



**AGENDA – REGULAR MEETING**  
**6:00 p.m., July 13, 2022**

## **Public Safety Advisory Committee**

- 1. CALL TO ORDER, CHAIR JULIANA HULTSTROM**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
  - A. PSAC Minutes of March 9, 2022
- 5. DEPARTMENT UPDATES**
  - A. Fire Department, Chief Mike Phenow**
    - Staff Updates
    - Call Summary (2022)
    - Training Schedule Update
    - Equipment Updates
    - Update on Public Services Administrative Assistant Position
  - B. Police Department, Chief Shane Mikkelsen**
    - Staff Updates
    - Overall Department Summary
    - Call Summary (2022)
    - Equipment Updates
    - Squad Vehicle Updates
    - Update on Night to Unite 2022 Event
    - Update on Police Supervisor Position
    - Discuss Reserve Officers Writing Citations
    - Discuss Catalytic Converter Ordinance
    - Discuss Solicitors Ordinance
    - Discuss 4-Way Stop Sign at 4<sup>th</sup> Ave NE and 1<sup>st</sup> Street NE
  - C. Administration Department, City Administrator Riley Grams**
    - Update on LELS Contract Negotiations (2023-2025)
    - Discuss New Sidewalk Panels on Central Ave
- 6. REPORTS OR COMMENTS: Staff, Chair, & Commission Members**
- 7. ADJOURNMENT**

**OSSEO PUBLIC SAFETY ADVISORY COMMITTEE  
MINUTES  
March 9, 2022**

**1. CALL TO ORDER**

City Administrator Grams called the Public Safety Advisory Committee to order at 6:00 p.m., Wednesday, March 9, 2022. Due to the COVID-19 pandemic this meeting was held virtually.

**2. ROLL CALL**

Members present: Nate Berg, Tom Hartkopf, Jason Hegerle, Ashlee Mueller, and Councilmembers Juliana Hultstrom & Larry Stelmach.

Staff present: City Administrator Riley Grams, Fire Chief Mike Phenow, and Police Chief Shane Mikkelsen.

**3. ELECTION OF PSAC CHAIR**

Grams requested the Committee elect a Chair for 2022.

Stelmach supported Hultstrom serving as the Chair for 2022.

A motion was made by Stelmach, seconded by Berg, to elect Juliana Hultstrom to serve as the Chair of the Public Safety Advisory Committee for 2022. A roll call was taken. The motion carried 6-0.

**4. APPROVAL OF AGENDA**

A motion was made by Hultstrom, seconded by Hartkopf, to approve the agenda as presented. A roll call was taken. The motion carried 6-0.

**5. APPROVAL OF MINUTES – OCTOBER 27, 2020**

A motion was made by Hartkopf, seconded by Berg, to approve the minutes of October 27, 2020, meeting. A roll call was taken. The motion carried 6-0.

**6. DEPARTMENT UPDATES**

A. **Fire Department** - Chief Mike Phenow

**Staff Updates**

Phenow stated that given the challenges presented by COVID-19 pandemic, they did not actively recruit in 2020. They ramped up our recruiting efforts in the summer of 2021. After the application period closed in late summer, they had received eight applications. They conducted interviews, background checks, physical ability tests, and occupational health screenings. This process reduced the field to 3 candidates, who were presented to the council for hire in late fall. One came with existing certifications, one is getting enrolled in initial classes now, and the third had circumstances change that resulted in him no longer meeting the response time requirements. They also had 4 resignations this year. They have not had any significant issues

with daytime response, but with 24 members, they need to continue to recruit, hire, and train new people and he would be pursuing this throughout the year.

### **Call Summary**

Phenow reviewed the call summary from 2021. It was noted the call distribution was pretty typical.

### **Training Schedule Update**

Phenow reviewed the training schedule with the Committee. He noted that the back half of the year is booked up with outside (paid) training sessions. FY23 (July 22 - June 23) is the second year of the state's biennial budget and they expect to receive redistribution funds for training expenses incurred above and beyond our department award from the Minnesota Board of Firefighter Training and Education (MBFTE).

### **Equipment Updates**

Phenow stated a range of new equipment was procured and put into service in 2021. They got three new AEDs and 30 pagers with the help of grant funds. They added a number of items for safely operating at roadway incidents, including a stop/slow paddle, traffic control wands, road flares, and LED road flare discs. Additionally, they procured additional high-capacity batteries for our DeWalt hand tools as well as absorbent socks for absorbing, diking, and damming hazardous spills, and bins and scoops for deploying oil dry at vehicle accidents. The two new recruits were sized for bunker gear in December. Due to supply chain issues, they're expecting this to arrive later this year. Emergency Apparatus Maintenance, Inc. was out recently to perform annual inspection and service on all four apparatus; no significant issues were found. They will be back out when the weather warms up to perform the pump testing. The SCBA packs were all recently flow tested by MacQueen Emergency, with no issues found. Fire department members had their annual SCBA mask fit tests performed.

Phenow stated the following were upcoming:

- The breathing air compressor and bottles will be inspected and serviced by Alex Air Apparatus in the coming months.
- They are working with WSB to coordinate flow testing of the hydrants this spring.
- The hoses and ladders will be tested this summer by FireCATT.
- Fire extinguishers will be inspected later this fall.

### **Discuss Administrative Assistant Position**

Phenow stated, firefighting is a demanding job. Administering the operations of a fire department is no less so. Over the years, the fire service has evolved from "neighbors volunteering to help neighbors" into a multi-faceted, highly specialized, highly regulated public service. These increased demands come with a heavy administrative burden. Historically, the administrative functions of the department have been handled collectively by the Chief, the officers, and the firefighters. As the volume and complexity of these tasks grow, and as the demands on members' time for training and response grows, this model becomes increasingly unsustainable. To help ensure the continued effectiveness and viability of the department, it is proposed to hire an administrative specialist. This person would be a dedicated resource for handling (and standardizing and improving) administrative and management functions including (but not limited to) human resources, administration, records management, bookkeeping and light maintenance.

Phenow explained notably, this person would be hired specifically for the administrative skills necessary to complete the given tasks and would have regular, paid hours in which to complete critical department functions. Having a dedicated person for these tasks would free up time for Fire Chief to spend more time dedicated to higher levels of focus including:

- Developing core documents
  - Department Manual (policies, procedures, and guidelines)
  - Field Operations Guide
  - Field Training Officer Program
  - Officer Development Program
- Developing comprehensive financial model
- Improving budgeting & accounting procedures
- Improving core processes

Phenow reported additionally, it would free up members to focus on their core responsibilities of responding and training, rather than having everyone trying to chip in to support the department operations. Finally, having a permanent, full-time position for these functions would go a long way to providing continuity. Knowledge and processes would become standardized, documented, repeatable, trainable, and transferrable – rather than walking out the door with each retirement. He asked for feedback from the Committee on their thoughts regarding this new position.

Hultstrom stated she supported the proposed hire and believed the position should move forward in 2022. Grams indicated the position would not impact the budget too much in 2022 because it would be a partial year.

Berg explained he understood the need to have an administrative assistant within the fire department. He fully supported the fire department moving forward with this hire.

#### **Discuss Department Manual and Participation Policy**

Phenow stated in 2009, a process was initiated to develop a department manual. Two chiefs later, in 2014, one section of that manual was approved by the Council and put into effect. The driving force behind getting that portion of the manual completed and into effect was the need for a written participation policy. Over time, though, that policy has proved to be onerous to track and difficult to enforce. Additionally, the structure of the manual itself did not lend itself to being easily expanded upon. Over the past few years, Phenow has worked on both developing a new participation policy and creating the framework for a new manual that will provide a foundation that can be iteratively built upon over time. He then reviewed the document in further detail with the Committee and requested feedback on how to proceed.

Stelmach commented he understood the importance of these documents and he also understood it would take a great deal of time. He believed these documents would make for a better experience for both current and future firefighters. Phenow agreed these documents would be important for continuity purposes as well as for new hires.

Hultstrom thanked Fire Chief Phenow for his efforts and agreed this document would assist with creating better continuity for the organization going forward.

Berg explained he recently updated manuals at his place of employment and he appreciated how well done the document was because it leaves little room for error.

### **Discuss Plans for Developing Comprehensive Financial Model**

Phenow stated the fire department has a long history of being a group of "neighbors volunteering to help neighbors." Over time, though, the demands have mounted, not just in terms of administrative tasks, but also the cost, complexity, and extent of staffing, training, and equipment. At the same time, the department is funded through an assortment of tax revenues, donations, and grants. This wide array of sources can be inconsistent, unpredictable, and unreliable. Some of it is also opportunistic in that you can get funds for specific things or types of things – whether or not they are the things you need most right now. For example, in 2021, the department had a budget of \$157,427. Of those budgeted expenses, \$32,391 were offset by revenues (including Fire State Aid, MBFTE Training Funds, etc.). In addition to the budgeted operating expenses, the City contributed a \$45,000 transfer to the CIP for the future purchase of fire trucks. Finally, the department was able to secure \$57,859 in donations from the OFDRA and grants/ onations from other sources totaling \$7,414. This amounts to total department expenditures and investment of \$267,700, 36% of which was not funded by the tax base, but instead through grants, donations, etc.

Phenow stated despite its many funding sources, the department is in many ways underfunded. A survey of area fire departments recently conducted by the Eden Prairie Fire Department shows only three departments with lower wages – though those departments all had pensions more than twice the size of theirs – as did the two dozen departments whose wages were also considerably higher (with some pensions as high as 4-5 times the size of theirs). Beyond wages and pensions, there are other items from training to equipment, maintenance, servicing, etc. that are not where they should be. The problem is that we don't have a clear picture of what all of the costs are. What is needed is a comprehensive financial model that includes all personnel, training, equipment, apparatus, facilities, operating expenses, and more. It needs to account for all applicable standards and regulations. It needs to account for current items, serviceable life, and replacement schedules. It needs to account for annual cost increases and inflation. This would then allow us to look at where we are, where we want to be, and develop a plan to get there over a period of time. After getting the new manual and participation policy in place, hiring an administrative assistant, hiring more firefighters, and kicking off 2022 grant projects, Phenow's next priority is to begin to develop this comprehensive financial model. He commented on how this plan would look and requested feedback from the Committee.

Mueller stated this was a very impressive goal for the fire department.

The Committee thanked Fire Chief Phenow for his presentation.

### **B. Police Department - Chief Shane Mikkelson**

#### **Staff Updates**

Mikkelson stated they had some staff turnover since they last met. Officer Current and Officer Johnson have left the department. He explained he replaced them with Officer Lamers and Officer Englund. In the last month Officer Englund resigned and currently they have a full-time officer hiring process in its early stages. He discussed how difficult it has been during COVID keeping the department fully staffed when short-staffed.

#### **Overall Department Summary**

Mikkelson stated the last two years have been taxing on the whole department. Between the civil unrest, COVID and trials of officers they have been just trying to get back to normal. The loss

of officers has been a big hit to full-time staff. All these officers had significant experience and held many training positions. They are currently one officer short which does hurt the scheduling of officers and the amount over time that is needed to cover shifts. They are hoping to have someone trained and, on the road fully, by August 2022.

### **Call Summary (2021)**

Mikkelson reviewed the call summary for 2021 with the Committee.

Stelmach asked what type of impact the blinking speed signs have had on speeding. Mikkelson stated he was not receiving complaints like he used to, which to him was a positive. He believed the sign at 6<sup>th</sup> Avenue was assisting with slowing traffic down. He indicated he would like to add or move these signs around throughout the community.

Mueller suggested the City post a speed limit sign on 4<sup>th</sup> Street to let the public know what the actual speed limit is. Mikkelson explained the speed limit on 4<sup>th</sup> Street was 20 miles per hour and was posted. He indicated the remainder of the City, even though it was not signed was 30 miles per hour, per State Statute.

### **Equipment Updates**

Mikkelson discussed the night vision lights that were installed on the departments vehicles and noted these have been useful to the officers.

### **Squad Vehicle Updates**

Mikkelson stated all vehicles have been delivered and were in working condition at this time.

### **Discuss Unsafe Intersections**

Mikkelson discussed 2nd Avenue SE/2nd Street SE and County Road 81 Intersection with the Committee, along with 1<sup>st</sup> ½ Street NE and 3<sup>rd</sup> or 4<sup>th</sup> Avenue NE noting this was an uncontrolled intersection.

Berg explained he used the intersection at 2<sup>nd</sup> Avenue and 2<sup>nd</sup> Street multiple times a day to reach his shop, and there was a problem trying to get onto the frontage road from County Road 81, even though this traffic has the right of way. Mikkelson indicated this was an awkward intersection because there were five roadways converging. He commented the signs could be lit to ensure drivers understand the traffic coming from County Road 81 have the right of way.

Stelmach stated he liked the lighted stop sign idea because he had had trouble at this intersection as well.

Berg indicated the lighted stop sign was a good idea, but he needs them to know that the County Road 81 traffic has the right of way, or cross traffic does not stop.

Hartkopf commented people stop and then they proceed before checking the traffic on County Road 81 or understanding that the County Road 81 traffic has the right of way. Grams stated he would speak with Public Works Director Waldbillig to see what potential signage could be posted at this intersection.

Hegerle cautioned the City from posting too many signs, but rather to put a small reminder that states "Incoming Traffic Does Not Stop" or "Do Not Block Intersection". He anticipated this may give drivers the reminder they need to drive with caution through this intersection.

Further discussion ensued regarding other stop signs that were posted in the City.

### **Discuss Staffing Limitations**

Mikkelson stated they have been internally having many discussions about is how to respond to the shortage of police officer candidates. There are estimates that there are about 1000 officer openings in Minnesota. They are seeing the effects of the current societal struggle in defining the roles of police officers. Mikkelson has not observed this type of shortage in officer candidates in his 26-year career. When looking at the department and trying to put a plan together to address the officer shortage, he looked at two areas of concern in his eyes, and they are officer retention and officer recruitment. The first is a must for the department to have any continuity in its connection to our community and to serve our residence correctly. The second is an issue currently for just about every law enforcement agency in Minnesota. With all the issues in policing currently he has become very aware that we need to change to be effective.

- First plan is to do nothing. They are struggling to fill shifts because our part-time officer pool has shrunk too almost nothing. This then becomes a problem because they will start to see higher overtime costs and officer burnout is a real factor. This is what they are doing currently, and this is not a sustainable option.

- Second plan is to change the schedule. They currently work 84 hours a pay period; every six weeks officers get a day off. So, they have one night shift and one dayshift every six weeks that are open on the schedule. Currently they have been unable to fill these shifts and they have been going out as OT. I could change the schedule so that everyone works eight hours on Sundays and that would take care of the four hours each pay period. That would reduce time off and OT to cover the open shifts every six weeks. An issue with this plan is that they need all six officers to make this work and they currently are short one officer.

- Third plan is to add a supervisor. Mikkelson stated he has spoken before about seeing an uptick in calls for service and calls to him during the evening hours. This addition would be three-fold in its value. The first value would be a supervisor being on duty in the evening when officers are usually getting into the more complicated call types. This position would also be a salaried position so they can cover some of the open shifts cutting down on part-time usage and OT for officers. This would give us more schedule flexibility and another officer to help investigate crimes. This position would also help him with all the new requirements added to police leadership in the last five years. These mandates are time consuming and keep him at a computer for most of the time.

- Fourth plan is to go full-time. This would be the most expensive option since it would require hiring at least three more officers to the department as full-time officers. This would allow them to have two officers on duty on both nights and days and allow us one flexible officer to be moved around. This would allow them to get rid of part-time officers and allow them to have a minimum of one officer on at a time. With this option Mikkelson would also need some help eventually with another supervisor just to manage a group of nine officers.

Mikkelson commented further on his concerns regarding staffing, the price for policing and requested comment from the Committee.

Hultstrom questioned what options would be best for the City moving forward. Mikkelson stated doing nothing was always an option, but this was putting strain on the officers and the



City's budget because it was forcing overtime. He stated a schedule change and hiring a supervisor would be options that would help with addressing the current staffing concerns. He understood that the fourth option of going full-time may be out of reach at this time for budgetary reasons.

Hultstrom inquired if the supervisor position would be hired from within. Mikkelson commented there was at least one person within the department that was interested and could fill this position. He noted the department would then have to backfill the vacant position.

Stelmach stated there was a lot to unpack with this situation. He understood the individuals that get into this job want to help and serve and it was an industry that has been beat up over the past two years because of a couple of bad actors. He commented he did not have an answer or a solution to the problem tonight and he looked forward to hearing from the rest of the group.

Hegerle asked if there were a lot of supervisory vacancies within police departments at this time. Mikkelson stated this type of a position may be less of a concern. He indicated there was value in keeping his experienced officers. He stated he would like to stay with the department for eight more years. After that the remaining officers would be retiring shortly thereafter, which would create a huge amount of turnover within the department. He indicated he greatly appreciated the experience his officers had and the sense of community they brought to the department.

Hartkopf stated one priority was to make sure the department does not outprice itself, where the City would be in the position to lose its department. He indicated he liked the idea of changing the schedule along with hiring to back fill Nick's position and then having the Council strongly consider adding the supervisory position for 2023.

Mikkelson asked how the Committee felt about adding another officer/supervisor to the department in the 2023 budget.

Hultstrom commented she would rather pay higher taxes in order to keep the police department secure, but there also comes a limit, especially in today's economy. She believed the City did the right thing in order to keep its department, versus contracting with Hennepin County. She hoped the City could continue to do the right thing in order to support its public safety officers.

Mueller agreed stating Osseo was a highly sought after community. She reported this has been seen in the last year through the quick sales of homes. She discussed how Osseo was a unique community and she supported the City having a full time police department. She liked being on a first name basis with the officers that served the community. She reported she would rather pay a higher amount in taxes have that peace of mind and to have a sense of community. She believed this was very important, especially over the past few years, when family and community has been tested. She stated it was no secret that it has been hard on law enforcement and she suggested this group prioritize what law enforcement means to the community. She indicated she fully supported the police department hiring a supervisor in order to keep the community safe.

Berg commented he probably has a different perspective, because he owns a business and has been in public safety. He indicated he was concerned with the fact the new supervisor would not be hired until sometime in 2023 which meant the current officers would be extremely burnt out. He encouraged the Council to consider this hire prior to 2023. He stated having part time



employees was tough because they don't have the same commitment level. He supported the City pursuing the new supervisor sooner rather than later and noted he would be willing to pay more in taxes to ensure the community was safe.

Stelmach thanked everyone for providing feedback on this topic. He appreciated how heartfelt it was. He commented on the constraints within the 2022 budget but encouraged the Council's Budget and Finance Committee to investigate the supervisor position further. He thanked Chief Mikkelsen for prioritizing certain elements in order to assist the City in taking steps in the right direction. He guessed that the public was going to support the police department because the residents of Osseo love having a local police department. He thanked the Chief for bringing this item forward and stated he looked forward to having the Budget and Finance Committee discussing this further.

### **Discuss Dog Leash Ordinance**

Mikkelsen stated discussed the potential of a dog leash ordinance. It was noted the following language reads:

(B) Leashes required. It is unlawful for the dog of any person who owns, harbors or keeps a dog to be off the premises of the owner at any time unless it is leashed with a leash no longer than six feet in length and the leash shall be held by the owner or the owner's agent. The owner's agent may be any person authorized by the owner to be in control of the dog. Any owner of a dog who shall violate this section shall upon conviction thereof be guilty of a misdemeanor.

Hultstrom reported her Yorkie-poo was mauled by a large dog that was off leash in the community two years ago. She explained this attack required emergency surgery and she was fortunate because the resident was very gracious and offered to make payments for the vet bills. However, this may not always be the case. She explained this attack happened to her dog and questioned what would have happened if this attack had occurred to someone's child. She discussed how a state portion of land near 9<sup>th</sup> Avenue NE and 1<sup>st</sup> Street was used as a "dog park", even though it was not a dog park. She reported dogs were running off leash on this property and she would like to get a handle on this issue.

Hartkopf stated he liked the idea of having a six foot leash requirement. He indicated he did not like it when dogs were on a retractable leash because this allowed them to travel 10 to 15 feet into his yard.

Mikkelsen encouraged the Committee members to report as much detail as possible to the police in order to assist with issuing citations. He explained citations cannot be issued unless the behavior is witnessed by the police. He indicated it was difficult to prosecute these types of violations.

Hultstrom requested a blurb be printed in the next *Osseo Outlook* in order to keep the public informed on this topic. Mikkelsen reported he would write something up for the next newsletter.

### **Discuss Updates to Emergency Management Plan**

Mikkelsen stated the City of Osseo participates in the North Emergency Management Group in Hennepin County. This group meets regularly and has its own Emergency Management Plan. Our Emergency Management Plan has not been updated since 2013 and they need to get this review

done since several things have changed in the City since that date. He is hoping to get this review done by the end of 2023 since it is such an undertaking. They will have all departments of the City involved in the process. He then commented on a fencing consortium the City could be a part of for emergency situations.

Hultstrom asked if the fence consortium would assist with lowering insurance through the League of Minnesota Cities. Mikkelsen stated he hasn't heard anything like this yet.

C. **Administration Department** - City Administrator Riley Grams

**Update on LELS Contract Negotiations (2023-2025)**

Grams stated the City enters into a Police Services Contract with the local law enforcement union (Law Enforcement Labor Services (LELS)) to provide public safety and policing services to the City. The contracts run on a three-year cycle. The current existing contract is set to expire at the end of 2022. Negotiations will begin this spring or summer with final Council approval set to happen sometime in the fall, with the new contract starting January 1, 2023, and running through December 31, 2025. Contracts are negotiated on behalf of the City by the City Administrator and the Council Risk Management Committee (Mayor Duane Poppe and Councilmember Larry Stelmach). All members of the negotiating committee do have previous experience with these contract negotiations in the past. This will be Gram's third contract negotiation with LELS on behalf of the City. There will likely be an emphasis on Officer pay as well as Officer recruitment and retention during this upcoming negotiation. These are items that will be very important not only to the law enforcement union, but also to the City so that they can recruit and retain high quality Police Officers to serve the community. Grams has already reached out to the Union to set up an initial meeting to begin negotiations this spring and summer.

