

**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
September 14, 2020**

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 14, 2020. Due to the COVID-19 pandemic this meeting was held virtually.

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, Community Management Coordinator Joe Amerman, and City Attorney Mary Tietjen.

Others present: None.

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 Stelmach, seconded by Johnson, to accept the Agenda as presented. A roll call vote was taken. The motion carried 5-0.**

5. CONSENT AGENDA

- A. Approve Council Minutes of August 24
- B. Approve Council Work Session Minutes of August 24
- C. Receive July Hockey Association Gambling Report
- D. Approve Council Work Session Minutes of August 31
- E. Receive August Building Report
- F. Approve Yellow Tree Theatre Bandshell Waiver Request
- G. Approve Posting for Seasonal Public Works Winter Position
- H. Receive July Legion Gambling Report
- I. Receive August Fire Relief Gambling Report

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

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. UPDATE ON 2020-2021 DISTRICT 279 SCHOOL YEAR – Cory McIntyre, Osseo School District Superintendent

District 279 Superintendent Cory McIntyre provided the Council with an update on the 2020-2021 school year. He stated he has appreciated working with City officials over the past year. He shared information on how the school district was approaching safe learning for the upcoming school year and described the three learning models, which were in-person, hybrid, and distance learning. He commented on the efforts it has taken to build an online schooling option. He discussed how schools were to determine their safe learning model.

Superintendent McIntyre reported the Osseo School District began on Monday, September 14, with distance learning and this would continue through September 25. He noted over 21,000 devices had been deployed to students for distance learning. He explained starting September 28 the school district would move to a hybrid plus DLA model. He indicated his first and foremost concern was the health and safety of his staff and students. He thanked the community for their patience and resilience as the district has worked through its plans for the coming school year.

Johnson thanked Superintendent McIntyre for attending this meeting. He asked how the school district was going to address social distancing in hallways and lunchrooms. Superintendent McIntyre reported having 50% or fewer students within the building would assist with addressing social distancing. He commented further on how the school would be moving students through the building to assist with separating students.

Johnson questioned if students would be required to wear masks. Superintendent McIntyre stated all students in kindergarten and older would be required to wear masks.

Johnson inquired how bussing would be addressed. Superintendent McIntyre commented bussing was the largest hurdle for the school district to address. He discussed how bussing would be handled by the school district and noted all riders must wear masks.

Stelmach asked how the district was addressing after school activities. Superintendent McIntyre indicated this was a challenging area and understood these activities kept many students engaged in school. He reported football and volleyball have been pushed back to early spring. He stated the district would continue to evaluate activities as the school year goes on. He was hopeful that winter sports could be held for student athletes.

City Administrator Riley Grams thanked Superintendent McIntyre for attending and providing the Council with an update on the school year. Superintendent McIntyre stated he appreciated the partnership that had been built between the school district and the City of Osseo.

B. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Realife Cooperative of Osseo	\$300	Beautification
Harold E. & Gayle Johnson <i>(in memory of Westry Hendrickson, Lois Joyner, Arlene Nordby, Richard Scherber, Jody Slack, &amp; Ronald Welde)</i>	\$600	Beautification/Streetscape

Staff recommended the Council accept the donations.

**A motion was made by Stelmach, seconded by Hultstrom, to adopt Resolution No. 2020-xx accepting donations from Harold E. & Gayle Johnson and Realife Cooperative of Osseo. A roll call vote was taken. The motion carried 5-0.**

8. PUBLIC HEARINGS – None.
9. OLD BUSINESS – None.
10. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF SEPTEMBER 14, 2020

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable, received an update on the EDA COVID-19 Small Business Relief Grant Program, and received an update on the Osseo Urban Townhomes.

**A motion was made by Stelmach, seconded by Poppe, to confirm the EDA actions of September 14, 2020. A roll call vote was taken. The motion carried 5-0.**

B. APPROVE FIRST READING OF ORDINANCE FOR SPECIAL ASSESSMENTS

Grams stated the Council reviewed and updated the City's Special Assessment policy at its meeting on August 24. Additionally, the Council also directed staff to draft an ordinance pertaining to prepayment of special assessments. City Attorney Mary Tietjen crafted the proposed ordinance for Council consideration. The Council may approve the first reading of the ordinance, or waive the second reading and adopt the draft ordinance pertaining to prepayments of special assessments.

City Attorney Tietjen explained this Ordinance would officially adopt what the City has been doing in practice for some time now.

