

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
January 9, 2017**

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 9, 2017.

2. OATH OF OFFICE

City Attorney Mary Tietjen administered the Oaths of Office to Mayor Poppe, Councilmember Mark Schulz, and Councilmember Harold Johnson.

3. ROLL CALL

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

Staff present: City Administrator Riley Grams, City Planner Nancy Abts, and City Attorney Mary Tietjen.

Others present: Rebecca Kurtz, Dan Mengelkoch, Lee Gustafson, and Jon Stricker.

4. PLEDGE OF ALLEGIANCE

Poppe led the Pledge of Allegiance.

5. APPROVAL OF AGENDA [Additions - Deletions]

Poppe asked for additions or deletions to the Agenda.

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

6. CONSENT AGENDA

- A. Approve Council Minutes from December 12, 2016
- B. Receive EDA Minutes from December 12, 2016
- C. Receive December Building Report
- D. Receive November American Legion Club Gambling Report
- E. Receive November Fire Relief Association Gambling Report
- F. Receive November Lions Club Gambling Report
- G. Receive September, October Northwest Area Jaycees Gambling Reports
- H. Receive November Osseo Maple Grove Hockey Gambling Report
- I. Receive November Fire Report
- J. Receive LMC 2016 Property/Casualty Dividend
- K. Accept IRS Mileage Rate of 53.5 Cents for Business Miles Driven
- L. Approve Ehlers Written Municipal Advisor Client Disclosure for 2017
- M. Approve National Wild Turkey Federation Raffle at Osseo American Legion
- N. Approve Training Expenditure for Finance Officer Teri Portinen
- O. Approve Training Expenditure for City Planner Nancy Abts

- P. Approve Council Education Expenditures for Upcoming Conferences
- Q. Consider Request for Community Center Weekly Usage

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

- 7. MATTERS FROM THE FLOOR – None.
- 8. SPECIAL BUSINESS

A. AFFIRM COUNCIL/STAFF RESPONSIBILITIES (Resolution)

City Administrator Riley Grams requested the Council adopt a resolution affirming Council and staff responsibilities for the coming year.

A motion was made by Stelmach, seconded by Zelenak, to adopt Resolution No. 2017-1 Affirming Council/Staff Responsibilities. The motion carried 5-0.

B. ACCEPT DONATIONS TO BEAUTIFICATION FUND (Resolution)

Grams indicated Harold E. & Gayle Johnson have donated \$1,200 in memory of William Cardinal, Carol Goetze, Joanne Goth, Jan Harff, Don Kisch, Dorothy Moline, Danielle Rogers, Atlee Sohm, Marlene Tripp, Warren Wills, Dorothy Johnson, and Celia McHugh to the City for the Beautification/Flower Fund. Staff recommends the Council accept the donation.

A motion was made by Zelenak, seconded by Stelmach, to adopt Resolution No. 2017-2 accepting a donation from Harold E. & Gayle Johnson in the amount of \$1,200. The motion carried 5-0.

C. ACCEPT DONATION TO FIRE DEPARTMENT COMMUNICATION FUND (Resolution)

Grams indicated the Osseo Fire Department Relief Association has donated \$1,530.60 to the Fire Department Communication Fund. Staff recommends the Council accept the donation.

A motion was made by Johnson, seconded by Schulz, to adopt Resolution No. 2017-3 accepting a donation from the Osseo Fire Department Relief Association in the amount of \$1,530.60. The motion carried 5-0.

D. APPROVE AMENDED SPECIAL ASSESSMENT POLICY

City Planner Nancy Abts stated the 2017 Street Project brought up a question about how to treat an undeveloped parcel. A residential property consisting of three lots and two PIDs (all in common ownership) is part of the 2017 proposed project. A house and garage sit on one PID and the other PID is a vacant, smaller lot that likely cannot be further developed unless it is combined with the adjacent parcel.

Abts reported staff reviewed the policy with help from the City Attorney and City Engineer and discussed how to treat this property for assessment purposes. Under the policy, the parcel with the house and garage would be assessed .5 units because it is a corner lot and the improvement is occurring on the 'side' street. The smaller, vacant lot

would be assessed a full unit. Because the owner could combine these PIDs for tax purposes, thereby reducing the total assessment to 0.5 units, staff believes it is appropriate to assess the two PIDs combined at 0.5 units under this rationale.

