



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, June 14, 2021
7:00 p.m., Virtual Meeting

MAYOR: DUANE POPPE | COUNCILMEMBERS: JULIANA HULTSTROM, HAROLD E. JOHNSON, LARRY STELMACH, ALICIA VICKERMAN

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. Approve City Council Minutes of May 24
 - B. Approve Work Session Minutes of May 24
 - C. Approve MCMA Conference Training for City Administrator Riley Grams
 - D. Receive May Building Report
 - E. Receive May American Legion Gambling Report
 - F. Receive May Osseo Lions Club Gambling Report
6. **Matters from the Floor**

Members of the public can submit comments online at www.DiscoverOsseo.com/virtual-meeting
7. **Special Business**
 - A. Accept Donations (Resolution)
8. **Public Hearings**
9. **Old Business**
10. **New Business**
 - A. Approve Fee Schedule Change for Police Department (Resolution)
 - B. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Music/Movies in the Park for June 15 & 22
Heritage Preservation Commission Vacancy
Farmers Market Starts July 13
Blood Drive July 14
14. **Adjournment**

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
May 24, 2021**

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, May 24, 2021. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

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

Staff present: City Administrator Riley Grams, Community Management Coordinator Joe Amerman, 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 Hultstrom, seconded by Stelmach, to accept the Agenda as presented. A roll call vote was taken. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve Training for City Accountant Shelly Cisewski
- B. Approve Training for Community management Coordinator Joe Amerman
- C. Receive EDA Minutes of May 10
- D. Approve City Council Minutes of May 10
- E. Receive April American Legion Gambling Report
- F. Approve Training for Councilmember Juliana Hultstrom
- G. Receive April Lions Club Gambling Report
- ~~H. Approve Weekly Use of Community Center by Grace Restoration Centre~~
- I. Receive April Hockey Association Gambling Report
- J. Accept Resignation of Firefighter John Hegstrand
- K. Receive April Fire Report
- L. Approve Hire of Ben Cisewski for Part Time Public Works
- M. Approve Training for Councilmember Alicia Vickerman
- N. Receive Planning Commission Minutes of April 19
- O. Receive Update from NWSCC and NWCT May Meeting

Johnson stated he would like to pull Item 5H from the Consent Agenda for further discussion.

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

H. Approve Weekly Use of Community Center by Grace Restoration Centre

Johnson stated he understood the applicant was asking to use the Community Center on a weekly basis. He indicated the applicant has requested a fee reduction for use of the space and it was his understanding the applicant would be willing to clean the space. Grams explained Grace Restoration Centre was asking to use the Community Center every Sunday from 8 a.m. to 2 p.m. He commented part of this request was a waiver of the fees or a reduction in the rental fee in which they will clean the space.

Johnson commented cleaning the space was expected when using the space. Grams reported this was the case.

Hultstrom stated she did not support any reduction to the rental fees. She feared that if the applicant were granted use of the space every Sunday, this would make it difficult to rent the space out to any other member of the community on a Sunday.

Stelmach asked if the City had pricing in place for full and half day rentals. Community Management Coordinator Amerman stated six hours was considered a half day rental period on the weekend.

A motion was made by Johnson, seconded by Stelmach, to allow the rental of the Community Center by Grace Restoration Centre with no fee waiver and that all necessary cleanup be completed by the applicant. A roll call vote was taken. The motion carried 5-0.

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. APPROVE YELLOW TREE THEATRE SPECIAL EVENT PERMIT AND OMNI TEMPORARY LIQUOR LICENSE

Amerman requested the Council approve a special event permit for the Yellow Tree Theatre along with a temporary on sale liquor license for Omni Brewing. He reported the first event would be held on Thursday, June 10, from 7:00 p.m. to 8:30 p.m. with setup beginning at 4:30 p.m. in Boerboom Park. He commented further on the six events that were being planned over the course of the summer. It was noted Yellow Tree Theatre has requested a bandshell and gateway sign fee waiver.

Johnson asked if the Parks and Recreation Committee had discussed the partnership between the city and the Yellow Tree Theatre. Amerman reported this would be addressed by the Parks Commission on June 1.

Johnson feared that the Council was being asked to act on an item prior to receiving comment from the Parks and Recreation Commission. Amerman indicated he spoke with the Parks Chair and she supported the Council acting on this request given the event timeline.

Hultstrom stated she liked what staff was proposing and she understood the two step process that would be followed with the Parks and Recreation Committee. She was pleased that all department heads had signed off on the first event. She explained she was in full support of the request this evening.

Councilmember Stelmach agreed. He indicated he was pleased with the events being planned by the Yellow Tree Theatre and noted the community would benefit by these events.

Vickerman stated she agreed and supported the request moving forward as well.

Johnson asked if the park would be fenced off for these events. Amerman described the area that would be roped off by Omni Brewing.

Johnson commented on the liquor license and stated he understood this had to be filed with the alcohol and gambling division 30 days prior to an event. Amerman commented after speaking with the City Clerk this matter could move forward and staff would file the permit after being approved by the City Council.

A motion was made by Hultstrom, seconded by Vickerman, to approve a Special Use Permit for the Yellow Tree Theatre and a Temporary Liquor License for Omni Brewing. A roll call vote was taken. The motion carried 5-0.

B. APPROVE DUFFY'S SUMMER PARTY SPECIAL EVENT PERMIT

Grams requested the Council approve Duffy's Summer Party Special Event Permit. He explained the event would be held on Saturday, June 26, from noon to midnight with setup beginning at 7 a.m. It was noted the event would have live music from 8;p.m. to midnight.

A motion was made by Stelmach, seconded by Johnson, to approve Duffy's Summer Party Special Event Permit. A roll call vote was taken. The motion carried 5-0.

C. COVID-19 STATE OF EMERGENCY UPDATE

Grams stated on Thursday, May 6, Minnesota Governor Tim Walz signed Executive Order 21-21: Safely Sunsetting COVID-19 Public Health Restrictions. This includes relaxing and eventually lifting most or all of the public health restrictions that have been in place for over a year. Most capacity restrictions will be lifted by May 28, and almost all other restrictions will be ended by July 1, or when 70% of Minnesotans ages 16 and older have received at least one dose of a COVID-19 vaccine. Given the updated restrictions, the Emergency Management Committee gathered to discuss some updated recommendations regarding masks and capacity limits in City Hall and the Community Center for the Council to consider. The new recommendations are as follows:

City Hall:

Beginning May 25, no masks will be required inside City Hall. Staff are still encouraged to work from home when possible; however, staff will move to a more normal in-office schedule. Staff will move back to in-person staff meetings, as well as all other meetings with staff, elected officials, business owners, or other community stakeholders beginning June 1.

Community Center Events:

Beginning May 25, no masks will be required inside the Community Center for any event. All capacity limitations will also end. Yoga/Jazzercise will go back to normal classes, with no mask or capacity/social distancing limitations, beginning May 25. Staff has connected with Senior Center Coordinator Ann Schneider to determine the best course of action for the Seniors group. Our recommendation is that Senior Bingo will continue as planned through June with social distancing in place (two per table). No shared food or beverage and continued extra cleaning measures. In late June, Bingo will move to four per table with the possibility of shared food beginning in July. Starting June 13, Bingo will move back to the normal Thursday time slot, with 500/cards starting up on Tuesdays. By then, we expect all limitations will be done. We understand that not all the Seniors members are ready to return to the Community Center, and we want them to choose to return at their own comfort level.

Outdoor Events:

All outdoor events, whether they are City sponsored events or not, will have no mask or capacity restrictions beginning May 25.

Local Emergency and In-Person Public Meetings:

Staff has been able to communicate with the Council on the question of ending the Local Emergency (which was enacted by the City Council in early 2020). Staff commented on a memo from City Attorney Mary Tietjen outlining the rationale and process for ending a local emergency as well as ending remote meetings and returning to in-person public meetings.

Grams reported the Council seemed to be ok with ending the local emergency and going back to in-person public meetings beginning July 1, which coincides with the cancellation of all other COVID-19 related by the Governor statewide. If the Council gives direction to staff to prepare to end the local emergency, staff will prepare the necessary resolution and any other documents to formally end the local emergency, tentatively set for July 1. That means, beginning in July, all public meetings (Council, EDA, Planning Commission, Public Safety Advisory Committee, Parks & Recreation, and others) would go back to in-person meetings.

Grams commented staff will prepare the Council Chambers for in-person meetings, while still providing some level of safety (by including disposable masks for attendees, hand sanitizer, and maneuvering audience chairs to provide a little more spacing). I would anticipate that the Council will review the final resolution to end the local emergency at the July JUNE? 28 Council meeting. We should also note that while vaccinated individuals may remove their masks in these situations, all non-vaccinated individuals are highly encouraged to continue to wear masks in every setting. The city will be unable to verify who has been vaccinated or not, and Grams will direct staff to not put themselves in a situation where they are asking non-masked individuals if they

are fully vaccinated or not. It was noted the city will have to rely on the honor system moving forward. Additionally, anyone can continue to wear a mask in any situation if they feel it necessary, even if they are fully vaccinated. That is up to the individual on whether or not to continue those safety protocols.

Johnson explained the unvaccinated people were the ones not wearing masks before and he anticipated they would not be wearing masks now. He questioned if there would be spacing in the Council Chamber. He commented indoor spacing requirements should be considered. Grams reported staff could look into this for the Council.

Vickerman supported the Council Chamber being properly spaced when meetings begin in person.

Stelmach explained he supported dropping the state of emergency in order to get the city back to a sense of normalcy. He questioned if spacing would be adequate or would plexi-glass be necessary.

A motion was made by Hultstrom, seconded by Stelmach, to approve the COVID-19 recommendations from staff and lifting the state of emergency declaration the second meeting in JulyJUNE?. A roll call vote was taken. The motion carried 5-0.

D. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Osseo Maple Grove Hockey Association	\$2,000	Beautification
Harold & Gayle Johnson	\$ 750	Beautification

Staff recommended the Council accept the donations.

A motion was made by Stelmach, seconded by Vickerman, to adopt Resolution No. 2021-31, accepting donations from the Osseo Maple Grove Hockey Association and Harold & Gayle Johnson. A roll call vote was taken. The motion carried 5-0.

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS

A. APPROVE INTERFUND TRANSFERS FOR 2020 (Resolution)

Grams stated this item was first presented to the Council at the May 10 Council meeting. It was tabled to this May 24 meeting. The City maintains various funds within its accounting system. At the end of each year, it is necessary to transfer funds into various accounts to balance the budget, repay the debt service costs of various projects, and satisfy the City's best accounting practices. The Council should consider these transfers and adopt the proposed resolution approving the interfund transfers.

Johnson stated he received further clarification from staff on this matter and was now ready to support the interfund transfers for 2020.

A motion was made by Johnson, seconded by Stelmach, to adopt Resolution No. 2021-32, approving Interfund Transfers for the year ended December 31, 2020. A roll call vote was taken. The motion carried 5-0.

10. NEW BUSINESS

A. APPROVE AGREEMENT FOR CLEANING SERVICE (Resolution)

Grams stated the City has utilized Coverall Cleaning System for slightly more than three years. The agreement with Coverall expired in March 2021. Coverall has continued to clean on a month to month basis. The City prepared a Request for Proposal that was approved by the Council at the April 12 Council meeting. The RFP was sent to 27 cleaning companies and posted on both the City and LMC websites, along with an ad in the Osseo Maple Grove Press.

Grams explained proposals for cleaning were received by A Plus Cleaning Service, Cady Building Maintenance, Coverall Cleaning System, CMT Janitorial, Jostan Services, Perfection Plus, Stratus Building Solutions, Tegrete Corporation, Tru-Serve Maintenance, and Vanguard Cleaning System.

Grams reported staff has no recommendation for a specific cleaning service. City Attorney Tietjen has prepared an agreement for cleaning services that will be based on Council approval of a company. An approximate start date for the new cleaners is June or July 1. Staff commended further on the cleaning services agreement and requested the Council select a vendor.

Hultstrom asked if this was a yearly contract. City Attorney Tietjen explained this was drafted as a three year contract.

Johnson stated he checked the websites for each of the cleaning service vendors. He understood each vendor was a franchise. He believed that Tegrete Corporation was the best option for the city and noted they have experience in cleaning city buildings.

Stelmach agreed Tegrete Corporation was the best option for Osseo. He appreciated the fact they provided references and that they have been in business for the past 10 years.

A motion was made by Vickerman, seconded by Johnson, to adopt Resolution No. 2021-33, authorizing the Mayor and City Clerk to enter into an Agreement with Tegrete Corporation at the proposed rates presented in the Request for Proposal. A roll call vote was taken. The motion carried 5-0.

B. APPROVE POSTING FOR CITY CLERK POSITION

Grams stated City Clerk LeAnn Larson has indicated that she would like to retire before the end of 2021. We will be sure to properly send LeAnn off into retirement, but before we get there, we will need to consider hiring her eventual replacement. LeAnn has graciously agreed to help train in the replacement over the course of time before eventually fully retiring. It is imperative that we find someone with City Clerk experience. After connecting with the Council Human Resources Committee, we are

prepared to proceed with posting for the position now and keeping it open until filled. This will allow us additional time to collect more potential candidates to find the right fit for the city.

Grams reported timing of interviews will certainly depend on the quality of applicants. If the city does not receive any highly qualified candidates initially, we can keep the posting open longer to collect more applicants. Once we find enough qualified candidates, we will proceed with interviews. The Council HR Committee will be involved in that process as well. The posting will be located on the League of MN Cities job website, as well as the City's website and social media platforms.

Hultstrom stated she would like to look to the future with this position. She supported the Clerk have more broad duties while also helping with finance.

Johnson agreed with Councilmember Hultstrom. He asked if Pay Grade 9 was from years of service. Grams explained the Pay Grade was based on the job duties for each position. He commented further on the compensation study that was completed by Springsted.

Johnson recommended someone with a strong accounting background be considered for this position.

Vickerman understood it may take some time to hire for this position. She questioned if there was some flexibility to split this position between finance and the city clerk duties. Grams indicated he did not support this position taking on other duties. He reported City Clerk was already a large standalone position within the City. He commented he understood the reasoning behind suggesting the City Clerk help with finance duties, but encouraged the Council to remember all staff members pitch in where they can. He indicated he was concerned with the fact it would be difficult for the City to find a high qualified City Clerk that had finance experience. He stated if the Council wanted to change the posting, he would recommend tabling action on this item.

Vickerman thanked staff for the feedback. She stated she was pleased that City Clerk Larson was willing to stick around and train in her replacement.

Stelmach indicated he was also thinking about adding finance duties to the City Clerk position. He discussed how Amerman was cross trained for the City on elections. He was of the opinion the City had solid finance staff members in place. He commented a deputy clerk position may be needed at some point in the future to pick up parts and pieces at City Hall. He stated he would support the Council further discussing this job posting prior to approval.

Johnson understood the City Clerk position was critical and knew there would be a big learning curve for the new individual that assumes this position. He supported the City hiring for a clerk only position and if the individual had a finance background all the better. He stated he did not want to add an assistant at this time.

Poppe discussed the differences between the City Clerk and City Accountant positions. City Attorney Tietjen reported in 2015 she worked with staff to change the City Code to establish and separate the positions of City Administrator and City Clerk.

Stelmach thanked City Attorney Tietjen for bringing this up to the Council. He explained he was still open to discussing the City Clerk position.

Hultstrom stated after looking at the wage scale for the City Clerk position compared to other cities in the metro area, Osseo was paying roughly \$20,000 more. She indicated this position could be adjusted and the additional \$20,000 could be used to hire a part-time employee. She recommended the Council further discuss the City Clerk position at a future worksession meeting prior to posting for a City Clerk. She commented further on how valuable it was to reevaluate the City Planner position prior to hiring Mr. Amerman.

Stelmach agreed.

Vickerman explained the Council had a lot to say about this and for this reason she supporting the Council bringing this matter to a future work session.

Johnson indicated he was a strong believer that the City had to get this position posted in order to find strong candidates. He commented this was a critical position within the City and he feared that the longer the City waits the fewer candidates the City would have.

Stelmach respected Councilmember Johnson's comments but noted there were three Councilmembers that supported this item going to a future work session for discussion. He noted he would support the Council holding a special work session in June to discuss the City Clerk position.

Hultstrom asked if a special work session could be held on Tuesday, June 1. City Attorney Tietjen reported if the Council wanted to meet next Tuesday, the Clerk would have to post notice of this meeting by Wednesday or Thursday of this week.

Stelmach explained the Parks and Recreation Committee already had a meeting scheduled for Tuesday, June 1.

Johnson indicated he would need more information regarding the proposed Pay Grade at the work session. Grams expressed concern with the fact staff would not have time to prepare all of the necessary documentation prior to holding a special meeting next week. In addition, he noted he was not available certain nights of the week.

Stelmach stated he could support the Council meeting the following week as well.

Hultstrom commented this was such a critical position for the City of Osseo. She indicated after revamping the City Planner position, she would like to see the same thought and care taken with the City Clerk position. She wanted to make sure the position was being maximized given the fact the City was short staffed. She wanted to see the City Council looking forward to the future and not just at the here and now.

Poppe questioned what the Council was looking to add to this position.

Stelmach stated he would like to see some of the duties within the finance department assumed by the City Clerk.

Poppe commented he did not disagree with the fact the finance department needed assistance and stated this could possibly be addressed with a deputy clerk or some other type of assistant.

Stelmach indicated if Amerman was already trained as a City Clerk, then perhaps some of the City Clerk's duties could include finance work. Grams reported he would not characterize Amerman as being trained as a City Clerk.

Stelmach stated he was interested in taking a look at reorganizing some of the duties within the City Clerk position as was done with the City Planner position. He explained he supported the Council at least having a conversation regarding this matter before moving forward with the job posting.

Johnson indicated he recently learned Amerman has no interest in moving to the City Clerk position. He stated when the HR Committee interviewed Amerman, they did not understand this. He supported the City looking at this position further in order to hire a City Clerk that would lead this City. He believed the Council had spent enough time discussing this position and noted he did not support splitting up the City Clerk position.

Stelmach clarified the HR Committee did ask the right questions of all of the candidates for the Community Management Coordinator position. He reported promotions cannot be discussed within interviews, but noted other positions within the organization can be discussed. He reiterated that all candidates were asked the same questions for clarification purposes.

City Attorney Tietjen commented back in 2015 the City Clerk and City Administrator positions were established. She reported the City Clerk position is unique. She indicated some of the duties are defined by Minnesota Statute. She indicated the City Clerk position was a full time position.

Vickerman stated she was hearing the City Clerk position had enough duties to move forward as a full time position at this time and that it was important to start looking for candidates. She explained this position may not have a lot of leeway to be changed.

Stelmach commented it has been done in the past and the Council completed an uplift for a City position. He encouraged the Council to seize the moment and talk this matter through in further detail. He asked if the City Administrator would be able to hold a special meeting the week of June 7. Grams stated he would have to investigate this further.

A motion was made by Johnson, seconded by Poppe, to approve posting for City Clerk position as presented.

Stelmach asked if this job posting would be at Pay Grade 9.

Johnson stated this could be looked at by the HR Committee. Grams reported it was difficult to compare these positions from one community to the next because each

community had different staffing levels and needs. He feared that by comparing the pay from other communities was not an apples to apples comparison. He referred the Council to the Springsted compensation study again noting this was what led staff to suggest this position be at Pay Grade 9. He recommended the Pay Grade remain as is unless the Council were to order another compensation study.

A roll call vote was taken. The motion failed 2-3 (Hultstrom, Stelmach, and Vickerman opposed).

A motion was made by Stelmach, seconded by Vickerman, to direct staff to hold a Special City Council Work Session meeting to discuss the City Clerk position and job posting. A roll call vote was taken. The motion carried 3-2 (Johnson and Poppe opposed)

C. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

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

11. ADMINISTRATOR REPORT – None.
12. COUNCIL AND ATTORNEY REPORTS

Representative Kristin Bahner explained she attended the Osseo Car Show this past weekend. She then provided the Council with an update from the Capitol. She noted there has been discussion about the robust bonding that would occur in 2021. She discussed the aid that would be coming from the federal government that would assist with expenses from the pandemic. She discussed how she was working to help charitable gambling organizations going forward.

Johnson reported the Minnesota Rent Relief program was not receiving a good response due to a software glitch. Representative Bahner stated she has not heard about this specific problem and noted she would look into this.

Hultstrom thanked Representative Bahner for looking out for Osseo and for seeking bonding for the lift station.

City Attorney Tietjen reported she was working to address how to wind down the COVID-19 regulations.

Hultstrom stated she attended a League of Minnesota Cities webinar on staffing after the pandemic, along with a webinar on the America Rescue Plan (ARP) funding. She noted she attended a Northwest Hennepin League of Municipalities meeting where road projects were discussed with area leaders. Hultstrom commented on Saturday, May 15, she completed a ride along with Police Officer Kintze.

Vickerman reported Rev Sports summer programming was up and running. She stated she was pleased to see Sipe Park full of children and coaches. She indicated she

attended the car show this past weekend and noted she was pleased with the attendance at this event. Vickerman explained the BLRT CMC met on Thursday, May 13, and reviewed different renderings for stations.

Johnson stated last Thursday he attended an Ehlers webinar where WSB discussed different funding mechanisms for streets and City infrastructure. He reported the week before that utility studies were addressed. Johnson commented further on how the ARP payments would be made to the city in two separate payments. He indicated it was his understanding a local resolution would be required to accept the funds.

