

**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
December 13, 2021**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the City Council to order at 7:02 p.m. on Monday, December 13, 2021. Due to the COVID-19 pandemic this meeting was held virtually.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom (joined the meeting at 7:03 p.m), Harold E. Johnson, Larry Stelmach, Alicia Vickerman, and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Financial Consultant Gary Groen, Public Works Director Nick Waldbillig, and City Attorney Mary Tietjen.

Others present: Lee Gustafson – WSB, and Jessica Cook – Ehlers & Associates.

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.

Grams requested the addition of Item 10Q - Approve Memo of Agreement to Participate in National Opioid Settlement.

**A motion was made by Stelmach, seconded by Hultstrom, to accept the Agenda as amended adding Item 10Q- Approve Memo of Agreement to Participate in National Opioid Settlement. A roll call vote was taken. The motion carried 5-0.**

5. CONSENT AGENDA

- A. Approve Work Session Minutes of November 22
- B. Approve Council Minutes of November 22
- C. Approve Work Session Minutes of November 29
- D. Approve 2022 Council, EDA, and Planning Commission Meeting Schedule
- E. Approve 2022 Pay Increases for City Staff
- F. Approve 2022 Pawn License for Osseo Pawn LLC
- G. Approve 2022 Agreement with Minute Maker Secretarial Services
- H. Approve WSB Rates for 2022
- I. Receive October Hockey Association Gambling Report
- J. Receive November Building Report
- K. Accept Resignation of Firefighter Sam Mulvaney
- L. Approve Community Center Fee Waiver for 2022 Red Cross Blood Drives

- M. Receive November American Legion Gambling Report
- N. Approve Hire of Rink Attendants – Jack Goldsmith, Jacob Wills, and Julia Finstrom
- O. Approve Hire of Seasonal Public Works – Ed Columbus and Peter Seeman
- P. Approve Termination of Firefighter Jacob Schumacher
- Q. Receive November Fire Report
- R. Receive November Fire Relief Association Gambling Report
- S. Receive Park and Recreation Minutes of December 7

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

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. THANK YOU 2021 VOLUNTEERS

Grams read a statement thanking all the volunteers that work selflessly to make the City of Osseo the best it can be.

B. ACCEPT DONATIONS (Resolution)

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Harold E. Johnson	\$750	Beautification
Doug and Michealle Wallgren	\$250	Fire

Staff recommended the Council accept the donations.

**A motion was made by Stelmach, seconded by Hultstrom, to adopt Resolution No. 2021-64, accepting donations from Harold E. Johnson and Doug and Michealle Wallgren. A roll call vote was taken. The motion carried 5-0.**

8. PUBLIC HEARINGS

A. 2022 ALLEY PROJECT PUBLIC HEARING – Lee Gustafson, WSB & Associates (Resolution)

Lee Gustafson, WSB & Associates, stated the City Council approved the feasibility report for this project on November 22, 2021 and called for the improvement hearing to be held on December 13, 2021. The 2022 Alley Reconstruction Project consists of alley improvements throughout the City. Staff reviewed a map illustrating the project areas noting the allies that were included. Alley improvements consist of replacing the existing bituminous or concrete pavement with concrete pavement, minor utility improvements, and driveway and sidewalk repair. For the alley behind Dean's Supermarket, some concrete panels are proposed to be replaced. Staff commented further on the work that would be completed, discussed how the project would be funded with

assessments, and recommended the Council hold a public hearing and order the improvements.

Hultstrom requested further comment on how the project would be assessed. Mr. Gustafson discussed the proposed assessment rates noting each alley would be billed out separately based on actual project costs.

Johnson asked if the estimate that was sent out this evening was the same as the estimate presented at the improvement hearing. Mr. Gustafson reported this was the case, but that the estimates may change slightly up until the assessment hearing. He reiterated that eight different assessment rates will be figured for this project based on the actual project costs for the eight different allies. He stated the Council would hopefully benefit by going out for bids early for this project.

