



Osseo City Council Meeting

AMENDED AGENDA

REGULAR MEETING

Monday, February 13, 2023

7:00 p.m., Council Chambers

MAYOR: DUANE POPPE | COUNCILMEMBERS: JULIANA HULTSTROM, HAROLD E. JOHNSON, MARK SCHULZ, ALICIA VICKERMAN

1. **Call to Order**
2. **Roll Call** [quorum is 3]
3. **Pledge of Allegiance**
4. **Approval of Agenda** [requires unanimous additions]
5. **Consent Agenda** [requires unanimous approval]
 - A. Approve January 23 Work Session Minutes
 - B. Approve January 23 City Council Minutes
 - C. Approve January 30 Work Session Minutes
 - D. Approve Promotion of Firefighter Travis Anderson to Lieutenant 14
 - E. Receive January Building Report
 - F. Receive January American Legion Gambling Report
 - G. Receive January Fire Activity Report
 - H. Approve PSAC Meeting Date of March 22 at 6:00PM
 - I. Set Council Work Session for February 27 at 5:00PM
 - J. **Approve Masonic Lodge Raffle Permit**
6. **Matters from the Floor**

Members of the public can submit comments online at www.DiscoverOsseo.com/virtual-meeting
7. **Special Business**
 - A. Accept Donations (Resolution)
8. **Public Hearings**
9. **Old Business**
10. **New Business**
 - A. Approve EDA Actions of February 13
 - B. Approve Citizen Appointments (Resolution)
 - C. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

City Hall Closed February 20 for Presidents Day
Blood Drive March 22
14. **Adjournment**

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
January 23, 2023**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:02 p.m. on Monday, January 23, 2023.

2. ROLL CALL

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

Staff present: City Administrator Riley Grams, Police Chief Shane Mikkelsen, and Community Management Coordinator Joe Amerman.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS ADMINISTRATIVE CITATIONS

Amerman stated at the October 25, 2021, Work Session meeting Staff laid out a summary of the City's current policy of code enforcement, and how that might be reinforced or improved through the use of administrative citations. Administrative citations are a form of civil fine gaining popularity in Minnesota as a tool to use in response to the violation of local ordinances. They are considered an improvement upon existing practices for a number of reasons, but primarily because they serve an intermediate step between 'no enforcement' and intervention by the Council, which is the ultimate conclusion of the current model. This high-level intervention is often inappropriate for the kind of low-level infringements which constitute the majority of violations. In contrast, administrative citations, given by code enforcement officers with an ongoing understanding of the violation (and violators).

Amerman reported at that 2021 work session meeting the Council was generally supportive but requested that Staff return with a more specific list of the kinds of violations which would be addressed by administrative citations before proceeding further. With that direction, Staff and the Police Department met and compiled a list. This list has been supplemented with examples of the fee amounts neighboring or similar cities impose for the equivalent violations. The different types of administrative citation models were reviewed with the Council and Staff requested feedback on how to proceed.

Vickerman requested further information on how citations could be entered into the Tyler system. Amerman discussed how police would be able to access the Tyler system in order to write and track citations from their squad cars. Police Chief Mikkelsen

discussed how administrative citations allowed the City to control the outcome, versus the courts.

Schulz commented he would like to be in a position where something like this didn't have to be considered. However, he appreciated how the City would benefit from having its own administrative citation process and explained he was in favor of the City pursuing an administrative citation process.

Hultstrom indicated she supported the City moving forward with its own administrative citation process as well with higher fines being imposed.

Vickerman supported the City moving forward with an administrative citation process as well.

Amerman explained he would work on drafting an administrative citation program and would report back to the Council at a future work session meeting.

B. DISCUSS POLICE RESERVES DUTIES

Police Chief Mikkelson stated the Osseo Police Reserve program is a group of dedicated volunteers that assist the department in many ways. Even though the reserves do not have arrest authority, they are trained as if they do. We have trained all our reserves on Use of Force, Taser, and OC training. Each reserve has attended reserve school through the Hennepin County Sheriff's Office. They help with weekend patrols, crowd control at city celebrations, and acting for officers during scenario based training.

Police Chief Mikkelson reported in the past year, our reserve coordinators have investigated expanding our reserves' role to utilize their training and helping spirit. The main change we request is to allow the reserves to issue citations for city ordinances and State statute parking violations. This would help officers during snow emergencies when managing the issuing citations and call load can become difficult. Reserves would be able to concentrate on city ordinances and parking violations when they do their weekend patrols or are called in to help.

Police Chief Mikkelson explained Staff has also identified other areas where reserves could be helpful for our officers. These situations would be at the officer on duty's discretion, such as impounding vehicles, transporting non-violent suspects to jail, helping on medical calls, and having them move vehicles to and from service calls. These new duties would take some extra training and policy updates but can be accomplished. Staff is seeking input from Council on these subject areas to move forward with the reserve program. Staff asked if the Council was comfortable with the police reserves writing citations for City Code issues.

Hultstrom and Vickerman stated they supported the police reserves writing citations for City Code violations. Police Chief Mikkelson explained this would help the department tremendously when they are understaffed.

Schulz stated he could support this if the police reserves were properly trained, but questioned if these volunteers wanted to have more responsibility. Police Chief Mikkelson explained he spoke to the police reserves about this matter and they

supported having more responsibility. He noted the City had a new reserve coordinator which was creating more organization for this group. He stated another option for the Council to consider would be to hire a part-time Community Service Officer (CSO).

Police Chief Mikkelson explained he would also like police reserves be able to assist officers with impounding vehicles, searching vehicles, transporting non-violent suspects to Hennepin County Jail, and helping on medical calls. He reported he may need to provide training to the police reserves in order to assist them with responding on medical calls. He stated the feedback he has received from the reserves, is that they would like to provide more assistance to the police officers. He explained the City would assume more liability if the reserve officers were allowed to take on these responsibilities.

Schulz stated he supported the leadership team evaluating these changes and bringing forward a recommendation to the Council. He appreciated the fact Police Chief Mikkelson was evaluating the needs of the department and was finding solutions.

Vickerman agreed and noted she supported the Police Chief's recommendations and appreciated the fact he was finding new ways to meet the needs of the Police Department.

Johnson questioned what the benefits were of serving as a reserve police officer. Police Chief Mikkelson explained many of the reserve officers were in training to be a police officer and this position provided valuable training and experience. He stated in the past the City has hired reserve officers full time once they complete their training. He commented further on how difficult it was for him to schedule part-time officers which led him to pursue enhancements within the City's police reserve program.

Johnson asked if the police reserves were eligible for workers comp if injured on the job. Grams stated he would investigate this further with the LMC. He reported it was his understanding the volunteers working on behalf of the City would be covered by LMC.

Schulz appreciated the great people the City had within the police reserve program and noted the Council may have to consider a CSO program in the near future.

Vickerman agreed stating she was proud of the fact the City had six individuals that were willing and able to serve the City in the police reserve program. In addition, she appreciated the fact that they were willing to take on more responsibilities. She supported the City giving the police reserves more to do.

Poppe stated he supported the police reserves program being expanded as recommended by the Chief Mikkelson.

Further discussion ensued regarding the shortage of police officers in the State of Minnesota.

Hultstrom supported the Council having a discussion regarding a CSO program.

Poppe recommended the Public Safety Advisory Commission discuss this matter as well.

5. ADJOURNMENT

The Work Session adjourned at 6:46 p.m.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
January 23, 2023**

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, January 23, 2023.

2. ROLL CALL

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

Staff present: City Administrator Riley Grams, Community Management Coordinator Joe Amerman, and City Attorney Mary Tietjen.

Others present: Becky Weidenbach, City resident.

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.

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

5. CONSENT AGENDA

- A. Approve January 9 Council Minutes
- B. Approve MCMA Conference Training Request for City Administrator
- C. Authorize Election Equipment Lease Agreement with Hennepin County
- D. Receive December American Legion Gambling Report
- E. Receive December Fire Gambling Report
- F. Receive December Fire Activity Report
- G. Receive December Lions Club Gambling Report
- H. Receive December Hockey Association Gambling Report
- I. Approve American Red Cross 2023 Blood Drive Rental Fee Waiver
- J. Receive 2022 YTD Donation Report

Schulz commented he did not generally support fee waivers at the Community Center but stated he would be able to support the fee waiver for the American Red Cross.

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

6. MATTERS FROM THE FLOOR – None

7. SPECIAL BUSINESS

A. ACCEPT DONATIONS

Grams stated the City has received the following donations:

Donor	Amount/Item	Designated Fund
American Legion Post 172	\$10,000	Music and Movies in the Park

Staff recommended the Council accept the donations.