Stelmach welcomed Ben Cisewski to the Public Works Department and thanked Firefighter Hegstrand for his service to the community. He wished everyone a meaningful and reflective Memorial Day. Stelmach commented on the car show and stated this was a great event for the community.

Poppe thanked everyone who participated in organizing the car show and craft fair.

13. ANNOUNCEMENTS

Poppe stated City Hall would be closed on Monday, May 31, for Memorial Day.

Poppe invited the public to participate in Movies and Music in the Park this summer. It was noted the first event would be held on Tuesday, June 15.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Stelmach, to adjourn the City Council meeting at 9:00 p.m. A roll call vote was taken. The motion carried 4-1 (Poppe opposed).

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
May 24, 2021**

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, May 24, 2021. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

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

Members absent: None.

Staff present: City Administrator Riley Grams.

Others present: None.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS RENTAL INSPECTION PROGRAM OPTIONS

City Administrator Riley Grams stated the city has a rental inspection program in place to ensure that rental properties do not become blighted. Poorly maintained or poorly managed rental property can be a disincentive for homeowners to reinvest in their properties. Owning and operating rental housing is a business, and the city requires owners of rental property to secure a license to operate that business. As a part of the license requirement an inspection is done to ensure the property is safe, secure, and sanitary not only for the tenant but for the community as a whole. All residential properties in Osseo are required to be licensed annually and inspected on a regular schedule.

Grams explained the city currently contracts with Roger Lenz (RWL Inspection Service) which was approved at the end of 2017. Mr. Lenz has done a nice job maintaining the rental inspections for Osseo but, unfortunately, he alerted staff that he would be unable to continue providing rental inspections services to the City of Osseo in the near future due to health issues. While Mr. Lenz has yet to provide the City with the required written notice of termination, he wanted to give the City plenty of time to prepare for other options.

Grams reported staff has researched all available options to the City to continue the rental inspection program. He said he has reached out to our current building inspection

consultant, Metro West Inspection Services, which does offer some communities rental inspections. However, they declined to offer this service to Osseo. I have also reached out to neighboring communities including Maple Grove, Brooklyn Park, Dayton, Rogers, and Corcoran. Those communities either do not conduct rental inspections or are unable or unwilling to take on Osseo as an additional client outside of their own cities.

Grams explained he connected with Champlin City Administrator Bret Heitkamp to discuss the option of partnering with Champlin rental inspectors to provide those services to Osseo. Mr. Heitkamp mentioned that they have in-house rental and property inspectors and that he would be willing to discuss and negotiate an agreement to provide rental inspection services to the City of Osseo. It is likely that we could enter into a similar agreement with the City of Champlin to provide those services. If this is an attractive option to the Council, we could begin those negotiations.

Grams stated another option available to the Osseo would be to use our current part-time Fire Inspector Hugh Heidt. Hugh has worked for the city in a part-time Fire Inspector role for years, and after connecting with Fire Chief Mike Phenow to discuss this option, we both believe this could be a good fit. Hugh has interest and has already begun to investigate what steps he would need to take to become a certified rental inspector, but because fire codes overlap with rental and other building codes, there likely would not be a lot of additional work on Hugh's end to become certified.

Grams indicated another option would be to expand on the combined Fire and Rental Inspector part-time position and add general property inspections as well. We likely would need to create a new part-time Community and Property Inspector position that would handle fire inspections, rental inspections, and general property inspections. Currently the property inspections piece is handled by an in-house Police Officer. This typically involves a spring and fall check of properties for nuisance related items. Inspections are completed, and letters are sent to the properties outlining the violations, giving them a pre-determined amount of time to remedy the violation before a re-check of the property is conducted. Additionally, on-going nuisance property violations are handled by this Officer in the same manner. Creating this new part-time position to handle these complaints could be done with a lower hourly rate part-time employee, rather than a full-time Police Officer. It might make the most sense to combine all these duties into one part-time position. The options available, currently, are as follows:

- 1) Negotiate with the City of Champlin to enter into an agreement for rental inspection services. The Risk Management Committee would be involved in the process, with the final agreement coming back to the Council for formal approval.
- 2) Partner with current Fire Inspector Hugh Heidt to also provide rental inspections services. A simple agreement would be developed that outlines the duties and pay. That would come back to the Council for approval.
- 3) Create a new Community and Property Inspector part-time position that would handle all inspections for the City (fire inspections, rental inspections, and general property inspections). The Council would need to formally create the position (by approving a position description), posting for the position, and then soliciting applications and eventually hiring for the position. The Human Resources Committee would be involved in the creation of the position

description and reviewing submitted applications. The final hire approval would come back to the City Council.

Grams commented further on the options available to the Council and requested feedback from the Council on how to proceed.

Stelmach stated the City's inspection program has always been event driven spends which meant the City had little financial risk. He explained the request for an inspection paid for the inspector in the past. He commented before he would consider Option 3, he would want to better understand how the expense for a part-time inspector would be covered by future inspections. He requested staff provide the Council with more information regarding the rental inspection fees. He understood that not everyone in Osseo who rents their home has it inspected. He wanted to make sure the City had a plan in place to address this concern. Grams stated he connected with the inspection team and noted nuisance inspections were drive by complaints. He estimated nuisance complaints, along with the spring and fall inspection that was completed by the City, would take 50 to 75 hours to complete. He stated the City had 75 rental homes that required yearly inspections and these inspections took approximately one hour to complete. In addition, he noted the City had 200 apartment units to inspect, which were completed by floor. He reported after speaking with Roger Lenz, his best guess was that 175 hours were needed to complete nuisance and rental inspections. He explained after speaking with Hugh Heidt, fire inspections would take another 240 hours to complete. He stated fire inspections were being paid through the Fire Department budget and general property inspections are being paid through the General Fund. He indicated rental inspections were currently paid out 65% to the inspector.

Stelmach asked if the Police Chief and Fire Chief supported moving away from the current situation. Grams explained the Council and staff would have to figure out how to budget for the position. One option would be to remove all inspection expenses from the Police and Fire budgets and have this put into a single line item.

Stelmach questioned if the City has made any progress in identifying single family homes or duplexes that are being used as rentals. Grams commented any time a homestead drops off the City verifies that the owner is not living in the home and was intending to rent. Also, whenever a home is sold staff verifies that the property owners address matches the address of the property. He indicated staff has found several rental properties after receiving complaints from the neighbors.

Stelmach inquired how many rental properties are identified each year by staff. Grams estimated staff finds two or three new rental properties every year.

Hultstrom asked if it would be worth sending a mailer to each property owner in Osseo to see if any of the addresses don't match with the Osseo homes. Grams stated all utility bills were currently being mailed to legal property owners and indicated this has been how staff has found several rental properties.

Hultstrom commented she was leaning towards Option 1, partnering with Champlin, until the City could move along further to create a position. She wanted to ensure the City had a licensed, bonded, and insured staff member in place prior to considering Option 3.

Further discussion ensued regarding the fees charged for rental inspections.

Vickerman questioned if it would be more cost effective to partner with another city versus hiring a part-time employee. Grams discussed the differences between partnering with Champlin versus continuing to provide inspection services in house. He anticipated it would cost the City more to partner with Champlin.

Vickerman stated she was on the fence about partnering with another community because Osseo may fall onto the backburner. Grams indicated this was a concern for him as well.

Vickerman commented she was leaning towards Option 3 at this time.

Johnson explained he was looking at this position being more expanded. He supported the City completing more drive-bys in order to improve the overall appearance of the community. He understood that City staff could not go onto property without receiving a complaint, but believed that having an Osseo employed part-time staff member would greatly benefit the City's inspection program. He appreciated the fact the City had someone interested in serving the community in this capacity. He supported the City pursuing Option 3.

Poppe indicated he would like staff to further investigate the price of partnering with Champlin before moving forward with Option 3. He stated this would provide the Council with the necessary information to make a final decision.

Hultstrom encouraged the Council to consider what stream this position would go down in order to properly understand the expense for the position. She supported the City working to clean up properties in the community and noted a part-time employee may be able to greatly assist with this. Grams commented on how Roger and Hugh could coordinate inspections over the summer months in order to get Hugh up to speed.

Hultstrom recommended staff look into the liability insurance that would be required for a part-time inspection employee, noting this expense would have to be considered by the City. She stated she understood all rental inspections were paused last year and she would like to see the City completing these inspections in 2021.

Poppe commented another option would be to have Hugh form his own company and then have the City hire him as a contractor.

Stelmach agreed the Council would have to better understand the money in/money out for both Option 1 and Option 3.

Johnson anticipated Hugh would not make enough money working part-time for Osseo to make it as an independent contractor and may have to contract with other cities.

Poppe encouraged staff to run the numbers and report back to the City Council.

5. ADJOURNMENT

The Work Session adjourned at 6:46 p.m.

Respectfully submitted,

Heidi Guenther

Minute Maker Secretarial



5 C

City of Osseo

415 Central Avenue

Osseo, MN 55369-1195

P 763.425.2624 F 763.425.1111

www.DiscoverOsseo.com

City of Osseo Employee/Official Travel Request Form

This form shall be completed and submitted to the City Administrator for inclusion in the City Council or EDA packet and shall be submitted on the Monday preceding the regularly scheduled City Council or EDA meeting the following week.

Date of Request: 6-14-21

Employee Name: Riley Grams

Employee Department: Administration

Conference/Workshop/Seminar: Minnesota City/County Managers Association Annual Conference

Dates: 9-15 to 9-17-21

Estimated costs associated with the Conference/Workshop/Seminar for which you are /will be requesting reimbursement:

** Note: Please include supporting documentation showing actual costs (such as registration confirmation, hotel/motel confirmation, air fare or other travel costs confirmation)*

Registration Fee: \$520.00

Hotel/Motel Costs: \$300.00

Air Fare Costs: \$0.00

Meal Costs: \$170.00

Misc. Costs: \$0.00

How will your attendance in this conference/workshop/seminar be a benefit to you professionally, or a benefit to the City of Osseo as a whole?

This is my annual MCMA conference which is typically held in May, but has been delayed to September due to COVID. The 2020 conference was cancelled all together. This conference allows me to connect with City and County Managers from all over MN and learn about a variety of industry related topics. This conference is key to my continued education in the City Manager field.

