St NE	PL	waterline repair	\$0	\$ 50.00	\$ -	\$ -	\$ 50.00
1811921240010	9/27/2019	2019-377	\$ 9,745	Mike Woods	109 5th Ave NE	BL	reroof & reside	\$0	\$ 200.00	\$ 2.00	\$ -	\$ 202.00
1811921220033	9/27/2019	2019-378E	\$ -	Joy Bandel	509 4th Ave NE	EL	electrical	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921240067	9/30/2019	2019-379	\$ 15,000	Lucas Woods	200 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921210086	9/30/2019	2019-380	\$ 7,500	Erin Hente	417 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240060	9/30/2019	2019-381	\$ 11,000	JohnMark Halstead	8 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240063	9/30/2019	2019-382	\$ 10,000	Dan Koehler	24 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921220109	9/30/2019	2019-383	\$ 8,000	Orlando Ponce	600 Central Avenue	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240107	9/30/2019	2019-384	\$ 3,100	Scott Dallow	225 6th Ave NE	ME	air conditioner	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1311922110039	9/30/2019	2019-385	\$ 1,890	Jarod Bona	517 2nd Ave NW	BL	egress window	\$0	\$ 70.50	\$ 1.00	\$ 45.83	\$ 117.33
1811921220055	9/30/2019	2019-386	\$ 20,000	Deanna Burke	640 3rd Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921340027	9/30/2019	2019-387	\$ 11,000	Kim Getchell	301 7th Ave SE	BL	windows	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921310100	9/30/2019	2019-388	\$ 25,000	Tom Best	400 2nd St SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921310074	9/30/2019	2019-389	\$ 9,000	Richard Manuel	209 5th Ave SE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240062	9/30/2019	2019-390	\$ 9,500	Celine Fuller	16 6th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240037	9/30/2019	2019-391	\$ 10,000	Kevin Meissner	225 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240011	9/30/2019	2019-392	\$ 9,500	Danielle Peterson	101 5th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00

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1811921240066	9/30/2019	2019-393	\$ 9,500	Doug Molden	216 7th Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
Totals			\$ 1,637,861					\$0	\$ 16,281.00	\$ 304.14	\$ 551.17	\$ 17,136.31

**Osseo Maple Grove Hockey Association Gambling Report
to
City of Osseo**

5 F

1. Report for the month of Aug-19

2. Check as appropriate:

 x pulltabs

 x tipboards

3. Gross receipts 338,945

4. Expenses - total 320,791

Expenses itemized:

Compensation 6,896

Prizes 299,559

Pull tab games/taxes 4,064

Supplies/misc/payroll proc./storage 2,077

Combined receipts 6,747

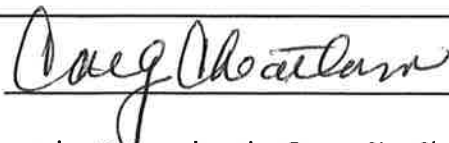
Cash long/short (mo. Games) 572

Rent 875

5. Profits 18,154

6. Distribution of profits (itemized)

Signed:



This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.



City of Osseo City Council Meeting Item

Agenda Item: Approve Posting for Seasonal Public Works Winter Position

Meeting Date: October 14, 2019

Prepared by: Nick Waldbillig, Public Works Director

Attachment: Job Description

Policy Consideration:

Consider posting for Seasonal Public Works Winter position.

Background:

The Seasonal Public Works Winter Position aids the public works department in general snow removal and sanding duties each winter. This person will not be operating heavy equipment.

Previous Action or Discussion:

This position is approved each year in the annual budgeting process.

Budget or Other Considerations:

The wages for this position will be paid out of the street budget. The hourly rate of \$17 was approved in December 2018.

City Goals Met By This Action:

Recruit high quality staff, continue to train staff, and work to promote staff retention.

Options:

The City Council may choose to:

1. Approve posting for Seasonal Public Works Winter position;
2. Approve posting for position with noted changes/as amended;
3. Deny posting for position;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1, Approve posting for Seasonal Public Works Winter position.

Next Step:

Post for position.



City of Osseo

415 Central Avenue

Osseo, MN 55369-1195

P 763.425.2624 F 763.425.1111

Seasonal Public Works - Winter

Supervisor's Title:	Public Works Director
Pay:	\$17 per hour
Work Status:	Temporary Part Time

General Definition of Work:

Performs a wide range of tasks to ensure proper operation and safe utilization of the City's streets and public grounds from approximately November to March.

Minimum Requirements:

Applicants for this position must be 18 years of age or older or possess a high school diploma or the equivalent. Must have a valid driver's license and clean driving record. May be required to work during night time hours on a rotating or on-call schedule including weekends and holidays, and in unfavorable weather conditions.

Essential Functions:

- Operates a variety of heavy equipment such as loader, bobcat, snow sweeper, etc.
 - Maintains streets, alleys, and sidewalks by plowing or brushing snow; spreads salt and sand on icy roads and sidewalks.
 - Maintains City buildings and public areas with snow and ice controls, including shoveling sidewalks.
 - Performs other related duties as assigned.
-

Physical Requirements:

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 25 pounds of force, and occasional exertion of up to 100 pounds of force; work regularly requires lifting, frequently requires standing, walking, speaking or hearing, using hands to finger, handle or feel, reaching with hands and arms and repetitive motions and occasionally requires sitting, climbing or balancing, stooping, kneeling, crouching or crawling, tasting or smelling and pushing or pulling; no special vision is required; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts within arms' length, operating machines, operating motor vehicles or equipment, and observing general surroundings and activities.

Environmental Conditions:

This work regularly requires exposure to outdoor weather conditions, frequently requires working near moving mechanical parts, exposure to vibration and exposure to blood-borne pathogens which may require specialized personal protective equipment, and occasionally requires exposure to wet, humid conditions (non-weather), working in high, precarious places, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, and exposure to the risk of electrical shock; work is generally in a loud noise location (e.g. grounds maintenance, heavy traffic).



City of Osseo City Council Meeting Item

Agenda Item: Receive YTD Donation Fund Summary

Meeting Date: October 14, 2019

Prepared by: Riley Grams, City Administrator

Attachments: Fund Donation Summaries

Background:

Recently, the City Council asked Staff to prepare quarterly reviews of various funds in relation to donations and expenses. Staff has compiled all of the applicable 2019 donations to date for the following funds: Central Ave Streetscape/Beautification, Movies & Music in the Park, Night to Unite, and Minidazzle. The spreadsheets show what has been donated to each fund as well as what expenses have come from each fund. There is a donation and expense total at the bottom of each summary.

Moving forward, Staff will provide this information quarterly to the Council on the Consent Agenda after each quarter is completed. For example, Council will see 2019 Quarter 4 summaries at the first meeting in January. Staff will show the quarterly donation/expense information, along with a YTD running total.

Options:

The City Council may choose to:

1. Accept the year-to-date fund donation/expense summaries;
2. Deny the year-to-date fund donation/expense summaries;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Accept the year-to-date fund donation/expense summaries.

STREETSCAPE/BEAUTIFICATION

DONATIONS & EXPENSES

2019

DATE	DONATION	EXPENSE	NAME/VENDOR	DESCRIPTION
1/14/2019	\$ 1,200.00		JOHNSON, HAROLD	MEMORIALS
2/26/2019	\$ 300.00		JOHNSON, HAROLD	MEMORIALS
3/15/2019	\$ 200.00		JOHNSON, HAROLD	MEMORIALS
4/5/2019	\$ 600.00		JOHNSON, HAROLD	MEMORIALS
4/22/2019	\$ 400.00		JOHNSON, HAROLD	MEMORIALS
5/8/2019	\$ 100.00		MALONE INSURANCE	2019 DONATION
5/13/2019		\$ 367.39	GRAYBAR	CENTRAL AVE OUTLET REPAIR
5/13/2019		\$ 46.23	GRAYBAR	CENTRAL AVE OUTLET REPAIR
5/14/2019	\$ 300.00		JOHNSON, HAROLD	MEMORIALS
5/29/2019	\$ 300.00		JOHNSON, HAROLD	MEMORIALS
6/10/2019		\$ 3,915.00	LYNDE GREENHOUSE & NURSERY	58 HANGING FLOWER BASKETS
6/10/2019		\$ 29.94	MENARDS	IRRIGATION TIPS FOR FLOWER BEDS
6/10/2019		\$ 612.00	R&W WELDING & MACHINE, INC	NEW BRACKETS FOR BASKETS
6/11/2019	\$ 300.00		JOHNSON, HAROLD	MEMORIALS
6/25/2019	\$ 65.00		MN MEDITATION CENTER	2019 DONATION
7/8/2019	\$ 65.00		OSSEO SAVITT PAINT STORE	2019 DONATION
7/18/2019	\$ 300.00		JOHNSON, HAROLD	MEMORIALS
7/18/2019	\$ 20.00		TOKLE INSPECTIONS	STREETSCAPE DONATION
7/18/2019	\$ 600.00		REALLIFE COOP	STREETSCAPE DONATION
7/22/2019		\$ 857.00	AVR INC	REPAIR PAVERS
7/22/2019		\$ 1,336.23	DESIGINING NATURE INC	PLANT SUMMER ANNUALS
7/25/2019		\$ 142.02	PREMIER BANKS	CONTRUCTION MIDWEST
7/26/2019	\$ 250.00		WSB & ASSOCIATES	STREETSCAPE DONATION
7/26/2019	\$ 250.00		METRO WEST INSPECTIONS	STREETSCAPE DONATION
7/31/2019	\$ 50.00		PAUL BAERTSCHI P.A.	STREETSCAPE DONATION
8/12/2019		\$ 162.50	MENARDS	MULCH
8/15/2019	\$ 1,000.00		JOHNSON, HAROLD	MEMORIALS
8/15/2019	\$ 250.00		RANDYS SANITATION	STREETSCAPE DONATION
8/15/2019	\$ 200.00		BRIGGS & MORGAN	STREETSCAPE DONATION
8/27/2019		\$ 142.98	MENARDS	MULCH
8/27/2019		\$ 162.50	MENARDS	MULCH
9/11/2019	\$ 800.00		JOHNSON, HAROLD	MEMORIALS
TOTALS:	\$ 7,550.00	\$ 7,773.79		