Stelmach questioned why several properties were not being assessed. Mr. Gustafson commented this was done intentionally, noting one of the properties was City owned.

Stelmach thanked staff for getting this project before the Council early noting this would help the City get ahead of the labor shortage.

**A motion was made by Stelmach, seconded by Johnson, to open the Public Hearing at 7:33 p.m. A roll call vote was taken. The motion carried 5-0.**

Grams read a comment from Kenny Nelson, 509 3<sup>rd</sup> Avenue NE, stating Mr. Nelson believed in the past the City had broken down assessments per block.

Grams read a comment he received from Matthew Martinen, 117 6<sup>th</sup> Avenue NE, noting Mr. Martinen questioned how much the new alleyway would cost and asked how a contractor would be selected. Mr. Martinen discussed how the current alleyway had failed and he would like the new contractor to provide a better base for the new alley.

Mr. Gustafson reported the alley behind Mr. Martinen's home was very old and would be improved and replaced per City standards. He commented further on the process that would be followed to approve and complete the alleyways.

**A motion was made by Hultstrom, seconded by Vickerman, to close the Public Hearing at 7:38 p.m. A roll call vote was taken. The motion carried 5-0.**

**A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution No. 2021-65, ordering improvements, and the preparation of plans and specifications for the 2022 Alley Reconstruction Project. A roll call vote was taken. The motion carried 5-0.**

B. 2022 TRUTH IN TAXATION PUBLIC HEARING

**A motion was made by Hultstrom, seconded by Stelmach, to open the Public Hearing at 7:40 p.m. A roll call vote was taken. The motion carried 5-0.**

Grams stated the City Council annually holds a Truth in Taxation public hearing to allow all Osseo property owners the opportunity to provide public comment on the annual

preliminary budget, which was approved by the City Council on September 13, 2021. Truth in Taxation public hearings were first enacted in 1988 in order to enhance public participation in Minnesota's property tax system. Each local Government is required to formally adopt a preliminary budget and tax levy in September each year. When the final budget is approved, the levy shall not exceed the preliminary levy. The County takes the preliminary tax levy information and computes each parcel's proposed property tax. The county uses property valuations as well. Then, each local government is required to hold a public hearing after the notices have been delivered where budget and taxing issues are discussed, and where public testimony must be allowed, prior to adopting its final levy.

Grams explained the process was enacted with a goal of improving accountability by focusing taxpayers on the relationship between budget decisions and property taxes and providing taxpayers with a greater opportunity to become involved in the local government budgeting process. Staff provided the Council with a presentation on the proposed tax levy and budget, noting property values in Osseo were at an all-time high. He discussed how the median value homeowner would be impacted by the proposed tax levy. He reported all Osseo taxpayers were invited to provide public comments relating to this process (virtually this year).

There were no comments from the public for the Truth in Taxation Public Hearing.

**A motion was made by Hultstrom, seconded by Stelmach, to close the Public Hearing at 7:48 p.m. A roll call vote was taken. The motion carried 5-0.**

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE EDA ACTIONS OF DECEMBER 13, 2021

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable, approved the 2022 EDA budget, and reviewed the 2022 schedule of EDA meetings.

**A motion was made by Johnson, seconded by Vickerman, to Confirm the EDA Actions of December 13, 2021. A roll call vote was taken. The motion carried 5-0.**

B. APPROVE 2022 UTILITY RATES – Jessica Cook, Ehlers - (Resolution)

Jessica Cook, Ehlers & Associates, provided the Council with a presentation on the utility rates study and discussed the goals for the utility funds. She reviewed the conclusions and recommendations for the 2022 utility rates and asked for comments or questions.

Johnson requested clarification on the city's storm sewer rates. Ms. Cook reviewed how storm sewer fees were charged to residents.

Johnson stated he would like to see the Council discuss the storm sewer rates further at a future work session.