Employee Signature: _____ Date: 6-9-21

Administrator Signature: Riley Grams Date: _____

Council Approval date: 6-14-21

www.DiscoverOsseo.com

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1311922110047	5/3/2021	2021-61	\$ -	Osseo Sr High	317 2nd Ave NW	EL	remove & reinstall fire alarm devices, new duct smokes	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921310061	5/3/2021	2021-62	\$ -	Melissa Libson	249 6th Ave SE	EL	exterior lighting	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1311922110033	5/3/2021	2021-63	\$ -	Lynn Flett	316 2nd Ave NW	EL	subpanel & wiring in garage, 4 circuits	\$0	\$ 81.00	\$ 1.00	\$ -	\$ 82.00
1811921240078	5/3/2021	2021-64	\$ -	Tom Hartkopf	225 8th Ave NE	Z	fence	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1811921230029	5/3/2021	2021-65	\$ 5,236	Chris Loken	116 1 1/2 St NE	PL	water heater & softener	\$0	\$ 125.00	\$ 2.00	\$ -	\$ 127.00
1811921240115	5/6/2021	2021-66	\$ 5,000	Marc Petersen	216 5th Ave NE	BL	demolition of inground pool	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921220138	5/10/2021	2021-67	\$ 12,000	James Killmer	333 1st Ave NE	BL	reroof	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1311922140049	5/10/2021	2021-68	\$ -	Olympia Café	247 Central Ave	EL	change out MUA unit	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1811921240078	5/10/2021	2021-69	\$ 6,000	Tom Hartkopf	225 8th Ave NE	BL	21x4 deck	\$0	\$ 132.75	\$ 3.00	\$ 86.29	\$ 222.04
1811921220030	5/11/2021	2021-70	\$ -	Sergey Fooks	533 4th Ave NE	EL	change outlets; install 2 new circuits for dishwasher & bath	\$0	\$ 45.00	\$ 1.00	\$ -	\$ 46.00
1311922110047	5/12/2021	2021-71	\$ -	Osseo Sr High	317 2nd Ave NW	EL	electrical remodel in bathrooms	\$0	\$ 135.00	\$ 1.00	\$ -	\$ 136.00
1311922110047	5/12/2021	2021-72	\$ 719,138	Osseo Sr High	317 2nd Ave NW	BL	interior toilet renovations	\$0	\$ 4,556.75	\$ 360.00	\$ 2,961.89	\$ 7,878.64
1811921130003	5/17/2021	2021-73	\$ 1,800	Denise Polich	825 3rd St NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921130026	5/17/2021	2021-74	\$ 4,500	Jason Alexander	801 Broadway St E	BL	reside	\$0	\$ 100.00	\$ 1.00	\$ -	\$ 101.00
1811921240080	5/17/2021	2021-75	\$ -	Kelsey Schwartz	209 8th Ave NE	EL	fireplace	\$0	\$ 40.00	\$ 1.00	\$ -	\$ 41.00
1811921210028	5/17/2021	2021-76	\$ 6,789	Les Eiden	616 5th Ave NE	ME	furnace & A/C	\$0	\$ 150.00	\$ 2.00	\$ -	\$ 152.00
1811921310035	5/17/2021	2021-77	\$ 4,000	Klick Properties	125 7th Ave SE	PL	water line repair	\$0	\$ 75.00	\$ -	\$ -	\$ 75.00
1811921210001	5/18/2021	2021-78	\$ 12,850	ISD 279	324 6th Ave NE	BL	demo/tank removal	\$0	\$ 250.00	\$ 1.00	\$ -	\$ 251.00

May 2021 - City of Osseo

PID	Date	Permit Number	Estimated Value	Owner or Applicant	Address	Type	Project	SAC	Permit Amount	Surcharge	Plan Review	Total
1811921240007	5/18/2021	2021-79	\$ 41,764	Beth Theisen	116 5th Ave NE	BL	replace 16 windows existing openings	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921310099	5/18/2021	2021-80	\$ 270,000	Regency Homes	216 4th Ave SE	BL	new home construction 52' x 59'	\$2,485	\$ 5,349.75	\$ 165.50	\$ 1,564.39	\$ 9,564.64
1811921240061	5/19/2021	2021-82	\$ 1,200	Heidi Baumgartner	8 6th Ave NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921210055	5/19/2021	2021-83	\$ 300	Catherine Sobraske	429 5th Ave NE	Z	fence	\$0	\$ 25.00	\$ -	\$ -	\$ 25.00
1311922110047	5/24/2021	2021-84	\$ 72,620	Osseo Sr High	317 2nd Ave NW	PL	fire sprinklers	\$0	\$ 854.25	\$ 36.50	\$ 555.26	\$ 1,446.01
1811921210011	5/24/2021	2021-85	\$ 1,500	Cassandra Larson	524 4th Ave NE	BL	egress window	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921230061	5/25/2021	2021-86	\$ 1,800	Ashley Cook	228 Central Ave	PL	change out breakroom sink to 2 compartment stainless sink	\$0	\$ 73.75	\$ 1.00	\$ 47.94	\$ 122.69
1811921210046	5/26/2021	2021-87	\$ 500	Suzanne Pace	432 5th Ave NE	PL	water heater	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921310065	5/26/2021	2021-88	\$ -	Dylan Tarbert	248 5th Ave SE	EL	electrical for kitchen remodel	\$0	\$ 90.00	\$ 1.00	\$ -	\$ 91.00
1811921310015	5/28/2021	2021-89	\$ 55,355	Clayton Smith	116 4th Ave Se	BL	22 windows + 1 patio door (3 dbl hung, 18 gliding, 1 triple glide)	\$0	\$ 75.00	\$ 1.00	\$ -	\$ 76.00
1811921310060	5/28/2021	2021-90	\$ -	Jim Sweeney	241 6th Ave SE	EL	100 amp to bsmt, whirlpool tub	\$0	\$ 146.00	\$ 1.00	\$ -	\$ 147.00
								\$ 2,485	\$ 13,014.25	\$ 589.00	\$ 5,215.77	\$ 21,304.02

RUDOLPH PRIEBE POST 172
GAMBLING REPORT TO
CITY OF OSSEO

1. Report for the Month of MAY, 2021.
2. Check as appropriate:

☒ Paddlewheel

☒ Pulltabs

☐ Bingo

☐ Raffle

☐ Other (specify) _____

3. Gross Receipts: \$ 433,378
3(a) Less: prizes paid \$ 383,722
4. Expenses—Total \$ 39,318

Expenses Itemized:

<u>Consumer Receipts Tax</u>	\$ <u>17,252</u>
<u>Compensation/Payroll Taxes</u>	\$ <u>13,967</u>
<u>Inventory Purchases</u>	\$ <u>6,109</u>
<u>Accounting Services</u>	\$ <u>1,068</u>
<u>MISC exp</u>	\$ <u>922</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

5. Profits \$ 10,738

6. Distribution of Profits (Itemized):

See Schedule C ATTACHED \$ 32,523

Signed: _____

Richard L. Kolb

Gambling Manager

Attach additional information if necessary.

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	5	2021	\$18362.86	\$22923.26	\$16867.04	\$58153.16

Membership Approval Date	If approved by GCB enter date	Check/electronic payment				Lawful Purpose Code	Description (purpose)
		Date	Number	Amount	Payee		
5/7/2021		5/7/2021	17446	1028.26	U.S. TREASURY	8	FEDERAL 730,990-T, AND 11-C TAXES
4/8/2021		5/10/2021	17448	15.26	XCEL ENERGY	16	Utility bill
4/8/2021		5/11/2021	17452	71.79	GALLS	6	Color Guard Shoes
4/8/2021		5/11/2021	17450	971.30	CENTER POINT ENERGY	16	Utilities
4/8/2021		5/11/2021	17451	70.43	GALLS	6	Color Guard Uniforms
5/13/2021		5/19/2021	17464	250.00	Total Shred	6	Flag Disposal
5/13/2021		5/19/2021	17463	5000.00	Maple Grove Legion Baseball	7	Contribution to Maple Grove Legion Baseball
5/13/2021		5/19/2021	17462	5000.00	Osseo Legion Baseball	7	Contribution to Osseo Legion Baseball
5/13/2021		5/28/2021	17486	1500.00	Yellow Tree Theater	1	Donation to Yellow Tree 501c3
5/13/2021		5/28/2021	17481	72.54	GALLS	6	Color Guard Uniform
4/8/2021		5/28/2021	17477	13850.00	ALLIANCE MECHANICAL SERVICES	22	Roof Top Unit (a/c) installation for kitchen
5/13/2021		5/28/2021	17480	61.46	GALLS	6	Color Guard Uniform
4/8/2021		5/28/2021	17483	2030.48	XCEL ENERGY	16	Utilities
5/13/2021		5/28/2021	17485	5607.60	CITY OF OSSEO	10	CONTRIBUTION TO A NON-CITY UNIT OF GOVERNMENT
5/13/2021		5/28/2021	17479	19.35	TROPHIES BY LINDA	6	Name Tags for Color Guard
5/13/2021		5/28/2021	17482	69.69	GALLS	6	Color Guard Uniform
4/8/2021		5/28/2021	17478	640.00	Dave Ebertowski	6	Shuttle Bus for Color Guard Memorial Day Ceremonies
4/8/2021		5/11/2021	EFT	21895.00	MN Dept. Of Revenue	8	STATE TAX AND REGULATORY FEE
						0	
						0	
						0	
						0	

Osseo Lions Club Gambling Report

to
City of Osseo

5 F

Report for the month/year of May-21

Check as appropriate:

XXXXXX paddle wheel

XXXXXX pull tabs

 raffle

 other (specify) LG100A

Gross Receipts 568,510.21 LG100A-10A

Prizes Paid 497,791.21 LG100A-10B

Net Receipts 70,719.00 LG100A-10C

Expenses - Total 30,180.65 Total Itemized

Expenses itemized:

Pulltabs	3,674.91
Compensation	7,508.81
Accounting Services	430.60
Rent	6,204.36
Electronic pull-tab provider fees	11,703.86
Electronic linked bingo provider fees	62.53
Supplies Bank charges etc	543.31
Cash Short/Over	52.27
Profits \$ 40,538.35 G1A Line 24	30,180.65

Lawful Purpose Expenditures

Minnesota Revenue-Wagering Tax	\$ 26,495.00
Oakview Elementary PTO	500.00
Loring Nicollet School - Project for Pride in Living	2,500.00
Gigi's Playhouse - Cody's Dash	3,000.00
Partnership Resources, Inc.	2,000.00
MN Dept. opf Revenue - License Fee	600.00
Confidence Learning Center	2,000.00
Salvation Army - Kids to Camp	2,000.00
Maple Grove LaCross Association	500.00
Avenue for Homeless Youth	3,000.00
OSD #279 - Osseo Learning Center	1,500.00
OSD #279 - Student Fees	3,000.00
OSD #279 - OSH Girls Golf	500.00
OSHS Rugby Club	500.00
OSD #279 - OSH Track & Field	500.00
Total Contributions	\$ 48,595.00

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.