MOVIES & MUSIC IN THE PARK
DONATIONS & EXPENSES

2019

DATE	DONATION	EXPENSE	NAME/VENDOR	DESCRIPTION
1/24/2019	\$ 1,500.00		OSSEO AMERICAN LEGION	2019 DONATION
3/5/2019	\$ 2,000.00		OFDRA	2019 DONATION
3/22/2019	\$ 1,500.00		OSSEO MAPLE GROVE HOCKEY ASSOC	2019 DONATION
4/5/2019	\$ 3,000.00		OSSEO LIONS	2019 DONATION
4/8/2019		\$ 144.74	KENNEDY & GRAVEN	MUSIC/MOVIES IN THE PARK-MUSICAL PERFORMANCE
4/16/2019	\$ 1,000.00		NORTHWEST AREA JAYCEES	2019 DONATION
4/22/2019		\$ 145.51	MINUTEMAN PRESS	MUSIC/MOVIES RACK CARD
5/13/2019		\$ 100.00	CLASSIC BIG BAND	DEPOSIT 7/9/19 PARK ENTERTAINMENT
5/13/2019		\$ 2,195.00	SWANK MOTION PICTURES INC	2019 MOVIE RENTAL PARK ENTERTAINMENT
5/28/2019		\$ 1,425.00	TEDDY BEAR BAND	6/11/19 PARK PERFORMANCE
6/10/2019		\$ 600.00	LED PENNY	6/18/19 PARK EVENT
6/10/2019		\$ 115.04	PRIME ADVERTISING	SUMMER NEWSLETTER
6/10/2019		\$ 175.00	SNAKE DISCOVERY	6/25/19 PARK EVENT
6/11/2019	\$ 2,000.00		OSSEO LIONS	2019 DONATION
6/24/2019		\$ 357.00	ASCAP	2019 ENTERTAINMENT LICENSE
6/24/2019		\$ 1,600.00	CLASSIC BIG BAND	7/9/19 PARK PERFORMANCE
7/18/2019	\$ 7,200.00		OSSEO LIONS	2019 DONATION
7/22/2019		\$ 600.00	CAPRI BIG BAND	8/20/19 CONCERT
8/12/2019		\$ 358.00	BMI	MUSIC LICENSING
TOTALS:	\$ 18,200.00	\$ 7,815.29		

NIGHT TO UNITE

DONATIONS & EXPENSES

2019

DATE	DONATION	EXPENSE	NAME/VENDOR	DESCRIPTION
6/14/2019	\$ 500.00		OFDRA	2019 DONATION
6/6/2019		\$ 416.96	FROGGY HOPS	
6/10/2019		\$ 230.08	PRIME ADVERTISING	SUMMER NEWSLETTER
7/2/2019	\$ 5,000.00		PREMIER BANK	2019 DONATION
7/8/2019	\$ 500.00		STEEPLE POINT	2019 DONATION
7/18/2019	\$ 1,500.00		OSSEO LIONS	2019 DONATION
7/18/2019	\$ 500.00		REALIFE COOP	2019 DONATION
7/22/2019		\$ 210.00	ENNINGA, LAURA	FACE PAINTERS
7/22/2019		\$ 2,850.00	KARAS, MAX	HOT DOGS
7/22/2019		\$ 1,350.00	TWIN CITIES CARICATURES	CARICATURES
8/12/2019		\$ 873.56	4IMPRINT, INC	TENTS
8/12/2019		\$ 550.50	CUSTOM IMAGE LLC	SHIRTS
8/12/2019		\$ 500.00	K2 SOUND & LIGHTS	DJ SERVICE
9/9/2019		\$ 219.08	COLUMBUS, ED	REIMBURSEMENT FOR ICE CREAM
9/9/2019		\$ 231.64	PRIME ADVERTISING	FALL NEWSLETTER
TOTALS:	\$ 8,000.00	\$ 7,431.82		

MINIDAZZLE
DONATIONS & EXPENSES

2019

DATE	DONATION	EXPENSE	NAME/VENDOR	DESCRIPTION
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NONE AS OF THIS DATE

- This completed form must be returned to the Osseo City Clerk's office monthly; as required by State law and City Ordinances for all licensed organizations.

Lawful Purpose Expenditures

Organization name	License	Month	Year	Charitable	Tax/Fee	Other LPE	Total LPE
American Legion Post 172	00104	9	2019	\$6017.20	\$9329.29	\$1661.44	\$17007.93

[illegible]

Osseo Lions Club Gambling Report

to

City of Osseo

5 J

Report for the month/year of Sep-19

Check as appropriate:

XXXXXX paddle wheelXXXXXX pull tabs raffle other (specify) LG100A

Gross Receipts 403,118.93 LG100A-10A

Prizes Paid 350,856.36 LG100A-10B

Net Receipts 52,262.57 LG100A-10C

Expenses - Total 29,331.64 Total Itemized

Expenses itemized:

Pulltabs	2,580.95
Compensation	8,256.62
Accounting Services	322.95
Rent	6,107.22
Electronic pull-tab provider fees	11,490.31
Electronic linked bingo provider fees	85.80
Supplies Bank charges etc	320.79
Cash Short/Over	167.00
Profits \$ 22,930.93 G1A Line 24	29,331.64

Lawful Purpose Expenditures

Minnesota Revenue-Wagering Tax	\$ 6,935.00
Ellina Reickard - 2019 Scholarship Recipient	750.00
Nicholas McGinley - 2019 Scholarship Recipient	750.00
Emily Lokken - 2018 Scholarship Recipient	750.00
Larissa Wills - 2018 Scholarship Recipient	750.00
Do Your Thing Production - Magician (Lions Roar)	200.00
City of Osseo - Movies in the Park	500.00
Knights of Columbus - Youth Health Services	2,000.00
Birch Gove Elementary PTO - School for the Arts	250.00
OSD#279 - Foundation	2,000.00
Diabetic Alert Dogs of America	2,000.00
OSD #279 - OSH Dance Club	500.00
Women of Greater Hope & Vision	1,000.00
OSD #279 - OSH Cheer Boosters	500.00
Salvation Army - Emergency Supplies	2,000.00
Total Contributions	\$ 20,885.00

Signed



Attach additional information if necessary.

*This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.



City of Osseo City Council Meeting Item

Agenda Item: **Approve Hire of New Firefighters**

Meeting Date: October 14, 2019

Prepared by: Mike Phenow, Fire Chief

Attachments: *none*

Policy Consideration:

Consider approving the hire of 7 new firefighters:

- Breanna Duggan
- Andrew Larkins
- Nicolas Martinson
- Bryce Merrill
- Samuel Mulvaney
- John Nyquist
- Mackenzie Phenow

Background:

At the Public Safety Advisory Committee meeting on May 22nd, I highlighted recruitment and retention as the number one priority for the department this year. At the direction of the city, we have always maintained a target of 30 staff members on the fire department to ensure quick response times, adequate response levels, and enough staff to sustain us through natural attrition.

At the beginning of 2019, we had 21 staff on the fire department. In July, we had one firefighter resign due to work scheduling conflicts and personal reasons, leaving us with 20 – only two-thirds of our target staffing level. As of the PSAC meeting in May, we had had received one application.

In 2019, we embarked on a comprehensive campaign to improve the hiring process, get the word out, and fill our ranks. This included:

- Modifying our processes to focus on one annual hiring cycle instead of trying to run a full hiring process each time an application was received
- Updating our application documents to use the standard City application
- Developed a 2019 hiring schedule, helping candidates understand the lengthy hiring process
- Developed a “What to Expect” document, helping candidates understand the position, the commitment, the onboarding process, and the initial training period
- Updated the Fire Department pages on the city website, particularly the “Join the Osseo Fire Department Page,” which was updated to include 5 key documents for applicants
- Developed a “Spotlight” feature on the homepage of the Discover Osseo website
- Posted the position to the National Volunteer Fire Council website

- Hosted a recruiting table at the Osseo Fire Department Easter Egg Hunt on April 13th
- Firefighter Tom Dahl created a new wooden sign to put out in front of the station
- Put out recruiting materials at the Vintage Car Show on May 11th
- Published an article in the summer edition of the Osseo Outlook
- Conducted an interview with CCX Media in June, highlighting our recruiting efforts
- Developed 5 unique graphics for the Gateway Sign that ran periodically from May through August
- Posted 21 unique hiring messages to social media from May through August
- Mayor Poppe highlighted the need for more firefighters in an interview with CCX Media in June
- Published an article in the Osseo Press in August
- Developed full-color stand-up signs, business cards, and tri-fold brochures
- Actively recruited at Night to Unite on August 6th

Having done all of this, the applications started to come in. In addition to the 1 we already had in early April, we received an additional 1 in July, 5 in August, and 1 in September.