Poppe recommended this be discussed after all the new water meters have been installed. Ms. Cook explained she was recommending the Council complete an updated rates study in 2023.

Johnson reported the City had a large storm water expenditure coming up and questioned if this was included in the cash flow projections for 2022. Grams stated this project was included in the cash flow projections.

**A motion was made by Stelmach, seconded by Vickerman, to adopt Resolution No. 2021-66, setting the water user fees in 2022 and 2023. A roll call vote was taken. The motion carried 5-0.**

**A motion was made by Vickerman, seconded by Stelmach, to adopt Resolution No. 2021-67, setting the sanitary sewer user fees in 2022 and 2023.**

Johnson stated he would not be supporting this Resolution because he did not support the proposed rate for low end users.

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

**A motion was made by Hultstrom, seconded by Johnson, to adopt Resolution No. 2021-68, setting the storm water utility fees in 2022 and 2023. A roll call vote was taken. The motion carried 5-0.**

**C. APPROVE 2022 SEWER LINING PROJECT – Lee Gustafson, WSB & Associates**

Lee Gustafson, WSB & Associates, stated the 2022 sanitary sewer lining project consists of reviewing approximately 34,000 lineal feet of sanitary sewer closed circuit television (CCTV) televising videos to determine which segments should be rehabilitated with a cured-in-place epoxy resin pipe liner. The proposed improvements will help reduce infiltration of rainwater and groundwater into the system, eliminate root growth at joints, and ultimately extend the serviceable life of this underground infrastructure. The sanitary sewer lines that are proposed for rehabilitation are eligible for up to \$52,762 of grant funding from the Metropolitan Council through the Inflow & Infiltration Grant Program.

Mr. Gustafson reported a similar lining project was completed in 2020 in the northeastern portion of the City. At the conclusion of this proposed project, all of the sanitary sewer lines within the City will have been cleaned, televised, and improved where necessary. The proposal from WSB includes review of CCTV televising videos and reports, development of construction documents including final plans and project specifications, bidding assistance, and construction services. All engineering and improvement costs would be funded from the City's utility fund.

**A motion was made by Hultstrom, seconded by Vickerman, to approve the engineering proposal with WSB.**

Johnson asked what improvements would be completed, if necessary. Mr. Gustafson stated some pipes would require lining and some would not, depending on if there

were open joints or cracks within the pipes. He reported the impact to property owners was quite minor.

**A roll call vote was taken. The motion carried 5-0.**

D. DESIGNATE POLLING PLACE FOR 2022 ELECTION PRECINCT (Resolution)

Grams reported Minnesota Statutes Section 204B.16 states that by December 31 of each year the governing body of each city must designate by ordinance or resolution a polling place for each election precinct. Osseo has one voting precinct, the Community Center.

**A motion was made by Stelmach, seconded by Vickerman, to adopt Resolution No. 2021-69, establishing the polling place for the election precinct for the 2022 elections. A roll call vote was taken. The motion carried 5-0.**

E. APPROVE NEW RESIDENTIAL RECYCLING GRANT AGREEMENT WITH HENNEPIN COUNTY (Resolution)

Grams stated Osseo has had grant agreements to encourage recycling in the City for more than 25 years. The Residential Waste Reduction and Recycling Funding Policy, as amended, established the terms and conditions for distributing funds. In June 2020, the board adopted an amendment to extend the funding policy through 2021 and authorize amendment 1 to the residential recycling grant agreement, extending the periods through December 31, 2021. The new funding policy will continue to fund city recycling programs but since the last agreement, 50% of funding has now shifted to organics recycling. The goal of this policy is to reach a 75% recycling rate by 2030.

