

**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
February 22, 2016**

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, February 22, 2016.

2. ROLL CALL

Members present: Councilmembers Harold E. Johnson, Larry Stelmach, Anne Zelenak, and Mayor Duane Poppe.

Members absent: Councilmember Mark Schulz.

Staff present: City Administrator Riley Grams and City Attorney Mary Tietjen.

Others present: Jill Brown, Dorothy Clarke, Larry & Jerilyn Clarke, Debbie Larson, David Benson, Troy Olsen, and Pat McGrane.

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 Stelmach, seconded by Zelenak, to accept the Agenda as presented. The motion carried 4-0.**

5. CONSENT AGENDA

- A. Receive EDA Minutes of February 8
- B. Approve Council Minutes of February 8
- C. Receive January Fire Report
- D. Receive January American Legion Club Gambling Report
- E. Receive January Fire Relief Association Gambling Report
- F. Receive January Lions Club Gambling Report
- G. Waive Temporary Sign Permit Fee for Osseo Lions Pancake Breakfast

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

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

- A. NORTH METRO MAYORS ASSOCIATION PRESENTATION – Executive Director Jill Brown & Government Relations Consultant Troy Olsen

Jill Brown, Executive Director of the North Metro Mayors Association, provided the Council with an update on actions that take place at the North Metro Mayors Association. She listed the 16 cities involved in the association, along with the local partners and reported the group was established in 1997. The mission of the association was to provide leadership to ensure the equitable distribution of quality development and redevelopment, shared tax resources, and uniform investment in public and private facilities throughout the north metro region.

Ms. Brown explained she worked together to strengthen the North Metro area to ensure it's a great place to work, live, get an education, and raise a family. She indicated she advocates with state and federal representatives for projects specific to the North Metro that address transportation, health care, housing, economic development, and redevelopment. In addition, she analyzes data and shares it with the legislature to better understand the community.

Troy Olsen, Intergovernmental Relations for the North Metro Mayors Association, discussed the legislative delegation in the North Metro. He reported the north metro has 10 State Senators, 17 House Districts, and 4 Congressional Districts. He reviewed the projects in the community his organization kept a close eye on, such as TH610 and the reconstruction of Highway 100.

Ms. Brown provided comment on the joint purchasing agreement the North Metro Mayors Association had in place. She encouraged the Council to bring any of their legislative concerns to her. She thanked the Council for its time and asked for comments or questions.

Johnson asked how Osseo's membership fee was determined. Ms. Brown explained the membership fee was calculated by using a formula that included a city's population and tax capacity. She reported the membership fees ranged from \$2,500 for smaller cities and up to \$25,000 for larger cities.

Johnson inquired if the North Metro Mayors Association would take a stand on the election of Met Council individuals versus their appointment. Ms. Brown stated this has been discussed and the Board felt comfortable with the staggered terms. It was the Board's recommendation that individuals cities weigh in on this issue and that the Association not take a stance.

Johnson believed that a statement would mean more coming from a collaborative effort than from individual cities. Ms. Brown had a list of recommended comments that could be forwarded to Osseo staff.

Johnson requested the North Metro Mayors Association look into better signage for the City of Osseo off of TH610.

Stelmach agreed with Councilmember Johnson's concerns regarding the signage and the Met Council. He asked what the Board's vote was regarding the Met Council issue. Ms. Brown indicated the Board voted unanimously to support the staggered term limits and to take no action regarding the election of Met Council members.

**B. HONOR DOROTHY CLARKE FOR DEDICATION TO PLANNING COMMISSION**

City Administrator Riley Grams explained Dorothy Clarke has served her community on the Planning Commission for the past 23 years. He thanked her on behalf of the City of Osseo for her dedicated service.

Dorothy Clarke stated it has been a pleasure to serve this community. She believed her voice counted and was pleased by the fact she could make a difference. She encouraged the residents of Osseo to get involved in this great community. She looked forward to continuing to serve the City on the Heritage Preservation Commission.

Poppe presented Dorothy Clarke with a plaque and thanked her for her service to the City. A round of applause was offered by all in attendance.

C. ACCEPT DONATION TO BEAUTIFICATION FUND (Resolution)

Grams indicated Harold E. and Gayle Johnson have donated \$100 to the City for the beautification/flower fund. Staff recommends the Council accept the donation.

**A motion was made by Stelmach, seconded by Zelenak, to adopt Resolution No. 2016-14 accepting a donation from Harold E. and Gayle Johnson in the amount of \$100. The motion carried 4-0.**

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. APPROVE HENNEPIN COUNTY COMMUNITY DEVELOPMENT BLOCK (CDBG) GRANT APPLICATION (Resolution)

Grams explained Hennepin County offers grants to cities for a wide range of activities. The Community Development Block Grant is a subgrant of federal funds intended to be used in a conjunction with Hennepin County's missions, with a specific focus on efforts to serve low- to moderate-income populations. One of the identified granting priorities is to "Encourage Neighborhood Revitalization," which includes actions to "Build or Improve Public Facilities." Public Facilities include sidewalks, and sidewalk improvements are included in these actions. In recent years, the City has used CDBG funds to acquire properties, including some on the 5 Central Apartments project site.

Grams stated with no identified housing developments underway the same funding can be used to address other needs in the City's low-moderate block group. If awarded this grant, the funds could be used to help residential property owners in the City's Census-designated low-moderate income area pay for needed replacement of damaged sidewalk sections. Staff requested the Council adopt a resolution approving the application for the 2016 Urban Hennepin County Community Development Block Grant (CDBG) Program.

Stelmach explained the City was not required to take the funds if granted. He fully supported the City applying for the grant.

Johnson understood staff was applying for \$76,000 in grant funding. He asked if the funding could be used for anything beyond a personal residence. Grams indicated the funding could also be used for public sidewalks.

Johnson questioned who was supposed to be paying for the replacement of the sidewalk segments. Grams explained per City Code, the sidewalk segments were the responsibility of the property owner.

Zelenak inquired how the County made a determination on what areas of the City would be allowed to use CDBG grant funding. Grams explained the County made the determination on where the low to moderate income housing was within the City.

**A motion was made by Stelmach, seconded by Johnson, to adopt Resolution No. 2016-15 approving the application for the 2016 Urban Hennepin County Community Development Block Grant (CDBG) Program. The motion carried 4-0.**

**B. APPROVE ACCOUNTS PAYABLE**

Grams reviewed the Accounts Payable with the Council.

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

**11. ADMINISTRATOR REPORT**

Grams noted he was glad to be back at work after vacationing in Costa Rica with his family.

**12. COUNCIL AND ATTORNEY REPORTS**

Stelmach reported he had a great time at the Fireman's Dance. He thanked the Fire Chief and all of the volunteers that made this a wonderful event.

Johnson explained he recently met with Susan Blood at Northwest Hennepin Health and Human Services, along with citizen representative Juliana Hultstrom. He was very happy to have Ms. Hultstrom representing the City.

Poppe thanked Ms. Clarke again for her years of service on the Planning Commission.

Poppe stated the Fire Department Easter Egg Hunt would be held on Saturday, March 19, at noon.

**13. ADJOURNMENT**

**A motion was made by Stelmach, seconded by Johnson, to adjourn the City Council meeting at 7:37 p.m. The motion carried 4-0.**

Respectfully submitted,

Heidi Guenther  
*TimeSaver Off Site Secretarial, Inc.*