**Purple Lights Initiative**

Grams stated last year, the group Domestic Violence Awareness and Action (DVAA) reached out to see if the City would consider displaying purple lights in a public space during the month of October to bring awareness to domestic violence issues. The month of October is Domestic Violence Awareness Month. Working with Public Works Director Waldbillig, the City purchased purple light ropes and wrapped the bandshell in Boerboom Park with purple lights. The lights were well received by the public and they plan to continue lighting up the bandshell purple each year in October. The purple lights are meant to help honor victims and survivors of domestic violence and send a message that domestic violence has no place in the community. They will also encourage businesses and residential properties to include purple lights where possible. Businesses and residents can find purple light strands or purple light bulbs just about anywhere home goods and supplies are sold, including online.

Hultstrom indicated she has been a part of this informal and educational group for the past three years. She noted this group was started in 2017 in Maple Grove. She discussed the benefits of the City showing its support for the Purple Lights Initiative and thanked the City for participating.

**7. REPORTS OR COMMENTS**

Hegerle reported he completed his Master's Degree in Risk Control and Safety Management and has been certified as a safety professional through the Board of Safety Professionals.

Hultstrom thanked the Committee for supporting her as Chair. She welcomed Ashlee Mueller to the Public Safety Advisory Committee. It was her hope this group would meet two or three more times this year.

Stelmach stated it was great to see everybody and he looked forward to seeing everyone again soon in person.

## **8. ADJOURNMENT**

A motion was made by Hultstrom, seconded by Mueller, to adjourn the meeting at 8:15 p.m. A roll call was taken. The motion carried 6-0.

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*



## Public Safety Advisory Committee Meeting Item

<b>Agenda Item:</b>	<b>Fire Department Updates</b>
<b>Meeting Date:</b>	July 13, 2022
<b>Prepared by:</b>	Mike Phenow, Fire Chief
<b>Attachments:</b>	OFD Call Summary 2022 YTD OFD Weekly Schedule 2022

### Staff Updates

Current Staff		Changes Jan '22 – Jun '22		Position Changes Jan '22 – Jun '22		
Officers	7	Hires	0	Person	Previous	New
Chief Officers	2	Resignations	2	Jesse Phenow	Captain 11	Resigned
Captains	2	<b>Net Change</b>	<b>-2</b>	Mike Cogswell	Lieutenant 13	Captain 11
Lieutenants	3	<b>2022 Recruiting Funnel</b>		Tom Phenow	Firefighter	Resigned
Firefighters	13	Applied	3			
Probationary	1	Interviewed	2			
Recruit	1	Passed Screening	0			
<b>Total Current Staff</b>	<b>22</b>	Approved by Council	0			
<b>Target Staff</b>	<b>30</b>					

We had 2 recent resignations, one after 29 years of service and the other due to moving out of the response area.

Following the vacancy at the Captain 11 position after Jesse Phenow's resignation, we posted internally, interviewed 3 candidates, and promoted Mike Cogswell. The Lieutenant 13 position he vacated will be posted shortly.

We've received 3 new firefighter applications and chose to interview 2. Both are now scheduled to take their occupational health screen and physical ability tests this week.

We are aware of one former Osseo (and Brooklyn Park) firefighter who may be re-applying soon after being away for a few years. He still carries an active EMT certification. We believe he'll be eligible to have his previous fire certifications re-activated without having to go through classes again.

We recently engaged with a new vendor for the NFPA-1582-compliant occupational health screen and physical ability tests that will qualify us to leverage FEMA SAFER grant funds administered by the MSFDA to get reimbursed for both of those tests as well as a new set of turnout gear for each new hire.

We plan to ramp up our recruiting outreach later this summer into the fall. This will give the new admin the chance to learn the screening and onboarding process with the few we have in progress now before taking on another batch of applicants and new recruits.

### **Call Summary (2022 YTD)**

See attached for a summary of calls for 2022 YTD.

For the first six months of the year, we've averaged just under 32 calls per month. This is up a bit from the same time last year, but calls were down those months during COVID.

Of our 33 mutual aid calls, the breakdown by city is as follows:

<b>City</b>	<b>Calls</b>
Brooklyn Park	22
Brooklyn Center	4
Champlin	2
Dayton	2
Maple Grove	1
Robbinsdale	1
New Hope	1

### **Training Schedule Update**

See attached training schedule for 2022.

In the first half of the year, we completed our required annual Hazardous Materials, Blood-Borne Pathogens, Right-To-Know, Lock-Out/Tag-Out, Confined Space Entry Awareness, and EMR Refresher courses, among other training. We also received training on our new Holmatro battery-powered vehicle extrication tools, which performed significantly better than our hydraulic-powered tools.

The back half of the year is booked up with outside (paid) training sessions. FY23 (July '22 – June '23) is the second year of the state's biennial budget and we expect to receive redistribution funds for training expenses incurred above and beyond our department award from the Minnesota Board of Firefighter Training and Education (MBFTE).

### **Equipment Updates**

Our two 2021 recruits received the new bunker gear that they were sized for in December.

In January, the council accepted a donation from the OFDRA for various projects. Using these funds, we've purchased and put into service:

- station upgrades for improved OSHA compliance, including:
  - eye-wash station
  - cabinet for storage of flammable liquids
  - first-aid cabinet
  - SDS (Safety Data Sheet) station
- multi-gas monitor equipment, including:
  - 4 multi-gas monitors
  - automated calibration system
  - 4-port charger
  - calibration gas cylinder stand
  - calibration gas cylinder
- battery-powered extrication tools, including:
  - cutter
  - spreader
  - ram
  - extension pipe
  - batteries
  - chargers
- fire hose
  - twelve 50' lengths of 1-3/4" yellow attack hose
  - two 8' lengths of 1-3/4" yellow attack hose

We are planning the mounting of the new extrication tools and chargers in the Engine.

WSB has conducted their proposed work to review the water system properties, calculate water demands, and perform the field tests on the hydrants. They are in the process of calibrating the model with the test results, calculating available fire flow, and updating the city's DataLink GIS system.

The new administrative assistant has surveyed the city's hydrants for current paint conditions. We've determined that at least 94 of the 120 hydrants should be painted. We'll be scheduling this with the painting vendor in the coming months.

The OFDRA recently approved a donation to the Fire Department for MCI (Mass Casualty Incident) "go bags" to be deployed in the case of any (ASHER) Active Shooter / Hostile Event Response. This donation will be presented to the council at an upcoming meeting.

Emergency Apparatus Maintenance, Inc. was back out in April and performed the annual pump testing on Engine 11 and Tanker 11, both of which passed without any issues.

The breathing air compressor was inspected and serviced in March by Alex Air Apparatus and passed without any issues.

The hoses and ladders were tested by FireCATT in June. 90 feet of ladders were tested with no failures. 5,400 feet of hose was tested and two 50-foot sections failed.

Fire extinguishers will be inspected this fall.

### **Update on Public Services Administrative Assistant Position**

At the last PSAC meeting in March, I discussed my proposal to hire an administrative assistant. The council subsequently approved the position description and the posting of the position.

The position was posted on April 14th. In two-and-a-half weeks, we received 15 applications. We reviewed them all in detail and the top 5 candidates were interviewed.

Jamie Lee-Rakos stood out for her professionalism as well as the breadth and depth of her skills and experience. The council approved hiring her on May 23rd for 20 hours per week. She started on May 25th.

Since starting, Jamie has completed her initial onboarding, set up her laptop, set up various user accounts, reviewed department policies and documents, assisted with new firefighter interviews and screening, made updates to the department web pages, set up new vendors, procured supplies, taken on the handling of mail and expense reporting, updated various department forms, assisted with a station tour, surveyed fire hydrants, completed document scanning and filing, assisted with inventory management, assisted with promotion and offboarding tasks, helped line up training for upcoming recruits, and more.

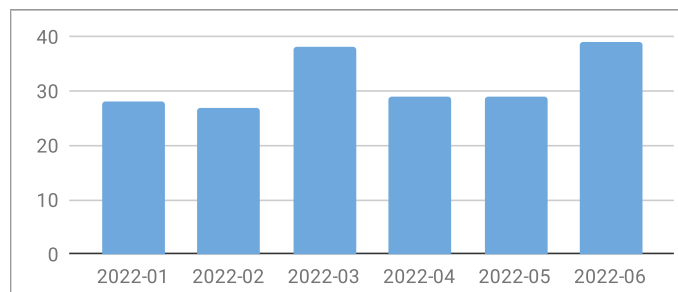
The first 7 weeks of her tenure has gone as well as could possibly be expected. She is excited and engaged and has attacked each new task with gusto. We have been communicating and coordinating well, despite the challenges presented by my schedule, and we continue to expand her duties and projects.

Her primary goal will continue to be to lead the recruiting, screening, and onboarding processes in order to ensure continued adequate staffing. Beyond that, we will continue to layer in other responsibilities and projects to help ensure the department remains staffed, trained, equipped, funded, compliant, and sustainable.



## OFD Call Summary (2022-06 YTD)

COUNTA of Code Category	Code	YYYY-MM						Grand Total
		2022-01	2022-02	2022-03	2022-04	2022-05	2022-06	
EMS	HEART	9	7	10	5	5	5	41
	LIFFAST	6	5	5	3	3	2	24
	UNCON	2	2	1	2	5	1	13
	STROKE	1	3	1		1	4	10
	HEAD	1	1			3	2	7
	CARDIAC	1		3			1	5
	FALL			1	2		1	4
	DIABET	1		1		2		4
	PAIN		1	1				2
	OB			1			1	2
	E1	2						2
	DOWN				1		1	2
	BREATH			1			1	2
	BONE					1		1
EMS Total		23	19	25	13	20	19	119
Fire	ALMAPT				2	1	2	5
	WIRED			1	1	1		3
	GASO	2	1					3
	ALMBUS	1			1		1	3
	WIREA			1		1		2
	SMOKE		1		1			2
	PI		1				1	2
	INSP			1			1	2
	ASTFIR		1				1	2
	ALMSCH	2						2
	HOUSE				1			1
	HAZMAT			1				1
	APT						1	1
	ALMHSE					1		1
	ALMCO						1	1
Fire Total		5	4	4	6	4	8	31
Mutual Aid	MA-HOUSE FIRE		3	2	4	3	7	19
	MA-APARTMENT FIRE			1	4	1	1	7
	MA-GARAGE FIRE		1	1	1		2	5
	MA-BUSINESS FIRE			2				2
Mutual Aid Total			4	6	9	4	10	33
Stand-By	SB-UNCONSCIOUS					1	1	2
	SB-CARDIAC			1			1	2
	SB-PI ACCIDENT				1			1
	SB-HEART			1				1
	SB-DIZZY			1				1
Stand-By Total				3	1	1	2	7
Grand Total		28	27	38	29	29	39	190