Each applicant was brought in for an interview with three department officers. The interview consisted of 18 questions designed to determine how qualified each applicant was and if they would be a valuable addition to the fire department. This was followed up by a criminal background check conducted by the Osseo Police Department.

On September 14th, accompanied by officers from OFD, the applicants all went through the North West Hennepin County Firefighter Physical Ability Test conducted at Maple Grove Station 2. This test consists of a pre-test vital sign evaluation, ladder raise, hydrant operation, hose carry, axe chop, ladder carry, smoke crawl, dummy drag, and a post-test vital sign evaluation.

In the weeks following that, the applicants each went to Concentra Occupational Health clinic in Robbinsdale for an occupational health and drug screening consisting of an audiogram, vision exam, electrocardiogram, pulmonary function test, and drug test, culminating in a medical opinion for respirator use and work without restrictions.

Of the 8 total applications we received this year, the 7 presented here have each made it through all of these pre-employment requirements. They are eager to start and would be great additions to the fire department.

Previous Action or Discussion:

At the Public Safety Advisory Committee on May 22nd, 2019, the fire chief received guidance to proceed with attempting to fill the fire department vacancies.

Budget or Other Considerations:

Of the 7 applicants, 2 already have active fire and EMS certifications and 5 would need to attend the full Fire Academy: Firefighter I, Firefighter II, Hazardous Materials Operations, and Emergency Medical Responder. The first 3 of those classes and their associated state certification tests are reimbursable through the Basic Fire Training Fund through the Minnesota Board of Firefighter Training and Education. The costs of the EMR classes (around \$540 per student) would be billed in 2020 and should not have a material adverse impact to the budget.

To equip a firefighter so they can do their job safely and effectively requires an ensemble consisting of, at the very least: pager, coat, pants, boots, helmet, mask, hood, and gloves. We believe we have a sufficient supply of pagers, helmets, masks, and hoods to outfit all 7. We have around 7 sets of coats, pants, boots, and gloves, though it will not likely be the case that all of them fit each new member appropriately. We may need to purchase some elements. We have an offer from Maple Grove to potentially be able to borrow some of their gear for the members to use while attending class. If we did buy gear for those that didn't have Osseo gear that fit by the end of class, there should be some room in the budget, but there are also good opportunities for grants from either the FEMA Assistance for Firefighters Grant program, the OFDRA charitable gambling fund, or others.

Increasing the number of firefighters will inevitably increase payroll liabilities to some degree, but the budget does not necessarily assume a depleted staff. We would simply be returning to previous staffing levels. Additionally, with some of the recent changes made to our “auto-start” dispatch policies, there is a somewhat offsetting factor that will bring down the overall number of calls.

There will be some other miscellaneous expenses including name tags, apparel, etc. We do not anticipate these to be significant.

I am aware that you may not have previously seen a request to hire this many firefighters at one time. Note that, because we changed our approach to the hiring process, this is likely to be all of the firefighters hired for the year. We hope to have a similar (though hopefully slightly smaller) cohort the same time next year. In previous years, hires would be sprinkled throughout the year.

Over the last 10 years, we have averaged 4.2 new hires per year and 4.7 separations. That means that, despite hiring over 4 per year, we’ve still seen our ranks shrink by 1 firefighter every two years. In the 5 years from 2009 through 2013, we were adding 4.8 per year and losing 4.2 per year for a net increase of 0.6 firefighters per year. But in the most recent 5 years, from 2014 through 2018, we’ve been adding only 3.6 firefighters per year while losing 5.2 – a net loss of 1.6 firefighters per year. This has put us into a situation where we will need to exceed the natural attrition rate for a few years to get and keep our numbers at or near our target of 30 active firefighters.

City Goals Met By This Action:

Recruit high quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve the hiring of the 7 applicants listed above;
2. Approve the hiring of some of the applicants, with noted changes;
3. Deny the hiring of the firefighter applicants;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council approve the hire of the 7 applicants listed above.



OATH

I, Heather Starry, do solemnly swear to uphold the laws of the State of Minnesota, the ordinances of the City of Osseo, and to discharge faithfully the duties of Police Officer of the City of Osseo, Minnesota, to the best of my ability, so help me God.

Date_____

Heather Starry

Witnesses:

Mayor

City Attorney

Resolution No. 2019-xx**RESOLUTION ACCEPTING DONATIONS TO CITY OF OSSEO**

WHEREAS, the Osseo City Council is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Section 465.03; and

WHEREAS, the Council agrees that said donations would be of benefit to the citizens of Osseo; and

WHEREAS, the following have proposed these contributions to the City of Osseo and the donations be used for specific purposes as indicated below:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Rochon Corporation	\$300	Minidazzle
Osseo Lions Club	\$500	Park & Recreation
Harold E. & Gayle Johnson	\$600	Beautification/Streetscape
<i>(in memory of Dona Caswell, Bill Fignar, Robert Goth, Ronald Krone, Raymond Lunde, & James Wishy)</i>		



City of Osseo City Council Meeting Item

Agenda Item: Delinquent Utilities & Waste Removal

Meeting Date: October 14, 2019

Prepared by: April Weller, City Accountant

Attachments: Exhibits A & B
Resolution

Background:

Osseo City Code Section 51.37(C) allows delinquent accounts for City utilities to be assessed to property owners. It also states that the amount certified shall include late payment penalties and administrative charges, and the amount shall bear interest as determined by Council resolution.

All property owners with amounts due to the City of Osseo and Randy's Sanitation as of August 31, 2019 were notified by letter of the pending assessment on the following dates:

- City utility accounts: September 5, 2019
- Randy's Sanitation accounts: September 10, 2019

The City accounts are for water, sanitary sewer, and storm sewer utility services. Randy's Sanitation accounts are for garbage, recycling, and yard waste disposal services provided to residential properties in Osseo. As part of the current agreement with Randy's Sanitation, the City assists in collection of delinquent garbage costs by certifying delinquent garbage accounts as allowed by MS 443.015.

If unpaid by November 15, 2019, the amount in the Certify column will be assessed to Hennepin County property taxes along with 14 months of interest at a rate of six percent.

Assessments must be adopted by October 15 by resolution each year to be placed on a property owner's property tax statement per MS 444.075 subd 2a.

City Goals Met By This Action:

1. Ensure City's financial stability by collecting amounts due.

Options:

The City Council may choose to:

1. Adopt a resolution certifying delinquent utility charges and delinquent waste removal charges against specified properties as presented in Exhibits A & B;
2. Deny adoption of a resolution and carry past due accounts as utility accounts receivable.

Recommendation/Action Requested:

1. Staff recommends the City Council adopt a resolution certifying delinquent utility and waste removal charges against specified properties as presented in Exhibits A & B.