Resolution No. 2021-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 has proposed these contributions to the City of Osseo and the donations be used for the specific purpose as indicated below:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Osseo Legion Auxiliary Unit 172	\$570	Police Equipment
Osseo Maple Grove American Legion	\$5,607.60	Police Equipment



City of Osseo City Council Meeting Item

Agenda Item: Change the fee schedule for fingerprint cards from \$10.00 to \$25.00 per card

Meeting Date: June 14th, 2021

Prepared by: Shane Mikkelsen, Chief of Police

Attachments: portion of Fee Schedule
resolution

Policy Consideration:

Over the last year, we have observed an uptick in fingerprint requests that we now feel its time to charge appropriately.

Background:

In 2020 we had 41 fingerprint requests, and in 2021 we have had 54 fingerprint requests in the first half of the year. I have heard that most places that require fingerprints need them to be inked, and the word has gotten out that we are the only place in this area that still does ink print cards.

We have already limited the time each week spent on fingerprints. We have appointments only on Tuesdays and Thursdays between 1:00 P.M. and 5:00 P.M. We have been charging \$10.00 per card since I have been with the police department, so it has been at least 17 years with no change in the fee. We now have more time spent performing the fingerprints, and the cost of these services has gone up. We are paying higher wages, and the cost of supplies has also gone up. We want to start charging \$25.00 per card for the fingerprint service. We want to keep this service free for our Osseo Residents. I would guess that 90% of the people getting cards done do not live in Osseo.

Budget or Other Considerations:

This money received will help offset some costs in the general fund budget.

City Goals Met By This Action:

To continue to give Staff the necessary tools to do their jobs effectively and efficiently.

Options:

The City Council may choose to:

1. Approve the change to the fee schedule for fingerprints from \$10.00 to 25.00 per card.
2. Approve the change to the fee schedule for fingerprints from \$10.00 to \$25.00 with noted changes/as amended;
3. Deny the change in the fee schedule.
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1. Approve the change to the fee schedule for fingerprints from \$10.00 to \$25.00 per card.

Next Step:

Change the fee schedule.

Public Safety	Fee	Fee Notes
Administrative Fine Ordinance Violations		
Code 70.31-Traffic	\$60	
Code 71.01(A)-Parking	\$20	
Code 71.01(B)-Parking	\$20	
Code 71.01(C)-Parking	\$20	
Code 71.02(A)-Parking	\$20	
Code 71.03(A)-Parking	\$20	
Code 71.04-Parking	\$20	
Code 71.06-Parking	\$20	
Code 71.07(A)-Parking	\$20	
Code 71.07(B)-Parking	\$20	
Code 93.16(F)-Criminal	\$40	
Code 93.16(H)-Criminal	\$40	
Code 93.18(F)-Criminal	\$40	
Code 93.18(T)-Criminal	\$40	
Code 93.19(B)(1)-Criminal	\$40	
Code 93.20(A)-Criminal	\$40	
Code 94.31(A)-Criminal	\$40	
Code 94.31(B)-Criminal	\$40	
Code 94.45-Criminal	\$40	
CD Copy	\$25	
Copies - Single-sided	\$0.25	
Doubled-sided	\$0.40	
Oversized	\$1	
Color or Pictures	\$1	
Digital Photo/DVD/VHS Copy	\$25	each photo or tape
Dog, Dangerous Dog License	\$50	annual registration fee
Dog Impound Fees (1st Pickup-Calendar Year)	\$50	+ boarding fees
2nd Pickup	\$75	+ boarding fees
3rd Pickup or more	\$100	+ boarding fees
		<i>fees are doubled if dangerous dog is unlicensed</i>
Fingerprinting	\$10 \$25	per card (Osseo residents free)
Fire False Alarm (1st in Calendar Year)	N/C	
2nd	N/C	
3rd or more	\$200	
Fire Safety Inspections (commercial)		
Initial Safety Inspection & 1st Follow-up	N/C	
2nd	\$100	each
3rd	\$150	each
4th or more	\$200	each
School (Public) Initial Insp & 2 Follow-ups	\$0.01	per building SF
3rd or more	\$0.01	per building SF
School (Charter) Initial Insp & 2 Follow-ups	\$100	each
3rd or more	\$50	each
Commercial Hood Cleaning	\$50	annual permit
Golf (Motorized) Cart	\$25	
Liquor Administrative Penalty - 1st Violation	\$500	within 3 year period
2nd Violation	\$1,000	within 3 year period
3rd or more Violations	\$2,000	within 3 year period
Police False Alarm - 1st, 2nd, 3rd	\$0	no charge
4th-10th	\$50	each

11th-15th	\$100	each
16th or more	\$150	each
Seized/Impounded Property Fees	\$20	per day
Seized Vehicle/Forfeiture Administrative Fee	\$500	
2nd	\$750	within 2 year period
3rd or more	\$1,000	within 2 year period
Minors	\$50	+ referral to dependency counseling; if no fine, community service
Providers & Other Individuals	\$50	
Staff Time/Police Services Time		1.5 times top officer pay + benefits per hour per officer
Towing		actual cost incurred by towing agency
Vehicle Impound Release Fee	\$10	

Resolution No. 2021-xx

RESOLUTION AMENDING CITY FEE SCHEDULE FOR 2021

WHEREAS, the City Council has reviewed the fees that are charged for providing specific services in the City of Osseo; and

WHEREAS, upon receiving City staff recommendations, the Council feels it is necessary to adjust certain fees and policies so that they more accurately reflect the cost of providing services;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that the Osseo Fee Schedule is hereby amended as proposed and effective immediately.

Public Safety	Fee	Notes
Fingerprinting	\$10 \$25	per card (Osseo residents free)

City Of Osseo
CASH BALANCE SUMMARY FOR COUNCIL

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance No Invest	Fund
\$1,332,765.11	\$213,091.61	\$759,919.63	\$120,545.04	-\$243,889.03	\$0.00	\$662,593.10	101 GENERAL FUND
\$304,675.80	\$30,000.00	\$104,684.04	\$0.00	\$0.00	\$0.00	\$229,991.76	110 CIP EQUIPMENT
\$13,940.96	\$7,227.60	\$1,752.57	\$0.00	\$0.00	-\$50.00	\$19,365.99	115 POLICE DONATIONS/EXPENSES
\$12,123.47	\$1,180.00	\$1,860.00	\$0.00	\$0.00	\$0.00	\$11,443.47	116 POLICE FORFIETURE FUND
\$1,987.63	\$1,874.00	\$0.00	\$0.00	\$0.00	-\$50.00	\$3,811.63	120 FIRE DONATIONS/EXPENSES
\$1,356,554.60	\$0.00	\$53,089.29	\$171.26	\$0.00	\$0.00	\$1,303,636.57	130 PAVEMENT MANAGEMENT
\$182,983.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$182,983.99	135 CIP FACILITIES
-\$6,856.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,856.60	150 COMP PLAN GRANT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	200 INSPECTIONS (INACTIVE)
\$1,582.06	\$25.00	\$271.68	\$0.00	\$0.00	\$0.00	\$1,335.38	204 TROLLEY
\$243,275.08	\$0.00	\$11,622.68	\$6,948.51	\$0.00	\$0.00	\$238,600.91	205 PARK DEDICATION
-\$17,938.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$17,938.83	230 COVID19 AID
\$20,228.29	\$13,439.26	\$0.00	\$0.00	\$0.00	\$0.00	\$33,667.55	240 CABLE GRANTS
\$10,411.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,411.76	241 CheC - Healthy Comm Grant
-\$1,604.30	\$0.00	\$1,233.00	\$4,676.80	\$0.00	\$0.00	\$1,839.50	242 HENN CO TREE GRANT
-\$593.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$593.75	243 HENN CO CORRIDOR PLANNING
\$1,933.15	\$0.00	\$0.00	-\$2,659.64	\$0.00	\$0.00	-\$726.49	244 TWINS GRANT
\$1,629.42	\$725.00	\$929.33	\$0.00	\$0.00	\$0.00	\$1,425.09	250 COMMUNITY FUND
\$349.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.82	252 FIREARMS SAFETY
\$9,090.94	\$5,200.00	\$472.75	\$0.00	-\$424.11	\$0.00	\$13,394.08	253 MUSIC/MOVIES IN THE PARK
\$2,051.88	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,551.88	254 MINIDAZZLE
\$4,158.53	\$400.00	\$58.60	\$0.00	\$0.00	\$0.00	\$4,499.93	257 FARMERS MARKET
\$10,228.16	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,428.16	260 HERITAGE PRESERVATION
\$115,012.26	\$0.00	\$35,787.50	\$0.00	\$0.00	\$0.00	\$79,224.76	301 2014A Street/Utility (500,000)
\$234,800.56	\$0.00	\$171,125.00	\$0.00	\$0.00	\$0.00	\$63,675.56	305 BONDS 2015 STR IMPROVE
\$266,385.77	\$2,607.46	\$92,131.25	\$2,020.51	\$0.00	\$0.00	\$178,882.49	306 BONDS 2016 STR IMPROVE (19349)
\$186,626.12	\$0.00	\$0.00	\$264.56	\$0.00	\$0.00	\$186,890.68	307 BONDS 2016 STR IMPROVE (19421)
\$130,148.26	\$5,950.20	\$60,650.00	\$158.15	\$0.00	\$0.00	\$75,606.61	308 BONDS 2017 STR IMPROVE (19644)
\$125,312.81	\$0.00	\$56,299.38	\$330.13	\$0.00	\$0.00	\$69,343.56	309 BONDS 2018 STR IMPROVE
\$53,237.90	\$3,410.65	\$0.00	\$0.00	\$0.00	\$0.00	\$56,648.55	310 BONDS 2018 ALLEY IMPROVE
\$19,258.34	\$4,472.38	\$46,672.50	\$349.15	\$0.00	\$0.00	-\$22,592.63	311 BONDS 2019 STR IMPROVE
\$14,720.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,720.60	312 BONDS 2019 ALLEY IMPROVE
\$102,008.20	\$11,770.39	\$45,124.55	\$0.00	\$0.00	\$0.00	\$68,654.04	313 BOND 2020 STREET PROJECT
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	325 BONDS 2003C REFUNDING (12358)
\$279,024.66	\$3,048.57	\$278,575.00	\$564.09	\$0.00	\$0.00	\$4,062.32	365 BONDS 2009 CENTRAL AVE (17720-
\$86,120.34	\$0.00	\$33,075.00	\$0.00	\$0.00	\$0.00	\$53,045.34	371 BONDS 2012A STR IMPROVE
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	375 BONDS 2007A JEFFERSON HWY
\$205,621.09	\$0.00	\$191,282.50	\$595.72	\$0.00	\$0.00	\$14,934.31	380 BONDS 2010A REFUNDING