## OFD Weekly Schedule 2022

Q1	Jan	6	1	Training	*	HazMat: Air Monitoring / 4-Gas (remote)	FIRE (Chip)
		13	2	Meetings		Gambling, Relief, Dept	
		20	3	Training	*	BBP / RTK / LOTO / CSEA (remote)	FIRE (Chip)
		27	4	Testing	*	SCBA Mask Fit Testing	MacQueen
	Feb	3	1	Training		UL FSRI & Target Solutions (remote)	OFD
		10	2	Meetings		Board, Gambling, Relief, Dept	
		17	3	Training		Driving & Wayfinding	OFD
		24	4			4 <sup>th</sup> Thursday	
	Mar	3	1	Training		Search & Rescue	OFD
		10	2	Meetings		Gambling, Relief, Dept	
		17	3	Training		Active Shooter	Hopkins FD
		24	4			4 <sup>th</sup> Thursday	
		31	5			5 <sup>th</sup> Thursday	
Q2	Apr	7	1	Training		Pumping & Handlines	OFD
		14	2	Meetings		Gambling, Relief, Dept	
		21	3	Training		Preplans & Walk-Throughs (6pm)	Hugh
		28	4			4 <sup>th</sup> Thursday	
	May	5	1			Rescheduled to 6/23	
		12	2	Meetings		Board, Gambling, Relief, Dept	
		19	3	Training	*	EMR Refresher (6pm)	North
		26	4			Memorial Day	
	Jun	2	1	Training		Fire Alarm & Sprinkler Trailer	SFMO
		9	2	Meetings		Gambling, Relief, Dept	
		16	3	Training	*	EMR Refresher (6pm)	North
		23	4	Training		Auto Extrication	OFD
		30	5			Independence Day	

Q3	Jul	7	1	Training		Highway Scene Safety	FIRE (Chip)
		14	2	Meetings		Gambling, Relief, Dept	
		21	3	Training		Mayday / RIT Rescue	FIRE (Chip)
		28	4			4 <sup>th</sup> Thursday	
	Aug	4	1	Training	*	EVOC: Classroom	FIRE (Chip)
		11	2	Meetings		Board, Gambling, Relief, Dept	
		18	3	Training	*	EVOC: Driving	FIRE (Chip)
		25	4			4 <sup>th</sup> Thursday	
	Sep	1	1	Training		Forcible Entry	FIRE (Chip)
		8	2	Meetings		Gambling, Relief, Dept	
		15	3	Training		Burn Trailer (6pm)	IAFT (Slim)
		22	4			4 <sup>th</sup> Thursday	
		29	5	Training		Officers: Accountability	FIRE (Chip)
Q4	Oct	6	1	Training		SCBA Trailer	CFRT (Zip)
		13	2	Meetings		Gambling, Relief, Dept	
		20	3	Training		Propane Tank Prop	FIRE (Chip)
		27	4			4 <sup>th</sup> Thursday	
	Nov	3	1	Training		Car Fires	FIRE (Chip)
		10	2	Meetings		Board, Gambling, Relief, Dept	
		17	3	Training		Reading Smoke	FIRE (Chip)
		24	4			Thanksgiving	
	Dec	1	1	Training		Highrise Operations	FIRE (Chip)
		8	2	Meetings		Gambling, Relief, Dept	
		15	3	Training		On Scene Report / Size Up / Set Up	FIRE (Chip)
		22	4			Christmas	
		29	5			5 <sup>th</sup> Thursday	

\* Mandatory      All training sessions start at 7pm unless otherwise noted



## Public Safety Advisory Committee Meeting Item

---

**Agenda Item:** Police Department

**Meeting Date:** July 13, 2022

**Prepared by:** Shane Mikkelsen, Chief of Police

**Attachments:**

---

### Staff Updates

In February 2022, we lost Officer Nick Englund to the Champlin Police Department. At that time, we started the process of hiring a replacement. We posted the position, interviewed, and came up with a list of candidates. We were then advised that Officer Lamers was leaving for the Champlin Police Department. We have sent two people through all the required phases of hiring, Officer Chad Malmon started on June 28<sup>th</sup>, and Officer Matthew Beyer will start on July 11<sup>th</sup>. They will both go through 4 months of training with our training officers before they will be on their own.

### Overall Department Summary

Our department struggles with staffing shortages and keeping the schedule filled. We are down to 4 officers working the road with two in training. We have had to adjust the schedule to accommodate the shortages, and we are struggling with getting part-time help to fill shifts. We have canceled all short notice days off, and officers are working forced overtime to fill the vacancies. This is not something that is only affecting our department but all policing agencies. Our call load has stayed steady with last year even though we are short-staffed. Last year was the second-highest call load in the last ten years. We have started to climb in calls for service as the weather warms. That is a very natural progression that we see every year.

### Call Summary

Attached is a call summary from June 2020 to October 21, 2020.

### Equipment Updates

We just replaced two old squad computers with new ones. We will also be slowly replacing some of our tasers as they come to their operational end.

### **Squad Vehicle Updates**

We have our squads up and running with little or no issues.

### **Update on Night to Unite 2022 Event**

The process for Night to Unite planning has been moving along since February of this year. The planning group will be putting on an excellent get-together. This community event will include the following.

- Hotdogs, chips, and water – Provided by MaxCakes
- Ice Cream – Provided by the Osseo Lions
- Face painting
- Caricatures – Twin Cities Caricatures
- Bounce Houses
- Emergency Vehicle Tours (police, fire, ambulance, public works, school bus, tow truck)
- Yard Games
- Coloring Contest – prizes for the following age groups 2-5, 6-10, and 11+.
- Demonstrations by Osseo Fire (Extrication using new Electric Extrication tools) and PD (Taser)
- Food Donations for the food shelf
- Puppy Bowl (puppies will be in a designated area and will be available for adoption) – No Dog Left Behind, an adoption center, is hosting this and will coordinate adoptions if anyone wants to adopt a dog.
- DJ – K2 Light and Sound
- Bubbles and chalk

### **Update on Police Supervisor Position**

I would like to add a position to the police department to help me with the tasks of running a police department. In the last three years, running a fully functioning police department has become more complex and demanding, with the generational transformation of policing before George Floyd to after George Floyd has been a difficult transition. The ever-changing landscape of policing has put many more unfunded mandates on leadership. From policy changes to staffing struggles policing has changed in a short amount of time. These pressures are not only from politicians. It is also coming from the community; those words have been loud and clear.

In short, I need some help to fill my mandates as a chief and fill in at night. Today an officer's mistake can ruin a department/city for years. There are growing opportunities for our department to be involved in more complex type calls, and asking officers to work alone without a supervisor is becoming outdated. As the risk for police officers goes up, the time to get a supervisor on the street to help them becomes more and more critical.

I want to promote a Lieutenant. This position would be on a salary and out of the union. This position would be able to accommodate schedule changes quickly and assist with filling days off, training days, and if we see officers leaving the department. If the position is not a part of the union, they can assist with internal investigations and do all the duties of the Chief of Police. This position with salary and benefits would cost around 120,000.00 a year.

### **Reserve Officers Writing citations for local ordinances**

We would like to ask the council to allow the reserve officers of our department to write citations on local ordinances. This would help during snow emergencies, parking issues and would allow the reserve officers to help on duty personnel in a more constructive way.

Currently our reserve officers mostly work weekend nights with just patrolling our streets. This would add to their experience as a reserve and would give them reasons to be more active. We could then use reserves for special details during all of our events and busy daytime hours to assist our patrol officers with some of the tasks that get put lower on the list when they are busy.

### **Discuss Catalytic Converter Ordinance**

Across Minnesota, we have observed an increase in catalytic converter thefts because of the precious metals that can be recycled. Below is a suggestion for an ordinance for our police officers to try and combat the issue. We have hosted a catalytic converter clinic which put a serial number on the catalytic converter for our residents. During that clinic, we had 56 cars come through the clinic in three hours. We know this is a concern for our residents, and we currently have no way to take action against people possessing a catalytic converter unless we catch them in the act. Below is the language of the ordinance:

No person shall be in possession of a catalytic converter that is not attached to a motor vehicle unless the individual can provide verification of legal receipt of the catalytic converter or proof of compliance with the requirements in Minnesota Statutes, Section 325E.21, Subd. 1b

### **Discuss Solicitors Ordinance**

Currently, the City of Osseo issues permits for solicitors, peddlers, and Transients Merchants. In our current setup, the person/business would fill out the forms attached and turn them in to the police department. At that time, a background check is done on the person submitting the form and any listed employee. Then a permit is issued to the person/business so they can sell in Osseo. Below is the ordinance for the city as it currently reads.

## **CHAPTER 111: PEDDLERS AND SOLICITORS**

### **Section**

- 111.01 Definitions
- 111.02 Exceptions to definitions
- 111.03 Licensing; exemptions
- 111.04 License ineligibility
- 111.05 License suspension and revocation
- 111.06 License transferability
- 111.07 Registration
- 111.08 Prohibited activities
- 111.09 Exclusion by placard

### **Cross-reference:**

License background checks, see §§ 36.15 et seq.

### **§ 111.01 DEFINITIONS.**

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**PEDDLER.** A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of offering for sale, displaying or exposing for sale, selling or attempting to sell, and delivering immediately upon sale, the goods, wares, products,

merchandise or other personnel property that the person is carrying or otherwise transporting. The term peddler shall mean the same as the term hawker.

PERSON. Any natural individual, group, organization, corporation, partnership, or association. As applied to groups, organizations, corporations, partnerships, and associations, the term shall include each member, officer, partner, associate, agent, or employee.

REGULAR BUSINESS DAY. Any day during which the city hall is normally open for the purpose of conducting public business. Holidays defined by state law shall not be counted as regular business days.

SOLICITOR. A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property, or services of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above. The term shall mean the same as the term "canvasser."

TRANSIENT MERCHANT. A person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty storefront for the purpose of exposing or displaying for sale, selling or attempting to sell, and delivering, goods, wares, products, merchandise or other personal property and who does not remain or intend to remain in any one location for more than 14 consecutive days.

#### § 111.02 EXCEPTIONS TO DEFINITIONS.

(A) For the purpose of the requirements of this chapter, the terms PEDDLER, SOLICITOR, and TRANSIENT MERCHANT shall not apply to any person selling or attempting to sell at wholesale any goods, wares, products, merchandise or other personal property to a retailer of the items being sold by the wholesaler. The terms also shall not apply to any person who makes initial contacts with other people for the purpose of establishing or trying to establish a regular customer delivery route for the delivery of perishable food and dairy products such as baked goods and milk, nor shall they apply to any person making deliveries of perishable food and dairy products to the customers on his or her established regular delivery route.