A motion was made by Hultstrom, seconded by Vickerman, to adopt Resolution No. 2023-6, accepting a donation from the American Legion Post 172.

Hultstrom thanked the American Legion for their generous donation to the Music and Movies in the Park.

The motion carried 5-0.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. DISCUSS CREDIT CARD TRANSACTION FEES

Amerman stated like all merchants, the City incurs credit card fees when accepting payment by credit card. Across all industries these fees generally average between 1.5% and 3.5% of the transaction itself. For any particular transaction the credit card fee incurred by a merchant can vary, because the total credit card fee is the sum of three smaller fees, each of which change depending on a number of variables. These smaller fees are known as:

- Interchange Fee – a fee paid to the bank that issues the credit card. For example, if you have a visa credit card issued by Chase Bank, chase receives the interchange fee. This is generally the largest portion of the total fee. This fee is generally between 1.39%-3.29% of the total.
- Assessment Fee – The payment network receives this fee, in the example above, Visa would receive the assessment fee. This is generally between 0.13% and 0.16%
- Processing Fee – The amount paid to the payment processor. Examples include PayPal, Square, and Intuit.

Amerman reported depending on the payment network, cardholder bank, and the processor, the card fee changes from transaction to transaction. The cost can also be

influenced by the tier of card in use, though this isn't technically a fee. To defray the costs of these fees, merchants are allowed to add a surcharge or 'convenience fee' to the cost of the transaction, which is paid by the customer. This surcharge is capped at 4% of the transaction.

Amerman discussed the Tyler Tech and Open Edge options. He explained one of the benefits of the city's adoption of Tyler Tech was the ability to seamlessly integrate the city's financial software with a credit card processing and cashiering system. This is a massive improvement in efficiency and accuracy, allowing the financial software to automatically and instantly process payments, and break them down into their associated general ledger accounts. However, this requires partnering with a credit card processing system that has the ability to 'talk' back, something the prior partner was not capable of.

Amerman reported at Tyler Tech's recommendation, the City began using Open Edge, a software offering of Global Payments Integrated. Open Edge allows the city to accept credit card payments of the four major credit cards; Discover, Visa, American Express, and Mastercard. In terms of credit card fees, OpenEdge charges the city 1.7% + \$0.13 per transaction, and this is the rate for each of the four major card types. This means that for a \$1,000 payment the City incurs \$17.13 fee. Through Tyler Tech and Open Edge, the City can add either a flat fee or a percentage fee to credit card transactions. For the time being, in understanding that past City policy has been to avoid revenue loss through credit card fees, Staff asked Tyler to implement a 1.75% surcharge on credit card payments. This number was chosen because it roughly covers the cost of the 1.7% + \$0.13 calculation.

Amerman stated while the surcharge at transactions below \$300 doesn't cover fees, at the upper end it is more than sufficient. Still, this has only been a temporary measure to prevent loss until the Council makes its determination. For comparison, 'Revtrak', the processing system used by the City until 2021, charged 2.8-3.5% + \$0.39 per transaction. This is significantly more expensive than OpenEdge. The system in place during 2021-2022, 'CardX', used a different method in which they essentially charged the customer directly, so we have no figures on how much they were taking in. Although Tyler Tech is not able to implement a 'smart' or 'intelligent' rate system (the system used by CardX), it is able to set different percentage fees for different transaction amounts. So, the city could set a different surcharge rate for a \$100 transaction vs a \$1,000 transaction.

Schulz thanked Staff for all of their work on this item. He explained he spent hours going over this item and noted his biggest issue was passing the convenience of a credit card transaction onto everyone else in the City. He stated he wanted to find an equitable way to manage this situation. He asked what the subscription fee would be. Amerman reported the subscription fee was \$20 per merchant ID. He estimated the City would need seven subscription fees, which would be \$140 per month.

Schulz discussed how credit card fees are funded and noted he was skeptical of the proposed numbers. He reported Visa received 1.54% on all in-person charges and 2.5% for over the phone charges. He explained he would like to review the contract documents in further detail in order to better understand the fees that would be charged to the City. He asked if the City has been using Open Edge for a while.

Amerman explained the City has not implemented the going live utility building portion of this program.

Further discussion ensued regarding the fees being charged by credit card companies.

Vickerman recommended the City set its credit card processing fees on the higher end in order to ensure all costs are being covered.

Johnson asked if Staff would be calculating the fees for each credit card transaction. Grams reported the calculations would be completed within the software.

Vickerman questioned what other cities do to manage their credit card transactions. City Accountant Cisewski stated some cities set a percentage and others set a flat fee.

Vickerman recommended the percentage be set at 4%.

Schulz indicated he would like to review the contract with Staff and supported this item coming back to the Council at a future meeting.

Vickerman and Poppe supported this recommendation.

B. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

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

11. ADMINISTRATOR REPORT – None

12. COUNCIL AND ATTORNEY REPORTS

Schulz reported over the last several weeks he had a concern expressed to him regarding how difficult it was for the hearing impaired to take part in meetings in the Council Chambers. He requested Staff to see if the City still had the intertwine system in place.

13. ANNOUNCEMENTS – None

14. ADJOURNMENT

A motion was made by Schulz, seconded by Hultstrom, to adjourn the City Council meeting at 7:40 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

**OSSEO CITY COUNCIL
WORK SESSION MINUTES
January 30, 2023**

1. CALL TO ORDER

Mayor Duane Poppe called the work session of the Osseo City Council to order at 6:00 p.m. on Monday, January 30, 2023.

2. ROLL CALL

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

Staff present: Police Chief Shane Mikkelson, Public Works Director Nick Waldbillig, City Accountant Shelly Cisewski and Rebecca Kurtz and Jessica Cook with Ehlers & Associates.

Others present: Steve Elrich, City Resident; Joe Todd, City Resident; Kathleen Gette, City Resident; Charlene Mead, City Resident; RoseAnna Garibaldi, City Resident; Dave Garibaldi, City Resident; Sarita Nelson, City Resident; Kenny Nelson, City Resident; Becky Widerbau, City Resident; Deb Browne, City Resident.

3. AGENDA

Council agreed to discuss the work session items.

4. DISCUSSION ITEMS

A. DISCUSS UTILITY RATE STUDY - Ehlers

Rebecca Kurtz, Ehlers & Associates, stated at the end of 2023, the Council directed City staff to move forward with a full utility rate study in quarter one of 2023, with the goal of selecting and implementing the new rate structure to begin on April 1, 2023 (which is when the second quarter of 2023 begins, and when we start to see more and more outdoor lawn/garden watering). The goal for the January 30 work session meeting is for staff to present the necessary information to the Council that we have regarding utility rates, so that the Council can discuss the rate study and direct Staff on how to develop the new structure.

Jessica Cook, Ehlers & Associates, presented the Council with an overview of how utilities have been managed and what cost pressures are now being applied to those funds in order to pay for on-going maintenance and capital costs. She provided the Council with background information on the City's utility funds describing what water and sewer rates pay for. It was noted the City receives its water from the City of Maple Grove. She recommended the water rates with Maple Grove be renegotiated in 2026.

Vickerman asked how the City of Maple Grove treats its water. Ms. Cook stated she was uncertain about how the water is treated. Waldbillig explained he was uncertain but he

understood the water in Maple Grove was extremely hard. However, he understood the water being delivered to homes was safe and consumable.

Ms. Cook commented on the recent major capital improvements the City has invested in which included lift station and sewer main improvements, SCADA software, a sewer jetter and water meters.

Schulz stated before the SCADA system, an alarm was in place, and someone had to respond. He reported the new system allows Staff to monitor and respond to alarms in a more efficient manner. Waldbillig agreed.

Ms. Cook further discussed the cost to purchase water from the City of Maple Grove, noting the wholesale price is higher than the retail rate charged to Maple Grove residents. She reviewed the charges from the Met Council noting rates were increasing over 8% every year. She commented on the City's 2019 rate structure and how it worked to address the City's goals which were to generate sufficient revenue for financial stability, to keep indoor water use affordable, to protect small volume users from large rate hikes and to distribute costs equitably.

Further discussion ensued regarding the City's current rate structure for residential water and sewer. She then reviewed options available to the Council which would reduce drought impacts on the sewer rates. It was recommended the City adopt winter quarter averaging for residential sewer customers.

Johnson stated the biggest complaint that needs to be addressed was the usage of water for irrigation and the coinciding sewer charges. He supported the City making a change to address this matter in order to make the charges fair and equitable. He asked Staff to speak to the cost of installing irrigation meters for businesses and residents. Waldbillig explained the cost would vary for each client. He reported meter costs have increased since the City installed new meters. He estimated a meter would cost \$500 and the cost for installation would be an additional \$1,500 to \$2,000.

Schulz explained this cost may be recovered by a local business in the span of three to five years. He stated local business owners would benefit by having the option of making the choice to install an additional water meter.

Johnson requested Staff gather further information on usage data. Ms. Cook reported Staff would have this information for the Council in February.

Schulz stated he supported the City pursuing winter quarter averaging.

Vickerman indicated she did not see the point in putting in separate meters if winter quarter averaging was pursued. She questioned if the City would be collecting enough in revenues to pay all of its bills if the City moved to winter quarter averaging.

Ms. Cook discussed how the rates that are brought before the Council in February would be sufficient and would meet the City's obligations. She reported the City's water rates would continue to be higher than Maple Grove because of the City's size and due to the fact the City purchases water from another community.

Poppe recalled the City used winter quarter averaging in 2021. He noted in 2022 the City went away from winter quarter averaging.

Johnson commented on recent utility expenditures and asked if the City had proper funding in place. Ms. Kurtz reported because the City bonded for these projects, she was confident the City had proper funding in place.

Hultstrom suggested the low volume user rates be reconsidered. She noted at this time the rate included 8,000 gallons and noted she was using half that but was paying for 8,000 gallons of use.

Schulz commented on the recent investment the City made in its water meters and lift stations and how this was impacting the City's water system. He discussed the rates being charged by Maple Grove and noted another option available to the City would be to purchase water from somewhere else. He inquired if the City should have multiple interconnects. He questioned if the City sat in the same aquifers as Maple Grove or Brooklyn Park. He asked if the City should be reactivating its own wells. He believed the City should investigate all of these options in order to make the best decision for the City going forward.

Hultstrom agreed the City should consider all of these options.

Vickerman discussed how the City had to pay higher costs for its aging infrastructure because Osseo was an aging community.

Further discussion ensued on the City's need to continue to save for future water and sewer infrastructure expenditures.

Johnson supported the City pursuing grants to assist with future infrastructure projects.

Schulz explained he was at the legislature last week and noted House File 61 requested assistance for the City's lift station expenditures.

Vickerman supported the City looking into further conservation efforts.

Poppe opened the meeting for public comment.

Steve Elrich, 516 2nd Avenue NW, discussed why the City began purchasing water from Maple Grove. He explained the public did not want to go, but supposedly there was fear the State would require the City to upgrade its system, which never happened. He stated it was his understanding there were grants available now to assist with these upgrades. He indicated he supported the City making adjustments to the low volume threshold. In addition, he urged the Council to go back to the winter averaging system.

Kenny Nelson, 509 3rd Avenue NE, encouraged the City to have a plan in place for its water and sewer expenditures for the next 20 to 25 years. He reported this would help the City in planning for future expenditures.

Poppe reported a lot of this has been addressed in the City's CIP.

Kathleen Gette, 525 2nd Avenue NW, reviewed her water bills from 2022 with the Council and encouraged the City to use winter quarter averaging. She noted she was a low water user but had an irrigation system that she used in the summer. She expressed concern with the fact she received a \$600 bill this past summer. She encouraged the Council to consider how the utility rate study can be used to resolve resident complaints. She spoke further regarding her utility bill, offered suggestions, suggested residents be allowed to share grievances, and asked that the Council consider approving a refund to her. She suggested the Council consider how high utility bills were impacting the residents of Osseo.

Schulz stated this was a possibility the Council could consider at a future worksession meeting.

Joe Todd, 16 8th Avenue NE, encouraged the Council to remember they were voted in by the people for the people. He stated he would like the Council to be more transparent with information. He recommended the Council provide residents with more information on the history of the City's water.

RoseAnna Garibaldi, resident of RealLife of Osseo Cooperative, explained she spoke to the Council on October 10, 2022, regarding the bill adjustment letter she received. She questioned why it took the City 18 months to figure out there was an issue with the water bill at RealLife. She reported a past due amount of \$13,032.42 was being charged to RealLife with no explanation. She believed it was appalling that the amount was not broken down further. She questioned who she should speak to regarding this concern.

Poppe encouraged Ms. Garibaldi to speak with City Administrator Grams regarding this matter.

Poppe closed the meeting for public comment.

Johnson thanked all of the residents that spoke at this meeting. He supported the Council to further discuss the past due bills at a future worksession meeting.

Schulz thanked all of the residents that spoke as well. He encouraged residents with concerns to communicate with the Council and Staff. He explained the Council wanted what was best for the community and was working for the betterment of the entire community.

Hultstrom thanked the residents in attendance and stated she appreciated the fact the Mayor allowed the public to speak at this meeting.

Poppe reported the Council would be readdressing this topic in February.

5. ADJOURNMENT

The Work Session adjourned at 7:58 p.m.

Respectfully submitted,

Heidi Guenther

Minute Maker Secretarial

Unapproved



City of Osseo City Council Meeting Item

Agenda Item: Approve Promotion of Firefighter Travis Anderson to Lieutenant 14

Meeting Date: February 13, 2023

Prepared by: Mike Phenow, Fire Chief

Attachments: None

Policy Consideration:

Consider approving the promotion of Firefighter Travis Anderson to Lieutenant 14 for the Osseo Fire Department.

Background:

The Lieutenant 14 position became vacated when Troy Stalcar notified Chief Phenow in November 2022 of his intent to step down, effective once the position had been backfilled. The position was posted internally from November 17-30, 2022, and then again from January 4-17, 2023, after the first posting elicited no applications. All qualified and interested candidates were encouraged to apply for the position. After the second posting, applications were received from two firefighters. Assistant Chief Derick Haug, Captain 11 Mike Cogswell, and Captain 12 Billy Evans reviewed the applications and interviewed the candidates. Chief Mike Phenow recused himself from the interview process, as one of the applicants was a cousin.

The candidates were asked a series of 30 questions across 10 categories in an attempt to thoroughly and fairly gauge their knowledge, experience, ability, and vision pertaining to fireground operations, emergency scenes, equipment, training, commitment, leadership, management, policies, administration, and general considerations. Firefighter Anderson scored the highest and demonstrated himself to be qualified for the position. Firefighter Anderson was unanimously recommended for the position by the interview committee.

Previous Action or Discussion:

At the November 28, 2022 meeting, the Council accepted the stepping down of Lieutenant 14 Troy Stalcar and the internal posting of the open position.

City Goals Met By This Action:

Develop team work among the City's leadership team

Recruit high quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

1. Approve the promotion of Travis Anderson to Lieutenant 14, effective Tuesday, February 14, 2023;
2. Approve the promotion of Travis Anderson to Lieutenant 14, with noted changes/as amended;
3. Deny the promotion of Travis Anderson to Lieutenant 14;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the promotion of Travis Anderson to Lieutenant 14, effective Tuesday, February 14, 2023.

January 2023 - City of Osseo Building Permits

5 E

[illegible]

**RUDOLPH PRIEBE POST 172
GAMBLING REPORT TO
CITY OF OSSEO**

1. Report for the Month of January, 2023.

2. Check as appropriate:

☒ Paddlewheel

☒ Pulltabs

☐ Bingo

☐ Raffle

☒ Other Etabs/Linked E-Bingo _____

3. Gross Receipts: \$654,940 _____

4. Less prizes paid \$564,902 _____

5. Net Receipts \$90,037 _____

6. Expenses/Taxes \$62,307 _____

Expenses Itemized:

Compensation \$11,933

Misc. (accounting, trash, clean, insurance) \$939

Cost of Games \$17,808

State Gambling Tax \$29,586

Federal Gambling Tax \$1,362

Meat Raffle Gift Certs \$1,600

7. Profit \$26,809

8. Distribution of Profits

Utility Bills A-16 \$5,183

Youth A-7 \$13,500

Homelessness/Poverty/Disability A-2 \$2,500

Veteran A-6 \$7,000

Signed: 

Allen Lund

Gambling Manager

Attach additional information if necessary.

This completed form must be returned to the Osseo City Clerk's office monthly; as required by State law and City Ordinances for all licensed organizations.



Osseo Fire Department

Monthly Activity Report – January 2023

Incident Responses

Fire	7
Vehicle Fire.....	1
Apartment Fire Alarm.....	3
Gas Odor.....	1
Personal Injury Accident	2
EMS	18
EMS Priority 1.....	2
Heart	9
Unconscious.....	1
Stroke	1
Seizure	1
Lift Assist	2
Insulin.....	1
Pain.....	1
Mutual Aid	2
Brooklyn Park	2
Total	27

Training

- Hazmat Refresher
- OSHA Department Refresher



City of Osseo City Council Meeting Item

Agenda Item: Set PSAC Meeting Date for March 22

Meeting Date: February 13, 2023

Prepared by: Riley Grams, City Administrator

Attachments: None

Public Safety Advisory Committee Chair Juliana Hultstrom has called for a PSAC meeting on March 22, 2023, 6:00 PM in the Council Chambers at City Hall. The PSAC members and the general public will be properly notified of the meeting.

Options:

The City Council may choose to:

1. Approve the PSAC meeting date for March 22, 2023;
2. Deny the PSAC meeting date;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the PSAC meeting date for March 22, 2023.



City of Osseo City Council Meeting Item

Agenda Item: Set Council Work Session for February 27 at 5:00PM

Meeting Date: February 13, 2023

Prepared by: Riley Grams, City Administrator

Attachments: None

Policy Consideration:

Considering setting the Council work session on February 27 to begin at 5:00PM rather than 6:00PM.

Background:

The City is currently undertaking a utility rate study and the anticipation is the next public meeting will be during the February 27 work session meeting. Typically we would need more time than the standard one hour timeslot (with the regular Council meeting to begin at 7:00PM that evening) so Staff is requesting that we begin this meeting at 5:00PM to allow for more time to complete the meeting.

Options:

The City Council may choose to:

1. Approve setting the Council work session for February 27 to begin at 5:00PM;
2. Deny setting the Council work session for February 27 to begin at 5:00PM;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve setting the Council work session for February 27 to begin at 5:00PM.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Northeast-Winslow Lewis Lodge 125

Previous Gambling Permit Number: X- 94783-22-003

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 23-7141261

Mailing Address: PO Box 231 214 Central Ave

City: Osseo State: MN Zip: 55369 County: Hennepin

Name of Chief Executive Officer (CEO): Larry Stelmach

CEO Daytime Phone: (763) 234-7237 CEO Email: stellemacher@gmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): stellemacher@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☒ Fraternal ☐ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted

(for raffles, list the site where the drawing will take place): Northeast-Winslow Lewis Masonic Lodge 125

Physical Address (do not use P.O. box): 214 Central Ave

Check one:

☒ City: Osseo Zip: MN County: Hennepin

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 6/25/2023

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☒ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: City of Osseo (Minnesota)

Signature of City Personnel:

Title: Osseo City Clerk Date: 2/22/2023

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 2/11/2023
(Signature must be CEO's signature; designee may not sign)

Print Name: Larry Stelmach

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

Resolution No. 2023-xx**RESOLUTION ACCEPTING DONATION TO CITY OF OSSEO**

WHEREAS, the Osseo City Council is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Section 465.03; and

WHEREAS, the Council agrees that said donation would be of benefit to the citizens of Osseo; and

WHEREAS, the following has proposed this contribution to the City of Osseo and the donation be used for the specific purpose as indicated below:

<u>Donor</u>	<u>Amount/Item</u>	<u>Designated Fund</u>
Osseo Fire Relief Association	\$710	Fire Equipment
Osseo Fire Relief Association	\$10,000	Fire Equipment
Osseo Fire Relief Association	\$23,000	Fire Equipment
Osseo Fire Relief Association	\$66,000	Fire Equipment CIP
Norman, Darin, and Corey Lerbs	\$500	Fire
Norman, Darin, and Corey Lerbs	\$500	Police
Harold E. Johnson	\$750	Beautification
Ronald & Nancy Roden	\$200	Beautification



City of Osseo City Council Meeting Item

Agenda Item: Approve EDA Actions of February 13

Meeting Date: February 13, 2023

Prepared by: Riley Grams, City Administrator

Attachments: None

The EDA took the following actions at their regular meeting on February 13, 2023:

- 1) Conducted oaths of office for newly appointed EDA members
- 2) Held election for EDA officer positions for 2023
- 3) Discussed EDA goals/projects for 2023
- 4) Approved EDA accounts payable

Options:

The City Council may choose to:

1. Approve the EDA actions of February 13, 2023;
2. Deny the EDA actions of February 13, 2023;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the EDA actions of February 13, 2023.



City of Osseo City Council Meeting Item

Agenda Item: Approve Citizen Appointments

Meeting Date: February 13, 2023

Prepared by: Katrina Jones, City Clerk

Attachments: Letters of Interest
Resolution

Background:

Citizen appointments are made each year to various boards/commissions/committees. The Council made citizen appointments at the January 9, 2023, Council meeting; two vacancies on the Historical Preservation Committee remained open.

Discussion:

Staff has attached Letters of Interest for this appointment and a resolution that indicates where appointments are needed.

Letters of Interest from:	Ann Schneider	for	Historical Preservation Committee
	Lila Hedlund	for	Historical Preservation Committee

City Goals Met by This Action:

Increase communication with citizens and encourage citizen engagement.

Options:

The City Council may choose to:

1. Adopt a resolution appointing citizens to the Historical Preservation Committee;
2. Table for additional information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Adopt a resolution appointing citizens to the Historical Preservation Committee.

Ann Schneider

Osseo, MN 55369

February 6, 2023

Mayor Duane Poppe
Councilmember Juliana Hultstrom
Councilmember Harold Johnson
Councilmember Mark Schulz
Councilmember Alicia Vickerman
City of Osseo
415 Central Avenue
Osseo, MN 55369

Mayor Duane Poppe and Osseo City Councilmembers:

I would like to submit my name for consideration for a position on the Historical Preservation Committee for the City of Osseo. I have been a resident of Osseo for over eighteen years and live in a house that was built in 1927. My husband and I love the character of our home and work hard to preserve the 1920s aesthetic of the house and property.

My undergraduate degree was in Art History and I have always held an appreciation and passion for history -- in particular, historical architecture and the voices and stories that helped create historical footprints.

Additionally, my current work at the Osseo Senior Center makes me a natural conduit for the stories that our seniors in Osseo and surrounding communities can share in preparation for the upcoming 150-year celebration of Osseo. I'm excited at the possibilities of storytelling as we near this historic mark.

Thank you for your consideration,

Ann Schneider

From: Lila Hedlund

Sent: Thursday, February 9, 2023 5:45 PM

To: Riley Grams <RGrams@ci.osseo.mn.us>

Subject: Osseo City Council, Riley Grams Administrator,

I submit my request to serve on the "Osseo Historical Committee" . I am interested in the History of Osseo, as well as preservation of records. I have lived in the City for 72 years and feel my background would be with interest. Thank you,

Sincerely,
Lila Hedlund

Osseo, Mn. 55369

Resolution No. 2023-xx

RESOLUTION ADOPTING CITIZEN APPOINTMENT

WHEREAS, it is the duty of Osseo City Council to make annual citizen appointments for various committees and commissions representing the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that the following appointments are hereby made for the terms as noted:

Citizen Appointments

Historical Preservation Commission (three year terms)
(two vacancies, terms expire 12/31/2023 and 12/31/2025)



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00112

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Abdo Financial Solutions, LLC					
Abdo Financial Solutions, LLC	466730	JAN 2023 FS Consulting staff augmnt & tech asst	Accounting/Auditing	101-41550-301	1,774.62
Abdo Financial Solutions, LLC	466730	JAN 2023 FS Consulting staff augmnt & tech asst	Accounting/Auditing	601-49400-301	709.85
Abdo Financial Solutions, LLC	466730	JAN 2023 FS Consulting staff augmnt & tech asst	Accounting/Auditing	602-49400-301	709.85
Abdo Financial Solutions, LLC	466730	JAN 2023 FS Consulting staff augmnt & tech asst	Accounting/Auditing	604-49400-301	354.93
Vendor Abdo Financial Solutions, LLC Total:					3,549.25
Vendor: Adams Pest Control, Inc.					
Adams Pest Control, Inc.	3600659	1/23/23 1Q23 PEST CONTROL CITY HALL	Building Repair/Maintenance	101-41700-222	146.71
Vendor Adams Pest Control, Inc. Total:					146.71
Vendor: Ascap					
Ascap	Dec. 20, 2022 letter	2023 ASCAP License for Musicians in the Park	Operations	253-42400-211	420.00
Vendor Ascap Total:					420.00
Vendor: Aspen Mills Inc					
Aspen Mills Inc	307126	9 Brass collar pins for OFD Years of Service	Uniforms/Gear	101-41920-218	176.21
Vendor Aspen Mills Inc Total:					176.21
Vendor: Berglund, Baumgartner, Kimball & Glaser, LLC					
Berglund, Baumgartner, Kimb	Feb 4, 2023	JAN 2023 LEGAL SVCS - PROSECUTION	Operations	101-41500-211	53.00
Berglund, Baumgartner, Kimb	Feb 4, 2023	JAN 2023 LEGAL SVCS - PROSECUTION	Legal Service - Prosecution	101-41500-306	1,410.00
Vendor Berglund, Baumgartner, Kimball & Glaser, LLC Total:					1,463.00
Vendor: City Of Maple Grove					
City Of Maple Grove	21571	9,119 GAL/\$1.9761 PER GAL. JAN 2023	Purchased Water	601-49400-385	18,020.06
Vendor City Of Maple Grove Total:					18,020.06
Vendor: Comcast					
Comcast	Jan 24, 2023	Feb 2023 City Hall Service	Telecommunications	101-41700-321	376.31
Comcast	Jan 27, 2023	FEB 2023 City Hall service	Telecommunications	101-41700-321	19.96
Comcast	1/24/23	FEB 2023 Public Works Servic	Telecommunications	101-42000-321	182.82
Vendor Comcast Total:					579.09
Vendor: Customized Fire Rescue Training Inc.					
Customized Fire Rescue Traini	2250	OFD 10/6/22 SCBA TRAINING REIMBURSABLE	Fire Training - Reimburseable	101-41920-261	1,400.00
Vendor Customized Fire Rescue Training Inc. Total:					1,400.00
Vendor: Cutter Sales, Inc.					
Cutter Sales, Inc.	162474	PW HYDRAULIC HOSES	Snow Management	101-42000-250	63.84
Vendor Cutter Sales, Inc. Total:					63.84
Vendor: Eftps - Fit And Fica					
Eftps - Fit And Fica	INV0000255	Federal Tax	Federal Withholding	101-21701	4,831.60
Eftps - Fit And Fica	INV0000255	Social Security	Fica Withholding	101-21703	4,655.16
Eftps - Fit And Fica	INV0000255	Medicare	Fica Withholding	101-21703	1,643.06
Vendor Eftps - Fit And Fica Total:					11,129.82

Pending Expense Approval Report

Packet: APPKT00112

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Ehlers & Associates, Inc					
Ehlers & Associates, Inc	93021	2022 CONTINUING DISCLOSURE REPORTING	Accounting/Auditing	101-41550-301	3,800.00
Vendor Ehlers & Associates, Inc Total:					3,800.00
Vendor: Element Technologies LLC					
Element Technologies LLC	IVC63165	ONSITE SUPPORT BILLABLE SVCS	It Service	101-41515-302	450.00
Element Technologies LLC	SLA63342	FEB 2023 IT SERVICES	It Service	101-41515-302	4,959.30
Element Technologies LLC	IVC63166	PD - PCI DSS COMPLIANCE PROJECT	It Service	101-41900-302	1,200.00
Element Technologies LLC	INV62992	PD UPGRADES ORDER #9973	Equipment	240-41900-570	70.00
Vendor Element Technologies LLC Total:					6,679.30
Vendor: Emergency Apparatus Maintenance, Inc					
Emergency Apparatus Mainte	126231	OFD ENGINE 11 ANNUAL INSPECTION/SVC	Vehicle Repairs/Maintenance	101-41920-217	1,623.64
Emergency Apparatus Mainte	126233	OFD TANKER 11 ANNUAL INSPECTION/SVC	Vehicle Repairs/Maintenance	101-41920-217	1,773.61
Emergency Apparatus Mainte	126234	OFD UTILITY 11 ANNUAL INSPECTION/SVC	Vehicle Repairs/Maintenance	101-41920-217	511.29
Emergency Apparatus Mainte	126232	OFD RESCUE 11 ANNUAL INSPECTION/SVC	Equip Repair/ Maintenance	101-41920-221	830.69
Vendor Emergency Apparatus Maintenance, Inc Total:					4,739.23
Vendor: Finken Water Solutions					
Finken Water Solutions	1352114	FEB 2023 417 1ST AVE NE WATER SFTNR RENTAL	State Sales Tax	101-21550	2.63
Finken Water Solutions	1352111	FEB 2023 ADMIN WATER COOLER RENTAL	Operations	101-41700-211	13.00
Finken Water Solutions	49329TM	1/26/23 BOTTLED WATER DEL ADMIN	Operations	101-41700-211	11.45
Finken Water Solutions	1352114	FEB 2023 417 1ST AVE NE WATER SFTNR RENTAL	Rental Property Expenses	205-42350-801	34.95
Vendor Finken Water Solutions Total:					62.03
Vendor: Fire Instruction Rescue Education					
Fire Instruction Rescue Educa	5892	OFD TRAINING 12/15/22 RADIO COMMUNICATIONS	Fire Training - Reimburseable	101-41920-261	600.00
Fire Instruction Rescue Educa	5970	OFD 1/26/23 TRAINING OSHA REFRESHER	Fire Training - Reimburseable	101-41920-261	300.00
Vendor Fire Instruction Rescue Education Total:					900.00
Vendor: Further					
Further	INV0000245	Employee HSA	Employee H.S.A Contribution	101-21711	900.93
Vendor Further Total:					900.93
Vendor: Gopher State One Call Inc					
Gopher State One Call Inc	3010663	JAN 2023 Utility locate service	Other Professional Services	601-49400-310	5.40
Gopher State One Call Inc	3000663	2023 ANNUAL FACILITY OPERATOR FEE	Operations	602-49400-211	50.00
Gopher State One Call Inc	3010663	JAN 2023 Utility locate service	Other Professional Services	602-49400-310	5.40
Vendor Gopher State One Call Inc Total:					60.80
Vendor: Ham Lake Minuteman Press					
Ham Lake Minuteman Press	981289	Business cards Schulz Hultstrom Waldbillig Cisewsk	Operations	101-41000-211	55.20
Ham Lake Minuteman Press	981289	Business cards Schulz Hultstrom Waldbillig Cisews	Operations	101-41110-211	55.19
Vendor Ham Lake Minuteman Press Total:					110.39
Vendor: Hennepin County Treasurer - Property Tax Div.					
Hennepin County Treasurer -	Jan. 11, 2023 Ken Rowe ltr	2023 Truth In Taxation Notices - Osseo parcels	Assessing Service	101-41110-308	273.94
Vendor Hennepin County Treasurer - Property Tax Div. Total:					273.94
Vendor: Hennepin County Treasurer - Information Technology					
Hennepin County Treasurer - I	1000198809	CIT SERVICE CHARGES FEB 2023 PINS, SILS, CALS	Assessing Service	101-41110-308	29.00