Abts explained the proposed changes to the Policy will give the Council needed flexibility in determining assessments when unique property circumstances arise, such as in this situation. In addition, staff is proposing changes to the listed criteria for assessments that more accurately reflect the legal requirements. A small change to the payback period section is suggested, too. Staff requested the Council approve the amendments to the City's Special Assessment Policy.

Schulz supported the revision of this document. He questioned which property was in question within the improvement project area. Abts discussed the location of the property.

Schulz asked the cost to combine these properties. Abts stated this would be a \$500 lot combination fee plus any surveying or legal description fees.

Schulz inquired if the City contacted the property owner to see if they were interested in combining the lots. Abts indicated the City had not contacted the property owner.

Johnson questioned if the vacant lot was buildable. Grams reported the lot would be buildable only if variances were approved by the Planning Commission. City Attorney Tietjen advised the vacant lot was a non-conforming use and could not be expanded.

Johnson did not want to see the City give up a buildable lot. He believed the vacant lot should be assessed as a buildable lot. City Attorney Tietjen requested the Council review and approve the amended Special Assessment Policy and not make a determination on the vacant lot.

Schulz understood the use of the property was not changing, but he also understood the property owner has not combined the lots. For this reason, he supported the vacant lot being fully assessed.

Zelenak commented that the policy was not addressing one house, but rather was offering an option or flexibility for this particular situation. City Attorney Tietjen reported this was the case and indicated the Council could make a determination at a future meeting how to assess the vacant lot.

Schulz questioned when the Council would have an opportunity to address the assessment for the property in question. Lee Gustafson, WSB, explained the Council would be addressing this matter later in the meeting.

Stelmach asked what the payback period would be. Grams indicated this would be determined on a project by project basis to allow greater flexibility.

Stelmach recommended the payback period be set at ten years, with the understanding it could be increased, but not decreased. He wanted to see the public protected.

A motion was made by Schulz, seconded by Zelenak, to approve the amendments to the City's Special Assessment Policy. The motion carried 4-1 (Stelmach opposed).

9. PUBLIC HEARINGS

A. IMPROVEMENT HEARING FOR 2017 STREET PROJECT – WSB & Associates

* ADOPT RESOLUTION ORDERING IMPROVEMENT AND THE PREPARATION OF PLANS & SPECIFICATIONS FOR THE PROPOSED 2017 STREET RECONSTRUCTION PROJECT

Lee Gustafson, City Engineer with WSB & Associates, stated the Council approved the feasibility report for this project on December 12, 2016, and also called for the improvement hearing to be held on January 9, 2017. The 2017 street project consists of reconstructing portions of 3rd Street SE, 4th Avenue SE, 5th Avenue SE, and 6th Avenue SE, including repairing or minimal reconstruction of the storm and sanitary sewer and replacement of curb and gutter as needed. The existing roadway width will be maintained to the greatest extent possible, and minimal impacts will be made outside of the curb with the exception for impacts related to utility work, curb replacement, and sidewalk installation.

Mr. Gustafson explained as part of the City's initiative to increase walkability around the City, sidewalk installation is being proposed for this project. In determining the benefit of adding sidewalk with this project, each street was evaluated for potential impacts, connectivity to existing walk, and overall benefit to adjacent properties. Based on this evaluation, new sidewalk is proposed on several streets as noted.

Mr. Gustafson reported the median on the south end of 6th Avenue SE that prevents northbound traffic from using this roadway is proposed to be removed. This recommendation is based on the need to reduce cut-thru traffic in the adjacent commercial parking lot and to improve access for City maintenance equipment including plows and street sweepers. This project will also require full right of way acquisition on 5th Avenue SE between Broadway Street East and 2nd Street SE. Similar to a past alley reconstruction project with this same situation, it is proposed that WSB will prepare the legal descriptions and easement exhibits, the City Attorney will prepare the actual easements, and City staff will prepare all correspondence and perform all negotiations and purchasing.

Mr. Gustafson reviewed the project timeline and stated a neighborhood open house for the proposed improvements was conducted on November 10, 2016, for affected property owners. Preliminary information was presented regarding the proposed improvements, funding, schedule, and impacts associated with the project. Comment cards were made available to attendees at the meeting; however, no responses were received prior to completing the feasibility report. Staff recommended the Council hold a public hearing and order the improvements.

Johnson asked if the bad sidewalks from Broadway to 2nd would be replaced. Mr. Gustafson reported this was the case. It was noted these sidewalks would be replaced with five foot sidewalks.

Stelmach questioned why sidewalks were not being placed on 6th Avenue SE. Mr. Gustafson explained the far end of 6th Avenue was not recommended to have sidewalks due to the fact it did not pay to have sidewalks given the low number of people that would use them.

Stelmach believed it was a safety issue and supported sidewalks being installed on 6th Avenue SE to allow residents to walk to Perkins or Taco Bell.

Zelenak supported the sidewalk installation as well and noted walkability was a goal for the City. She recommended the sidewalks along 6th Avenue SE be included in the plan.

A motion was made by Schulz, seconded by Johnson, to open the Public Hearing at 7:41 p.m. The motion carried 5-0.

John Stricker, Furniture Manor, expressed concern with accessibility during the street construction process. Mr. Gustafson explained the street improvement process again in detail for the Council and residents in attendance. He noted the improvement project was a reclamation and explained access would be maintained to all homes on a daily basis. He encouraged property owners to be in contact with WSB if they have any special events planned during the construction time period.

Dan Mengelkoch, 308 6th Avenue SE, expressed concern with the barrier being removed. He asked if the Council would be holding another public hearing on this portion of the project. Mr. Gustafson explained there would not be a separate hearing for this issue.

Mr. Mengelkoch believed there were a number of residents that did not support the barrier being removed. He recommended the intersection at Sipe Bros and the Legion be reviewed as it was very dangerous. He discussed how pedestrian traffic flowed through his street. He expressed frustration with the poor communication from the City regarding the barrier removal. He questioned why a separate meeting was not being held regarding the barrier.

Grams explained this meeting was the forum for discussing the barrier removal. He indicated the City has heard from local businesses and the police that people are bypassing the barrier. He did not believe a great deal of congestion was being eased by the barrier. He commented the barrier was very difficult to plow around and has become a nuisance.

Mr. Gustafson stated at the street and alley neighborhood meetings he encouraged residents with comments or concerns to contact WSB. He reported he has not received any comments, questions, or emails from residents regarding the improvement project.

Johnson discussed the history of the barrier. He understood the previous City Council would address the barrier removal through a street improvement project.

A motion was made by Schulz, seconded by Zelenak, to close the Public Hearing at 7:59 p.m. The motion carried 5-0.

Johnson discussed the problem on 3rd Street SE and noted the traffic issues were occurring on private property, which was out of the City's control. Mr. Gustafson stated this was the case.

Schulz stated he was challenged by the back to curb sidewalks and how snow would be removed. He understood the streets would not be narrowed given the fact this was a reclamation and not a reconstruction project. He recommended that if this project proceeds as proposed that the back to curb streets be plowed first by Public Works.

Grams clarified for the Council that if sidewalk was added along 6th Avenue SE, the project costs would have to be adjusted. Mr. Gustafson stated if sidewalks were added to 6th Avenue SE, that it be placed on the east side of the roadway.

Schulz supported sidewalks being installed along the east side of 6th Avenue SE.

Mr. Gustafson requested direction from the Council on how to proceed with the vacant lot assessment.

Schulz believed the lot could have been combined in the past but wasn't. For this reason, he supported the vacant lot being fully assessed.

Mr. Gustafson reported the assessment hearing would be in April and the property owner could approach the City regarding a lot combination prior to that time.

Johnson questioned if a back to curb sidewalk was being recommended for 6th Avenue SE. Mr. Gustafson stated this would be staff's recommendation if a sidewalk were approved.

Johnson supported a sidewalk being installed along 6th Avenue SE as this would address the walkability of the City.

Stelmach agreed.

A motion was made by Zelenak, seconded by Johnson, to adopt Resolution No. 2017-4 ordering improvements and preparation of plans and specifications for the proposed 2017 Street Reconstruction Project, as amended adding a back to curb sidewalk to the east side of 6th Avenue SE and directing staff to fully assess the vacant lot at 216 4th Avenue SE. The motion carried 5-0.

* APPROVE ENGINEERING PROPOSAL FOR FINAL DESIGN AND BIDDING SERVICES

Lee Gustafson stated the Council approved feasibility reports for the street project on December 12, and also scheduled improvement hearings for January 9. The next step for this project after Council holds the improvement hearing is to begin final design. He discussed the proposals for final design along with the bidding phase and requested the Council approve the final design engineering proposal for the 2017 Street Project.

A motion was made by Zelenak, seconded by Schulz, to approve the final design engineering proposal for the 2017 Street Project as amended. The motion carried 5-0.

B. IMPROVEMENT HEARING FOR 2017 ALLEY PROJECT – WSB & Associates

* ADOPT RESOLUTION ORDERING IMPROVEMENT AND THE PREPARATION OF PLANS AND SPECIFICATIONS FOR THE PROPOSED 2017 ALLEY RECONSTRUCTION PROJECT

Lee Gustafson, WSB & Associates, stated the Council approved the feasibility report for this project on December 12, 2016, and also called for the improvement hearing to be held on January 9, 2017. The 2017 Alley Project consists of reconstructing the alley between 5th and 6th Avenues NE, from 4th Street NE to 93rd Avenue North including repairing or minimal reconstruction of the storm sewer. It is proposed to maintain the existing alley width and that all work will be within the existing alley right of way. A

new 14-foot-wide, 6-inch-thick concrete pavement will replace the old bituminous pavement.

Mr. Gustafson explained the total project cost is estimated at \$186,600, and includes all proposed surface and storm sewer improvements as well as all engineering, legal, financing, and administrative costs. Detailed cost estimates can be found in the feasibility report. The estimated cost is based on projected construction costs for 2017 and includes a 10% contingency factor. Administrative costs are projected at 25% of the construction cost and include engineering, legal, financing, and administrative costs.

Mr. Gustafson reported financing the 2017 Alley Reconstruction Project will be based on the City's special assessment policy which calls for 80% of the proposed improvements to be specially assessed. The remaining 20% and 100% of the storm sewer costs will be financed by the City. Assessments for this project were calculated by dividing 80% of the total cost of the project equally among adjoining residents. There are a total of 27 properties benefiting from the improvements equating to a cost of \$5,340 per parcel. The proposed assessment roll is attached, along with an assessment map highlighting the benefiting properties.

Mr. Gustafson stated if the Council approves the resolution, the next step for this project is to begin final design. WSB is proposing to have two separate projects/contracts for the 2017 Street and Alley Projects. The intent of bidding the work out in this fashion is to obtain better bid prices for the alley reconstruction, and essentially no change in bid prices for the street reconstruction. Staff recommended the Council hold a public hearing and order the improvements.

Poppe discussed a sidewalk concern he had with staff. Grams commented this concern would not factor into the alley project.

Schulz recommended staff research this sidewalk concern further and report back to the Council at a future meeting.

A motion was made by Schulz, seconded by Stelmach, to open the Public Hearing at 8:26 p.m. The motion carried 5-0.

No public input was offered.

A motion was made by Stelmach, seconded by Schulz, to close the Public Hearing at 8:27 p.m. The motion carried 5-0.

Johnson asked if it was unusual to have different widths for the alleyways. Mr. Gustafson stated this was not unusual. He explained the alleyway width depended on the width of the right-of-way. He recommended a 14 foot wide alley for improved maneuverability.

Stelmach supported the 14 foot wide alleyway and noted this width would properly align with the existing alley.

A motion was made by Stelmach, seconded by Schulz, to adopt Resolution No. 2017-5 ordering improvements and preparation of plans and specifications for the proposed 2017 Alley Reconstruction Project. The motion carried 5-0.

*** APPROVE ENGINEERING PROPOSAL FOR FINAL DESIGN AND BIDDING SERVICES**

Lee Gustafson stated the Council approved feasibility reports for the alley reconstruction project on December 12, 2016, and also scheduled improvement hearings for January 9. The next step for this project after Council holds the improvement hearing is to begin final design. He discussed the proposals for final design along with the bidding phase and requested the Council approve the final design engineering proposal for the 2017 Alley Project.

A motion was made by Zelenak, seconded by Schulz, to approve the final design engineering proposal for the 2017 Alley Project. The motion carried 5-0.

10. OLD BUSINESS

A. APPROVE AGREEMENT WITH ELEMENT FOR CITY IT SERVICES

Grams explained the City entered into an agreement with LogicNet on January 1, 2016, to provide the City with IT services. Since that time, LogicNet merged with a second company to form Element Technologies, LLC. Recently, Element requested a change to the monthly retainer amount from the City, citing increased work load. The original request was to move to \$2,100 per month. Staff was able to negotiate that amount to \$1,900 per month for 2017 (beginning January 1). Staff, working in conjunction with the City Attorney, was also able to better clarify some aspects of the agreement including duties of the Service Provider (Element) and the Client (City of Osseo) and some additional legal information. Staff recommended the Council approve an amended agreement with Element Technologies.

A motion was made by Schulz, seconded by Stelmach, to approve the amended agreement with Element Technologies, LLC, to provide IT services to the City.