Johnson asked if the Council were to approve this Ordinance would a second reading be required. City Attorney Tietjen stated a second reading was not required if the Council chose to waive the second reading and adopt the ordinance.

**A motion was made by Johnson, seconded by Stelmach, to approve the First Reading and waive the Second Reading and adopt the Ordinance for Special Assessments. A roll call vote was taken. The motion carried 5-0.**

C. ADOPT PRELIMINARY 2021 CITY BUDGET AND TAX LEVY (Resolution)

Grams stated the City Council previously reviewed the preliminary 2021 budget developed by staff at a work session meeting on August 31. The recommendations made by the Council at the work session meeting have been incorporated into the proposed budget. Staff reviewed the 2021 budget schedule with the Council. It was noted the proposed 2021 City budget shows a balanced budget between expenditures and revenue. The total proposed expenditures budget for 2021 is \$2,903,811. This represents an increase of 3.22% over the 2020 adopted budget (\$90,544 total increase).

Grams reported in addition to approving the 2021 preliminary budget, the Council will also need to approve the General Fund Levy amount. This is the amount that the City needs to collect from tax paying properties within City limits to balance the preliminary budget. The proposed General Fund Levy and two General Obligation Bond amounts are:

General Fund Levy	\$1,717,828
General Obligation Bond 2016B	\$ 110,000
General Obligation Capital Improvement Bond 2010A	\$ 81,978

Grams explained the current expenditures budget, including taxes levied for debt and fiscal disparities, results in a tax levy increase of 11.6% increase (\$178,578). This means that to fully balance the budget, the City will ask the property owners of Osseo to pay \$178,578 more in taxes to cover all the services the City offers. The expected tax capacity rate will increase in 2021 from 57.71% to 61.28% (an increase of 3.57% from 2020, and a total decrease of 16.065% since 2013). The City Council should consider the preliminary 2021 budget and direct staff accordingly. The preliminary budget must be approved no later than September 30, which is when the General Tax Levy amounts are due and certified to Hennepin County. It was important to remember the levy could not go up, but could go down from this point. Staff requested adoption of the preliminary 2021 City budget and tax levy.

Johnson commented he would not be able to support an 11.6% tax levy increase.

**A motion was made by Schulz, seconded by Stelmach, to adopt Resolution No. 2020-XX approving the preliminary 2021 City of Osseo Budget and General Tax Levy as presented.**

Stelmach commented he would be offering his support to the preliminary budget and tax levy. He explained the Council would continue to work to reduce the budget and tax levy between now and December.

Schulz stated part of the percentage increase within the tax levy was due to an anticipated decrease in revenues in 2021. He indicated it was his hope that these revenues would not be as impacted by COVID-19 in 2021 as they have been in 2020. It was his hope the Council would be able to reduce the proposed tax levy by December.

Johnson indicated he was going to bring forward changes to the budget this evening but was asked by staff to hold off on this.

**A roll call vote was taken. The motion carried 4-1 (Johnson opposed).**

D. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

**A motion was made by Johnson, seconded by Stelmach, to approve the Accounts Payable as presented. A roll call vote was taken. The motion carried 5-0.**

11. ADMINISTRATOR REPORT

Grams clarified that he had asked Johnson to hold off on addressing his proposed budget cuts because many were the same as what he would be proposing to the City Council at a future meeting.

Grams reported the EDA COVID-19 small business relief program was going well. He explained the City had received 48 applications with requests for \$170,000+. He thanked City Accountant April Weller for her assistance with this program.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom reported on Tuesday, September 15, she would be attending a League of Minnesota Cities HR and Data Practices Policy Committee meeting.

Stelmach stated the Osseo Police Department's motto was "when in doubt, shout it out." He encouraged residents to call the Police Department with any concerns they may have.

Johnson stated he was happy to see the relationship the City of Osseo had with the Osseo School District and its new superintendent.

13. ANNOUNCEMENTS

Poppe invited residents to visit the Osseo Farmers Market on Tuesday, September 14, from 3 to 6 p.m. He noted the Farmers Market would be held through September 22.

Poppe reported there would be a Red Cross Blood Drive on Wednesday, September 16, from 1 to 7 p.m. at the Osseo Community Center.

14. ADJOURNMENT

**A motion was made by Schulz, seconded by Hultstrom, to adjourn the City Council meeting at 7:48 p.m. A roll call vote was taken. The motion carried 5-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*