Begin	Receipts	Disbursements	JE	JE Payroll	Transfers	Balance No Invest	Fund
\$0.00	\$0.00	\$166,143.75	\$0.00	\$0.00	\$0.00	-\$166,143.75	385 BONDS 2011A TIF
\$122,706.27	\$0.00	\$67,312.50	\$0.00	\$0.00	\$0.00	\$55,393.77	395 BONDS 2014A POLICE ADDITION
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	404 2017 STREET IMPROVE (19349)
\$105,006.04	\$0.00	\$40,815.70	\$0.00	\$0.00	\$0.00	\$64,190.34	405 2018 STREET IMPROVEMENT
\$11,896.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,896.17	406 2018 ALLEY IMPROVEMENT
\$80,693.94	\$0.00	\$42,331.10	\$0.00	\$0.00	\$0.00	\$38,362.84	407 2019 STREET IMPROVEMENT
-\$135.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$135.38	408 2019 ALLEY IMPROVEMENT
-\$30,226.24	\$0.00	\$140,035.20	\$0.00	\$0.00	\$0.00	-\$170,261.44	409 2020 STREET IMPROVEMENT
-\$41,398.65	\$0.00	\$8,868.80	\$0.00	\$0.00	\$0.00	-\$50,267.45	410 2021 ALLEY PROJECT
\$0.00	\$0.00	\$8,742.00	\$0.00	\$0.00	\$0.00	-\$8,742.00	412 2022 Alley Project
\$2,033,223.45	\$217,128.79	\$316,477.07	\$630.63	-\$34,072.70	\$0.00	\$1,900,433.10	601 WATER FUND
\$3,136,518.55	\$187,327.47	\$519,695.32	\$581.02	-\$34,072.56	\$0.00	\$2,770,659.16	602 SEWER FUND
\$638,737.03	\$95,157.18	\$3,805.37	\$0.00	-\$8,864.86	\$0.00	\$721,223.98	604 STORM WATER FUND
\$11,358,275.26	\$804,735.56	\$3,260,843.06	\$135,175.93	-\$321,323.26	-\$100.00	\$8,715,920.43	

City Of Osseo

Payments

06/10/21 2:33 PM

Page 1

Current Period: JUNE 2021

Payments Batch 06-14-21 AP

\$240,161.12

Refer	0 EFTPS	Ck# 002327E 6/3/2021		
Cash Payment	G 101-21701 FEDERAL WITHHOLDING	6/4/21 PAYROLL FIT WITHHOLDING		\$4,594.61
Invoice	12166541 6/4/2021			
Cash Payment	G 101-21703 FICA WITHHOLDING	6/4/21 PAYROLL FICA WITHHOLDING		\$5,089.64
Invoice	12166541 6/4/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$9,684.25
Refer	0 EMPOWER- MSRS DFC/HOSP	Ck# 002328E 6/3/2021		
Cash Payment	G 101-21705 DEFERRED COMP	6/4/21 PAYROLL DCP CONTRIBUTION		\$300.00
Invoice	911114956 6/4/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$300.00
Refer	0 EMPOWER- MSRS DFC/HOSP	Ck# 002329E 6/3/2021		
Cash Payment	G 101-21712 HCSP	6/4/21 PAYROLL HCSP CONTRIBUTION		\$471.82
Invoice	911116239 6/4/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$471.82
Refer	0 FURTHER - FORMERLY SELECTAC	Ck# 002330E 6/3/2021		
Cash Payment	G 101-21711 EMPLOYEE H.S.A CONTRI	6/4/21 PAYROLL EMPLOYEE H.S.A. CONTRIBUTION		\$1,239.84
Invoice	6/4/21 6/4/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$1,239.84
Refer	0 ICMA RETIREMENT CORPORATIO	Ck# 002331E 6/3/2021		
Cash Payment	G 101-21705 DEFERRED COMP	6/4/21 PAYROLL EMPLOYEE DFC CONTRIBUTION		\$325.00
Invoice	547219 6/1/2021			
Cash Payment	E 101-41110-135 CELL/TRAVEL/INS/DFC	6/4/21 PAYROLL EMPLOYEE DFC CONTRIBUTION		\$75.00
Invoice	547219 6/1/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$400.00
Refer	0 MN DEPT OF REVENUE	Ck# 002332E 6/3/2021		
Cash Payment	G 101-21702 STATE WITHHOLDING	6/4/21 PAYROLL SIT WITHHOLDING		\$2,166.11
Invoice	0-213-422-240 6/1/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$2,166.11
Refer	0 PERA	Ck# 002333E 6/3/2021		
Cash Payment	G 101-21704 PERA	6/4/21 PAYROLL PERA CONTRIBUTION		\$11,846.84
Invoice	606437 6/4/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$11,846.84
Refer	0 PITNEY BOWES- METER RENTAL	Ck# 002334E 6/3/2021		
Cash Payment	E 101-41700-211 OPERATIONS	2Q21 POSTAGE METER RENTAL		\$197.19
Invoice	3104745007 6/1/2021			
Transaction Date	6/3/2021	Due 7/3/2021	PREMIER CHECKIN 10100	Total \$197.19
Refer	0 ANDERSON, SARAH R	-		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	REFUND CC DAMAGE DEP		\$250.00
Invoice	06/06/21 6/9/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$250.00
Refer	0 ASCAP	-		

City Of Osseo

Payments

06/10/21 2:33 PM

Page 2

Current Period: JUNE 2021

Cash Payment	E 253-42400-211 OPERATIONS	2021 LICENSE FEE - MOVIES		\$371.17
Invoice	2021 LIC	6/9/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$371.17
Refer	0 BERGERON, MARK	-		
Cash Payment	G 101-22001 COMMUNITY CENTER DEP	COMM CTR DEP REFUND		\$250.00
Invoice	6/5/21	6/9/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$250.00
Refer	0 CENTERPOINT ENERGY	-		
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	JUNE 2021 17 4TH ST NE		\$35.55
Invoice	6/2/21	6/2/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$35.55
Refer	0 CENTRAL TELEPHONE	-		
Cash Payment	E 101-41900-321 TELECOMMUNICATION	REPROGRAM TELEPHONE SYSTEM		\$179.50
Invoice	127035	5/18/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$179.50
Refer	0 CINTAS FIRST AID & SAFETY	-		
Cash Payment	E 101-42000-211 OPERATIONS	PW FIRST AIDE SUPPLIES		\$48.03
Invoice	8405153784	5/28/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$48.03
Refer	0 CINTAS - UNIFORMS AND RUGS	-		
Cash Payment	E 101-41700-211 OPERATIONS	CITY HALL MAT SVC		\$19.20
Invoice	4084889045	5/20/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$19.20
Refer	0 CINTAS - UNIFORMS AND RUGS	-		
Cash Payment	E 101-42000-211 OPERATIONS	PW MAT SVC		\$12.06
Invoice	4084888969	5/20/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$12.06
Refer	0 CITYWIDE SERVICE CORP - TOWI	-		
Cash Payment	E 116-41900-211 OPERATIONS	TOWING IMPOUND FEES		\$180.00
Invoice	49907	5/21/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$180.00
Refer	0 COMCAST - CALIFORNIA	-		
Cash Payment	E 101-41700-321 TELECOMMUNICATION	JUNE 2021 SVC CITY HALL		\$377.86
Invoice	5/24/21	5/24/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$377.86
Refer	0 COMCAST - CALIFORNIA	-		
Cash Payment	E 101-42000-321 TELECOMMUNICATION	JUNE 2021 PW SVC		\$183.58
Invoice	JUNE 2021	5/24/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$183.58
Refer	0 COMCAST - CALIFORNIA	-		
Cash Payment	E 101-41700-321 TELECOMMUNICATION	JUNE 2021 CITY HALL		\$59.97
Invoice	5/27/21	5/27/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$59.97
Refer	0 COVERALL	-		

City Of Osseo

Payments

06/10/21 2:33 PM

Page 3

Current Period: JUNE 2021

Cash Payment	E 101-41700-317 CLEANING SERVICE	CH June 2021 CLEANING SVC		\$792.00
Invoice	1590008729	6/1/2021		
Cash Payment	E 101-41800-317 CLEANING SERVICE	CC June 2021 CLEANING SVC		\$242.00
Invoice	1590008729	6/1/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$1,034.00
Refer	0 ECM PUBLISHING	-		
Cash Payment	E 101-41000-307 RECORDING SERVICE	OSSEO MG CHAMPLIN & DAYTON PRESS		\$53.16
Invoice	835889	5/31/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$53.16
Refer	0 FERGUSON WATERWORKS #2518	-		
Cash Payment	G 601-11102 EQUIPMENT	323 ITEM 14 NEPTUNE METER INSTALL		\$24,225.00
Invoice	APP #2	6/1/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$24,225.00
Refer	0 FINKEN WATER	-		
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	417 1ST AVE NE JUNE2021 WATER COOLER RENTAL		\$37.58
Invoice	1261261	6/1/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$37.58
Refer	0 FINKEN WATER	-		
Cash Payment	E 101-41700-211 OPERATIONS	ADMIN WATER DELIVERY		\$15.90
Invoice	47787TK	5/18/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$15.90
Refer	0 FIRE INSTRUCTION RESCUE EDU	-		
Cash Payment	E 101-41920-261 FIRE TRAINING - REIM	LIVE BURN SIMULATOR TRAINING 5/20/21		\$1,450.00
Invoice	5028	5/20/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$1,450.00
Refer	0 FURTHER - FORMERLY SELECTAC	-		
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST	JUNE 2021 PARTICPANT FEE		\$32.50
Invoice	15726249			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$32.50
Refer	0 GOPHER STATE ONE CALL, INC.	-		
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	UTILITY LCATIONS SVC 34 @ \$1.35		\$22.95
Invoice	1050658	5/31/2021		
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	UTILITY LCATIONS SVC 34 @ \$1.35		\$22.95
Invoice	1050658	5/31/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$45.90
Refer	0 GROEN, GARY A.	-		
Cash Payment	E 101-41550-301 ACCOUNTING/AUDITIN	MAY 2021 FINANCIAL CONSULTING		\$804.00
Invoice	MAY 2021	6/1/2021		
Cash Payment	E 601-49400-301 ACCOUNTING/AUDITIN	MAY 2021 FINANCIAL CONSULTING		\$502.50
Invoice	MAY 2021	6/1/2021		
Cash Payment	E 602-49400-301 ACCOUNTING/AUDITIN	MAY 2021 FINANCIAL CONSULTING		\$502.50
Invoice	MAY 2021	6/1/2021		
Cash Payment	E 604-49400-301 ACCOUNTING/AUDITIN	MAY 2021 FINANCIAL CONSULTING		\$201.00
Invoice	MAY 2021	6/1/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$2,010.00