Pending Expense Approval Report

Packet: APPKT00112

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Hennepin County Treasurer - I	1000196934	DEC 2022 OFD RADIO LEASE & FLEET FEES	Radio Communications	101-41920-220	716.18
Vendor Hennepin County Treasurer - Information Technology Total:					745.18
Vendor: Hennepin County Treasurer - Public Works					
Hennepin County Treasurer -	1000198842	JAN 2023 FUEL COSTS	Fuel - Vehicle/Equipment	101-42000-216	1,604.80
Vendor Hennepin County Treasurer - Public Works Total:					1,604.80
Vendor: Icma Retirement Corporation					
Icma Retirement Corporation	INV0000244	DFC - ICMA	Deffered Comp	101-21705	865.00
Vendor Icma Retirement Corporation Total:					865.00
Vendor: Innovative Office Solutions					
Innovative Office Solutions	IN4084854	ADMIN COPY PAPER/CLIPS/PEN REFILLS/NO	Office Operations	101-41110-201	171.56
Vendor Innovative Office Solutions Total:					171.56
Vendor: Jimmy's Johnnys					
Jimmy's Johnnys	MP217333	12/28/22 - 2/12/23 PORTA POTTY - ICE RINK	Leases/Rentals	101-42350-410	50.28
Vendor Jimmy's Johnnys Total:					50.28
Vendor: Kennedy & Graven, Chartered					
Kennedy & Graven, Chartered	172211 CC	DEC 2022 LEGAL SERVICES - CIVIL	Operations	101-41500-211	13.13
Kennedy & Graven, Chartered	172211 CC	DEC 2022 LEGAL SERVICES - CIVIL	Legal Service - Civil	101-41500-304	2,250.00
Vendor Kennedy & Graven, Chartered Total:					2,263.13
Vendor: Lano Equipment, Inc.					
Lano Equipment, Inc.	2-971717	PW BOBCAT BROOM WIRING HARNESSES	Equip Repair/ Maintenance	101-42350-221	586.92
Vendor Lano Equipment, Inc. Total:					586.92
Vendor: Law Enforcement Labor Services					
Law Enforcement Labor Servic	FEB 1 2023	FEB 2023 OSSEO PD LOCAL #182 UNION DUES	Union Dues	101-21708	472.50
Vendor Law Enforcement Labor Services Total:					472.50
Vendor: League of Minnesota Cities					
League of Minnesota Cities	374995	9 Peace officer Accredited TRaining Online PATROL	Education/Meetings/Travel	101-41900-260	810.00
Vendor League of Minnesota Cities Total:					810.00
Vendor: MacQueen Emergency					
MacQueen Emergency	P11228	OFD Structural Firefighting Boots C Stearn	Uniforms/Gear	101-41920-218	636.47
MacQueen Emergency	P10917	OFD ANNUAL SCBA FIT AND FLOW TESTING	Equip Repair/ Maintenance	101-41920-221	1,930.00
Vendor MacQueen Emergency Total:					2,566.47
Vendor: Menards - Brooklyn Park					
Menards - Brooklyn Park	59813	PW SHOP STOCK SUPPLIES	Operations	101-42000-211	37.96
Vendor Menards - Brooklyn Park Total:					37.96
Vendor: Metro Sales Inc					
Metro Sales Inc	INV2206791	PD COPIER 1Q23 CONTRACT FEE/4Q22 USAGE CHARGE	Office Operations	101-41900-201	210.71
Vendor Metro Sales Inc Total:					210.71
Vendor: Metro West Inspection Services, Inc.					
Metro West Inspection Servic	3582	JAN 2023 Building Inspection Svcs Final/Expired	Building Inspections Payable	101-20222	5,638.08
Vendor Metro West Inspection Services, Inc. Total:					5,638.08
Vendor: Metropolitan Council Environmental Services					
Metropolitan Council Environ	1150279	FEBRUARY 2023 WASTE WATER SERVICES	Sanitary Sewer Service	602-49400-386	17,934.93

Pending Expense Approval Report

Packet: APPKT00112

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Metropolitan Council Environ	1151499	MARCH 2023 WASTE WATER SERVICES	Sanitary Sewer Service	602-49400-386	17,934.93
Vendor Metropolitan Council Environmental Services Total:					35,869.86
Vendor: Miller Trucking					
Miller Trucking	148529	1/5/23	Snow Management	101-42000-250	1,732.50
Miller Trucking	148534	1/8/23 HAUL SNOW	Snow Management	101-42000-250	2,520.00
Miller Trucking	148563	1/18/22 TWO TRUCKS TO HAUL SNOW	Snow Management	101-42000-250	1,207.50
Vendor Miller Trucking Total:					5,460.00
Vendor: Minnesota Chiefs of Police Association					
Minnesota Chiefs of Police As	14189	OFFICER TODD KINTZI ASSOCIATE MEMBERSHIP 202	Dues/Membership	101-41900-255	193.00
Vendor Minnesota Chiefs of Police Association Total:					193.00
Vendor: Minnesota Equipment Inc					
Minnesota Equipment Inc	P88972	JOHN DEERE SNOWBLOWER CUTTING EDGE	Snow Management	101-42000-250	200.85
Minnesota Equipment Inc	P88973	JOHN DEERE CUTTING EDGE SET REPLACEMENT	Snow Management	101-42000-250	501.85
Minnesota Equipment Inc	P89204	JOHN DEERE GEAR CASE REPLACEMENT	Equip Repair/ Maintenance	101-42350-221	1,222.71
Vendor Minnesota Equipment Inc Total:					1,925.41
Vendor: Minute Maker Secretarial					
Minute Maker Secretarial	M1633	JAN 23 CC & WS / JAN 30 WS MEETING MINUTES	Recording Services	101-41000-307	431.25
Vendor Minute Maker Secretarial Total:					431.25
Vendor: Minuteman Press					
Minuteman Press	33742	4Q22 UTILITY BILLING FOLD/STUFF/MAIL SVCS	Other Professional Services	601-49400-310	132.75
Minuteman Press	33742	4Q22 UTILITY BILLING FOLD/STUFF/MAIL SVCS	Postal/Delivery Service	601-49400-322	148.00
Minuteman Press	33742	4Q22 UTILITY BILLING FOLD/STUFF/MAIL SVCS	Other Professional Services	602-49400-310	132.75
Minuteman Press	33742	4Q22 UTILITY BILLING FOLD/STUFF/MAIL SVCS	Postal/Delivery Service	602-49400-322	148.00
Minuteman Press	33742	4Q22 UTILITY BILLING FOLD/STUFF/MAIL SVCS	Other Professional Services	604-49400-310	132.74
Minuteman Press	33742	4Q22 UTILITY BILLING FOLD/STUFF/MAIL SVCS	Postal/Delivery Service	604-49400-322	148.00
Vendor Minuteman Press Total:					842.24
Vendor: MN Department of Revenue					
MN Department of Revenue	INV0000256	State Tax	State Withholding	101-21702	2,392.31
MN Department of Revenue	0-509-902-944	Sales and Use Tax Return correction Jan 2021	Operations	101-41110-211	105.45
Vendor MN Department of Revenue Total:					2,497.76
Vendor: Msrs Dfc/Hcsp					
Msrs Dfc/Hcsp	INV0000249	DFC-MSRS (Empower)	Deffered Comp	101-21705	1,374.00
Msrs Dfc/Hcsp	INV0000250	Employee HSA	Hcsp	101-21712	4,166.11
Vendor Msrs Dfc/Hcsp Total:					5,540.11
Vendor: NAPA - Cottens Osseo					
NAPA - Cottens Osseo	318706	PD SQUAD 120 BATTERY	Vehicle Repairs/Maintenance	101-41900-217	198.49
NAPA - Cottens Osseo	318742	PD SQUAD BATTERY	Vehicle Repairs/Maintenance	101-41900-217	161.42
NAPA - Cottens Osseo	319932	PW TRUCK PART CLEANERS	Vehicle Repairs/Maintenance	101-42000-217	13.67
NAPA - Cottens Osseo	316225	PW TRUCK FLUIDS	Operations	101-42350-211	25.77
Vendor NAPA - Cottens Osseo Total:					399.35
Vendor: Neha Damle					
Neha Damle	1/20/2023	REFUND COMM CTR DAMAGE DEPOSIT 1/20/23	Community Center Deposits	101-22001	250.00
Vendor Neha Damle Total:					250.00

Pending Expense Approval Report
Packet: APPKT00112

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Omnisite					
Omnisite	86790	Main Lift Station1 yr Wireless 24/7 monitoring svc	Operations	602-49400-211	290.00
Vendor Omnisite Total:					290.00
Vendor: Overhead Door Company					
Overhead Door Company	129596	PARTS/SERVICE PD GARAGE DOOR REPAIR	Building Repair/Maintenance	101-41700-222	1,076.92
Vendor Overhead Door Company Total:					1,076.92
Vendor: Pera					
Pera	INV0000254	PERA	Pera	101-21704	4,372.73
Pera	INV0000254	PEPFF	Pera	101-21704	6,933.88
Vendor Pera Total:					11,306.61
Vendor: Pitney Bowes Purchase Power					
Pitney Bowes Purchase Power	Feb 3, 2023	Postage Meter refill	Postal/Delivery Service	101-41110-322	1,020.99
Vendor Pitney Bowes Purchase Power Total:					1,020.99
Vendor: Preferred Communications					
Preferred Communications	INV071779	GETAC VIDEO SOLUTIONS PD Body Worn Camera	Officer Equipment	101-41900-213	118.00
Vendor Preferred Communications Total:					118.00
Vendor: Prime Advertising & Design					
Prime Advertising & Design	84302	FEB 2023 MONTHLY WEBSITE HOSTING	Software	101-41515-309	100.00
Vendor Prime Advertising & Design Total:					100.00
Vendor: Republic Services					
Republic Services	899-004123164	OSSEO 2022 CLEAN UP DAY CONTAINER/HAUL SVC	Recycle/Organics/Cleanupday	101-42000-384	1,260.00
Vendor Republic Services Total:					1,260.00
Vendor: Sampson, Barbara					
Sampson, Barbara	1/21/23	REFUND COMM CTR DAMAGE DEPOSIT 1/21/23 EV	Community Center Deposits	101-22001	250.00
Vendor Sampson, Barbara Total:					250.00
Vendor: Satellite Shelters, Inc.					
Satellite Shelters, Inc.	INV638328	1/30 - 2/26/23 WARMING HOUSE RENTAL	Operations	101-42350-211	522.50
Vendor Satellite Shelters, Inc. Total:					522.50
Vendor: Sipe Bros. Inc.					
Sipe Bros. Inc.	1/31/23 STMT	PW FUEL CHARGES	Fuel - Vehicle/Equipment	101-42000-216	534.88
Sipe Bros. Inc.	10600	PW 1-TON TIRE PRESSURE SENSOR	Vehicle Repairs/Maintenance	101-42000-217	126.06
Vendor Sipe Bros. Inc. Total:					660.94
Vendor: Sloth Inspections Inc					
Sloth Inspections Inc	1-31-23	JAN 2023 ELECTRICAL INSPECTION SERVICES	Electrical Inspections Payable	101-20221	428.00
Vendor Sloth Inspections Inc Total:					428.00
Vendor: Streicher's Inc.					
Streicher's Inc.	I1613007	PD OFFICER B LETOURNEAU TACTICAL GEAR	Officer Equipment	101-41900-213	1,541.99
Streicher's Inc.	I1611549	PD OFFICER M PETERSON DUTY SHIRT	Uniforms/Gear	101-41900-218	89.99
Streicher's Inc.	I1611589	PD OFFICER M PETERSON GLOVES/HAT	Uniforms/Gear	101-41900-218	73.97
Streicher's Inc.	I1611924	PD OFFICER B LETOURNEAU SHIRTS	Uniforms/Gear	101-41900-218	119.98
Streicher's Inc.	I1612137	PD OFFICER B LETOURNEAU PANTS	Uniforms/Gear	101-41900-218	69.99
Streicher's Inc.	I1612389	PD OFFICER M PETERSON SHIRT/PANTS	Uniforms/Gear	101-41900-218	309.96
Vendor Streicher's Inc. Total:					2,205.88