CITY OF OSSEO

EXHIBIT A

LEVY

20275

2019 DELINQUENT UTILITY SERVICES

MUNICIPAL CODE = 88

AMOUNT
TO
CERTIFY

LEVY	PIN	PROPERTY ADDRESS	BALANCE	FEE	AMOUNT TO CERTIFY
20275	18-119-21-22-0098	425 2ND AVE NE	\$ 1,186.24	\$ 30.00	\$ 1,216.24
20275	18-119-21-22-0094	517 2ND AVE NE	\$ 151.48	\$ 30.00	\$ 181.48
20275	18-119-21-31-0015	116 4TH AVE SE	\$ 194.59	\$ 30.00	\$ 224.59
20275	18-119-21-22-0087	625 2ND AVE NE	\$ 659.79	\$ 30.00	\$ 689.79
20275	18-119-21-22-0086	633 2ND AVE NE	\$ 817.46	\$ 30.00	\$ 847.46
20275	18-119-21-24-0045	624 2ND ST NE	\$ 190.88	\$ 30.00	\$ 220.88
20275	18-119-21-22-0068	425 3RD AVE NE	\$ 469.50	\$ 30.00	\$ 499.50
20275	13-119-22-11-0040	509 2ND AVE NW	\$ 280.42	\$ 30.00	\$ 310.42
20275	18-119-21-22-0057	625 3RD AVE NE	\$ 183.45	\$ 30.00	\$ 213.45
20275	18-119-21-22-0061	541 3RD AVE NE	\$ 438.50	\$ 30.00	\$ 468.50
20275	18-119-21-22-0051	608 3RD AVE NE	\$ 1,033.52	\$ 30.00	\$ 1,063.52
20275	13-119-22-11-0128	607 1ST AVE NW	\$ 705.90	\$ 30.00	\$ 735.90
20275	18-119-21-22-0030	533 4TH AVE NE	\$ 289.09	\$ 30.00	\$ 319.09
20275	13-119-22-11-0129	609 1ST AVE NW	\$ 5,847.02	\$ 30.00	\$ 5,877.02
20275	18-119-21-21-0013	508 4TH AVE NE	\$ 673.11	\$ 30.00	\$ 703.11
20275	13-119-22-11-0045	524 3RD AVE NW	\$ 748.67	\$ 30.00	\$ 778.67
20275	18-119-21-21-0048	325 6TH AVE NE	\$ 83.11	\$ 30.00	\$ 113.11
20275	18-119-21-24-0046	125 7TH AVE NE	\$ 483.77	\$ 30.00	\$ 513.77
20275	18-119-21-24-0047	117 7TH AVE NE	\$ 164.05	\$ 30.00	\$ 194.05
20275	13-119-22-11-0039	517 2ND AVE NW	\$ 2,771.02	\$ 30.00	\$ 2,801.02
20275	18-119-21-24-0032	501 E BROADWAY	\$ 304.18	\$ 30.00	\$ 334.18
20275	13-119-22-11-0021	525 1ST AVE NW	\$ 641.39	\$ 30.00	\$ 671.39
20275	18-119-21-23-0005	301 3RD ST NE	\$ 168.66	\$ 30.00	\$ 198.66
20275	18-119-21-23-0170	308 1ST ST NE	\$ 2,708.06	\$ 30.00	\$ 2,738.06
20275	18-119-21-23-0203	224 1ST ST NE	\$ 280.42	\$ 30.00	\$ 310.42
20275	18-119-21-32-0020	24 3RD AVE SE	\$ 4,230.76	\$ 30.00	\$ 4,260.76
20275	18-119-21-32-0032	109 3RD AVE SE	\$ 658.39	\$ 30.00	\$ 688.39
20275	18-119-21-32-0040	100 2ND AVE SE	\$ 305.71	\$ 30.00	\$ 335.71
20275	18-119-21-32-0055	108 E BROADWAY	\$ 769.17	\$ 30.00	\$ 799.17
20275	18-119-21-23-0023	101 2ND AVE NE	\$ 253.91	\$ 30.00	\$ 283.91
20275	18-119-21-23-0166	124 2ND AVE NE	\$ 696.94	\$ 30.00	\$ 726.94
20275	18-119-21-31-0010	16 4TH AVE SE	\$ 496.02	\$ 30.00	\$ 526.02
20275	18-119-21-22-0013	408 1ST AVE NE	\$ 609.61	\$ 30.00	\$ 639.61
20275	18-119-21-22-0008	516 1ST AVE NE	\$ 280.42	\$ 30.00	\$ 310.42
20275	13-119-22-11-0042	500 3RD AVE NW	\$ 662.57	\$ 30.00	\$ 692.57
20275	13-119-22-11-0024	416 2ND AVE NW	\$ 735.97	\$ 30.00	\$ 765.97
20275	13-119-22-11-0029	116 5TH ST NW	\$ 612.92	\$ 30.00	\$ 642.92
20275	13-119-22-14-0097	301 1ST AVE NW	\$ 1,130.76	\$ 30.00	\$ 1,160.76
20275	18-119-21-23-0167	117 4TH AVE NE	\$ 723.51	\$ 30.00	\$ 753.51
20275	18-119-21-34-0036	316 6TH AVE SE	\$ 679.69	\$ 30.00	\$ 709.69
20275	18-119-21-31-0054	256 6TH AVE SE	\$ 438.92	\$ 30.00	\$ 468.92
20275	18-119-21-31-0063	265 6TH AVE SE	\$ 197.80	\$ 30.00	\$ 227.80
20275	18-119-21-31-0057	217 6TH AVE SE	\$ 280.42	\$ 30.00	\$ 310.42
20275	18-119-21-34-0026	300 7TH AVE SE	\$ 658.39	\$ 30.00	\$ 688.39
20275	18-119-21-31-0030	624 E BROADWAY	\$ 419.44	\$ 30.00	\$ 449.44
20275	18-119-21-13-0018	108 8TH AVE NE	\$ 994.51	\$ 30.00	\$ 1,024.51

20275	18-119-21-13-0026	801 E BROADWAY	\$	287.72	\$	30.00	\$	317.72
20275	18-119-21-22-0136	332 CENTRAL AVE	\$	995.85	\$	30.00	\$	1,025.85
20275	18-119-21-22-0137	340 CENTRAL AVE	\$	995.85	\$	30.00	\$	1,025.85
20275	13-119-22-41-0011	8725 JEFFERSON HWY	\$	184.87	\$	30.00	\$	214.87
20275	18-119-21-32-0076	124 CO RD 81	\$	472.46	\$	30.00	\$	502.46
20275	18-119-21-32-0102	116 CO RD 81	\$	397.46	\$	30.00	\$	427.46
20275	18-119-21-32-0103	117 CO RD 81 E	\$	169.71	\$	30.00	\$	199.71
TOTALS			\$	40,814.03	\$	1,590.00	\$	42,404.03

CITY OF OSSEO
LEVY 20276
2019 DELINQUENT WASTE SERVICES
MUNICIPAL CODE = 88

EXHIBIT B

LEVY	PID	PROPERTY ADDRESS	BALANCE	FEE	AMOUNT TO CERTIFY
20276	13-119-22-11-0024	416 2nd Ave NW	\$ 303.32	\$ 30.33	\$ 333.65
20276	13-119-22-11-0042	500 3rd Ave NW	\$ 235.02	\$ 23.50	\$ 258.52
20276	13-119-22-11-0021	525 1st Ave NW	\$ 137.38	\$ 13.74	\$ 151.12
20276	18-119-21-21-0048	325 6th Ave NE	\$ 181.14	\$ 18.11	\$ 199.25
20276	18-119-21-22-0068	425 3rd Ave NE	\$ 252.12	\$ 25.21	\$ 277.33
20276	18-119-21-24-0046	125 7th Ave NE	\$ 191.93	\$ 19.19	\$ 211.12
20276	18-119-21-32-0032	109 3rd Ave SE	\$ 292.34	\$ 29.23	\$ 321.57
20276	18-119-21-23-0112	233 E Broadway St	\$ 144.98	\$ 14.50	\$ 159.48
20276	18-119-21-13-0018	108 8th Ave NE	\$ 272.95	\$ 27.30	\$ 300.25
20276	18-119-21-32-0019	24 3rd Ave SE	\$ 283.02	\$ 28.30	\$ 311.32
20276	18-119-21-23-0167	117 4th Ave NE	\$ 282.33	\$ 28.23	\$ 310.56
20276	18-119-21-22-0086	633 2nd Ave NE	\$ 305.02	\$ 30.50	\$ 335.52
20276	18-119-21-23-0170	308 1st St NE	\$ 302.43	\$ 30.24	\$ 332.67
20276	13-119-22-11-0045	524 3rd Ave NW	\$ 145.00	\$ 14.50	\$ 159.50
20276	13-119-22-14-0094	301 1st Ave NW	\$ 210.02	\$ 21.00	\$ 231.02
20276	18-119-21-22-0013	408 1st Ave NE	\$ 249.12	\$ 24.91	\$ 274.03
TOTALS			\$ 3,788.12	\$ 378.81	\$ 4,166.93

Resolution No. 2019-xx

**RESOLUTION CERTIFYING DELINQUENT UTILITY CHARGES
AND DELINQUENT GARBAGE CHARGES
AGAINST SPECIFIED PROPERTIES**

BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that Hennepin County Special Assessments Division be authorized to place delinquent utility charges and delinquent garbage charges against the 2019 tax roll of specified properties, collectable in 2020, as shown on Exhibits A & B attached and made a part of by reference, and shall be called 2019 Delinquent Utility Charges Levy 20275 and 2019 Delinquent Waste Charges Levy 20276.

BE IT FURTHER RESOLVED that all delinquent amounts will be certified to taxes with an additional administrative fee of \$30 for 2019 Delinquent Utility Services Levy 20275, and ten percent for 2019 Delinquent Waste Removal Services Levy 20276. Both levies shall also bear interest at a rate of six percent with first year interest of 14 months.

Adopted by the Osseo City Council this 14th day of October, 2019.



City of Osseo City Council Meeting Item

Agenda Item: Confirm EDA Actions of October 14, 2019

Meeting Date: October 14, 2019

Prepared by: Riley Grams, City Administrator

Attachments: None

The EDA took the following actions at their regular meeting on October 14, 2019:

- 1) Discussed an update to a property donation agreement
- 2) Discussed public parking options in downtown
- 3) Approved EDA accounts payable

Options:

The City Council may choose to:

1. Approve the EDA actions of October 14, 2019;
2. Deny the EDA actions of October 14, 2019;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the EDA actions of October 14, 2019.



City of Osseo City Council Meeting Item

Subject: Polling Place Designation for 2020 Elections

Meeting date: October 14, 2019

Prepared by: LeAnn Larson, City Clerk

Attachments: Resolution

Request:

Designate polling place for 2020 elections by resolution.

Background:

MN Statutes Section 204B.16 states that by December 31 of each year the governing body of each city must designate by ordinance or resolution a polling place for each election precinct. Osseo has one voting precinct--the Osseo Community Center. This "house-keeping" matter is done annually.

Budget and/or Other Considerations:

None.

Options:

The City Council may choose to:

1. Adopt a resolution establishing the polling place for the election precinct for the 2020 elections;
2. Table action for additional information.

Recommended Action:

Staff recommends option #1, adopt resolution establishing polling place for election precinct for the 2020 elections.

Resolution No. 2019-xx

**RESOLUTION DESIGNATING POLLING PLACE
FOR ELECTION PRECINCT**

WHEREAS, according to Minnesota Statute Section 204B.16, Subd.1, by December 31 of each year, the governing body of each municipality must designate by ordinance or resolution a polling place for each election precinct; and

WHEREAS, the polling places designated in the ordinance or resolution are the polling places for the following calendar year; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Osseo, Hennepin County, Minnesota, hereby designates the polling place and voting precinct as follows:

Precinct 1 (Osseo Community Center, 415 Central Avenue)

All of the City of Osseo in its entirety

CITY OF OSSEO

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Payments

Current Period: AUGUST 2019

Batch Name	8/29/19CCPMT	User Dollar Amt	\$1,864.49	
	Payments	Computer Dollar Amt	\$1,864.49	
			\$0.00	In Balance
Refer	8247 PREMIER BANK	Ck# 001919E	8/29/2019	
Cash Payment	E 101-41110-260 EDUCATION/MEETING	MN STATE COLLEGES-MUNICIPAL CLERKS		\$115.00
		ADVANCED ACADEMY-LARSON		
Invoice				
Cash Payment	E 101-41110-260 EDUCATION/MEETING	MN STATE COLLEGES-MUNICIPAL CLERKS		-\$85.00
		ACADEMY REFUND		
Invoice				
Cash Payment	E 115-41900-211 OPERATIONS	COSTCO-2 TABLES FOR EVENTS		\$107.10
Invoice				
Cash Payment	E 101-41900-404 NIGHT TO UNITE	FROGGY HOPS-INFLATABLES FOR NIGHT		\$75.32
		TO UNITE		
Invoice				
Cash Payment	E 101-41900-201 OFFICE OPERATIONS	COSTCO-PAPER PLATES,CUTLERY		\$41.69
Invoice				
Cash Payment	E 101-42350-215 CENTRAL AVENUE ST	DOG WASTE DEPOT-DOG WASTE		\$712.22
		STATIONS/BAGS		
Invoice				
Cash Payment	E 240-41700-211 OPERATIONS	MSFT-M365 LICENSES		\$88.70
Invoice				
Cash Payment	E 240-41700-211 OPERATIONS	MSFT-EMAIL STORAGE		\$546.33
Invoice				
Cash Payment	E 240-41700-211 OPERATIONS	MSFT-M365 LICENSE		\$8.87
Invoice				
Cash Payment	E 101-41900-321 TELECOMMUNICATION	AMAZON-PD EMPLOYEE PHONE CASES		\$49.44
Invoice				
Cash Payment	E 101-41900-201 OFFICE OPERATIONS	AMAZON-DISHWAND		\$13.89
Invoice				
Cash Payment	E 101-41900-321 TELECOMMUNICATION	AMAZON-PD EMPLOYEE PHONE CASE		\$48.33
Invoice				
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	MISTER CAR WASH-SQUAD CAR WASHES		\$23.00
Invoice				
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	MISTER CAR WASH-SQUAD CAR WASHES		\$23.00
Invoice				
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	MISTER CAR WASH-SQUAD CAR WASHES		\$23.00
Invoice				
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	MISTER CAR WASH-SQUAD CAR WASHES		\$23.00
Invoice				
Cash Payment	E 101-41900-211 OPERATIONS	AMAZON-REFUND FOR SALES TAX ON 11		-\$35.33
		PURCHASES		
Invoice				
Cash Payment	E 101-42350-215 CENTRAL AVENUE ST	MILLS FLEET FARM-POLYURETHANE		\$21.46
Invoice				
Cash Payment	E 101-42350-211 OPERATIONS	MILLS FLEET FARM-Z-TURN MOWER PART		\$53.74
Invoice				
Cash Payment	E 101-42350-215 CENTRAL AVENUE ST	MILLS FLEET FARM-CRACK FILLER		\$10.73
Invoice				
Transaction Date	8/29/2019	PREMIER CHECKIN 10100	Total	\$1,864.49

CITY OF OSSEO
Payments

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Current Period: AUGUST 2019

Fund Summary

	10100 PREMIER CHECKING	
101 GENERAL FUND		\$1,113.49
115 POLICE DONATIONS/EXPENSES		\$107.10
240 CABLE GRANTS		\$643.90
		<hr/>
		\$1,864.49

Pre-Written Checks	\$1,864.49
Checks to be Generated by the Computer	\$0.00
	<hr/>
Total	\$1,864.49

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Payments

Current Period: SEPTEMBER 2019

Batch Name	9-11-19MERCH	User Dollar Amt	\$1,003.18	
	Payments	Computer Dollar Amt	\$1,003.18	
			\$0.00	In Balance
Refer	8248 REVTRAK	Ck# 001925E	9/11/2019	
Cash Payment	E 101-41800-211 OPERATIONS	AUGUST REVTRAK FEES		\$30.87
Invoice				
Cash Payment	E 101-41550-300 FINANCIAL SERVICES	AUGUST REVTRAK FEES		\$9.29
Invoice				
Cash Payment	E 101-41550-300 FINANCIAL SERVICES	AUGUST REVTRAK FEES		\$214.41
Invoice				
Cash Payment	E 101-42350-212 GATEWAY SIGN OPER	AUGUST REVTRAK FEES		\$39.83
Invoice				
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	AUGUST REVTRAK FEES		\$236.26
Invoice				
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	AUGUST REVTRAK FEES		\$236.26
Invoice				
Cash Payment	E 604-49400-310 OTHER PROFESSIONA	AUGUST REVTRAK FEES		\$236.26
Invoice				
Transaction Date	9/11/2019	PREMIER CHECKIN	10100	Total \$1,003.18

Fund Summary

	10100 PREMIER CHECKING	
101 GENERAL FUND		\$294.40
601 WATER FUND		\$236.26
602 SEWER FUND		\$236.26
604 STORM WATER FUND		\$236.26
		\$1,003.18

Pre-Written Checks	\$1,003.18
Checks to be Generated by the Computer	\$0.00
Total	\$1,003.18

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Payments

Current Period: SEPTEMBER 2019

Batch Name	9-25PR ECKS	User Dollar Amt	\$33,441.61	
	Payments	Computer Dollar Amt	\$33,441.61	
			\$0.00	In Balance
Refer	8180 <i>EFTPS</i>	Ck# 001911E 9/26/2019		
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	9-25-19 PAYROLL		\$7,236.49
Invoice	27096690396136			
Cash Payment	G 101-21703 FICA WITHHOLDING	9-25-19 PAYROLL		\$5,626.26
Invoice	27096690396136			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$12,862.75
Refer	8183 <i>EMPOWER- MSRS DFC</i>	Ck# 001915E 9/27/2019		
Cash Payment	G 101-21705 DEFFERED COMP	9-25-19 PAYROLL		\$50.00
Invoice	787515811			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$50.00
Refer	8181 <i>MN DEPT OF REVENUE</i>	Ck# 001913E 9/26/2019		
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	9-25-19 PAYROLL		\$35.00
Invoice	1-613-297-696			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$35.00
Refer	8182 <i>MN DEPT OF REVENUE</i>	Ck# 001914E 9/26/2019		
Cash Payment	G 101-21702 STATE WITHHOLDING	9-25-19 PAYROLL		\$2,897.09
Invoice	0-739-653-664			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$2,897.09
Refer	8178 <i>PEIP</i>	Ck# 001910E 9/24/2019		
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 MED/DENTAL PREMIUM		\$5,051.63
Invoice	880689 9/10/2019			
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 MED/DENTAL PREMIUM		\$1,527.42
Invoice	880689 9/10/2019			
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 MED/DENTAL PREMIUM		\$1,762.84
Invoice	880689 9/10/2019			
Cash Payment	G 101-21706 MEDICAL/DENTAL/LIFE/LT	OCTOBER 2019 MED/DENTAL PREMIUM		\$369.13
Invoice	880689 9/10/2019			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$8,711.02
Refer	8179 <i>PERA</i>	Ck# 001912E 9/26/2019		
Cash Payment	G 101-21704 PERA	9-25-19 PAYROLL		\$8,885.75
Invoice	SOMPER000527			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$8,885.75

Fund Summary

	10100 PREMIER CHECKING	
101 GENERAL FUND	\$33,441.61	
	\$33,441.61	

Pre-Written Checks	\$33,441.61
Checks to be Generated by the Computer	\$0.00
Total	\$33,441.61

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Payments

Current Period: OCTOBER 2019

Batch Name	10/14/19CKS	User Dollar Amt	\$631,121.01	
	Payments	Computer Dollar Amt	\$631,121.01	
			\$0.00	In Balance
Refer	8241 ACTION FLEET LLC	-		
Cash Payment	E 110-41920-520 CAPITAL OUTLAY	FD UTILITY II LIGHTS,SIRENS,RADIO CONNECTIONS		\$9,736.44
Invoice	12686	9/26/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$9,736.44
Refer	8192 AFFORDABLE SANITATION INC	-		
Cash Payment	E 101-42301-312 PROGRAMMING	SUMMER YOUTH REC PROGRAM PROTABLE TOILETS-SEPT		\$76.00
Invoice	3574	10/1/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$76.00
Refer	8193 AFFORDABLE SANITATION INC	-		
Cash Payment	E 101-42350-211 OPERATIONS	SIPE PARK PORTABLE TOILET-SEPT		\$104.00
Invoice	3573	10/1/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$104.00
Refer	8194 AFFORDABLE SANITATION INC	-		
Cash Payment	E 101-42350-211 OPERATIONS	BAND SHELL PORTABLE TOILET-SEPT		\$76.00
Invoice	3572	10/1/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$76.00
Refer	8209 ALAM, MEFTAHU	-		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND CANCELLED 8/3/19 COMM CENTER RENTAL-DEPOSIT		\$250.00
Invoice				
Cash Payment	R 101-36001 COMMUNITY CENTER REN	REFUND CANCELLED 8/3/19 COMM CENTER RENT		\$200.00
Invoice				
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$450.00
Refer	8213 ASPEN EXTERIORS	-		
Cash Payment	G 101-20222 BUILDING INSPECTIONS P	REFUND PERMIT #2019-248		\$32.00
Invoice				
Cash Payment	E 101-41940-305 INSPECTION SERVICE	REFUND PERMIT #2019-248		-\$32.00
Invoice				
Cash Payment	R 101-32101 BUILDING PERMITS	REFUND PERMIT #2019-248		\$100.00
Invoice				
Cash Payment	G 101-20801 BUILDING PERMIT SURCH	REFUND PERMIT #2019-248		\$1.00
Invoice				
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$101.00
Refer	8208 ASPEN MILLS INC	-		
Cash Payment	E 101-41900-218 UNIFORMS/GEAR	STEVIRIN VEST CARRIER-MORTINSON		\$199.00
Invoice	243816	9/17/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$199.00
Refer	8258 ASTECH CORP	-		
Cash Payment	E 407-42000-529 STREET IMPROVEMEN	PYMT 2-2019 STREEY&ALLEY RECON PROJECT		\$567,906.90
Invoice	2	10/2/2019		

