

**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
July 12, 2021**

1. CALL TO ORDER

Acting Mayor Larry Stelmach called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, July 12, 2021.

2. ROLL CALL

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

Members absent: Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Police Chief Shane Mikkelsen, and City Attorney Joe Sathe

Others present: Kenny Nelson, Ed Columbus, Ken Peloquin, Kenny Green, Jeffrey Lunde, Anna Schmiel, Andrew Washington, and James Kelly.

3. PLEDGE OF ALLEGIANCE

Stelmach led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Stelmach asked for additions or deletions to the Agenda.

**A motion was made by Hultstrom, seconded by Johnson, to accept the Agenda as presented. The motion carried 4-0.**

5. CONSENT AGENDA

- A. Approve City Council Minutes of June 28
- B. Approve Work Session Minutes of June 28
- C. Receive June Building Report
- D. Accept Resignation of Brittney Quant from Parks & Recreation Committee
- E. Approve Exempt Permit for Raffle at American Legion by Fur, Fin & Feather
- F. Receive June American Legion Gambling Report

**A motion was made by Hultstrom, seconded by Vickerman, to approve the Consent Agenda. The motion carried 4-0.**

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. PRESENTATION FROM JEFF LUNDE AND ANNA SCHMIEL, HENNEPIN COUNTY COMMISSIONER DISTRICT 1

Jeff Lunde, Hennepin County Commissioner, thanked the Council for its time. He explained he represented Osseo, Brooklyn Park, Brooklyn Center, Robbinsdale, New Hope, and Crystal. He reported he would be having his first in person Hennepin County board meeting in September. He indicated he would be doing his best to meet the needs of local governments in the coming months and years. He discussed the committees he would be serving on this year. He explained public safety was a growing concern for the County and commented on how he was addressing this concern. He commented on how the County was investigating organics recycling. He then introduced staff members Anna Schmiel and Andrew to the City Council.

Anna Schmiel addressed the Council and noted she has a background in economic development and small businesses. She stated she looked forward to working with the City of Osseo and its small businesses.

Vickerman requested further information regarding the organics recycling system the County would be pursuing. County Commissioner Lunde described how the proposed system (anaerobic digestion) would breakdown organics waste and compost. He estimated 30% of all waste at this time in the County was organics. It was the County's hope that organics recycling would assist with reducing the amount of waste brought to landfills.

Johnson asked what the County was doing for rental assistance. County Commissioner Lunde discussed the rental assistance programs the County had in place at this time. He reported assistance was being focused on people that need it the most with assistance coming from County Navigators and local non-profits.

Johnson requested this information be provided to the City in order to be distributed to those in need of rental assistance in Osseo.

Grams reported staff has been working with Ms. Schmiel on the business district initiative. He explained the City would be hearing in August if funding would be received. Grams also thanked Hennepin County Intern Andrew Washington to the meeting, noting that he was happy to see young people taking an interest in local government.

Stelmach thanked County Commissioner Lunde for his attendance at this meeting.

B. APPROVE LIONS ROAR AND 5K RACE SPECIAL EVENT PERMITS AND TEMPORARY ON-SALE LIQUOR LICENSE FOR SEPTEMBER 10-11

Grams stated the City is ready to help the Osseo Lions Club host the 2021 Lions Roar event and 5K race on September 10-11. The Lions Roar event and 5K race will feature many of the same events as in previous years. The City provides various services in support of these events. The City also provides free advertising of the events through the City's social media accounts, website, and Gateway Sign. The events include noted

street closures. All City Department Heads have received the attached permits and provided any necessary comments.

Ed Columbus, Lions Club Roar Chairperson, stated he was happy that Lions Roar would be back again in 2021. He reviewed the events that would be held this year. He thanked the Council for considering this special event permit and waiver of fees request.

Kenny Green, Osseo Cross Country Coach, thanked the Council for considering the 5K event request. He explained in 2019 360 individuals participated in the 5K. It was his hope the 2021 event would have even more participants. He reported all who participate are given a t-shirt and swag bag, and medals are awarded to winners of each age group.

**A motion was made by Hultstrom, seconded by Vickerman, to approve the 2021 Osseo Lions Roar and 5K Race, a temporary on-sale liquor license, and waiver of fees for advertising and City services. The motion carried 4-0.**

C. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
John & Cynthia Schlenk (in memory of Gayle Johnson)	\$25	Beautification
Steven & Jean Romo (in memory of Gayle Johnson)	\$10	Beautification
Helen Zahler (in memory of Gayle Johnson)	\$10	Beautification
Wallace & Dianne McDaniel (in memory of Gayle Johnson)	\$20	Beautification
Osseo Lions Club	\$2,000	Park Equipment

Staff recommended the Council accept the donations.

**A motion was made by Hultstrom, seconded by Vickerman, to adopt Resolution No. 2021-42, accepting donations from John & Cynthia Schlenk, Steven & Jean Romo, Helen Zahler, Wallace & Dianne McDaniel, and the Osseo Lions Club. The motion carried 4-0.**

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE PURCHASE OF POLICE SQUAD CAMERAS

Police Chief Shane Mikkelsen stated in July of 2020 he asked the Council to install one Noptic NV3 Thermal camera on squad 121. He explained he has since tested and used that camera on several calls for service. In March 2021 the Osseo American Legion gave

a donation to the Police Department to cover the cost of the cameras except \$300. He reported he has enough in the donations account to cover the increase in price. It was noted the cost for two Noptic cameras would be \$5,990.