Pending Expense Approval Report

Packet: APPKT00112

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Sun Life Assurance Co					
Sun Life Assurance Co	1/17/23	FEB 2023 STD/LTD Premiums	Medical/Dental/Life/Ltd	101-21706	45.90
Sun Life Assurance Co	1/17/23	FEB 2023 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-41110-130	198.69
Sun Life Assurance Co	1/17/23	FEB 2023 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-41650-130	21.92
Sun Life Assurance Co	1/17/23	FEB 2023 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-41900-130	554.59
Sun Life Assurance Co	1/17/23	FEB 2023 STD/LTD Premiums	Med/Den/Life/Ltd/Std Insura	101-42000-130	79.51
Vendor Sun Life Assurance Co Total:					900.61
Vendor: Tokle Inspections, Inc.					
Tokle Inspections, Inc.	1-31-23	JANUARY 2023 ELECTRICAL INSPECTION SVCS	Electrical Inspections Payable	101-20221	152.00
Vendor Tokle Inspections, Inc. Total:					152.00
Vendor: Toll Gas & Welding Supply					
Toll Gas & Welding Supply	40168913	PW Q INDUSTRIAL CYLS	Operations	101-42000-211	12.03
Vendor Toll Gas & Welding Supply Total:					12.03
Vendor: Trittech Software Systems					
Trittech Software Systems	365226	LETG HOSTING VPN PD 2023/SOFTWARE MAINT	Software	101-41900-309	8,280.62
Vendor Trittech Software Systems Total:					8,280.62
Vendor: U.S. BANK EQUIPMENT FINANCE					
U.S. BANK EQUIPMENT FINAN	1/17/23	JAN/FEB 2023 PW COPIER LEASE	Leases/Rentals	101-42000-410	148.84
Vendor U.S. BANK EQUIPMENT FINANCE Total:					148.84
Vendor: W L Hall Co Interior Service					
W L Hall Co Interior Service	11599	Annual Community Center Operable Wall Maintenance	Equip Repair/ Maintenance	101-41800-221	856.00
Vendor W L Hall Co Interior Service Total:					856.00
Vendor: Walters Recycling & Refuse, Inc.					
Walters Recycling & Refuse, In	6703516	2/1 - 4/30/23 25 4TH ST NE TRASH/RECYCLING/YARD	Rental Property Expenses	205-42350-801	73.19
Walters Recycling & Refuse, In	6703678	2/1 - 4/30/23 417 1ST AVE NE TRASH/RECYCLING/YARD	Rental Property Expenses	205-42350-801	73.19
Vendor Walters Recycling & Refuse, Inc. Total:					146.38
Vendor: WSB & Associates Inc					
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Engineering Service	130-42000-303	750.00
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Engineering Service	130-42000-303	230.50
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Engineering Service	412-42000-303	6,267.00
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Engineering Service	412-42000-303	827.50
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Infrastructure	602-11101	215.75
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Infrastructure	602-11101	2,008.50
WSB & Associates Inc	12/31/22	DEC 2022 ENGINEERING SVCS	Engineering Service	604-49400-303	153.00
Vendor WSB & Associates Inc Total:					10,452.25
Vendor: Xcel Energy					
Xcel Energy	81186623	DEC 2022 Electric service	Electric Service	101-41700-380	1,248.47
Xcel Energy	81186623	DEC 2022 Electricity service	Electric Service	101-41800-380	274.06
Xcel Energy	81186623	DEC 2022 Electricity service	Emergency Preparedness	101-41900-402	12.41
Xcel Energy	81186623	DEC 2022 Electricity service	Traffic Signals/Street Lights	101-42000-226	2,537.67
Xcel Energy	81186623	DEC 2022 Electricity service	Electric Service	101-42000-380	532.94
Xcel Energy	81186623	DEC 2022 Electricity service	Gateway Sign Operations	101-42350-212	221.14
Xcel Energy	81186623	DEC 2022 Electricity service	Electric Service	101-42350-380	391.82
Xcel Energy	81186623	DEC 2022 Electricity service	Electric Service	601-49400-380	38.95
Xcel Energy	81186623	DEC 2022 Electricity service	Electric Service	602-49400-380	1,018.91
Vendor Xcel Energy Total:					6,276.37
Grand Total:					170,371.11

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	101,332.08
130 - PAVEMENT MANAGEMENT	980.50
205 - PARK DEDICATION	181.33
240 - CABLE GRANTS	70.00
253 - MUSIC/MOVIES IN THE PARK	420.00
412 - 2022-23 Alley & Street Projects	7,094.50
601 - WATER FUND	19,055.01
602 - SEWER FUND	40,449.02
604 - STORM WATER FUND	788.67
Grand Total:	170,371.11

Account Summary

Account Number	Account Name	Expense Amount
101-20221	Electrical Inspections Pa	580.00
101-20222	Building Inspections Pay	5,638.08
101-21550	State Sales Tax	2.63
101-21701	Federal Withholding	4,831.60
101-21702	State Withholding	2,392.31
101-21703	Fica Withholding	6,298.22
101-21704	Pera	11,306.61
101-21705	Deffered Comp	2,239.00
101-21706	Medical/Dental/Life/Ltd	45.90
101-21708	Union Dues	472.50
101-21711	Employee H.S.A Contrib	900.93
101-21712	Hcsp	4,166.11
101-22001	Community Center Depo	500.00
101-41000-211	Operations	55.20
101-41000-307	Recording Services	431.25
101-41110-130	Med/Den/Life/Ltd/Std In	198.69
101-41110-201	Office Operations	171.56
101-41110-211	Operations	160.64
101-41110-308	Assessing Service	302.94
101-41110-322	Postal/Delivery Service	1,020.99
101-41500-211	Operations	66.13
101-41500-304	Legal Service - Civil	2,250.00
101-41500-306	Legal Service - Prosecuti	1,410.00
101-41515-302	It Service	5,409.30
101-41515-309	Software	100.00
101-41550-301	Accounting/Auditing	5,574.62
101-41650-130	Med/Den/Life/Ltd/Std In	21.92
101-41700-211	Operations	24.45
101-41700-222	Building Repair/Mainten	1,223.63
101-41700-321	Telecommunications	396.27
101-41700-380	Electric Service	1,248.47
101-41800-221	Equip Repair/ Maintena	856.00
101-41800-380	Electric Service	274.06
101-41900-130	Med/Den/Life/Ltd/Std In	554.59
101-41900-201	Office Operations	210.71
101-41900-213	Officer Equipment	1,659.99
101-41900-217	Vehicle Repairs/Mainten	359.91
101-41900-218	Uniforms/Gear	663.89
101-41900-255	Dues/Membership	193.00
101-41900-260	Education/Meetings/Tra	810.00
101-41900-302	It Service	1,200.00
101-41900-309	Software	8,280.62
101-41900-402	Emergency Preparednes	12.41
101-41920-217	Vehicle Repairs/Mainten	3,908.54

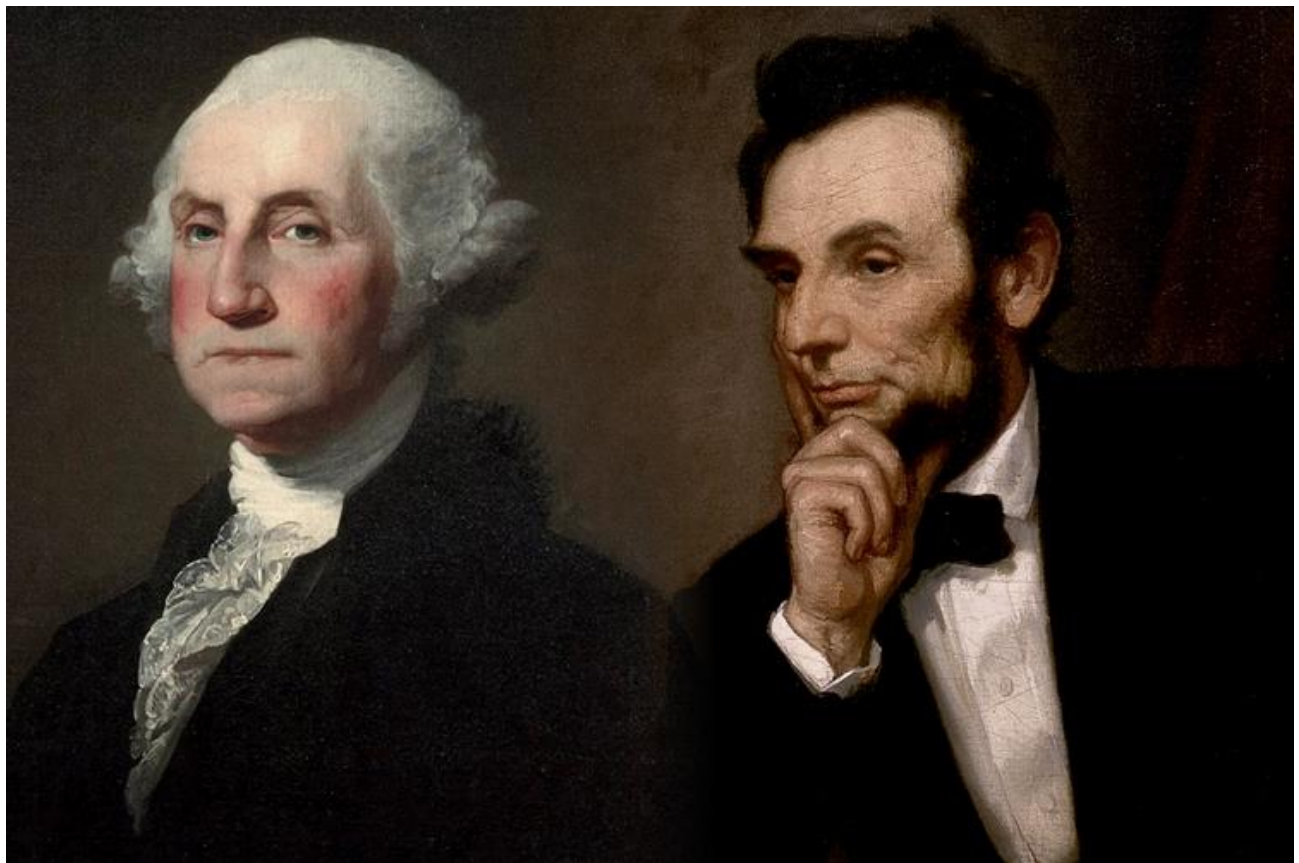
Account Summary

Account Number	Account Name	Expense Amount
101-41920-218	Uniforms/Gear	812.68
101-41920-220	Radio Communications	716.18
101-41920-221	Equip Repair/ Maintena	2,760.69
101-41920-261	Fire Training - Reimburse	2,300.00
101-42000-130	Med/Den/Life/Ltd/Std In	79.51
101-42000-211	Operations	49.99
101-42000-216	Fuel - Vehicle/Equipmen	2,139.68
101-42000-217	Vehicle Repairs/Mainten	139.73
101-42000-226	Traffic Signals/Street Lig	2,537.67
101-42000-250	Snow Management	6,226.54
101-42000-321	Telecommunications	182.82
101-42000-380	Electric Service	532.94
101-42000-384	Recycle/Organics/Clean	1,260.00
101-42000-410	Leases/Rentals	148.84
101-42350-211	Operations	548.27
101-42350-212	Gateway Sign Operation	221.14
101-42350-221	Equip Repair/ Maintena	1,809.63
101-42350-380	Electric Service	391.82
101-42350-410	Leases/Rentals	50.28
130-42000-303	Engineering Service	980.50
205-42350-801	Rental Property Expense	181.33
240-41900-570	Equipment	70.00
253-42400-211	Operations	420.00
412-42000-303	Engineering Service	7,094.50
601-49400-301	Accounting/Auditing	709.85
601-49400-310	Other Professional Servi	138.15
601-49400-322	Postal/Delivery Service	148.00
601-49400-380	Electric Service	38.95
601-49400-385	Purchased Water	18,020.06
602-11101	Infrastructure	2,224.25
602-49400-211	Operations	340.00
602-49400-301	Accounting/Auditing	709.85
602-49400-310	Other Professional Servi	138.15
602-49400-322	Postal/Delivery Service	148.00
602-49400-380	Electric Service	1,018.91
602-49400-386	Sanitary Sewer Service	35,869.86
604-49400-301	Accounting/Auditing	354.93
604-49400-303	Engineering Service	153.00
604-49400-310	Other Professional Servi	132.74
604-49400-322	Postal/Delivery Service	148.00
Grand Total:		170,371.11

Project Account Summary

Project Account Key	Expense Amount
None	170,371.11
Grand Total:	170,371.11

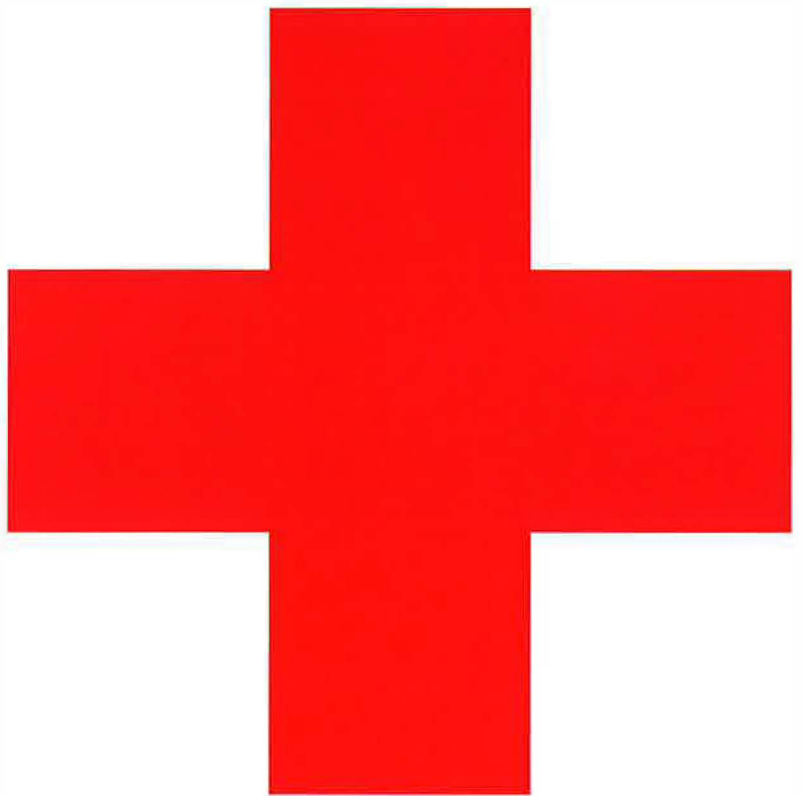
On Monday,
February 20,
City Hall
will be closed for
Presidents' Day



Give blood.

Every 2 seconds someone
in the U.S. needs blood.

American Red Cross



Blood Drive
City of Osseo City Hall

Community Center Room A
415 Central Avenue, Osseo, 55369

Wednesday, March 22, 2023
1:00 p.m. to 7:00 p.m.

Please call 1-800-RED CROSS (1-800-733-2767) or visit RedCrossBlood.org and
enter: CITYOFOSSEO to schedule an appointment.



Scan to schedule
an appointment.