

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
October 10, 2022**

1. CALL TO ORDER

Acting Mayor Larry Stelmach called the regular meeting of the Osseo City Council to order at 7:04 p.m. on Monday, October 10, 2022.

2. ROLL CALL

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

Members absent: Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Alyson Fauske, WSB & Associates, and City Attorney Mary Tietjen.

Others present: RoseAnna Garibaldi, City Resident; and Dianna Johnson, City Resident.

3. PLEDGE OF ALLEGIANCE

Stelmach led the Pledge of Allegiance.

4. APPROVAL OF AGENDA [Additions - Deletions]

Stelmach asked for additions or deletions to the Agenda.

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

5. CONSENT AGENDA

- A. Approve September 26 Work Session Minutes
- B. Approve September 26 Council Minutes
- C. Receive October 4 Parks and Recreation Minutes
- D. Receive September Building Report
- E. Cancel October 31 Council Work Session
- F. Set Council Work Session for November 7

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

6. MATTERS FROM THE FLOOR

RoseAnna Garibaldi, 12 Sixth Street NE, discussed a utility bill adjustment letter she received. She reported the letter describes her new utility rates and was dated July 25, 2022. She commented an error occurred when applying the new sanitary sewer rates

based on the usage for her meter. She indicated her bill shows an outstanding balance of \$13,032.42. She asked why it took the City 19 months to figure out the problem. She was very unsettled by the fact the City would be charging her for a mistake they made. She believed her outstanding amount should be written off.

Dianna Johnson, 608 Third Avenue NE, commented on an article that was recently printed in the *Osseo Press* regarding the Hall Sweeney project. She stated she was excited about this new project but asked where it would be located. Grams described the location of the Hall Sweeney project.

7. SPECIAL BUSINESS

A. APPROVE SPECIAL EVENT PERMIT FOR MINNESOTA MEDITATION CENTER EVENT

Grams requested the Council approve a special event permit for a Robe Offering Ceremony at the Minnesota Meditation Center. He explained the event would be held on Sunday, October 23 from 7:30 a.m. to 1:00 p.m. He reported the need for the permit would be to request a street closure for a large group photograph.

A motion was made by Hultstrom, seconded by Vickerman, to approve a Special Event Permit for Minnesota Meditation Center Event. The motion carried 4-0.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF OCTOBER 10, 2022

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable and approved a Resolution creating TIF District 2-11 and approving the associated TIF plan for the Hall Sweeney development.

A motion was made by Johnson, seconded by Vickerman, to Confirm the EDA Actions of October 10, 2022. The motion carried 4-0.

B. APPROVE INTERNAL POSTING FOR POLICE LIEUTENANT POSITION

Police Chief Mikkelsen stated this position is an addition to the police department. The Council approved the position description at the August 22, 2022, meeting. This position should begin around February 1, 2023.

A motion was made by Hultstrom, seconded by Vickerman, to approve internal posting of the Lieutenant position. The motion carried 4-0.

C. APPROVE PURCHASE OF PUBLIC WORKS GRAPPLE BUCKET ATTACHMENT

Waldbillig stated the purchase of the V50 Grapple Bucket will allow Staff to safely load materials like brush, logs, concrete debris, and other objects that can be difficult to

move. The public works department regularly trims large boulevard trees to provide clear sightlines at intersections, clearance for street sweeping, and snow removal operations. This process is very time consuming and requires tree limbs and brush to be loaded by hand, the Grapple Bucket will speed up the process and eliminate the need to cut material into smaller pieces. Staff commented further on how this piece of equipment would create greater efficiencies for public works.

A motion was made by Hultstrom, seconded by Johnson, to approve purchase of Public Works Grapple Bucket Attachment.

Johnson asked how often the City had the brush pile removed. Waldbillig reported he removes the brush two or three times a season. He noted he found a place that takes the material for free and turns it into mulch.

The motion carried 4-0.

D. APPROVE AGREEMENT WITH BERGANKDV FOR AUDITING SERVICES

Grams stated the City has partnered with BerganKDV for a number of years for annual auditing services. We have a very good working relationship with BerganKDV and they know our Staff, financial systems, and auditing requirements very well. The current agreement is set to expire at the end of this fiscal year auditing year. After discussing with the Council Budget and Finance Committee (Mayor Poppe and Councilmember Johnson), Staff is recommending that the City enter into a new 5-year agreement extension with BerganKDV for annual auditing services. This will allow the City to continue working with a very reputable firm in public financial auditing. Staff commented further on the draft agreement which calls for annual auditing services for years ending 2022 through 2026. The annual fee amounts are:

Year ending December 31, 2022 - \$27,325
Year ending December 31, 2023 - \$28,400
Year ending December 31, 2024 - \$29,555
Year ending December 31, 2025 - \$30,735
Year ending December 31, 2026 - \$31,965

Johnson stated he believed BerganKDV was offering the City high quality auditing services and he appreciated the fact they were willing to enter into a five year agreement with the City.

Vickerman stated she appreciated the fact the proposed incremental increases were minor for the next five years.

A motion was made by Johnson, seconded by Vickerman, to approve the agreement with BerganKDV for annual auditing services. The motion carried 4-0.

E. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

Johnson requested further information regarding payment on the 2022 Alleyway project. Alyson Fauske, WSB & Associates, discussed the invoice noting any area where corrective work was required was not included in this bill. She reported WSB still had a retainer and performance bond in place, in the event WSB was not seeing progress being made by the contractor. She commented further on the proposed timeline for the corrective work as proposed by the contractor. She discussed how WSB would be in contact with the homeowners that had been impacted in order to make them aware of the project timeline.

Johnson asked how long the City would be holding back 5% of the project costs. Ms. Fauske reported this would be held until the project was completed to the Council's satisfaction.

Hultstrom asked if Staff would be pursuing an insurance claim to cover the lighting strike/expense of the Ziegler bill. Grams explained when the insurance claim comes in this will offset the expense of the bill.

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

11. ADMINISTRATOR REPORT

Grams reported the elected official candidate forum had been postponed from the original planned date of October 12, 2022.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom reported on Saturday, October 15 she would be attending a panel discussion in Columbia Heights at the request of Senator Jen McKuen where universal healthcare would be discussed.

13. ANNOUNCEMENTS

Stelmach reported the OFDRA would be holding a Steak Fry on Friday, October 14, 2022, from 6:00 p.m. to 8:00 p.m. at the Osseo American Legion.

Stelmach stated the Osseo Lions would be hosting a "Boo Tour" in downtown Osseo on Saturday, October 29, 2022, at 11:00 a.m.

Stelmach explained the annual winter warm-up coat drive to benefit the Salvation Army would be held from October 1st through November 30th. Drop offs could be made in the Osseo Police Department lobby.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Johnson, to adjourn the City Council meeting at 7:40 p.m. The motion carried 4-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial