

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
June 13, 2022**

1. CALL TO ORDER

Mayor Duane Poppe called the regular meeting of the Osseo City Council to order at 7:00 p.m. on Monday, June 13, 2022.

2. ROLL CALL

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

Staff present: Police Chief Shane Mikkelson and City Attorney Mary Tietjen.

Others present: Kenny Nelson, City Resident; Ed Columbus, City Resident; John Rundquist, Osseo Cross Country Head Coach.

3. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

Poppe requested Item 10D be discussed after Item 10F.

A motion was made by Stelmach, seconded by Hultstrom, to accept the Agenda as amended. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve May 23 Work Session Minutes
- B. Approve May 23 Council Minutes
- C. Receive April Hockey Association Gambling Report
- D. Receive May Building Report
- E. Receive May Fire Relief Association Gambling Report
- F. Receive May Lions Club Gambling Report
- G. Receive May American Legion Gambling Report
- H. Approve Exempt Permit for Knights of Columbus Council 9139 Gambling Activities
- I. Approve Promotion of Mike Cogswell to Captain 11
- J. Approve Hire of Elizabeth Dahlin for Movies in the Park Attendant

A motion was made by Johnson, seconded by Vickerman, to approve the Consent Agenda. The motion carried 5-0.

6. MATTERS FROM THE FLOOR

Kenny Nelson, 509 Third Avenue NE, stated at the last Council meeting a resident discussed sidewalks in the community that were in disrepair. He explained former City Planner Nancy Abts had an inventory on the City's sidewalk panels and in 2016 the City Council received a block grant in the amount of \$60,000 that was intended to improve community. These grant funds were used to replace sidewalks. He commented on the City's sidewalk nuisance Ordinance and how this was supposed to assist with addressing sidewalk disrepair. He discussed the additional properties that still needed to repair their sidewalks. He commented on the research he has done on the City's street repair programs and requested the Council reconsider lowering the residential speed limits to 20 or 25 miles per hour. He then educated the Council on semi-trucks noting they were approximately 80,000 pounds across five axles. He then discussed the weight of garbage trucks and school buses. He encouraged the City to consider posting signs if they want to keep semi-trucks off Fourth Avenue.

Stelmach stated prior to 2016 sidewalks were always the responsibility of the resident.

7. SPECIAL BUSINESS

A. APPROVE SPECIAL EVENT PERMIT FOR 2022 LIONS ROAR EVENT

Ed Columbus, City resident, stated he was back this year, ready to host the 2022 Osseo Lions Roar event and 5K race on September 9-10, 2022. The Lions Roar event and 5K race will feature many of the same events as in previous years. As a reminder, the City provides various services in support of these events. The City also provides free advertising of the events through the City's social media accounts, website, and Gateway Sign. The events also include noted street closures. He explained all City Department Heads have received the permits and be provided any necessary comments.

Stelmach thanked the Lions Club for hosting this event every year on behalf of the community.

Johnson stated the Lions Roar has been held in the community for the past 48 years and he appreciated how people continued to return to the community for this event.

John Rundquist, Osseo Cross Country Head Coach, discussed the Lions Roar 5K and encouraged the public to consider participating.

A motion was made by Hultstrom, seconded by Stelmach, to approve the 2022 Osseo Lions Roar and 5K Race and waiver of fees for advertising and City services. The motion carried 5-0.

B. APPROVE SPECIAL EVENT PERMIT FOR POLICE CATALYTIC CONVERTER CLINIC

Mikkelson requested the Council approve a special event permit for a police catalytic converter clinic. He stated the event would be held on Saturday, June 18 from 9:00 a.m.

to 12:00 p.m. at C & J Auto. He explained he was asking to shut down a small portion of City streets for this event.

A motion was made by Stelmach, seconded by Vickerman, to approve the street closures and Special Event Permit for Police Catalytic Converter Clinic.

Johnson asked if this was a first come/first served event. Mikkelson reported residents can show up for this event or they can register for the event on the City's website.

The motion carried 5-0.