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Payments

Current Period: OCTOBER 2019

Cash Payment	G 407-20610 RETAINAGE PAYABLE	PYMT 2-2019 STREEY&ALLEY RECON PROJECT			- \$28,395.33
Invoice 2	10/2/2019				
Transaction Date	10/9/2019	PREMIER CHECKIN	10100	Total	\$539,511.55
Refer	8218 BRANCH 9 NALC	-			
Cash Payment	R 101-36001 COMMUNITY CENTER REN	REFUND CANCELLED 10/3/19 COMM CENTER RENTAL			\$30.00
Invoice					
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND CANCELLED 10/3/19 COMM CENTER RENTAL			\$250.00
Invoice					
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$280.00
Refer	8237 BROADWAY RENTAL	-			
Cash Payment	E 101-42350-211 OPERATIONS	AERATOR RENTAL			\$52.25
Invoice 1261392	9/24/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$52.25
Refer	8250 BRUCE BECK PAINTING ETC	-			
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	PAINTING-417 1ST AVE NE			\$1,450.00
Invoice 1179	9/18/2019				
Transaction Date	10/9/2019	PREMIER CHECKIN	10100	Total	\$1,450.00
Refer	8235 CENTERPOINT ENERGY	-			
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	25 4TH ST NE GAS SVC-AUGUST			\$13.16
Invoice					
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$13.16
Refer	8236 CENTERPOINT ENERGY	-			
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE GAS SVC-AUGUST			\$12.78
Invoice	9/3/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$12.78
Refer	8199 CINTAS - UNIFORMS AND RUGS	-			
Cash Payment	E 101-41700-211 OPERATIONS	CITY HALL RUG SVC			\$14.40
Invoice 4031531742	10/2/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$14.40
Refer	8200 CINTAS - UNIFORMS AND RUGS	-			
Cash Payment	E 101-42000-211 OPERATIONS	PW RUG SVC			\$12.06
Invoice 4031531661	10/2/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$12.06
Refer	8204 CINTAS - UNIFORMS AND RUGS	-			
Cash Payment	E 101-41900-201 OFFICE OPERATIONS	PD RUG SVC			\$6.24
Invoice 4029479901	9/5/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$6.24
Refer	8234 COMCAST - CALIFORNIA	-			
Cash Payment	E 101-42000-321 TELECOMMUNICATION	SEPT 2019 SVC-PW			\$174.98
Invoice 20190918	9/18/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$174.98
Refer	8256 COMCAST - CALIFORNIA	-			

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Payments

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Current Period: OCTOBER 2019

Cash Payment	E 101-41700-321 TELECOMMUNICATION	OCT 2019 SVC-CH			\$363.94
Invoice	9/24/2019				
Transaction Date	10/9/2019	PREMIER CHECKIN	10100	Total	\$363.94
Refer	8259 COMCAST - CALIFORNIA	-			
Cash Payment	E 101-41700-321 TELECOMMUNICATION	OCT 2019 SVC-CH			\$20.01
Invoice	9/27/2019				
Transaction Date	10/9/2019	PREMIER CHECKIN	10100	Total	\$20.01
Refer	8233 COMMERCIAL ASPHALT CO	-			
Cash Payment	E 101-42000-224 STREET MAINTENANC	55.69TONS HOTMIX			\$896.79
Invoice 190915	9/15/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$896.79
Refer	8245 COVERALL	-			
Cash Payment	E 101-41700-317 CLEANING SERVICE	SEPTEMBER CLEANING SVCS			\$409.00
Invoice 7070267627	9/1/2019				
Cash Payment	E 101-41700-317 CLEANING SERVICE	SEPTEMBER CLEANING SVCS			\$63.00
Invoice 7070267627	9/1/2019				
Cash Payment	E 101-41700-317 CLEANING SERVICE	SEPTEMBER CLEANING SVCS			\$45.00
Invoice 7070267627	9/1/2019				
Cash Payment	E 101-41700-317 CLEANING SERVICE	SEPTEMBER CLEANING SVCS			\$279.00
Invoice 7070267627	9/1/2019				
Cash Payment	E 101-41800-317 CLEANING SERVICE	SEPTEMBER CLEANING SVCS			\$125.00
Invoice 7070267627	9/1/2019				
Cash Payment	E 101-41700-317 CLEANING SERVICE	SEPTEMBER CLEANING SVCS			\$54.00
Invoice 7070267627	9/1/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$975.00
Refer	8187 DEHMER FIRE PROTECTION LLC	-			
Cash Payment	E 101-41700-211 OPERATIONS	CITY HALL FIRE EXTINGUISHER MAINT			\$75.00
Invoice 8607	9/29/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$75.00
Refer	8188 DEHMER FIRE PROTECTION LLC	-			
Cash Payment	E 101-42000-211 OPERATIONS	PUB WORKS FIRE EXTINGUISHER MAINT			\$186.00
Invoice 8604	9/29/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$186.00
Refer	8189 DEHMER FIRE PROTECTION LLC	-			
Cash Payment	E 101-41900-211 OPERATIONS	PD FIRE EXTINGUISHER MAINT			\$33.75
Invoice 8606	9/29/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$33.75
Refer	8190 DEHMER FIRE PROTECTION LLC	-			
Cash Payment	E 101-41920-211 OPERATIONS	FD FIRE EXTINGUISHER MAING			\$75.00
Invoice 8605	9/29/2019				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total	\$75.00
Refer	8266 EFTPS	Ck# 001923E 10/9/2019			
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	10/9/19 PAYROLL			\$4,100.35
Invoice 27096824236647	10/9/2019				
Cash Payment	G 101-21703 FICA WITHHOLDING	10/9/19 PAYROLL			\$4,793.96
Invoice 27096824236647	10/9/2019				

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Payments

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Current Period: OCTOBER 2019

Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$8,894.31
Refer	8284 E-KIT TRAINING	-		
Cash Payment	E 101-41900-260 EDUCATION/MEETING	10/2/19 FIELD SEARCH SOFTWARE CERT TRAINING-KINTZI		\$375.00
Invoice	10219-6	9/16/2019		
Transaction Date	10/10/2019	PREMIER CHECKIN 10100	Total	\$375.00
Refer	8268 EMPOWER- MSRS DFC	Ck# 001924E 10/9/2019		
Cash Payment	G 101-21705 DEFERRED COMP	10/9/19 PAYROLL		\$50.00
Invoice	790124202	10/9/2019		
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$50.00
Refer	8260 FINKEN WATER	-		
Cash Payment	E 101-41110-410 LEASES/RENTALS	OCT WATER COOLER RENTAL		\$13.00
Invoice	1166210	10/1/2019		
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$13.00
Refer	8261 FINKEN WATER	-		
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	OCTOBER WATER SOFTENER RENTAL-17 4TH ST NE		\$15.00
Invoice	1166211	10/1/2019		
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$15.00
Refer	8242 FIRE INSTRUCTION RESCUE EDU	-		
Cash Payment	E 101-41920-261 FIRE TRAINING - REIM	9/19/19 CAR FIRE TRNG		\$700.00
Invoice	4165	9/19/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$700.00
Refer	8269 FIRE INSTRUCTION RESCUE EDU	-		
Cash Payment	E 101-41920-260 EDUCATION/MEETING	10/3/19 HAZMAT DECON TRAINING		\$500.00
Invoice	4179	10/3/2019		
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$500.00
Refer	8184 FURTHER - FORMERLY SELECTAC	Ck# 001916E 10/1/2019		
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	9/25/19 PAYROLL		\$1,539.00
Invoice	9/25/19PR			
Transaction Date	9/24/2019	PREMIER CHECKIN 10100	Total	\$1,539.00
Refer	8262 FURTHER - FORMERLY SELECTAC	Ck# 001920E 10/11/2019		
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	10/9/19 PAYROLL		\$1,464.00
Invoice	10/9/19PR	10/9/2019		
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$1,464.00
Refer	8191 GOPHER STATE ONE CALL, INC.	-		
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	SEPTEMBER LOCATES		\$24.97
Invoice	9090655	9/30/2019		
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	SEPTEMBER LOCATES		\$24.98
Invoice	9090655	9/30/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$49.95
Refer	8220 GROEN, GARY A.	-		
Cash Payment	E 101-41550-301 ACCOUNTING/AUDITIN	8/1-9/30/19 FINANCIAL CONSULTING		\$1,005.00
Invoice				
Cash Payment	E 601-49400-301 ACCOUNTING/AUDITIN	8/1-9/30/19 FINANCIAL CONSULTING		\$402.00
Invoice				

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Cash Payment	E 602-49400-301 ACCOUNTING/AUDITIN	8/1-9/30/19 FINANCIAL CONSULTING		\$402.00
Invoice				
Cash Payment	E 604-49400-301 ACCOUNTING/AUDITIN	8/1-9/30/19 FINANCIAL CONSULTING		\$201.00
Invoice				
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$2,010.00
Refer	8272 HENN CO INFO TECH	-		
Cash Payment	E 101-41920-220 RADIO COMMUNICATI	FD SEPT RADIO FEES		\$706.81
Invoice ITC0001144	10/3/2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$706.81
Refer	8231 HOLICKY BROS INC	-		
Cash Payment	E 101-42000-250 SNOW MANAGEMENT	3.75TONS ADD'L SALT PURCHASED		\$386.26
Invoice	9/12/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$386.26
Refer	8249 ICMA RETIREMENT CORPORATIO	-		
Cash Payment	G 101-21705 DEFFERED COMP	9-25-19 PAYROLL		\$480.65
Invoice 204134	9/25/2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$480.65
Refer	8263 ICMA RETIREMENT CORPORATIO	-		
Cash Payment	G 101-21705 DEFFERED COMP	10/9/19 PAYROLL		\$480.65
Invoice 211691	10/9/2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$480.65
Refer	8212 JAZZERCISE	-		
Cash Payment	E 101-42300-312 PROGRAMMING	AUGUST 2019 JAZZERCISE INSTRUCTOR		\$315.00
Invoice				
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$315.00
Refer	8280 KENNEDY & GRAVEN, CHARTERE	-		
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	AUGUST LEGAL SVCS-ADMIN		\$1,554.35
Invoice 150506	9/25/2019			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	AUGUST LEGAL SVCS-PZ		\$932.61
Invoice 150506	9/25/2019			
Cash Payment	E 101-41500-211 OPERATIONS	AUGUST LEGAL SVCS-EXPENSES		\$25.20
Invoice 150506	9/25/2019			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	AUGUST LEGAL SVCS-PERSONNEL POLICY UPDATES		\$66.00
Invoice 150506	9/25/2019			
Transaction Date	10/10/2019	PREMIER CHECKIN 10100	Total	\$2,578.16
Refer	8281 KENNEDY & GRAVEN, CHARTERE	-		
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY LEGAL SVCS-ADMIN		\$1,572.41
Invoice 149985	8/26/2019			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY LEGAL SVCS-PZ		\$616.40
Invoice 149985	8/26/2019			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY LEGAL SVCS-PD		\$201.27
Invoice 149985	8/26/2019			
Cash Payment	E 101-41500-211 OPERATIONS	JULY LEGAL SVCS-EXPENSES		\$66.64
Invoice 149985	8/26/2019			

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Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY LEGAL SVCS-PERSONNEL POLICY UPDATES		\$371.25
Invoice 149985	8/26/2019			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY LEGAL SVCS-WILEY PROP DONATION		\$1,720.00
Invoice 149985	8/26/2019			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	JULY LEGAL SVCS-SPECIAL MEETINGS		\$412.50
Invoice 149985	8/26/2019			
Transaction Date	10/10/2019	PREMIER CHECKIN 10100	Total	\$4,960.47
Refer	8271 KENTCO SIGNS	-		
Cash Payment	E 110-41920-520 CAPITAL OUTLAY	FD UTILITY II LETTERING & STRIPING		\$938.00
Invoice 26255	10/1/2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$938.00
Refer	8217 LARSON, CASSANDRA (524 4TH)	-		
Cash Payment	E 101-42301-450 REFUND/ REIMBURSE	RECREATION REBATE-RAMSTAD		\$150.00
Invoice				
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$150.00
Refer	8223 LARSON, LEANN	-		
Cash Payment	E 101-41110-322 POSTAL/DELIVERY SE	OVERNIGHT POSTAGE TO EHLERS		\$25.60
Invoice	9/23/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$25.60
Refer	8251 LAW ENFORCE LABOR SERVICE I	-		
Cash Payment	G 101-21708 UNION DUES	SEPT 2019 DUES		\$255.00
Invoice SEPT2019				
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$255.00
Refer	8207 LAW ENFORCEMENT TECH GROU	-		
Cash Payment	E 101-41900-302 IT SERVICE	LETG ANNUAL SOFTWARE MAINTENANCE		\$85.00
Invoice 250524	9/30/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$85.00
Refer	8225 LOFFLER COMPANIES INC-OC09	-		
Cash Payment	E 101-41110-410 LEASES/RENTALS	7/1-9/30/19 COPIER USAGE		\$314.47
Invoice 3230531	10/1/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$314.47
Refer	8239 MAPLE GROVE, CITY OF	-		
Cash Payment	E 601-49400-385 PURCHASED WATER	5,823GAL WATER PURCHASED-AUGUST		\$9,464.70
Invoice 20172	9/9/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$9,464.70
Refer	8282 MCNAMARA, JODY	-		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	10/5/19 COMM CENTER DEPOSIT REFUND		\$250.00
Invoice				
Transaction Date	10/10/2019	PREMIER CHECKIN 10100	Total	\$250.00
Refer	8195 MENARDS-BROOKLYN PARK	-		
Cash Payment	E 101-41700-211 OPERATIONS	CLEANING SUPPLIES		\$34.41
Invoice 92004	9/27/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$34.41
Refer	8197 MENARDS-BROOKLYN PARK	-		

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Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE RENTAL PROPERTY SUPPLIES	\$203.75
Invoice 92313	10/1/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$203.75
Refer	8228 MENARDS-BROOKLYN PARK	-	
Cash Payment	E 101-42000-211 OPERATIONS	WASHERS,511 SPRAY,NUTS,BOLTS,LUMBER	\$94.05
Invoice 91371	9/17/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$94.05
Refer	8283 MENARDS-BROOKLYN PARK	-	
Cash Payment	E 602-49400-211 OPERATIONS	CIRCUIT BREAKER FOR LIFT STATION	\$39.97
Invoice 85916	6/26/2019		
Transaction Date	10/10/2019	PREMIER CHECKIN 10100	Total \$39.97
Refer	8240 METRO COUNCIL - SAC	-	
Cash Payment	G 602-21520 DUE TO OTHER GOVT UNI	3RD QTR 2019 SAC	\$2,485.00
Invoice 20191001	10/1/2019		
Cash Payment	R 602-37501 MET COUNCIL SAC DISCO	3RD QTR 2019 SAC DISCOUNT	-\$24.85
Invoice 20191001	10/1/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$2,460.15
Refer	8198 METRO SALES INC	-	
Cash Payment	E 101-42000-211 OPERATIONS	PW COPIER Q3	\$70.89
Invoice INV1431551	9/23/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$70.89
Refer	8222 METRO SALES INC	-	
Cash Payment	E 101-41900-410 LEASES/RENTALS	PD COPIER LEASE	\$73.04
Invoice INV1427562	9/17/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$73.04
Refer	8221 MINNEAPOLIS, CITY OF	-	
Cash Payment	E 101-41900-314 PAWN TRANSACTION	TC PAWN APS TRANS FEES-AUGUST	\$211.50
Invoice 400451003259	9/23/2019		
Cash Payment	E 101-41900-314 PAWN TRANSACTION	TC PAWN APS TRANS FEES-JULY	\$3.60
Invoice 400451003199-2	8/21/2019		
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$215.10
Refer	8257 MINNESOTA LIFE INS CO	-	
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 PREMIUM	\$35.00
Invoice 92630041	9/20/2019		
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 PREMIUM	\$20.00
Invoice 92630041	9/20/2019		
Cash Payment	E 101-41650-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 PREMIUM	\$5.00
Invoice 92630041	9/20/2019		
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD INS	OCTOBER 2019 PREMIUM	\$15.00
Invoice 92630041	9/20/2019		
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	OCTOBER 2019 PREMIUM	\$82.50
Invoice 92630041	9/20/2019		
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total \$157.50
Refer	8186 MN DEPT OF LABOR & INDUSTRY	-	
Cash Payment	G 101-20801 BUILDING PERMIT SURCH	3RD QTR 2019 BLDG PERMIT SURCHARGE	\$735.60
Invoice SEPT053175201	10/8/2019		