Schulz thanked staff and the Risk Management Team for their work on the IT services agreement.

The motion carried 5-0.

11. NEW BUSINESS

A. CONFIRM EDA ACTIONS OF JUNE 8, 2017

Grams discussed the actions of the EDA. He noted the EDA approved accounts payable, received the Osseo Sports structural analysis, denied the Osseo Sports environmental analysis, approved a modification to TIF District 2-6, approved an amendment to the MEER TIF Agreement, approved the 2017 Ehlers Municipal Advisor Client Disclosure Agreement, and approved the 2017 investment depositories.

A motion was made by Schulz seconded by Johnson, to confirm the EDA Actions of January 9, 2017. The motion carried 5-0.

B. APPROVE MODIFICATION TO TIF DISTRICT NO. 2-6 (Resolution)

Rebecca Kurtz, Ehlers & Associates, stated in 2002 the Osseo EDA and City established Tax Increment Financing District No. 2-6 to assist with the redevelopment of a portion of

the downtown. As part of the proposed redevelopment, the EDA entered into an agreement with MEER LLC to complete a multi-family housing project. A portion of the MEER project was completed, and the EDA has since amended the original agreement and issued a pay-as-you-go note to MEER. The obligation is paid based only on a portion of the tax increment generated from the MEER development.

Ms. Kurtz reported on April 11, 2016, the Council adopted a resolution removing parcels not related to the MEER development from the TIF District. This action resulted in only parcels related to the MEER project remaining in the District (two multi-family buildings and three vacant parcels).

Ms. Kurtz explained on December 27, 2016, the EDA and City received a request from Lighthouse Management Group on behalf of MEER LLC, to remove and release three parcels from TIF District No. 2-6 and amend the Development Agreement accordingly. This action would result in the three vacant parcels being removed from the District, and the two multi-family buildings remaining under an Amended Agreement with MEER. She recommended approval of the change to the TIF District.

Schulz appreciated the proposed changes and stated he would be supporting staff's recommendation.

A motion was made by Stelmach, seconded by Schulz, to adopt Resolution No. 2017-6 removing three parcels from TIF 2-6 and EDA adoption of the Third Amendment to the Development Agreement, which removes and releases the three parcels from the tax increment obligation. The motion carried 5-0.

C. APPROVE AMENDED TIF AGREEMENT WITH MEER (Resolution)

Ms. Kurtz requested the Council approve an amended TIF Agreement with MEER LLC recognizing the change to the TIF District.

A motion was made by Stelmach, seconded by Johnson, to adopt Resolution No. 2017-7 approving the amended TIF Agreement with MEER LLC. The motion carried 5-0.

D. APPROVE 2017 OFFICIAL CITY APPOINTMENTS & DESIGNATIONS (Resolution)

Grams stated Council and staff appointments to various boards/commissions/committees are made at the beginning of each year. Consultant appointments and other designations are often made, also. The resolution outlines the various Council Appointments, Council Committee Appointments, Consultant Appointments, and Other Appointments and Designations as needed. Staff requested the Council adopt a resolution for the 2017 Official City Appointments and Designations.

A motion was made by Zelenak, seconded by Stelmach, to adopt Resolution No. 2017-8 approving the 2017 Official City Appointments and Designations. The motion carried 5-0.

E. APPROVE 2017 CITIZEN APPOINTMENTS (Resolution)

Grams stated citizen appointments are made each year to various boards/commissions/committees. Announcements have been made at a Council meeting and

included in a Council packet. The Press and social media have been used to reach interested volunteers. He stated staff has received several Letters of Interest for these appointments as indicated below, and he thanks these individuals for their interest in serving the City of Osseo.

Economic Development Authority:

2 open seats—one for two years and one for six years

*Juliana Hultstrom has submitted a letter of interest

Heritage Preservation Commission:

2 open seats--one year terms

No one has submitted a letter of interest

Parks & Recreation Committee:

One seat open for three years

*Dee Bonn has submitted a letter of interest

Planning Commission:

Two seats open for three years each

*Deanna Burke has submitted a letter of interest

*Juliana Hultstrom has submitted a letter of interest

*Alden Webster has submitted a letter of interest

Public Safety Advisory Committee: (business & citizen terms)

Two terms open for two years each

No one has indicated any interest at this time

Johnson requested Juliana Hultstrom be added as a citizen to the Public Safety Advisory Committee.