**A motion was made by Hultstrom, seconded by Johnson, to approve the purchase of two Noptic NV3 cameras for \$5,990. The motion carried 4-0.**

**B. APPROVE POLICE CHAPLAIN PROGRAM**

Police Chief Mikkelson stated a Chaplain program uses current clergy to assist officers on some of their most difficult calls for service. It was noted the Chaplains would also be a part of the police department and allowed to access the department, go on a ride along, and have identification from our department labeling them as an Osseo Chaplain. He indicated he would run the Chaplains through an application and background check process, and they would be hired by the Council.

Chief Mikkelson explained he was researching different Chaplain programs in the metro area with the intent of starting his own program when he was in contact with the Brooklyn Park and Champlin Police Departments. He learned these two departments work with each other and have created a joint Chaplain program. He reported he was approached to join that program noting these Chaplains would then service all three communities. Since Osseo churches serve people from all three communities, he felt this would be a great opportunity for the Osseo Police Department. He indicated he has spoken to both of the contacts from Champlin and Brooklyn Park and they are excited to see Osseo join with them. If approved, he will have an informational meeting with the clergy in Osseo in the next month. Staff hoped to have this group up and running by September of 2021.

Johnson asked if Osseo would be joining the other cities for the Chaplain program. Chief Mikkelson explained he was proposing to have one call center for the Chaplain program that would serve the three cities.

Vickerman questioned if additional training was required for the clergy members. Chief Mikkelson commented no additional training was necessary, rather the chaplains would be introduced to the Osseo Police Department staff members.

**A motion was made by Hultstrom, seconded by Vickerman, to approve the Osseo Police Department Chaplain Program. The motion carried 4-0.**

**C. APPROVE HENNEPIN COUNTY ASSESSMENT AGREEMENT**

Grams stated every four years the City of Osseo approves an Assessment Agreement between the County of Hennepin and City of Osseo for assessing services. The City has had similar agreements with Hennepin County in place for many years. [The current assessing agreement actually expired July 31, 2020. Due to COVID and Hennepin County staff working remotely in 2020, a new four-year agreement should have been approved in 2020 but was overlooked at the county level.] The years covered by this new agreement are 2021, 2022, 2023, and 2024 property assessments (with the agreement commencing August 1, 2020). This new agreement will terminate on July 31, 2024.

Grams reported City Attorney Mary Tietjen explained the consideration of such an agreement in a 2016 discussion: "State statute authorizes a county and a city (or town) to enter into an agreement to provide for the assessment of property in the city. Minn. Stat. section 273.072. Also, under statute, both cities and towns have authority to appoint local assessors. Minn. Stat. 273.05. This provision states that when the office of city or town assessor is not filled, "the county auditor may appoint the county assessor as assessor for such town or city, in which case the town or city shall pay to the county treasurer the amount determined by the county auditor to be due for the services performed an expenses incurred by the county assessor in acting as assessor for such town or city."

Johnson asked if this agreement would increase 7% per year. Grams explained if the County proposes increasing the amount by 7½% the City would have the right to cancel the agreement through written notice. He understood the agreement would be for \$31,000 per year for a four year period.

Stelmach recommended the language within the agreement be amended to read: for each assessment year. Grams explained he would make this change.

**A motion was made by Hultstrom, seconded by Johnson, to authorize the Mayor and City Clerk to sign the Agreement for Assessment Services, Contract No. A2010423 as amended.**

Johnson explained this was a great contract for the City to have in place for assessments services.

**The motion carried 4-0.**

D. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

**A motion was made by Johnson, seconded by Vickerman, to approve the Accounts Payable as presented. The motion carried 4-0.**

11. ADMINISTRATOR REPORT

Grams reported he was happy to be back in Council Chamber for this meeting.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom stated it was nice to be meeting in person.

Johnson commented it was nice to have County Commissioner Lunde at the meeting. He encouraged the Council and City staff to get rental assistance information out to the public to assist those in need.

Vickerman reported she received feedback on the Just Deeds program she discussed at the last meeting. She hoped the Council could look into this program further. She

indicated she would like to meet with Lee Gustafson to discuss the boulevards along Central Avenue to discuss planters and trees.

Stelmach thanked County Commissioner Lunde and assistants for attending this meeting.

13. ANNOUNCEMENTS

Stelmach stated the Teddy Bear Band would be providing Music in the Park on Tuesday, July 13, at 7 p.m. followed by the screening of Onward.

Stelmach encouraged residents to visit the farmers market every Tuesday this summer beginning July 13, from 3 p.m. to 7 p.m.

Stelmach reported there would be a Red Cross blood drive on Wednesday, July 14, from 1 p.m. to 7 p.m. at the Community Center.

Stelmach explained the City was seeking a Parks & Recreation Committee member at this time. Those residents interested in serving were encouraged to contact City Hall for further information.

14. ADJOURNMENT

**A motion was made by Vickerman, seconded by Hultstrom, to adjourn the City Council meeting at 7:58 p.m. The motion carried 4-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*