City Of Osseo

Payments

06/10/21 2:33 PM

Page 4

Current Period: JUNE 2021

Refer	0 HENN CO CORRECTIONS	-			
Cash Payment	E 101-41900-316 INCARCERATION SERV 4/1 - 4/15/21	WORK RELEASE FEE			\$67.50
Invoice	1000166528	5/28/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$67.50
Refer	0 HENN CO CORRECTIONS	-			
Cash Payment	E 101-41900-316 INCARCERATION SERV 5/16 5/28/21	BOOKING FEES			\$300.00
Invoice	1000166559	5/31/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$300.00
Refer	0 HOLIDAY COMMERCIAL	-			
Cash Payment	E 101-41900-216 FUEL - VEHICLE/EQUIP 4/22 - 5/21/21	FUEL PURCHASES PD			\$1,284.21
Invoice	5/21/21	5/21/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$1,284.21
Refer	0 HYDRO-KLEAN LLC	-			
Cash Payment	E 602-49400-520 CAPITAL OUTLAY	PAY VOUCHER NO. 1 2020 SEWER LINING PROJECT			\$140,544.01
Invoice	PAY VOUCH 1	5/26/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$140,544.01
Refer	0 INNOVATIVE OFFICE SUPPLY	-			
Cash Payment	E 101-41110-211 OPERATIONS	OFFICE SUPPLIES - TABS			\$69.88
Invoice	IN3359189	5/20/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$69.88
Refer	0 INNOVATIVE OFFICE SUPPLY	-			
Cash Payment	E 101-41110-211 OPERATIONS	ADMIN COPY PAPER, STAMP, FILES, LABELS			\$202.83
Invoice	IN3374833	6/7/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$202.83
Refer	0 KENNEDY & GRAVEN, CHARTERE	-			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	APRIL 2021 LEGAL SVCS			\$2,646.78
Invoice	4/30/21	4/30/2021			
Cash Payment	E 101-41500-304 LEGAL SERVICE - CIVI	APRIL 2021 LEGAL SVCS ZONING UPDATE			\$42.50
Invoice	4/30/21	4/30/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$2,689.28
Refer	0 KOPREN, TEDDY	-			
Cash Payment	G 601-10602 UTILITY RECEIVABLE	UTILITY REFUND 433 3RD AVE NE			\$64.10
Invoice	6-7-21	6/7/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$64.10
Refer	0 KURTTI, KENTON	-			
Cash Payment	G 601-10602 UTILITY RECEIVABLE	UTILITY REFUND 416 E BROADWAY ST			\$23.08
Invoice	6/7/21	6/7/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$23.08
Refer	0 LARSON, LEANN	-			
Cash Payment	E 101-41110-260 EDUCATION/MEETING	EXPENSE REIMBURSEMENT JUNE 2021			\$10.08
Invoice	6/9/21	6/9/2021			
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total \$10.08
Refer	0 LEAGUE OF MN CITIES	-			

City Of Osseo

Payments

06/10/21 2:33 PM

Page 5

Current Period: JUNE 2021

Cash Payment	E 101-41900-260 EDUCATION/MEETING	2021 MCMA ANNUAL CONFERENCE R. GRAMS		\$520.00
Invoice	344138	5/27/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$520.00
Refer	0	LYNDE GREENHOUSE & NURSER	-	
Cash Payment	E 101-42350-215 CENTRAL AVENUE BE	60 ANNUAL HANGING BASKETS		\$4,800.00
Invoice	74230	6/2/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$4,800.00
Refer	0	MAPLE GROVE, CITY OF	-	
Cash Payment	E 601-49400-385 PURCHASED WATER	10,181 GAL. MAY 2021 WATER USAGE		\$18,248.42
Invoice	20893	5/31/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$18,248.42
Refer	0	METRO ALARM & LOCK	-	
Cash Payment	E 101-42000-211 OPERATIONS	2021 ANNUAL FIRE TEST CITY HALL/FD		\$290.00
Invoice	75552	6/2/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$290.00
Refer	0	METRO SALES INC	-	
Cash Payment	E 101-41900-410 LEASES/RENTALS	COPIER LEASE PD 5/17 - 6/16/21		\$73.04
Invoice	INV1816375	5/17/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$73.04
Refer	0	METRO SALES INC	-	
Cash Payment	E 101-41900-410 LEASES/RENTALS	COPIER INK USAGE PD		\$129.90
Invoice	INV1814352	5/12/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$129.90
Refer	0	MIDWEST LIGHTING	-	
Cash Payment	E 101-42000-224 STREET MAINTENANC	STREET LIGHT GLOBE		\$167.25
Invoice	5/14/21	5/14/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$167.25
Refer	0	MIDWEST LIGHTING	-	
Cash Payment	E 101-42000-224 STREET MAINTENANC	STREET SIGN BRACKETS		\$1,000.00
Invoice	444 5/14/21	5/14/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$1,000.00
Refer	0	MINUTE MAKER SECRETARIAL	-	
Cash Payment	E 101-41650-307 RECORDING SERVICE	MEETING MINUTES 5/17 PLANNING COMM		\$187.00
Invoice	M1289	6/1/2021		
Cash Payment	E 101-41000-307 RECORDING SERVICE	MEETING MINUTES 5/24 WS AND CC MEETINGS		\$330.38
Invoice	M1289	6/1/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$517.38
Refer	0	MINUTEMAN PRESS-OSSEO	-	
Cash Payment	E 602-49400-310 OTHER PROFESSIONA	SEWER UTILITY RATE ADJ. MAILING		\$94.50
Invoice	30167	6/2/2021		
Cash Payment	E 602-49400-322 POSTAL/DELIVERY SE	SEWER UTILITY RATE ADJ. MAILING		\$76.45
Invoice	30167	6/2/2021		
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN 10100	Total \$170.95
Refer	0	MINUTEMAN PRESS-OSSEO	-	

City Of Osseo

Payments

06/10/21 2:33 PM

Page 6

Current Period: JUNE 2021

Cash Payment	E 101-42000-224 STREET MAINTENANC	55 NO PARKING SIGNS CORRUGATED				\$262.90
Invoice	30082	5/19/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$262.90
Refer	0	MN DEPT OF HEALTH	-			
Cash Payment	G 601-21560 MN WATER CONNECT FEE	WATER SUPPLY SYS OPER CLASS C - J. LUNDE				\$32.00
Invoice		6/9/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$32.00
Refer	0	NAPA-COTTENS OSSEO	-			
Cash Payment	E 101-42000-250 SNOW MANAGEMENT	PW TRUCK PARTS				\$23.63
Invoice	83964	5/19/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$23.63
Refer	0	NAPA-COTTENS OSSEO	-			
Cash Payment	E 101-42000-217 VEHICLE REPAIRS/MAI	2009 FORD TRUCK F350 BRAKE PARTS				\$495.74
Invoice	87242	5/26/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$495.74
Refer	0	PAUL BAERTSCHI P.A.	-			
Cash Payment	E 101-41500-306 LEGAL SERVICE - PRO	MAY 2021 LEGAL SVCS PROSECUTION				\$1,200.00
Invoice	JUNE 1	6/1/2021				
Cash Payment	E 101-41500-211 OPERATIONS	MAY 2021 LEGAL SVCS PROSECUTION				\$63.45
Invoice	JUNE 1	6/1/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$1,263.45
Refer	0	PFEIFER, MARGARET W/THOMAS	-			
Cash Payment	G 601-10602 UTILITY RECEIVABLE	UTILITY REFUND 116 3RD AVE SE				\$75.42
Invoice	5/24/21	5/24/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$75.42
Refer	0	PRIME ADVERTISING & DESIGN IN	-			
Cash Payment	E 101-41515-309 SOFTWARE	JUNE 2021 WEBSITE HOSTING				\$100.00
Invoice	77132	5/27/2021				
Transaction Date	6/9/2021	Due 7/9/2021	PREMIER CHECKIN	10100	Total	\$100.00
Refer	0	PRIME ADVERTISING & DESIGN IN	-			
Cash Payment	E 101-41900-404 NIGHT TO UNITE	SUMMER OSSEO OUTLOOK - NTU				\$92.53
Invoice	76755	6/4/2021				
Cash Payment	E 101-41110-351 PRINTING/PUBLISHING	SUMMER OSSEO OUTLOOK - GENERAL				\$1,098.79
Invoice	76755	6/4/2021				
Cash Payment	E 204-42390-352 TROLLEY OPERATION	SUMMER OSSEO OUTLOOK - TROLLEY				\$23.11
Invoice	76755	6/4/2021				
Cash Payment	E 250-42350-211 OPERATIONS	SUMMER OSSEO OUTLOOK - COMMUNITY				\$57.83
Invoice	76755	6/4/2021				
Cash Payment	E 601-49400-211 OPERATIONS	SUMMER OSSEO OUTLOOK - WATER				\$196.63
Invoice	76755	6/4/2021				
Cash Payment	E 101-41110-384 RECYCLE/ORGANICS/	SUMMER OSSEO OUTLOOK - RECYCLING				\$323.86
Invoice	76755	6/4/2021				
Cash Payment	E 101-42301-312 PROGRAMMING	SUMMER OSSEO OUTLOOK - YOUTH				\$92.53
Invoice	76755	6/4/2021				

City Of Osseo

Payments

06/10/21 2:33 PM

Page 7

Current Period: JUNE 2021

Cash Payment	E 130-42000-351 PRINTING/PUBLISHING	SUMMER OSSEO OUTLOOK - 2021 CENTRAL AVE PROJ	\$231.33
Invoice 76755	6/4/2021		
Cash Payment	E 253-42400-211 OPERATIONS	SUMMER OSSEO OUTLOOK - MUSIC & MOVIES	\$115.66
Invoice 76755	6/4/2021		
Cash Payment	E 101-41110-911 2020 COVID-19 EMERG	SUMMER OSSEO OUTLOOK COVID19	\$138.80
Invoice 76755	6/4/2021		
Cash Payment	E 257-42400-211 OPERATIONS	SUMMER OSSEO OUTLOOK - FARMERS MARKET	\$150.36
Invoice 76755	6/4/2021		
Cash Payment	E 604-49400-351 PRINTING/PUBLISHING	SUMMER OSSEO OUTLOOK - STORM WATER	\$601.45
Invoice 76755	6/4/2021		
Cash Payment	E 250-42350-211 OPERATIONS	SUMMER OSSEO OUTLOOK - LIBRARY	\$231.33
Invoice 76755	6/4/2021		
Cash Payment	E 101-42301-312 PROGRAMMING	SUMMER OSSEO OUTLOOK - SENIOR PROG.	\$231.33
Invoice 76755	6/4/2021		
Cash Payment	E 101-42302-312 PROGRAMMING	SUMMER OSSEO OUTLOOK - ADULT PROG.	\$115.66
Invoice 76755	6/4/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$3,701.20
Refer	0 PRO-TECH SECURITY SYSTEMS	-	
Cash Payment	E 101-41900-310 OTHER PROFESSIONA	MONITORING ELECTRONIC SECURITY	\$105.00
Invoice 16875	5/14/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$105.00
Refer	0 REPUBLIC SERVICES	-	
Cash Payment	E 101-42000-384 RECYCLE/ORGANICS/	CITY CLEAN UP DAY SERVIE	\$1,888.06
Invoice 5/19/21	5/19/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$1,888.06
Refer	0 RWL INSPECTION SERVICE	-	
Cash Payment	E 101-41110-311 RENTAL INSPECTION	1Q21 RENTAL INSPECTION SVCS	\$540.00
Invoice	3/31/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$540.00
Refer	0 SIPE BROS. INC.	-	
Cash Payment	E 101-42000-216 FUEL - VEHICLE/EQUIP	5/18 0 5/27 PW FUEL CHARGES	\$77.85
Invoice 5/31/21 STMT	5/31/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$77.85
Refer	0 SKAGGS, MARGARET A	-	
Cash Payment	G 601-10602 UTILITY RECEIVABLE	UTILITY REFUND 341 8TH AVE SE	\$44.88
Invoice	6/8/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$44.88
Refer	0 SUN LIFE FINANCIAL	-	
Cash Payment	E 101-41900-130 MED/DEN/LIFE/LTD/ST	JUNE 2021 LTD/STD PREMIUMS POLICE	\$396.52
Invoice 6/1/21	6/1/2021		
Cash Payment	E 101-41110-130 MED/DEN/LIFE/LTD/ST	JUNE 2021 LTD/STD PREMIUMS ADMIN	\$150.89
Invoice 6/1/21	6/1/2021		