(B) In addition, persons conducting the type of sales commonly known as garage sales, rummage sales, or estate sales, as well as those persons participating in an organized multi-person bazaar or flea market, shall be exempt from the definitions of PEDDLERS, SOLICITORS, and TRANSIENT MERCHANTS, as shall be anyone conducting an auction as a properly licensed auctioneer, or any officer of the court conducting a court-ordered sale. Exemption from the definitions for the scope of this chapter shall not excuse any person from complying with any other applicable statutory provision or local ordinance.

(C) Nothing in this chapter shall be interpreted to prohibit or restrict door-to-door advocacy. Persons engaging in door-to-door advocacy shall not be required to register as solicitors under § 111.07. The term DOOR-TO-DOOR ADVOCACY includes door-to-door canvassing and pamphleteering as vehicles for the dissemination of religious, political, and other ideas.

#### § 111.03 LICENSING; EXEMPTIONS.

(A) County license required. No person shall conduct business as a peddler, solicitor, or transient merchant within the city limits without first having obtained the appropriate license from the county as required by M.S. Ch. 329 as it may be amended from time to time, if the county issues a license for the activity.

(B) City license required. Except as otherwise provided for by this chapter, no person shall conduct business as either a peddler or a transient merchant without first having obtained a license from the city. Solicitors need not be licensed, but are still required to register pursuant to § 111.07.

(C) Application. Application for a city license to conduct business as a peddler or transient merchant shall be made before the applicant desires to begin conducting business. Application for a license shall be made on a form approved by the City Council and available from the office of the Administrator-Clerk-Treasurer. All applications shall be signed by the applicant. All applications shall include the following information:

- (1) Applicant's full legal name.
- (2) All other names under which the applicant conducts business or to which applicant officially answers.
- (3) A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features, and the like).
- (4) Full address of applicant's permanent residence.
- (5) Telephone number of applicant's permanent residence.
- (6) Full legal name of any and all business operations owned, managed or operated by applicant, or for which the applicant is an employee or agent.
- (7) Full address of applicant's regular place of business (if any).
- (8) Any and all business related telephone numbers of the applicant.
- (9) The type of business for which the applicant is applying for a license.
- (10) The dates during which the applicant intends to conduct business, and if the applicant is applying for a daily license, the number of days he or she will be conducting business in the city.
- (11) Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the city, including the location where a transient merchant intends to set up business.
- (12) A statement as to whether or not the applicant has been convicted within the last five years of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance, other than traffic offenses.
- (13) A list of the three most recent locations where the applicant has conducted business as a peddler or transient merchant.
- (14) Proof of any requested county license.
- (15) Written permission of the property owner or the property owner's agent for any property to be used by a transient merchant.
- (16) A general description of the items to be sold or services to be provided.
- (17) All additional information deemed necessary by the City Council.
- (18) The applicant's driver's license number or other acceptable form of identification.
- (19) The license plate number, registration information and vehicle identification number for any vehicle to be used in conjunction with the licensed business and a description of the vehicle.

(D) Fee. All applications for a license under this chapter shall be accompanied by the fee established by Council resolution from time to time.

(E) Procedure. Upon receipt of the completed application and payment of the license fee, the Administrator-Clerk-Treasurer, within two regular business days, must determine if the application is complete. An application is determined to be complete only if all required information is provided. If the Administrator-Clerk-Treasurer determines that the application is incomplete, the Administrator-Clerk-Treasurer must inform the applicant of the required necessary information that is missing. If the application is complete, the Administrator-Clerk-Treasurer may order any investigation, including background checks, necessary to verify the information provided with the application. If the



Administrator-Clerk-Treasurer denies the license, the applicant must be notified in writing of the decision, the reason for denial, and of the applicant's right to appeal the denial by requesting, within 20 days of receiving notice of rejection, a public hearing before the City Council. The City Council shall hear the appeal within 20 days of the date of the request. The decision of the City Council following the public hearing can be appealed by petitioning the Minnesota Court of Appeals for a writ of certiorari.

(F) License exemptions.

(1) No license shall be required of any person going from house-to-house, door-to-door, business-to-business, street-to-street, or other type of place-to-place when the activity is for the purpose of: fundraising for non-profit, educational, or religious entities, or if exercising that person's State or Federal Constitutional rights such as the freedom of speech, press, religion and the like, except that this exemption may be lost if the person's exercise of Constitutional rights is merely incidental to a commercial activity.

(2) Fund raisers working on behalf of an otherwise exempt person or group shall not be exempt from the licensing requirements of this chapter.

(Am. Ord. 2007-1, passed 1-22-2007) Penalty, see § 10.99

#### § 111.04 LICENSE INELIGIBILITY.

The following shall be grounds for denying a license under this chapter:

(A) The failure of the applicant to obtain and show proof of having obtained any required county license.

(B) The failure of the applicant to truthfully provide any of the information requested by the city as a part of the application, or the failure to sign the application, or the failure to pay the required fee at the time of application.

(C) The conviction of the applicant within the past five years from the date of application for any violation of any federal or state statute or regulation, or of any local ordinance, which adversely reflects on the person's ability to conduct the business for which the license is being sought in an honest and legal manner. Those violations shall include but not be limited to burglary, theft, larceny, swindling, fraud, unlawful business practices, and any form of actual or threatened physical harm against another person.

(D) The revocation within the past five years of any license issued to the applicant for the purpose of conducting business as a peddler, solicitor or transient merchant.

(E) The applicant is found to have a bad business reputation. Evidence of a bad business reputation shall include, but not be limited to, the existence of more than three complaints against the applicant with the Better Business Bureau, the Attorney General's Office, or other similar business or consumer rights office or agency, within the preceding 12 months, or three complaints filed against the applicant within the preceding five years.

#### § 111.05 LICENSE SUSPENSION AND REVOCATION.

(A) Generally. Any license issued under this section may be suspended or revoked at the discretion of the City Council for violation of any of the following:

(1) Fraud, misrepresentation or incorrect statements on the application form.

(2) Fraud, misrepresentation or false statements made during the course of the licensed activity.

(3) Conviction of any offense for which granting of a license could have been denied under § 111.04.

(4) Violation of any provision of this chapter.

(B) Multiple persons under one license. The suspension or revocation of any license issued for the purpose of authorizing multiple persons to conduct business as peddlers or transient merchants on behalf of the licensee shall serve as a suspension or revocation of each authorized person's authority to conduct business as a peddler or transient merchant on behalf of the licensee whose license is suspended or revoked.

(C) Notice. Prior to revoking or suspending any license issued under this chapter, the city shall provide the license holder with written notice of the alleged violations and inform the licensee of his or her right to a hearing on the alleged violation. Notice shall be delivered in person or by mail to the permanent residential address listed on the license application, or if no residential address is listed, to the business address provided on the license application.

(D) Public hearing. Upon receiving the notice provided in division (C) of this section, the licensee shall have the right to request a public hearing. If no request for a hearing is received by the Administrator-Clerk-Treasurer within ten regular business days following the service of the notice, the city may proceed with the suspension or revocation. For the purpose of mailed notices, service shall be considered complete as of the date the notice is placed in the mail. If a public hearing is requested within the stated time frame, a hearing shall be scheduled within 20 days from the date of the request. Within three regular business days of the hearing, the City Council shall notify the licensee of its decision.

(E) Emergency. If, in the discretion of the City Council, imminent harm to the health or safety of the public may occur because of the actions of a peddler or transient merchant licensed under this chapter, the City Council may immediately suspend the person's license and provide notice of the right to hold a subsequent public hearing as prescribed in division (C) of this section.

(F) Appeals. Any person whose license is suspended or revoked under this section shall have the right to appeal that decision in court.

Penalty, see § 10.99

#### § 111.06 LICENSE TRANSFERABILITY.

No license issued under this chapter shall be transferred to any person other than the person to whom the license was issued.

Penalty, see § 10.99

#### § 111.07 REGISTRATION.

All solicitors, and any person exempt from the licensing requirements of this chapter under § 111.03, shall be required to register with the city. Persons engaging in door-to-door advocacy shall not be required to register. The term DOOR-TO-DOOR ADVOCACY includes door-to-door canvassing and pamphleteering as vehicles for the dissemination of religious, political and other ideas. Registration shall be made on the same form required for a license application, but no fee shall be required.

Penalty, see § 10.99

#### § 111.08 PROHIBITED ACTIVITIES.

No peddler, solicitor or transient merchant shall conduct business in any of the following manners:

(A) Calling attention to his or her business or items to be sold by means of blowing any horn or whistle, ringing any bell, crying out, or by any other noise, so as to be unreasonably audible within an enclosed structure.

(B) Obstructing the free flow of either vehicular or pedestrian traffic on any street, alley, sidewalk or other public right-of-way.

(C) Conducting business in a way as to create a threat to the health, safety and welfare of any individual or the general public.

(D) Conducting business before 7:00 a.m. or after 9:00 p.m.

(E) Failing to provide proof of license or registration, and identification, when requested; or using the license or registration of another person.

(F) Making any false or misleading statements about the product or service being sold, including untrue statements of endorsement. No peddler, solicitor or transient merchant shall claim to have the endorsement of the city solely based on the city having issued a license or certificate of registration to that person.

(G) Remaining on the property of another when requested to leave, or to otherwise conduct business in a manner a reasonable person would find obscene, threatening, intimidating or abusive. Penalty, see § 10.99

#### § 111.09 EXCLUSION BY PLACARD.

No peddler, solicitor or transient merchant, unless invited to do so by the property owner or tenant, shall enter the property of another for the purpose of conducting business as a peddler, solicitor or transient merchant when the property is marked with a sign or placard at least four inches long and four inches wide with print of at least 48 point in size stating "No Peddlers, Solicitors or Transient Merchants," or "Peddlers, Solicitors, and Transient Merchants Prohibited," or other comparable statement. No person other than the property owner or tenant shall remove, deface or otherwise tamper with any sign or placard under this section.

Penalty, see § 10.99

#### **4-way Stop Sign on 4<sup>th</sup> Ave NE/1<sup>st</sup> St NE**

A Councilmember recently was asked about potentially adding stop signs at this location to make it a 4-way stop. There are stop signs at 1<sup>st</sup> Street NE, but not at 4<sup>th</sup> Ave NE. This is an area that we have not many complaints about speed, however, the Councilmember reports that residents at this intersection say there have been a number of close calls with vehicle accidents. There are stop signs on 4<sup>th</sup> Ave at Broadway St E, 2<sup>nd</sup> St NE, 3<sup>rd</sup> ST NE and 4<sup>th</sup> ST NE. I have no opinion on whether there should be a 4-way stop sign at that location. Does the PSAC want to recommend a 4-way stop at this location?

## Group A Offenses and Clearances by Classification

The data in this report is not real-time and is current as of 6/29/2022

Agency: Osseo Police Dept

Report Period: 1/1/2021 - 12/31/2021

Population: 2,732

ORI: MN0271600

Offense	Offense Code		Offenses Reported or Known	Crime Rate per 100,000	Cleared by Arrest	Cleared by Exceptional Means	Cleared Involving only Under 18 Years Old
<b>Animal Cruelty</b>	720	<b>Total</b>	0	0	0	0	0
<b>Arson</b>	200	<b>Total</b>	0	0	0	0	0
<b>Assault Offenses</b>							
Aggravated Assault	13A		0	0	0	0	0
Simple Assault	13B		1	36	0	0	0
Intimidation	13C		12	439	4	0	0
		<b>Total</b>	13	475	4	0	0
<b>Bribery</b>	510	<b>Total</b>	0	0	0	0	0
<b>Burglary/Breaking &amp; Entering</b>	220	<b>Total</b>	1	36	0	0	0
<b>Counterfeiting/Forgery</b>	250	<b>Total</b>	5	183	2	0	0
<b>Destruction/Damage/Vandalism of Property</b>	290	<b>Total</b>	2	73	0	0	0
<b>Drug/Narcotic Violations</b>	35A	<b>Total</b>	23	841	14	0	0
<b>Drug Equipment Violations</b>	35B	<b>Total</b>	11	402	8	0	0
<b>Embezzlement</b>	270	<b>Total</b>	0	0	0	0	0
<b>Extortion/Blackmail</b>	210	<b>Total</b>	0	0	0	0	0
<b>Fraud Offenses</b>							
False Pretenses/Swindle/Confidence Game	26A		4	146	0	0	0
Credit Card/Automatic Teller Machine Fraud	26B		1	36	0	0	0
Impersonation	26C		0	0	0	0	0
Welfare Fraud	26D		0	0	0	0	0
Wire Fraud	26E		0	0	0	0	0
Identity Theft	26F		4	146	2	0	0
Hacking/Computer Invasion	26G		0	0	0	0	0
		<b>Total</b>	9	329	2	0	0
<b>Gambling Offenses</b>							
Betting/Wagering	39A		0	0	0	0	0
Operating/Promoting/Assisting Gambling	39B		0	0	0	0	0
Gambling Equipment Violations	39C		0	0	0	0	0
Sports Tampering	39D		0	0	0	0	0
		<b>Total</b>	0	0	0	0	0
<b>Homicide Offenses</b>							
Murder and Nonnegligent Manslaughter	09A		0	0	0	0	0
Negligent Manslaughter	09B		0	0	0	0	0
		<b>Total</b>	0	0	0	0	0
<b>Human Trafficking Offenses</b>							
Commercial Sex Acts	64A		0	0	0	0	0
Involuntary Servitude	64B		0	0	0	0	0
		<b>Total</b>	0	0	0	0	0
<b>Kidnapping/Abduction</b>	100	<b>Total</b>	0	0	0	0	0
<b>Larceny - Theft Offenses</b>							
Pocket-Picking	23A		1	36	0	0	0
Purse-Snatching	23B		0	0	0	0	0
Shoplifting	23C		9	329	1	0	0
Theft from Building	23D		2	73	0	0	0
Theft From Coin-Operated Machine or Device	23E		0	0	0	0	0
Theft from Motor Vehicle	23F		8	292	0	0	0

Offense	Offense Code	Offenses Reported or Known	Crime Rate per 100,000	Cleared by Arrest	Cleared by Exceptional Means	Cleared Involving only Under 18 Years Old
Theft of Motor Vehicle Parts or Accessories	23G	17	622	0	0	0
All Other Larceny	23H	26	951	0	0	0
	<b>Total</b>	63	2306	1	0	0
<b>Motor Vehicle Theft</b>	240	<b>Total</b>	2	73	0	0
<b>Pornography/Obscene Material</b>	370	<b>Total</b>	0	0	0	0
<b>Prostitution Offenses</b>						
Prostitution	40A	0	0	0	0	0
Assisting or Promoting Prostitution	40B	0	0	0	0	0
Purchasing Prostitution	40C	0	0	0	0	0
	<b>Total</b>	0	0	0	0	0
<b>Robbery</b>	120	<b>Total</b>	0	0	0	0
<b>Sex Offenses</b>						
Forcible Rape	11A	0	0	0	0	0
Forcible Sodomy	11B	0	0	0	0	0
Sexual Assault with an Object	11C	0	0	0	0	0
Forcible Fondling	11D	0	0	0	0	0
	<b>Total</b>	0	0	0	0	0
<b>Sex Offenses, Nonforcible</b>						
Incest	36A	0	0	0	0	0
Statutory Rape	36B	0	0	0	0	0
	<b>Total</b>	0	0	0	0	0
<b>Stolen Property Offenses</b>	280	<b>Total</b>	0	0	0	0
<b>Weapon Law Violations</b>	520	<b>Total</b>	3	109	2	0
<b>Grand Total</b>		<b>132</b>	<b>4831</b>	<b>33</b>	<b>0</b>	<b>0</b>

## Group B Arrests by Classification

The data in this report is not real-time and is current as of 6/29/2022

Agency: Osseo Police Dept

Report Period: 1/1/2021 - 12/31/2021

ORI: MN0271600

Offense	Offense Code	Total Arrests	Total Arrests Involving only Under 18 Years Old
Bad Checks (Decommissioned January 2022)	90A	0	0
Curfew/Loitering/Vagrancy Violations	90B	0	0
Disorderly Conduct	90C	4	0
Driving Under the Influence	90D	31	0
Drunkenness (Decommissioned January 2022)	90E	0	0
Family Offenses, Nonviolent	90F	0	0
Liquor Law Violations	90G	0	0
Peeping Tom (Decommissioned January 2022)	90H	0	0
Runaway	90I	0	0
Trespass of Real Property	90J	4	0
All Other Offenses	90Z	2	0
<b>Grand Total</b>		<b>41</b>	<b>0</b>

# All Coded Incidents

Date Range: 1/1/2021 to 12/31/2021

Code Description		2021												Total	
Code	Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
5011	Roadway Debris			1	4		1			1		2	2	11	
5012	Accident Assist	2	5	1	4	3	6	5	1	7	5	7	4	50	
5013	Found Bicycle									3	2	2		7	
5313	CURFEW JUVENILE - CURS ONLY				2	1	1							4	
9005	FAIL TO SIGNAL							1			1			2	
9005C	Fail to Signal - Citation							1						1	
9005V	Fail to Signal - Verbal Warning	10	5	8	7	10	11	2	4	2		5	2	66	
9006C	Fail/Obey/Sign/Signal - Citation	3		3	2	4	4		2		2	3	2	25	
9006V	Fail/Obey Sign/Signal - Verbal Warning	8	8	9	9	11	12	16	12	30	7	13	11	146	
9011	Move Over Law										1			1	
9011C	Move Over Law - Citation			1										1	
9011V	Move Over Law - Verbal Warning		1	1		1					1	1	4	9	
9012	Open Bottle			1										1	
9012V	Open Bottle - Verbal Warning											1		1	
9013	RECKLESS/CARELESS/EXHIBITION			1										1	
9013V	Reckless/Careless/Exibition - Verbal Warning				1					1				2	
9014	SPEEDING			1					1					2	
9014A	Speeding - Admin								1					1	
9014C	Speeding - Citation		3	3	1	13	3		1	9	10	5	4	52	
9014V	Speeding - Verbal Warning	4	3	8	22	70	31	18	27	25	32	26	18	284	
9015V	Pass in No Passing - Verbal Warning						1							1	
9016	OVER CENTER/FOG LINE									1				1	





## All Coded Incidents

Date Range: 1/1/2021 to 12/31/2021

9100C	Other Parking Violation - Citation	7	1		3	2	1	2		3	2	1	5	27	
9100W	Other Parking Violation - Written Warning			1					1			1		3	
9134V	No Parking Zone - Verbal Warning				1									1	
9137C	Winter Parking Violation - Citation	7											15	22	
9137V	Winter Parking Violation - Verbal Warning	1										1	1	2	
9137W	Winter Parking Violation - Written Warning	32										1	33		
9202	NO VALID MN DL			1								1	2		
9202C	No Valid MN DL - Citation	3	3	5	2	2	5	8	4	4	6	6	4	4	52
9202V	No Valid MN DL - Verbal Warning		2		1	1	1	1	2	1		4	1	13	
9208	NO DL IN POSSESSION			1						1		1		3	
9208C	No DL in Possession - Citation	1	6		2	2	2	1		3	1		1	17	
9208V	No DL in Possession - Verbal Warning					1				1			1	3	
9211V	Fail to Correct DL - Verbal Warning								1	3	1			5	
9212	EXPIRED DL										1			1	
9212V	Expired DL - Verbal Warning		1				2	1			1			5	
9220C	DAS/DAR/DAC - Citation	12	9	16	12	23	17	13	20	17	11	14	11	175	
9220V	DAS/DAR/DAC - Verbal Warning	1		2	2	2	1	2	3		5	5	4	25	
9225C	No Seatbelt On - Citation									1	1			2	
9225V	No Seatbelt On - Verbal Warning		1		1				1	10				13	
9247	ALL OTHER EQUIPMENT VIOLATIONS										1			1	
9248	TINTED WINDOW					1								1	
9248C	Tinted Window - Citation	2	2	2		1						1		6	
9248V	Tinted Window - Verbal Warning	7	3	2	2	2	1		1		2	2	1	23	



## All Coded Incidents

Date Range: 1/1/2021 to 12/31/2021

9313	FOUND PROPERTY	1	1	4	2	5	2	3	4	1	2		25
9315	ABANDONED VEHICLE			2			2	1	1		1	1	8
9316	RECOVERED STOLEN PROPERTY										1		1
9400	OTHER ACCIDENTS		1		4		3	1	1	2	6		18
9531	FALL/CUT					1		1				1	3
9537	ANIMAL BITE									1			1
9542	FALL	2	3	5	5	10	5	3	2	11	7	10	64
9600	Other Fire/Smoke				1		2	2	1				6
9610	FIRE ALARM		2		2		1	2	1		4		12
9611	GAS LEAKSMELL		1		1		1			1	1	2	7
9720	SUDDEN DEATH	1		1	1				1	1		2	9
9730	OTHER MEDICAL	38	26	28	26	40	54	42	31	32	37	46	456
9732	Medical Alarm	1				1			3	2		3	11
9737	WELFARE CHECK - ADULT	9	7	13	7	9	6	5	5	8	9	8	97
9738	WELFARE CHECK - JUV				1		3			1	2	1	8
9740	MENTAL HEALTH ISSUE	2	1	2	4	5	1	7	7	6	1	1	40
9800	INFO REC'D	48	47	39	39	61	64	56	61	41	53	56	609
9801	VERBAL DOMESTIC	3	1	1	2	3		2	1		2	4	20
9804	CIVIL MATTER	2	2	5	2	5	2	8	2	4		3	37
9805	Trespass Warn/Order	1		1							1		3
9806	DISTURBANCE/FIGHT/LOUD PARTY/HARASSMENT	10	7	6	10	8	9	14	11	7	5	8	101
9807	EXPUNGED RECORD	1											1
9809	RECEIVE COURT ORDER/OPF		2			1	1	7	2	1			14
9810	SUSPICION	19	12	15	19	7	14	14	16	16	23	15	182
9811	OPEN DOOR/WINDOW	4	2	2	3	1		1	3	1	1	4	22



# All Coded Incidents

Date Range: 1/1/2021 to 12/31/2021

9884	HOME ALARM			2			3	2	4	1				12
9888	911 HANG-UP	2	2	4		5	6	1	5	5	6	4	3	43
9900	ASSIST OTHER DEPT	12	11	16	54	18	24	29	35	36	36	33	23	327
9901	WARRANT/ATTEMPT/ARREST	4	1	2	1	2	2	4	8	3	6	2	1	36
9903	COURT/CONSENT WARRANT						1							1
9906	TRAFFIC CONTROL / DIRECT ENFORCEMENT											1	1	1
9907	Impound Release			1										1
9908	TRANSPORT		1		1									2
9911	DEPARTMENT DELIVERIES										1			1
9916	VEHICLE FORFEITURE/IMPOUND			2	3	1	1		3			2	3	15
9969	Sex Offender/POR Info/Checks				1				1					2
9981	DRILL/ALERT						1							1
9999	RIDE-ALONG					1								1
DA540	DRUGS-SM AMT IN MOT VEH- POSS-MARIJ-UNK	1			1									2
DC500	DRUGS-DRUG PARAPH-POSSESS- UNK-UNK		1		1									2
JEV01	TRAF-AC-GM-2ND DEG DWI-08 OR MORE -MV						1							1
JFR01	TRAF-AC-GM-3RD DEG DWI- REFUSAL TO TEST-MV				1									1
M5313	JUVENILE-CURFEW									1				1
M5350	JUVENILE-RUNAWAY	1												1
TW049	THEFT-500 OR LESS MS- SHIPMENT-OTH PROP		1											1

## Group A Offenses and Clearances by Classification

The data in this report is not real-time and is current as of 6/29/2022

Agency: Osseo Police Dept

Report Period: 1/1/2022 - 12/31/2022

Population: 2,732

ORI: MN0271600

Offense	Offense Code		Offenses Reported or Known	Crime Rate per 100,000	Cleared by Arrest	Cleared by Exceptional Means	Cleared Involving only Under 18 Years Old
<b>Animal Cruelty</b>	720	<b>Total</b>	0	0	0	0	0
<b>Arson</b>	200	<b>Total</b>	0	0	0	0	0
<b>Assault Offenses</b>							
Aggravated Assault	13A		0	0	0	0	0
Simple Assault	13B		5	183	2	0	0
Intimidation	13C		6	219	0	0	0
		<b>Total</b>	11	402	2	0	0
<b>Bribery</b>	510	<b>Total</b>	0	0	0	0	0
<b>Burglary/Breaking &amp; Entering</b>	220	<b>Total</b>	2	73	1	0	0
<b>Counterfeiting/Forgery</b>	250	<b>Total</b>	3	109	0	0	0
<b>Destruction/Damage/Vandalism of Property</b>	290	<b>Total</b>	1	36	0	0	0
<b>Drug/Narcotic Violations</b>	35A	<b>Total</b>	5	183	3	0	0
<b>Drug Equipment Violations</b>	35B	<b>Total</b>	1	36	1	0	0
<b>Embezzlement</b>	270	<b>Total</b>	0	0	0	0	0
<b>Extortion/Blackmail</b>	210	<b>Total</b>	0	0	0	0	0
<b>Fraud Offenses</b>							
False Pretenses/Swindle/Confidence Game	26A		2	73	0	0	0
Credit Card/Automatic Teller Machine Fraud	26B		1	36	0	0	0
Impersonation	26C		0	0	0	0	0
Welfare Fraud	26D		0	0	0	0	0
Wire Fraud	26E		0	0	0	0	0
Identity Theft	26F		0	0	0	0	0
Hacking/Computer Invasion	26G		0	0	0	0	0
		<b>Total</b>	3	109	0	0	0
<b>Gambling Offenses</b>							
Betting/Wagering	39A		0	0	0	0	0
Operating/Promoting/Assisting Gambling	39B		0	0	0	0	0
Gambling Equipment Violations	39C		0	0	0	0	0
Sports Tampering	39D		0	0	0	0	0
		<b>Total</b>	0	0	0	0	0
<b>Homicide Offenses</b>							
Murder and Nonnegligent Manslaughter	09A		0	0	0	0	0
Negligent Manslaughter	09B		0	0	0	0	0
		<b>Total</b>	0	0	0	0	0
<b>Human Trafficking Offenses</b>							
Commercial Sex Acts	64A		0	0	0	0	0
Involuntary Servitude	64B		0	0	0	0	0
		<b>Total</b>	0	0	0	0	0
<b>Kidnapping/Abduction</b>	100	<b>Total</b>	0	0	0	0	0
<b>Larceny - Theft Offenses</b>							
Pocket-Picking	23A		1	36	0	0	0
Purse-Snatching	23B		0	0	0	0	0
Shoplifting	23C		2	73	1	0	0
Theft from Building	23D		0	0	0	0	0
Theft From Coin-Operated Machine or Device	23E		0	0	0	0	0
Theft from Motor Vehicle	23F		4	146	0	0	0

Offense	Offense Code	Offenses Reported or Known	Crime Rate per 100,000	Cleared by Arrest	Cleared by Exceptional Means	Cleared Involving only Under 18 Years Old
Theft of Motor Vehicle Parts or Accessories	23G	7	256	0	0	0
All Other Larceny	23H	22	805	0	0	0
		<b>Total</b>	36	1317	1	0
<b>Motor Vehicle Theft</b>	240	<b>Total</b>	3	109	0	0
<b>Pornography/Obscene Material</b>	370	<b>Total</b>	0	0	0	0
<b>Prostitution Offenses</b>						
Prostitution	40A	0	0	0	0	0
Assisting or Promoting Prostitution	40B	0	0	0	0	0
Purchasing Prostitution	40C	0	0	0	0	0
		<b>Total</b>	0	0	0	0
<b>Robbery</b>	120	<b>Total</b>	0	0	0	0
<b>Sex Offenses</b>						
Forcible Rape	11A	0	0	0	0	0
Forcible Sodomy	11B	0	0	0	0	0
Sexual Assault with an Object	11C	0	0	0	0	0
Forcible Fondling	11D	0	0	0	0	0
		<b>Total</b>	0	0	0	0
<b>Sex Offenses, Nonforcible</b>						
Incest	36A	0	0	0	0	0
Statutory Rape	36B	0	0	0	0	0
		<b>Total</b>	0	0	0	0
<b>Stolen Property Offenses</b>	280	<b>Total</b>	1	36	1	0
<b>Weapon Law Violations</b>	520	<b>Total</b>	1	36	0	0
<b>Grand Total</b>			67	2452	9	0

## Group B Arrests by Classification

The data in this report is not real-time and is current as of 6/29/2022

Agency: Osseo Police Dept

Report Period: 1/1/2022 - 12/31/2022

ORI: MN0271600

Offense	Offense Code	Total Arrests	Total Arrests Involving only Under 18 Years Old
Bad Checks (Decommissioned January 2022)	90A	0	0
Curfew/Loitering/Vagrancy Violations	90B	1	0
Disorderly Conduct	90C	1	0
Driving Under the Influence	90D	8	0
Drunkenness (Decommissioned January 2022)	90E	0	0
Family Offenses, Nonviolent	90F	0	0
Liquor Law Violations	90G	2	0
Peeping Tom (Decommissioned January 2022)	90H	0	0
Runaway	90I	0	0
Trespass of Real Property	90J	0	0
All Other Offenses	90Z	3	0
<b>Grand Total</b>		<b>15</b>	<b>0</b>



# All Coded Incidents

Date Range: 1/1/2022 to 6/30/2022

2022		2022												2022	
2022		2022 Description												2022	
		Jan	Feb	Mar	Apr	May	Jun								
2501	FORGERY-CHECK	1												1	
5011	Roadway Debris	2	1	1			1							5	
5012	Accident Assist	7	8	7	3	5	3							33	
5013	Found Bicycle					1	6							7	
5313	CURFEW JUVENILE - CJRS ONLY		1											1	
9005V	Fail to Signal - Verbal Warning				2	1								3	
9006	FAIL/OBEY SIGN/SIGNAL					1								1	
9006C	Fail/Obey Sign/Signal - Citation		1	1	1	2								5	
9006V	Fail/Obey Sign/Signal - Verbal Warning	10	10	6	13	18	12							69	
9011V	Move Over Law - Verbal Warning			2			1							3	
9012C	Open Bottle - Citation		2	1										3	
9013	RECKLESS/CARELESS/EXHIBITION				1									1	
9013C	Reckless/Careless/Exibition - Citation			2										2	
9014	SPEEDING						1							1	
9014C	Speeding - Citation		2	2	5	4	1							14	
9014V	Speeding - Verbal Warning	12	14	23	59	41	37							186	
9014W	Speeding - Written Warning				1	1								2	
9016	OVER CENTER/FOG LINE				1									1	
9016V	Over Center/Fog Line - Verbal Warning					1								1	
9017V	Unsafe/Improper Lane Use - Verbal Warning	2	2	4	5	1	1							15	
9018	IMPEDING/OBSTRUCTING TRAFFIC		1											1	





# All Coded Incidents

Date Range: 1/1/2022 to 6/30/2022

9202V	No Valid MN DL - Verbal Warning	3	1	2		1	1	8	
9208	NO DL IN POSSESSION			1				1	
9208C	No DL in Possession - Citation			5	4	6	3	18	
9208V	No DL in Possession - Verbal Warning		2	1	4	2	1	10	
9211	FAIL TO CORRECT DL	1						1	
9211A	Fail to Correct DL - Admin		1					1	
9211V	Fail to Correct DL - Verbal Warning				1		1	2	
9212V	Expired DL - Verbal Warning			1				1	
9220C	DAS/DAR/DAC - Citation	12	1	10	14	11	7	55	
9220V	DAS/DAR/DAC - Verbal Warning	3	2	5	3	3	2	18	
9225V	No Seatbelt On - Verbal Warning				1	2		3	
9248V	Tinted Window - Verbal Warning	3	3	5	2	5	3	21	
9249	OBSTRUCTED VIEW/SUSPENDED OBJECT	2						2	
9250V	Cracked Windshield - Verbal Warning			1	2		1	4	
9251	HEAD/TAIL/BRAKE LIGHT			1				1	
9251C	HEAD/TAIL/BRAKE LIGHT - Citation	2				1		3	
9251V	HEAD/TAIL/BRAKE LIGHT - Verbal Warning	17	19	27	28	28	8	127	
9252	NO PLATE/PLATE LIGHT/OBSTRUCT	1						1	
9252C	No Plate/Platelight/Obstruct - Citation						1	1	
9252V	No Plate/Platelight/Obstruct - Verbal Warning	2	1	5	2	2	2	14	
9253V	Loud Exhaust/Muffler - Verbal Warning				1			1	
9254	UNSAFE EQUIPMENT			1	1			2	



## All Coded Incidents

Date Range: 1/1/2022 to 6/30/2022

9810	SUSPICION	11	7	7	4	13	16	58	
9811	OPEN DOOR/WINDOW	2			2	2	16	22	
9819	FIREWORKS COMPL / WARN						2	2	
9822	MISC. JUVENILE PROBLEM				2	2		4	
9828	DRIVING/TRAFFIC COMPLAINT	2		4	6	1	8	21	
9829	PARKING COMPL	6	4	7	1	7	4	29	
9830	HOUSE/BUSINESS CHECKS	375	333	433	345	495	509	2490	
9832	RECORD CHECKS	12	7	2	6	23	9	59	
9833	OTHER PERMITS				1	3	1	5	
9835	FIREARM PERMIT	1	1	2	9	2		15	
9841	ALCOHOL COMPLIANCE CHECK						4	4	
9842	TOBACCO COMPLIANCE CHECK						3	3	
9844	Solicitor Permit	5	1			1		7	
9845	PARKING PERMIT	1		1			1	3	
9850	OTHER ORD VIOL (JUNK CARS, ETC)	11	1			1	15	28	
9856V	NOISE VIOLATION - Verbal Warning		1					1	
9860	ANIMAL COMPLAINT/CHECK	1	5	4	4	3	5	22	
9865	ANIMAL IMPOUND	1						1	
9871	POLICE ESCORT/STAND-BY			2				2	
9872	FUNERAL ESCORT					2		2	
9875	FINGERPRINTS	3	5	9	1	2	7	27	
9878	MOTORIST ASSIST/STALL	9	3		2	1	2	17	
9879	UTILITY PROBLEM	1	2	2	1	4	3	13	
9880	PUBLIC ASSIST	14	15	11	11	14	12	77	
9881	LOCKOUT	8	3	8	1	4	5	29	



# All Coded Incidents

Date Range: 1/1/2022 to 6/30/2022

TC999	THEFT-501-2500-FE-OTHER-OTH PROP	1				1	
TG009	THEFT-LESS 200-MS-UNKNOWN- OTH PROP			3	1	4	
TG099	THEFT-LESS 200-MS-SELF SRV GAS-OTH PROP		1			1	
TG999	THEFT-LESS 200-MS-OTHER-OTH PROP		2			2	

ORDINANCE NO. 2022-\_\_

AN ORDINANCE OF THE CITY OF ELKO NEW MARKET, MINNESOTA,  
AMENDING THE ELKO NEW MARKET CITY CODE BY ADDING SECTION XXX DEALING  
WITH THE POSSESSION OF CATALYTIC CONVERTERS

**The City Council of Elko New Market, Minnesota ordains:**

Section xxx. Title xxx Chapter xxx of the Elko New Market City Code is amended to add the following Section:

**130.49 Possession of Catalytic Converters**

No person shall be in possession of a catalytic converter that is not attached to a motor vehicle unless the individual can provide verification of legal receipt of the catalytic converter or proof of compliance with the requirements in Minnesota Statutes, Section 325E.21, Subd. 1b.

Section 2. Effective Date. This ordinance becomes effective from and after its adoption and publication.

*Passed in regular session of the City Council of the City of Shakopee, Minnesota held on the \_\_\_\_ day of \_\_\_\_\_, 2022.*

\_\_\_\_\_  
Mayor of the City of Elko New Market

Attest:

\_\_\_\_\_  
Thomas Terry, City Clerk

Published in the New Prague Times on the \_\_\_\_ day of \_\_\_\_\_, 2022.



**CITY OF OSSEO**  
415 Central Avenue  
Osseo, MN 55369  
Phone (763) 425-2624  
Fax (763) 425-1111

**Registration for:**  
**Solicitors**  
**Peddlers**  
**Transient Merchants**

***Information included on this form may be considered public data pursuant to data practices law and the City will comply with all applicable laws if the information is subject to a data request.***

**Applicant Information:**

Name \_\_\_\_\_ Home address \_\_\_\_\_  
First Middle Last Street Address

\_\_\_\_\_ Home phone \_\_\_\_\_  
City State Zip Code

Daytime phone \_\_\_\_\_ Other names used by applicant: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Drivers License # \_\_\_\_\_ State \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Hair color \_\_\_\_\_ Eye color \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Have you been convicted of a felony, gross misdemeanor, or misdemeanor in the past 5 years?  
\_\_\_Yes \_\_\_No \*If Yes, please explain how this conviction may affect your proposed activities.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*

REQUIRED FEES <i>as of 1/1/2016</i>		FEES	
All Applicants:	Registration Form (Criminal Background Check)	\$15 per individual	
	Authorization and Release	No fee	
Peddlers & Transient Merchants:	License	1 Day	\$15
		7 Days	\$25
		30 Days	\$50
		356 Days	\$150



## CITY OF OSSEO

415 Central Avenue  
Osseo, MN 55369  
Phone (763) 425-2624  
Fax (763) 425-1111

## Release for:

Minnesota Data Practices Act  
General Authorization & Release  
Per MN Statute 13.05, § 4

To: **City of Osseo**  
**415 Central Avenue**  
**Osseo, MN 55369**

I, \_\_\_\_\_, hereby authorize and grant my informed consent to permit you, \_\_\_\_\_, [NSI] to release and make available to the Osseo Police Department and/or its agents and/or representatives, data classified as private which concerns me, except medical and psychological information, and which may be in your possession. The data that I authorize to be released consists of private data, as defined by MN State. 13.02, and has been collected by you as a result of my contacts and associations with you and/or your agents and representatives. The information for which release is authorized includes all data which has been collected, created, received, retained, or disseminated in whatever form which in any way relates to my dealings with you or your agency. I understand that the purpose of permitting the Osseo Police Department to have access to this information is to do a criminal background check on myself in order for me to be considered for employment with the City of Osseo.

I hereby authorize and grant my informed consent to permit you to make photocopies for the Osseo Police Department of data which concerns me and is in your possession.

This authorization shall be valid for a period of one year, but I reserve the right to, at any time prior to that expiration, cancel the written authorization by providing written notice to the Department or to you of that fact.

Date: \_\_\_\_\_

Applicant's full name printed: \_\_\_\_\_

Applicant's address: \_\_\_\_\_

(City)

(State)

(Zip)

SSN: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Driver's license number: \_\_\_\_\_

Applicant's signature: \_\_\_\_\_



## CITY OF OSSEO

415 Central Avenue  
Osseo, MN 55369  
Phone (763) 425-2624  
Fax (763) 425-1111

## License for:

Peddlers  
Transient Merchants

**\* Solicitors are not Licensed**

***Information included on this form may be considered public data pursuant to data practices law and the City will comply with all applicable laws if the information is subject to a data request.***

### Business Information:

Business name \_\_\_\_\_

Address \_\_\_\_\_  
Street Address City State Zip Code

Phone \_\_\_\_\_

Federal Tax ID: \_\_\_\_\_ MN Tax ID\*: \_\_\_\_\_

***\*If a Minnesota Tax ID is not required, please explain on the reverse***

For Profit \_\_\_\_\_ Non-Profit \_\_\_\_\_ Supervisor/manager's name \_\_\_\_\_

Local point of distribution/address \_\_\_\_\_

Full description of merchandise you are selling \_\_\_\_\_

Merchandise in possession? \_\_\_\_ Yes \_\_\_\_ No

Dates and times you will be working in the City \_\_\_\_\_

List all vehicles that will be used during sales:

Vehicle #1 \_\_\_\_\_  
Make Model Year Color License # State

Vehicle #2 \_\_\_\_\_  
Make Model Year Color License # State

Last five cities where Applicant/Business has been licensed previously \_\_\_\_\_

I AGREE TO OPERATE SUCH BUSINESS IN ACCORDANCE WITH THE LAWS OF MINNESOTA AND THE ORDINANCES OF THE CITY OF OSSEO. THESE STATEMENTS ARE TRUE, CORRECT, AND ARE MADE WITH THE KNOWLEDGE THAT THIS INFORMATION MAY BE MADE PUBLIC. FALSE DISCLOSURES ARE SUBJECT TO PERJURY PROCEEDINGS AND FORFEITURE OF THE LICENSE APPLICATION.

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*

*For City Use Only:*

Receipt # \_\_\_\_\_ Date \_\_\_\_\_

REQUIRED FEES <i>as of 1/1/2016</i>		FEES		
All Applicants:	Registration Form (Criminal Background Check)	\$15 per individual		
	Authorization and Release	No fee		
Peddlers & Transient Merchants:	License	1 Day	\$15	
		7 Days	\$25	
		30 Days	\$50	
		356 Days	\$150	
		TOTAL	\$15+	

Background check completed? \_\_\_\_\_(Date) City employee doing check\_\_\_\_\_

City employee granting approval\_\_\_\_\_ Issue date\_\_\_\_\_

**\*For any monthly permit, this Permit is valid for 30 days from the issue date.**





# City of Osseo Transient Merchants

Licensee Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Authorized to operate in the City of Osseo on \_\_\_\_\_

This license is granted subject to all provisions and conditions of the ordinances of the City of Osseo.



# City of Osseo Transient Merchants

Licensee Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Authorized to operate in the City of Osseo on \_\_\_\_\_

This license is granted subject to all provisions and conditions of the ordinances of the City of Osseo.



## Solicitors/Peddler Permit

This Certifies that \_\_\_\_\_

Has been granted a license to solicit door to door within  
the City of Osseo.

This permit expires on \_\_\_\_\_

\_\_\_\_\_  
Osseo Police Department

\_\_\_\_\_  
Date



## Public Safety Advisory Committee Meeting Item

---

**Agenda Item:** Administration Department

**Meeting Date:** July 13, 2022

**Prepared by:** Riley Grams, City Administrator

**Attachments:** None

---

### Update on LELS Contract Negotiations (2023-2025)

The City's Police contract negotiation team (including the City Administrator, Mayor Duane Poppe and Councilmember Larry Stelmach) met with Law Enforcement Labor Services (LELS) agent Tim Gannon and Osseo Police Office Mike Smith on Monday, June 27 to kick off the negotiations for the upcoming Police contract. The meeting lasted approximately two hours and covered a wide range of negotiation points throughout the contract. We made excellent progress for our first sit down meeting and will continue negotiations and eventual agreement in the coming weeks. After the updated draft contract is complete, it will be sent to the City Council for consideration and eventual approval. The major themes of the contract negotiations center around Officer recruitment and Officer retention.

### Discuss New Sidewalk Panels on Central Ave

As part of the 2021 Central Ave reconstruction project, new sidewalk was poured on the City Hall block, replacing the aging and failing pavers. This was done in order to provide safer sidewalks located at a public facility. Since then, and over the winter, we have received a few complaints about the style of sidewalk panel and the potential for slip conditions. The bid package for the project included a final sidewalk panel style called "window" panels. This includes a smoother edge around the a standard broomed finish (see picture below). This style is purely decorative. The City has received some reports that during the winter, snow and ice on top of the edges of these panels cause some slipping issues. After speaking to the City Engineer, I understand that as time goes on these slick edges will rough up and provide better traction. However, I am in contact with the Public Works Department to consider some type of measure to slightly "rough-up" the panel edges to provide better traction. We have yet to make a final decision on this to date, but will this summer/fall ahead of the upcoming winter season.