C. APPROVE SPECIAL EVENT PERMIT FOR 2022 NIGHT TO UNITE EVENT

Mikkelson requested the Council approve a special event permit for the 2022 Night to Unite event which would be held on Tuesday, August 2 from 5:00 p.m. to 8:00 p.m. at Boerboom Park and on the City Hall campus. He noted there would be street closures on Central Avenue.

A motion was made by Hultstrom, seconded by Johnson, to approve the Special Event Permit for 2022 Night to Unite Event. The motion carried 5-0.

D. ACCEPT DONATIONS (Resolution)

Mikkelson stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
Ronald and Nancy Roden	\$100	Beautification
Lorraine Boser (In Memory of Micky Boser)	\$650	Beautification

Staff recommended the Council accept the donations.

A motion was made by Vickerman, seconded by Johnson, to adopt Resolution No. 2022-38, accepting a donation from Ronald and Nancy Roden and Lorraine Boser. The motion carried 5-0.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF JUNE 13, 2022

Mikkelson discussed the actions of the EDA. He noted the EDA approved accounts payable, received presentation about the Hennepin County Elevate Business program and received various EDA updates.

A motion was made by Stelmach, seconded by Johnson, to Confirm the EDA Actions of June 13, 2022. The motion carried 5-0.

B. APPROVE HIRE OF CHAD MALMON FOR FULL-TIME POLICE OFFICER

Mikkelson stated in February 2022, one full-time officer resigned. Several officers and the HR Committee then conducted a process to find a replacement. Chad Malmon is the recommended candidate to fill the Full-Time Police Officer position within the department. Chad has experience as a CSO with the Minneapolis Police Department and he has passed the interviews, background, psychological and physical portions of our process to be hired. It was noted Officer Malmon's first day will be June 28, 2022.

Hultstrom welcomed Officer Malmon to the City.

A motion was made by Hultstrom, seconded by Stelmach, to approve the hiring of Chad Malmon as a Full-Time Police Officer.

Vickerman welcomed Officer Malmon to the Police Department.

The motion carried 5-0.

C. APPROVE CHANGE ORDER FOR PARK HOME DEMO PROJECT – Alyson Fauske, WSB & Associates

Alyson Fauske, WSB & Associates, stated the master plan for Boerboom Park shows removal of the four, City-owned homes on the east side of the block and incorporation of the land into the park. During demolition it was discovered that the flooring in one area of the home was placed on a platform, and that the tile flooring underneath the platform contains asbestos. This area was checked during the inspection, however the asbestos was not discovered as only the subfloor over the platform was uncovered.

Ms. Fauske explained the contractor's proposed additional cost to the asbestos in this area is \$9,629 as shown in the change order proposal from Miller Trucking. If approved, the revised contract amount will be \$45,129 which is still less than the second lowest quote of \$72,580. This change order represents a 27% increase in the contract amount. The project completion date remains July 1, 2022.

Stelmach asked if each house would have a surprise, or if it was just this one. Ms. Fauske stated it was her understanding this was the only place asbestos would be found.

Johnson commented he didn't like change orders and additional costs, but in this case he understood this house had been remodeled several times which meant something could be missed.

A motion was made by Johnson, seconded by Vickerman, to adopt Resolution No. 2022-39, approving Change Order No. 1 for the 2022 House Demolition Project. The motion carried 5-0.

E. APPROVE ELECTION JUDGE AND HEAD JUDGE WAGE INCREASE

Mikkelson explained the City Council approved wages for 2022 for all staff including election judges back in December, however, it was discovered that the wages are under the state minimum requirements. The City of Osseo is classified as a large employer because gross revenues exceed \$500,000 or more and therefore needs to be at a minimum of \$10.33 hourly. Staff recommends increasing the election judge hourly rate to \$10.33 and the head judge hourly rate to \$11.33.

A motion was made by Stelmach, seconded by Hultstrom, to approve the increased 2022 election judges hourly rates.

Johnson hoped that the City would be able to fill these positions at the new rate.

The motion carried 5-0.