City Of Osseo

Payments

06/10/21 2:33 PM

Page 8

Current Period: JUNE 2021

Cash Payment	E 101-41650-130 MED/DEN/LIFE/LTD/ST	JUNE 2021 LTD/STD PREMIUMS PLANNING/ZONING	\$21.84
Invoice 6/1/21	6/1/2021		
Cash Payment	E 101-42000-130 MED/DEN/LIFE/LTD/ST	JUNE 2021 LTD/STD PREMIUMS PUBLIC WORKS	\$71.25
Invoice 6/1/21	6/1/2021		
Cash Payment	G 101-21710 MISC DEDUCTIONS/BENEF	JUNE 2021 LTD/STD PREMIUMS EE	\$64.47
Invoice 6/1/21	6/1/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$704.97
Refer	0 TWIN CITY WATER CLINIC INC.	-	
Cash Payment	E 601-49400-310 OTHER PROFESSIONA	MAY 2021 WATER SAMPLES	\$60.00
Invoice 16087	5/27/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$60.00
Refer	0 US BANK - PW COPIER LEASE	-	
Cash Payment	E 101-42000-211 OPERATIONS	MAY 2021 PW COPIER LEASE FEE	\$81.86
Invoice 443346143	5/14/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$81.86
Refer	0 UNIVERSITY OF MINNESOTA	-	
Cash Payment	E 253-42400-211 OPERATIONS	6/22/21 RAPTOR EDUCATION PROGRAM	\$295.00
Invoice 150016987	5/21/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$295.00
Refer	0 VERIZON WIRELESS	-	
Cash Payment	E 101-42000-321 TELECOMMUNICATION	MAY 2021 CELLULAR SVC PUBLIC WORKS	\$244.84
Invoice 98809735592	6/1/2021		
Cash Payment	E 101-41900-321 TELECOMMUNICATION	MAY 2021 CELLULAR SVC POLICE	\$593.57
Invoice 98809735592	6/1/2021		
Cash Payment	E 204-42390-352 TROLLEY OPERATION	MAY 2021 CELLULAR SVC TROLLEY	\$35.69
Invoice 98809735592	6/1/2021		
Cash Payment	E 101-41110-321 TELECOMMUNICATION	MAY 2021 CELLULAR SVC ADMIN	\$114.68
Invoice 98809735592	6/1/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$988.78
Refer	0 XCEL ENERGY	-	
Cash Payment	E 205-42350-801 RENTAL PROPERTY E	17 4TH ST NE RENTAL PROP ELEC SVC	\$44.81
Invoice 733068001	5/21/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$44.81
Refer	0 DIRTY SHORTS BRASS BAND	-	
Cash Payment	E 253-42400-211 OPERATIONS	JUNE 15 MUSIC IN THE PARK PERFORMANCE	\$450.00
Invoice 2/26/21 AGMT	6/10/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$450.00
Refer	0 BUFFALOHEAD, ERIC L	-	
Cash Payment	E 253-42400-211 OPERATIONS	6/29/21 MUSIC IN THE PARK PERFORMANCE	\$500.00
Invoice 2/26/21 AGMT	6/10/2021		
Transaction Date	6/10/2021	Due 7/10/2021 PREMIER CHECKIN 10100	Total \$500.00
Refer	0 FINKEN WATER	-	
Cash Payment	E 101-41700-211 OPERATIONS	JUNE 2021 ADMIN WATER COOLER RENTAL	\$13.00
Invoice 1261260	6/1/2021		

City Of Osseo

Payments

06/10/21 2:33 PM

Page 9

Current Period: JUNE 2021

Transaction Date	6/10/2021	Due 7/10/2021	PREMIER CHECKIN	10100	Total	\$13.00
Refer	0 FINKEN WATER					
Cash Payment	E 101-41900-211 OPERATIONS		5/18/21 PD WATER DELIVERY			\$55.65
Invoice	478271TK	5/18/2021				
Transaction Date	6/10/2021	Due 7/10/2021	PREMIER CHECKIN	10100	Total	\$55.65
Refer	0 FINKEN WATER					
Cash Payment	E 101-41900-211 OPERATIONS		JUNE 2021 PD WATER COOLER RENTAL			\$8.00
Invoice	1261259	6/1/2021				
Transaction Date	6/10/2021	Due 7/10/2021	PREMIER CHECKIN	10100	Total	\$8.00

Fund Summary

10100 PREMIER CHECKING

101 GENERAL FUND	\$51,863.86
116 POLICE FORFIETURE FUND	\$180.00
130 PAVEMENT MANAGEMENT	\$231.33
204 TROLLEY	\$58.80
205 PARK DEDICATION	\$117.94
250 COMMUNITY FUND	\$289.16
253 MUSIC/MOVIES IN THE PARK	\$1,731.83
257 FARMERS MARKET	\$150.36
601 WATER FUND	\$43,494.98
602 SEWER FUND	\$141,240.41
604 STORM WATER FUND	\$802.45
	\$240,161.12

Pre-Written Checks	\$26,306.05
Checks to be Generated by the Computer	\$213,855.07
Total	\$240,161.12

Dirty Shorts Brass Band



The War With Grandpa



Tuesday, June 15 at 7 pm & Dusk

Thanksto ourdonors:

Osseo Lions

Osseo Masonic Lodge

Osseo Maple Grove Hockey Assn

Boerboom Park
416 Central Avenue
Osseo, MN 55369

Music and Movie in the Park

Concession sales
thanks to the Osseo Lions

Weather-related cancellations at 763-425-2624 or www.DiscoverOsseo.com



The Raptor Center



The Croods: A New Age



Tuesday, June 22 at 7 pm & Dusk

Thanks to our donors:

Osseo Lions

Osseo Masonic Lodge

Osseo Maple Grove Hockey Assn

**Boerboom Park
416 Central Avenue
Osseo, MN 55369**

Weather-related cancellations at **763-425-2624** or
www.DiscoverOsseo.com

**Music and Movie in the
Park**

Concession sales
thanks to the Osseo Lions



NOTICE

Heritage Preservation Commission Member Needed

The City of Osseo is seeking to fill a vacancy on the Heritage Preservation Commission. The unexpired term for this position will end 12/31/21. At present, the Commission is meeting quarterly.

The City values leadership from service minded individuals. Residents or others interested in filling this appointment are requested to submit a letter of application or statement of interest containing name, address, telephone number, and any other pertinent background information.

Please send your letter of interest by June 17, 2021, to Mayor Duane Poppe, 415 Central Avenue, Osseo, MN 55369. For more information, please call 763-425-2624.



OPENING DAY!
OSSEO FARMERS MARKET

TUESDAY, JULY 13

3 - 7 PM

416 Central Avenue

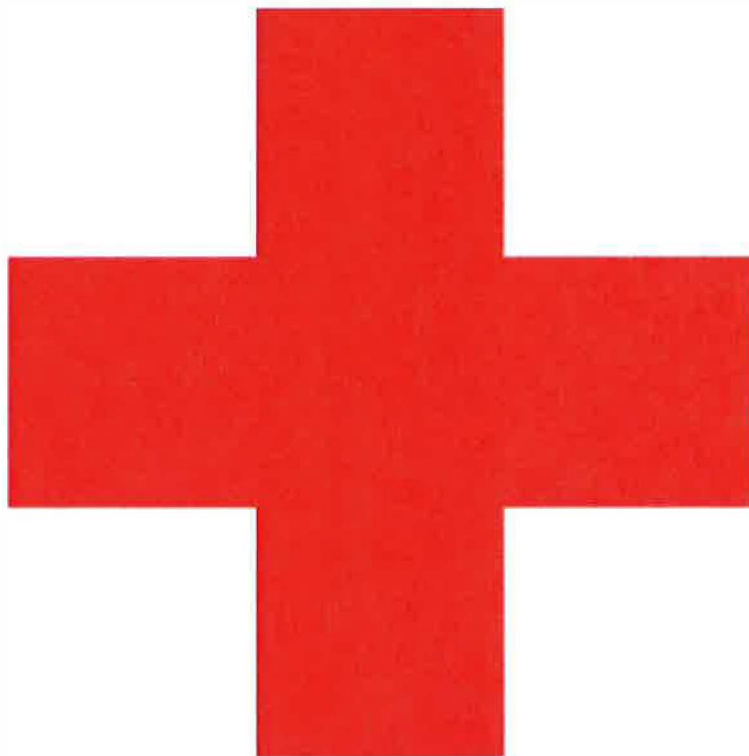
Central Avenue & 5th Street NE by Boerboom Veterans Park

DiscoverOsseo.com

Give blood.

Every 2 seconds someone
in the U.S. needs blood.

American Red Cross



Blood Drive

Osseo City Hall

Community Center Room A
415 Central Avenue, Osseo, MN 55369

Wednesday, July 14, 2021
1:00 p.m. to 7 p.m.

Please call 1-800-RED CROSS (1-800-733-2767) or visit RedCrossBlood.org and enter: CITYOFOSSEO to schedule an appointment.

Come to give July 7 – 31 for your chance to win gas for a year, a \$5,000 value! There will be 3 winners!
Terms and conditions apply: visit rcblood.org/fuel.

1-800-RED CROSS 1-800-733-2767 redcrossblood.org Download the Blood Donor App

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1-800-RED-CROSS 1-800-733-2767