**A motion was made by Johnson, seconded by Vickerman, to adopt Resolution No. 2021-70, approving the Residential Waste Reduction and Recycling Grant Agreement with Hennepin County, expiring December 31, 2025. A roll call vote was taken. The motion carried 5-0.**

F. ACCEPT ADDITIONAL ARPA FUNDS (Resolution)

Grams stated as a result of several local governments not applying for American Rescue Plan Act (ARPA) Funds by the deadline this fall, the state has distributed the unclaimed amounts to local governments that did apply for and receive ARPA funds. Without having to take any action, cities began receiving these additional payments on November 22, 2021. When cities applied for ARPA funds this summer/fall the League of Minnesota Cities and Minnesota Management and Budget recommended that cities adopt a resolution authorizing City representatives to apply for and receive ARPA funds. Adopting a resolution is not required under ARPA but doing so is an accounting/auditing best practice and many cities chose to adopt the recommended resolution. The City Council did pass such a resolution at the September 13 meeting. With the additional distribution this November, the League of MN Cities is recommending that cities adopt another resolution accounting for these funds.

**A motion was made by Vickerman, seconded by Johnson, to adopt Resolution No. 2021-71, accepting an additional \$4,743.88 in ARPA funds. A roll call vote was taken. The motion carried 5-0.**

G. CONSIDER FUNDING REQUEST FROM CROSS FOOD SHELF

Grams stated in August, CROSS Food Shelf reached out to the City of Osseo to request funding to support its programming using American Rescue Plan Act (ARPA) funds received by the City. CROSS is requesting \$12,000 annually for the next three years, for a total of \$36,000. According to CROSS, the funds will be used to provide basic needs and ongoing support for families impacted by the pandemic in a variety of ways. The proposed use of the requested funds would be broken up into two areas: \$33,000 for the Peace of Mind Financial Assistance program, which would provide homelessness prevention assistance to an estimated 7 families. And \$3,000 for general CROSS food programs, covering the costs of approximately 52 additional visits by residents during this difficult time.

Grams commented CROSS has also made similar funding requests from other area communities. He noted he was aware of the following requests: Staff was aware that Maple Grove approved a portion of the original funding request, Dayton denied the request, and Rogers and Corcoran have delayed their responses to the funding request until next year for further consideration. It was noted funding requests from non-profit organizations are eligible expenses for ARPA funding. He asked that the Council discuss the CROSS request and provide direction to staff.

Hultstrom stated she supported the City funding CROSS with ARPA funds in the amount requested.

Vickerman asked if the City were to set aside funds for CROSS, does this have to be something done over the course of three years or could this be done in one payment. Grams noted the Council could make a one-time payment to CROSS versus spreading this out over three years.

Johnson questioned what the City's balance of ARPA funds was at this time. Grams reported the remaining balance was \$139,000.

Johnson explained CROSS originally started in Osseo by the local churches. He noted other communities have joined this organization over time. He commented Osseo has a number of residents that have benefited by the services provided by CROSS. He reported Osseo High School has approximately 300 homeless students that were provided assistance from CROSS. He believed CROSS was one of the more worthwhile organizations the City can support.

**A motion was made by Hultstrom, seconded by Johnson, to approve a total of \$36,000 to CROSS Food Shelf using City of Osseo ARPA funding in a one-time payment.**

Stelmach stated he loved the idea the City would be providing a one-time payment for the ARPA funds.

Vickerman asked how the City would be expending the remaining balance of ARPA funds. Grams stated these funds would be used to cover staff time, if out on COVID leave, for masks, hand sanitizer, to support hybrid meeting support, and for the lift station or water meter project.

City Attorney Mary Tietjen discussed the paperwork that would have to be completed in order to make a contribution to CROSS from ARPA funds.

**A roll call vote was taken. The motion carried 5-0.**

H. APPROVE AGREEMENT WITH ELEMENT TECHNOLOGIES FOR CITY IT SERVICES  
(Resolution)

Grams stated the City first partnered with Element Technologies in October of 2017. Since then, Element has provided technology support and IT services to the City under the same agreement. Grams was approached by Scott Sonderby (Operations Manager for Element) earlier this year asking for the City to enter into an updated agreement for these same services. The old agreement format was no longer supported by Element, and they began to move all their clients over to their new agreements in 2021. Other than increased service costs, the base agreement with Element has remained the same without any changes in pricing.

Grams commented after discussions with the Council Risk Management Committee (Councilmembers Stelmach and Johnson), the Essential Care agreement would best serve our needs now and moving forward. The Essential Care agreement is an unlimited remote support model. Staff calls or emails the support center and a ticket is created and processed remotely. If onsite visits are needed, they will be billed at \$150/hr. Almost all our IT related issues can be handled remotely. This agreement includes monitoring and updating all desktop and laptop devices, managing our local area network, managing both the physical and virtual servers, Mimecast security software, LogMeIn software, and CrowdStrike software, as well as Microsoft Office licensing.

Grams reported the monthly cost of the new agreement is \$3,531. This is an increase of \$601 per month. The contract is automatically renewed each year with a 3% cost increase per year. This amount has been budgeted for in the 2022 draft budget. The Council Risk Management Committee has participated in meetings with Element to discuss these proposed changes, and has recommended approval of the agreement to the full Council.

Johnson expressed concern with the fact an Element Technologies employee could not work for the City of Osseo without being subject to penalty. City Attorney Tietjen reported these provisions were not out of the ordinary, but noted if there were concerns she could try to propose some revisions to this section of the services agreement.

Johnson discussed the limitation of damages language stating he would like this language reconsidered. City Attorney Tietjen agreed this language should be reconsidered and noted she could look into this agreement further.



The Council supported City Attorney Tietjen addressing the limitation of damages and right to work language further.

City Attorney Tietjen asked if this document could be postponed to January. Grams commented Element Technologies was hoping to have the document by January 1<sup>st</sup> but noted he could talk with them about the direction provided by the Council to have the document reviewed by the City Attorney.

**A motion was made by Hultstrom, seconded by Johnson, to table action on the IT services agreement with Element Technologies to the January 10, 2022 City Council meeting directing staff and the Risk Assessment Committee to review the document. A roll call vote was taken. The motion carried 5-0.**

I. APPROVE 2021 TECHNOLOGY UPGRADES

Grams stated each year City staff and the Risk Management Committee meet with our IT Consultant (Element Technologies) to discuss needed and planned tech upgrades to the City's overall system. He noted staff typically looks at what physical machines or systems need replacement, what security upgrades we should consider, and other IT related items. Staff reviewed the proposed upgrades in detail with the Council and recommended approval.

Johnson questioned how many computers the City owned. Grams estimated the City had 30 computers.

Hultstrom noted she did not have a City issued laptop.

**A motion was made by Stelmach, seconded by Vickerman, to approve the 2021 technology upgrades. A roll call vote was taken. The motion carried 5-0.**

J. APPROVE NEW LIQUOR AND TOBACCO LICENSES FOR ZR'S MAINSTREET LIQUOR, INC.

Grams stated Princeton Liquors Osseo, 341 Central Ave, is in the process of transferring ownership tentatively on January 11, 2022, to ZR's Mainstreet Liquor Inc. Mark Regan, owner and manager, submitted applications for tobacco and liquor (off sale intoxicating liquor) for the remaining license period through June 30, 2022. Staff commented further on the request and recommended approval.

**A motion was made by Johnson, seconded by Stelmach, to approve the new liquor and tobacco licenses for ZR's Mainstreet Liquor Inc. with prorated fees for seven months. A roll call vote was taken. The motion carried 5-0.**

K. DECLARE SURPLUS EQUIPMENT (Resolution)

Grams stated the 2016 Ford Explorer has been replaced and the 2001 Buick Lesabre was a DWI seizure. Both vehicles have clear titles that put them into City ownership. The City will have both vehicles sold at auction.

**A motion was made by Stelmach, seconded by Hultstrom, to adopt Resolution No. 2021-72, declaring city property as surplus and authorizing its sale.**

Johnson requested staff see if there were an alternate location to bring the cars to auction. Grams stated he would speak with Public Works Director Waldbillig regarding this matter.

**A roll call vote was taken. The motion carried 5-0.**

L. APPROVE REQUEST FOR PROPOSALS FOR RENTAL HOUSING INSPECTION SERVICES

Grams stated the City has long partnered with Roger Lenz, RWL Inspection Service, to conduct rental housing inspection services. Roger has decided to retire. The Council discussed available options to continue the rental housing inspection program at its May 24, 2021, work session. The general consensus at that meeting was to determine if part-time Fire Inspector Hugh Heidt would be willing to take on the rental housing inspection program only once Roger was fully ready to retire. Hugh decided that he would prefer to handle the apartment inspections and not the single family and duplex units.

Grams reported he had several discussions with the Council Risk Management Committee (Councilmembers Stelmach and Johnson) on how best to handle the program moving forward. We decided that it didn't make much sense to have multiple rental housing inspectors for a city the size of Osseo. We appreciated Hugh's willingness to learn the program and take on a part of the inspections, but ultimately it makes more sense from an administrative standpoint to have one person or one consultant handling the entire program. The Risk Management Committee has recommended that the City go out for Request for Proposal (RFP) to gather interested individuals and/or consultants to respond to the request.

Grams reviewed a draft RFP that outlines what we are looking for in the response proposals. The RFP will be published in the local newspaper, as well as on the League of MN Cities website. Proposals will be due in mid-February and will be reviewed by the City Administrator and Risk Management Committee, with a recommendation to the Council shortly after that. The hope is to have a partnered rental housing inspector in place by early summer to accommodate the 2022 rental housing inspection season.

**A motion was made by Stelmach, seconded by Hultstrom, to approve the request for proposal for City rental housing inspections. A roll call vote was taken. The motion carried 5-0.**

M. APPROVE PUBLIC EXPENDITURE FOR EMPLOYEE RECOGNITION (Resolution)

Grams stated cities have statutory authority to expend funds for employee recognition programs. Per the State Auditor, to expend funds for such a purpose, a city should adopt a formal employee recognition policy and/or public expenditure policy. Currently the city does not have such a policy in place. City Attorney Mary Tietjen recommends that the City Council adopt a resolution that authorizes the use of public funds for employee recognition programs, and that the city consider a more formal policy soon.

Staff will work with the City Attorney to draft such a policy and bring it forward to the Council for consideration at a future meeting. In the meantime, the Council should consider the proposed resolution that would authorize the City to use public funds on employee recognition.

**A motion was made by Hultstrom, seconded by Johnson, to adopt Resolution No. 2021-73, approving certain employee appreciation events and directing the City Administrator to develop an employee recognition policy.**

Stelmach thanked City Attorney Tietjen for bringing this item forward to the City Council.

Johnson recommended that flowers for funerals be included in this policy. Grams stated he would look into this further.

**A roll call vote was taken. The motion carried 5-0.**

N. ADOPT 2022 CITY BUDGET AND TAX LEVY (Resolution)

Grams stated after staff recommendations, Council Budget and Finance Committee recommendations, Councilmember recommendations and comments from Osseo taxpayers, he was pleased to present the 2022 City Budget and Tax Levy. The 2022 City Budget shows a fully balanced budget between expenditures and revenues. Staff commented further on the budget and tax levy, noting the proposed increases for 2022 and recommended approval.

Johnson noted for the record there was an increase to the workers' comp expense for 2022.