F. APPROVE ESTABLISHMENT OF ABSENTEE BALLOT BOARD

Mikkelson explained Minnesota Law requires that the governing body of each municipality establish an absentee ballot board to accept and reject absentee ballots. The absentee ballot board will consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy clerks trained in the processing and counting of absentee ballots. Absentee voting begins June 24, 2022, for the state primary. The following staff are requested to be designated as deputy clerks to be members of absentee ballot board for the 2022 elections and will be trained accordingly: Karen Broden and Joe Amerman.

A motion was made by Vickerman, seconded by Johnson, to adopt Resolution No. 2022-40, approving the Establishment of the Absentee Ballot Board for the 2022 Primary and General Elections. The motion carried 5-0.

D. ADOPT RESOLUTION CALLING FOR THE SALE OF GENERAL OBLIGATION BONDS, SERIES 2022A – Rebecca Kurtz, Ehlers

Rebecca Kurtz, Ehlers & Associates, explained the proposed tax exempt bond issuance, Series 2022A, will finance various public improvements within the City of Osseo. She reported \$2,075,000 will be used for the 2023 Street Improvement Project, \$875,000 will be used for the 2022 Alley Improvement Project and \$740,000 will be used for the sewer lining project. She commented further on the proposed bond issuance and recommended the bonds be rated by Standard & Poor's. It was noted the City currently has an AA bond rating with Standard & Poor's.

Johnson requested further information regarding the premium pricing. Ms. Kurtz stated noted premium pricing allowed the underwriter to provide more funds than was needed to complete the proposed projects. She believed the City had received a premium bid in the past.

Johnson requested further information regarding arbitrage monitoring. Ms. Kurtz provided the Council with a detailed definition of arbitrage monitoring, which was compliance with federal debt issuance guidelines for tax exempt debt. She commented further on how the arbitrage team works on behalf of the City over the life of the bonds.

Johnson explained the 2021 audit was not yet completed and asked if this was a concern. Ms. Kurtz reported she would work with staff to obtain all the necessary documentation for the bond issuance.

Hultstrom asked if the \$2,075,000 for the 2023 Street Improvement Project was an estimate from the City Engineer. Ms. Kurtz stated this was the case.

Vickerman questioned if any of this work could be covered by a State bonding bill at some point in the future. Ms. Kurtz indicated in her experience, typically State bonding bills cover items that have not been funded.

Poppe explained State bonding was typically used for State infrastructure or regional improvements.

Johnson requested further comment on the interest rate expected for the bond issuance. Ms. Kurtz discussed the current interest rates for municipal bonds and estimated the interest rate for the City's bond issuance would be 3.53%.

A motion was made by Stelmach, seconded by Vickerman, to adopt Resolution No. 2022-41, providing for the Sale of \$3,690,000 General Obligation Bonds, Series 2022A. The motion carried 5-0.

G. APPROVE ACCOUNTS PAYABLE

Mikkelson reviewed the Accounts Payable with the Council.

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

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

Hultstrom welcomed Officer Malmon to the City of Osseo. She congratulated Captain Mike Cogswell on his promotion.

Hultstrom noted she would be attending the League of Minnesota Cities Conference in Duluth next week. She explained she was quite honored to have been appointed to the Nominating Committee for the fourth year in a row.

Johnson welcomed Officer Malmon to the Police Department and thanked Chief Mikkelson for stepping in for City Administrator Grams for this meeting.

Johnson invited the public to attend the first Music and Movies in the Park event which would be held on Tuesday, June 14.

Vickerman congratulated everyone who would be joining the City.

Vickerman indicated she was excited to be kicking off the summer with the Music and Movies in the Park tomorrow night.

Stelmach welcomed Officer Malmon to the City of Osseo and congratulated Firefighter Cogswell on his promotion to Captain 11.

13. ANNOUNCEMENTS

Poppe reviewed the Music and Movies in the Park schedule for the summer of 2022.

14. ADJOURNMENT

A motion was made by Vickerman, seconded by Johnson, to adjourn the City Council meeting at 8:01 p.m. The motion carried 4-1 (Stelmach opposed).

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial