

**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
October 12, 2020**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:01 p.m. on Monday, October 12, 2020. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

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

Member absent: Councilmember Mark Schulz.

Staff present: City Administrator Riley Grams, City Accountant April Weller, and City Attorney Mary Tietjen.

Others present.

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 4-0.**

5. CONSENT AGENDA

- A. Approve September 28 Council Minutes
- B. Approve September 28 Work Session Minutes
- C. Receive Building Report for September
- D. Set Public Safety Advisory Committee Meeting for October 27
- E. Receive September American Legion Gambling Report
- F. Receive September Fire Relief Association Gambling Report

**A motion was made by Hultstrom, seconded by Stelmach, to approve the Consent Agenda. A roll call vote was taken. The motion carried 4-0.**

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. COVID-19 STATE OF EMERGENCY UPDATE

City Administrator Riley Grams stated the Osseo EDA COVID-19 Small Business Grant Program has now closed as all the available funding has been requested and disbursed. In total, 51 applications were submitted, reviewed, and approved by the Review Committee, totaling \$149,743.01. The program was created using available CARES Act funds and went directly to local small businesses to help during this on-going pandemic. While the program has now been completed, there is still hope that Congress may pass a second CARES Act to bring additional funds to local governments with the idea of future funding programs. Staff will continue to monitor news out of Washington for any available funding.

Grams reported the final City event this year is Minidazzle, hosted annually on the first Friday of December (December 4). Given the COVID-19 pandemic, the City's Emergency Management Team discussed options for the event and recommended the following to the Council for consideration:

- Hold Minidazzle on Friday, December 4.
- No inside activities this year. The Community Center will be closed. The indoor bathrooms will remain open.
- No food or drinks made on site or given out.
- The Minidazzle parade will proceed as usual, traveling on Central Avenue and ending in Boerboom Park.
- Santa has indicated he would participate.
- Santa will sit near the bandshell, and kids can come up and drop off their Christmas Wish List.
- No pictures with Santa this year.
- Pre-packaged goodie bags will be available for kids as well.
- City will put on the normal bonfire on 5th Street NE just north of the Park.

Grams explained planning and preparation for the event will be coordinated by City staff along and the Osseo Lions Club.

Grams reported the Osseo Senior Coordinator, Ann Schneider, has approached staff with a well thought out plan to bring the seniors back to the Community Center for their weekly BINGO gathering now that the weather is starting to get colder. When the Council re-opened City Hall and the Community Center, the City did not yet allow the seniors group to return since they were at the highest risk. The Emergency Management Team discussed the available options and have recommended the following actions:

- Temporarily shift the regular Thursday BINGO day to Tuesday. There is a business group that has typically rented half of the Community Center on Tuesdays, but they are currently meeting virtually. Until they decide to begin meeting at the Community Center, the Seniors can shift BINGO to Tuesday which will allow them to use the entire Community Center.
- Per MDH and CDC guidelines, the max participants for half room is 15, and 30 for the full room. To ensure no overcrowding, Ann will require an early signup reservation.

- No more than two per table to allow for proper social distancing.
- Use single-use BINGO cards only to minimize sharing cards. Participants must bring their own blotters.
- No sharing of homemade food or beverages allowed. Only personal food and beverage will be allowed.
- Each participant must wear a mask while indoors.
- Each person will be required to sign in when they arrive, along with a contact phone number for potential contact tracing purposes. Take forehead temperature scans upon arrival.
- All common touchpoint areas will be routinely cleaned throughout the events.
- Regular cards or 500 game will not be allowed, since that requires 4 participants per table and playing cards would be passed around without disinfection.

Grams explained this plan would be contingent on acceptable local COVID-19 cases, especially cases affecting seniors. The Senior Center Coordinator would follow all other state and federal guidelines.

Stelmach questioned if the City would encourage other businesses to give away food or cocoa during Minidazzle. Grams suggested local businesses contact the County Health Department regarding the serving of food during the pandemic. He stated he would welcome all partnerships with local businesses.

Hultstrom stated another option would be for local businesses to include a gift coupon in the goodie bags. She recommended hand sanitizer be available for the seniors using the Community Center.

Johnson asked if the City would be purchasing a touch free thermometer. Grams reported the City had CARES Act funding available to make this purchase.

Johnson noted only 30 seniors would be able to attend BINGO given the COVID-19 restrictions. He stated 60 seniors used to attend. He commented it would be important for seniors to make reservations for this weekly event.

Stelmach indicated he supported the senior center BINGO recommendations moving forward.

Hultstrom questioned if preference would be given to Osseo residents within the senior reservation system.

Johnson and Stelmach supported the City taking reservations on a first-come, first-served basis.

**A motion was made by Johnson, seconded by Hultstrom, to approve the recommendations for Minidazzle and the Osseo Seniors. A roll call vote was taken. The motion carried 4-0.**

**B. ACCEPT DONATIONS (Resolution)**

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Harold E. & Gayle Johnson <i>(in memory of Merle Dahlheimer, Willard Dehn, Larry Quanrud &amp; Tracey Rosso)</i>	\$400	Beautification/Flower Fund

Staff recommended the Council accept the donations.

**A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution No. 2020-56 accepting a donation from Harold E. & Gayle Johnson. A roll call vote was taken. The motion carried 4-0.**

8. PUBLIC HEARINGS

A. CONSIDER DELINQUENT UTILITY AND WASTER WATER CHARGES (Resolution)

City Accountant April Weller explained 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 delinquent amounts due to the City of Osseo and Randy's Sanitation as of August 31, 2020, were notified by letter of the pending assessment on the following dates:

- City utility accounts: September 14, 2020
- Randy's Sanitation accounts: September 14, 2020

Weller reported 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 16, 2020, the amount in the Certify column will be assessed to Hennepin County property taxes along with 14 months of interest at a rate of 3.49 percent.

**A motion was made by Stelmach, seconded by Hultstrom, to open the Public Hearing at 7:23 p.m. A roll call vote was taken. The motion carried 4-0.**

No public input was offered.

**A motion was made by Stelmach, seconded by Hultstrom, to close the Public Hearing at 7:24 p.m. A roll call vote was taken. The motion carried 4-0.**

Johnson asked if late payment penalties had been waived. Grams reported the late payment penalties had been waived for all of 2020 but noted an administrative fee was still being charged on delinquent accounts.

**A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution No. 2020-57 Certifying Delinquent Utility Charges and Delinquent Waste Charges Against Specified Properties. The motion carried 4-0.**

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF OCTOBER 12, 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 TIF District No. 2-4.

**A motion was made by Johnson, seconded by Stelmach, to confirm the EDA actions of October 12, 2020. A roll call vote was taken. The motion carried 4-0.**

B. 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 4-0.**

11. ADMINISTRATOR REPORT – None.

12. COUNCIL AND ATTORNEY REPORTS

City Attorney Mary Tietjen reported the Council will be holding a public hearing at the October 26 meeting to address the vacation of the 3<sup>rd</sup> Avenue NW right of way. She explained notices were published and mailed.

Johnson stated a 2021 Alley Project neighborhood meeting would be held on Thursday, October 15, at 5:00 p.m. at City Hall. The meeting would be held in person and via Zoom. It was noted masks would be required for those wishing to attend the meeting in person.

Stelmach reported on Friday, October 23, at 4:00 p.m., the Two Scoops Ice Cream Shop would open for business.

Stelmach recommended a link be placed on the City's website for the upcoming Candidate Forum.

Poppe thanked all who participated in Night to Unite on Tuesday, October 6.

13. ANNOUNCEMENTS

Poppe stated Osseo voters may vote early in person at City Hall during normal business hours Monday through Thursday from 7:30 a.m. to 5:00 p.m. and on Friday from 7:30 a.m. to 11:30 a.m. He explained in person voting would also take place on Saturday, October 31, from 10:00 a.m. to 3:00 p.m. He reported voters could also opt to vote on Election Day which was Tuesday, November 3.

Poppe reported the League of Women Voters and the Twin West Chamber of Commerce would be hosting a Candidate Forum on Thursday, October 15, at 6:30 p.m.

Poppe explained the Osseo Lions Club would be hosting a Boo Tour with a guided Trick or Treat Halloween Parade on Saturday, October 24, at 11:00 a.m.

14. ADJOURNMENT

**A motion was made by Johnson, seconded by Hultstrom, to adjourn the City Council meeting at 7:41 p.m. A roll call vote was taken. The motion carried 4-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*