**A motion was made by Johnson, seconded by Hultstrom, to adopt Resolution No. 2021-74, approving the 2022 City Budget and General Tax Levy. A roll call vote was taken. The motion carried 5-0.**

**A motion was made by Hultstrom, seconded by Stelmach, to adopt Resolution No. 2021-75, reducing debt service tax levies for 2022. A roll call vote was taken. The motion carried 5-0.**

O. CLOSED SESSION – DISCUSS ANNUAL PERFORMANCE EVALUATIONS OF CITY ADMINISTRATOR

City Attorney Tietjen reported the Council HR Committee has asked to conduct a closed session review of the City Administrator performance evaluation with the entire Council. Under Minnesota Statute regarding the Open Meeting Law, after a public body meets in a closed session to evaluate the performance of an employee, the body is required to summarize the conclusions regarding the evaluation at its next open meeting. A summary of the closed session proceedings will be given at the next open meeting, on January 10, 2022.

**A motion was made by Stelmach, seconded by Johnson, to adjourn the City Council meeting to a Closed Session at 9:22 p.m. A roll call vote was taken. The motion carried 5-0.**

**Mayor Poppe reconvened the City Council meeting at 11:13 p.m.**

**A motion was made by Hultstrom, seconded by Vickerman, to approve an extra 1% merit increase for a total of 3% merit increase for City Administrator Riley Grams for 2022. A roll call vote was taken. The motion carried 4-1 (Councilmember Johnson opposed).**

P. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council noting he had several additions for the Council to consider.

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

Q. APPROVE MEMO OF AGREEMENT TO PARTICIPATE IN NATIONAL OPIOID SETTLEMENT

City Attorney Tietjen requested the Council approve a Memo of Agreement to Participate in the National Opioid Settlement. Staff discussed the implications from this settlement and noted this was a housekeeping matter that would allow the City to apply for potential future grant dollars.

Johnson questioned how the grant dollars could be utilized by the City in the future.

Hultstrom stated Narcan could be purchased with grant dollars.

**A motion was made by Hultstrom, seconded by Johnson, to adopt Resolution No. 2021-76, approving Participation in the National Opioid Settlement and authorizing execution of the Memo of Agreement and participation forms. A roll call vote was taken. The motion carried 5-0.**

11. ADMINISTRATOR REPORT

Grams thanked the Council for another great year. He stated he appreciates the relationships he has made with each of the Councilmembers and staff members. He wished everyone a Merry Christmas, happy holidays, and happy new year.

12. COUNCIL AND ATTORNEY REPORTS

City Attorney Tietjen wished everyone happy holidays and stating she was looking forward to working with everyone in 2022.

Hultstrom thanked the Public Works Department for all of their efforts during the recent storm. She welcomed Ed and Peter, along with the rink attendants, to the team. Hultstrom wished everyone a Merry Christmas and Happy New Year.

Johnson encouraged residents to continue wearing their masks and wished everyone Happy Holidays.

Vickerman thanked all the seasonal workers for the assistance they provide the City. Vickerman reported she had a wonderful eight nights of Hannukah and she thanked the City of Maple Grove for displaying a large menorah. She wished everyone a Merry Christmas, Happy Holidays, and Happy New Year.

Stelmach wished everyone a Merry Christmas, Happy Holidays and Happy New Year. He stated he was looking forward to great things in 2022.

Poppe thanked everyone for a great year and wished everyone a happy holiday season.

13. ANNOUNCEMENTS

Poppe encouraged residents to consider donating a new, unwrapped toy to the Toys for Tots drive which would be taking place now through Thursday, December 16.

Poppe invited residents to consider volunteering for a City Board or Commission. Those interested were encouraged to contact City Hall for further information.

Poppe stated City Hall would be closed on Thursday, December 23, and Friday, December 24, for the Christmas holiday. Poppe stated City Hall would be closed on Thursday, December 30, and Friday, December 31, for the New Year's holiday.

14. ADJOURNMENT

**A motion was made by Hultstrom, seconded by Vickerman, to adjourn the City Council meeting at 11:35 p.m. A roll call vote was taken. The motion carried 3-2 (Councilmembers Hultstrom and Stelmach opposed).**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*