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Cash Payment	R 101-32101 BUILDING PERMITS	3RD QTR 2019 BLDG PERMIT RETENTION	-\$29.42
Invoice	SEPT053175201	10/8/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$706.18
Refer	8264 MN DEPT OF REVENUE	Ck# 001922E 10/9/2019	
Cash Payment	G 101-21702 STATE WITHHOLDING	10/9/19 PAYROLL	\$1,895.07
Invoice	1-177-953-312	10/9/2019	
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total \$1,895.07
Refer	8265 MN DEPT OF REVENUE	Ck# 001921E 10/9/2019	
Cash Payment	G 101-21702 STATE WITHHOLDING	10/9/19 PAYROLL	\$35.00
Invoice	2-072-560-672	10/9/2019	
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total \$35.00
Refer	8270 MN FIRE SERVICE CERT BOARD	-	
Cash Payment	E 101-41920-260 EDUCATION/MEETING	2019 FIREFIGHTER RECERT FEES	\$125.00
Invoice	7230	9/26/2019	
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total \$125.00
Refer	8216 MN SECRETARY OF STATE - NOT	-	
Cash Payment	E 101-41110-255 DUES/MEMBERSHIP	NOTARY APPLICATION-ABTS	\$120.00
Invoice			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$120.00
Refer	8227 NAPA-COTTENS OSSEO	-	
Cash Payment	E 101-41900-217 VEHICLE REPAIRS/MAI	PD SQUAD LIGHT BULBS	\$9.45
Invoice	860528	9/30/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$9.45
Refer	8238 NAPA-COTTENS OSSEO	-	
Cash Payment	E 101-42000-211 OPERATIONS	WINDSHIELD WASH FLUID	\$44.40
Invoice	856269	9/19/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$44.40
Refer	8211 NUNEZ, ERICK	-	
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND 9/21/19 COMM CENTER DAMAGE DEPOSIT	\$250.00
Invoice			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$250.00
Refer	8224 PAUL BAERTSCHI P.A.	-	
Cash Payment	E 101-41500-306 LEGAL SERVICE - PRO	SEPT 2019 PROSECUTION SVCS	\$1,200.00
Invoice		10/1/2019	
Cash Payment	E 101-41500-211 OPERATIONS	SEPT 2019 PROSECUTION SVCS	\$76.85
Invoice		10/1/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$1,276.85
Refer	8201 PERA	Ck# 001918E 10/8/2019	
Cash Payment	G 101-21704 PERA	10-9-19 PAYROLL	\$8,986.49
Invoice	SOMPER000528	10/7/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total \$8,986.49
Refer	8185 PITNEY BOWES - POSTAGE	Ck# 001917E 10/4/2019	
Cash Payment	E 101-41700-211 OPERATIONS	PITNEY BOWES MAIL MACHINE FEES	\$906.94
Invoice			

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Transaction Date	10/4/2019	PREMIER CHECKIN 10100	Total	\$906.94
Refer	8202 PRIME ADVERTISING & DESIGN IN	-		
Cash Payment	E 240-41700-211 OPERATIONS	OCT 2019 WEBSITE HOSTING		\$100.00
Invoice	70001 10/12/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$100.00
Refer	8205 PRO-TECH SECURITY SYSTEMS	-		
Cash Payment	E 101-41900-201 OFFICE OPERATIONS	SECURITY BACKUP BATTERY		\$105.00
Invoice	9/10/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$105.00
Refer	8203 RADCO TRUCK ACCESSORY CEN	-		
Cash Payment	E 110-41920-520 CAPITAL OUTLAY	FD 2019 FORD F250-UTILITY II TRUCK TOPPER&SLIDE-OUT BED		\$4,716.85
Invoice	BLN-58120-01 9/12/2019			
Transaction Date	10/8/2019	PREMIER CHECKIN 10100	Total	\$4,716.85
Refer	8279 REVTRAK	Ck# 001926E 10/8/2019		
Cash Payment	E 101-41800-211 OPERATIONS	SEPT 2019 MERCHANT FEES		\$57.02
Invoice	SEPT2019			
Cash Payment	E 101-41550-300 FINANCIAL SERVICES	SEPT 2019 MERCHANT FEES		\$15.00
Invoice	SEPT2019			
Cash Payment	E 101-41550-300 FINANCIAL SERVICES	SEPT 2019 MERCHANT FEES		\$419.38
Invoice	SEPT2019			
Cash Payment	E 101-41110-311 RENTAL INSPECTION	SEPT 2019 MERCHANT FEES		\$53.51
Invoice	SEPT2019			
Cash Payment	E 101-42350-212 GATEWAY SIGN OPER	SEPT 2019 MERCHANT FEES		\$45.62
Invoice	SEPT2019			
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	SEPT 2019 MERCHANT FEES		\$118.60
Invoice	SEPT2019			
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	SEPT 2019 MERCHANT FEES		\$118.60
Invoice	SEPT2019			
Cash Payment	E 604-49400-310 OTHER PROFESSIONA	SEPT 2019 MERCHANT FEES		\$118.60
Invoice	SEPT2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$946.33
Refer	8274 RWL INSPECTION SERVICE	-		
Cash Payment	E 101-41110-310 OTHER PROFESSIONA	3RD QTR 2019 INSPECTIONS		\$7,065.00
Invoice	10/9/2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$7,065.00
Refer	8253 SERVICEMASTER	-		
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE CARPET CLEANING		\$260.00
Invoice	J019560 9/27/2019			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$260.00
Refer	8254 SHI INTERNATIONAL CORP	-		
Cash Payment	E 240-41700-211 OPERATIONS	5 LENOVO THINK PADS		\$4,845.00
Invoice	B08252288 5/18/2018			
Transaction Date	10/9/2019	PREMIER CHECKIN 10100	Total	\$4,845.00
Refer	8232 SIPE BROS. INC.	-		

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Cash Payment	E 204-42390-352 TROLLEY OPERATION	FUEL PURCHASES-TROLLEY		\$8.06
Invoice	8/31/19	STMT	8/31/2019	
Cash Payment	E 101-42350-216 FUEL - VEHICLE/EQUIP	FUEL PURCHASES-MOWER		\$71.26
Invoice	8/31/19	STMT	8/31/2019	
Cash Payment	E 101-41920-216 FUEL - VEHICLE/EQUIP	FUEL PURCHASES-FIRE E11		\$51.67
Invoice	8/31/19	STMT	8/31/2019	
Cash Payment	E 101-42000-216 FUEL - VEHICLE/EQUIP	FUEL PURCHASES-PW		\$158.94
Invoice	8/31/19	STMT	8/31/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total \$289.93
Refer	8226	TIMESAVER OFF SITE SECRETARI	-	
Cash Payment	E 101-41650-307 RECORDING SERVICE	9/16/19 PLANNING COMMISSION MTG		\$180.00
Invoice	M25103		10/2/2019	
Cash Payment	E 101-41000-307 RECORDING SERVICE	9/23/19 COUNCIL & WORKSESSION MTGS		\$284.00
Invoice	M25103		10/2/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total \$464.00
Refer	8255	TOKLE INSPECTION INC	-	
Cash Payment	G 101-20221 ELECTRICAL INSPECTION	SEPT 2019 ELECTRICAL INSPECTIONS		\$1,974.40
Invoice			10/2/2019	
Transaction Date	10/9/2019	PREMIER CHECKIN	10100	Total \$1,974.40
Refer	8210	TOPLINE FEDERAL CREDIT UNION	-	
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND 9/23/19 COMM CENTER DAMAGE DEPOSIT		\$250.00
Invoice				
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total \$250.00
Refer	8196	TWIN CITY WATER CLINIC INC.	-	
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	SEPT 2019 WATER SAMPLES		\$60.00
Invoice	13695		9/30/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total \$60.00
Refer	8230	XCEL ENERGY	-	
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE SVCS 8/29-9/3/19		\$68.88
Invoice	652619439		9/5/2019	
Transaction Date	10/8/2019	PREMIER CHECKIN	10100	Total \$68.88
Refer	8252	ZEROREZ	-	
Cash Payment	E 101-41800-317 CLEANING SERVICE	COMM CENTER CARPET CLEANING		\$375.00
Invoice	453165		9/27/2019	
Transaction Date	10/9/2019	PREMIER CHECKIN	10100	Total \$375.00

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Fund Summary

	10100 PREMIER CHECKING	
101 GENERAL FUND		\$55,805.97
110 CIP EQUIPMENT		\$15,391.29
204 TROLLEY		\$8.06
205 PARK DEDICATION		\$2,023.57
240 CABLE GRANTS		\$4,945.00
407 2019 STREET IMPROVEMENT		\$539,511.55
601 WATER FUND		\$10,070.27
602 SEWER FUND		\$3,045.70
604 STORM WATER FUND		\$319.60
		<hr/>
		\$631,121.01

Pre-Written Checks	\$24,717.14
Checks to be Generated by the Computer	\$606,403.87
	<hr/>
Total	\$631,121.01

VOLUNTEERS NEEDED



Help Plant Fruit Trees at the



Osseo Orchard

800 2nd Street SE, Osseo

Tues., Oct.15 *from* 8:30-10:30 am

Supplies, instruction, & refreshments provided

Kindly RSVP at DiscoverOsseo.com/tree-planting or 763-425-1454

Upcoming Event

HALLOWEEN MOVIE **by Osseo Lions**

**Movie in the
Park
Fri., Oct. 25
7:00 pm**



Sponsor:



DiscoverOsseo.com/Events

Lions Halloween Party

Saturday Before Halloween

Osseo Community Center

11A - 1P

**FREE Games, Activities, Photos,
Trick'or'Treating & More!**

The Trick'or'Treat TOUR will start
at City Hall SHARPLY at 11 AM!

**COLLECTING
School Supply
Donations***

***This Year's Beneficiary is
Home Free**

A Domestic Violence Shelter in
Hennepin County

*SEE BACK for a list of requested items in need
or visit our event online & on Facebook*



www.osseolions.org

Home Free

is in need of the following items:

- Toothbrushes
- Tooth paste
- Women's deodorant
- Skincare lotions
- Feminine products, (Tampons & sanitary pads)
- Comb & brushes
- Baby lotion
- Children's shampoo
- Infant wipes
- Diapers (sizes 4 & 5)

Contact Lion Mark Weidenbach for additional information regarding other possible donation items.

EMAIL: osseohalloween@gmail.com