Stelmach suggested Deanna Burke and Alden Webster be appointed to the Planning Commission, noting that Ms. Hultstrom would be serving on the EDA and PSAC.

A motion was made by Stelmach, seconded by Zelenak, to adopt Resolution No. 2017-9 appointing citizens to the various boards/commissions/committees. The motion carried 5-0.

F. APPROVE NEW RESIDENTIAL RECYCLING GRANT AGREEMENT WITH HENNEPIN COUNTY (Resolution)

Grams explained the City has had grant agreements to encourage recycling in place for more than 20 years. The new funding policy will continue to fund City recycling programs, but will gradually shift more funds to support organics recycling. In 2017, 20 percent of funding will be allocated to organics recycling programs. By 2020, half of the funding will be dedicated to supporting organics recycling.

Grams reported organic waste, including food and compostable paper, makes up about one-quarter of the residential trash. Recognizing that organics recycling is the greatest opportunity to reduce our trash, the County Board adopted changes to the Hennepin County Residential Recycling Funding Policy to allocate more money to cities for organics recycling programs. Staff recommended the Council approve the Residential Recycling Grant Agreement with Hennepin County, expiring December 31, 2020.

Schulz questioned how these funds have been used in the past. Grams stated the funds have been used for education of the public regarding recycling in the City's newsletter. He added that the funds are also used for the Citywide cleanup day.

A motion was made by Zelenak, seconded by Stelmach, to adopt Resolution No. 2017-10 approving the Residential Recycling Grant Agreement with Hennepin County, expiring December 31, 2020. The motion carried 5-0.

G. APPROVE RFP FOR CITY SOLID WASTE COLLECTION SERVICES

Grams stated late last year the Council directed staff to develop an RFP document to collect proposals from contractors for City garbage service. Staff has taken the most recent RFP (from 2012) and updated it for 2017. Staff members have made recommendations to the draft RFP, as well as Hennepin County and the Council Risk Management Committee (Councilmembers Schulz and Stelmach).

The main difference between the last RFP and this updated RFP is the inclusion of organics recycling offered to Osseo residents. Randy's Environmental Services (who currently holds the City's garbage contract) had offered increased organics recycling to residents at no additional charge, beginning in 2016. Staff anticipates that organics recycling will continue to grow and become the norm in all area cities.

Among other minor changes is the question of whether or not the City should assist the garbage contractor with collection of delinquent bills through property assessments. Osseo appears to be one of few cities that currently offers this option. It gives the contractor piece of mind knowing that they will be paid, one way or another, for their services. However, this option does require some considerable staff time. Should the City be involved with helping the Contractor collect delinquent garbage bills through assessing properties? Staff would like the Council to consider the RFP and recommend any changes, if necessary.

Stelmach discussed the assessment program. He believed Osseo was a small town and he supported keeping the town free and clear of debris. For this reason, he recommended the assessment program remain in place.

Johnson agreed.

Schulz believed the assessment program should remain as well. He asked how long Christmas trees were accepted. Grams stated Christmas trees were accepted the first two weeks of January; however, this was changed to the last pick up in January and the first pick up in February.

A motion was made by Schulz, seconded by Stelmach, to approve the RFP for City Solid Waste Collection Services, including the assessment language. The motion carried 5-0.

H. 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.

12. ADMINISTRATOR REPORT – None.

13. COUNCIL AND ATTORNEY REPORTS

Abts invited the public to attend the Osseo Comp Plan Community Visioning Event on Thursday, January 26, from 6-8 p.m. at the Community Center.

Zelenak stated she attended the Comprehensive Planning kick off meeting. She looked forward to attending the Community Visioning event. She encouraged the public to provide feedback on the Comprehensive Plan through an online survey noting the link was available on the City's website.

Stelmach was pleased to see the Community Center was being used by a networking group each Wednesday.

Johnson indicated he attended the Comprehensive Planning kick off meeting, as well. He was pleased by the new members that were engaged on this committee and he looked forward to attending the Community Visioning event.

Schulz thanked the public for their continued support to him as a City Councilmember. He noted he would be attending the State of the Cities address and he was looking forward to hearing Mayor Poppe and other area mayors speak at this Chamber luncheon.

Poppe thanked the volunteers in the community that have stepped up to serve on the City's committees.

Poppe invited the public to attend the State of the Cities event on Thursday, January 12, from 11:30 a.m. to 1:00 p.m. at Edinburgh in Brooklyn Park.

Poppe stated City Hall would be closed on Monday, January 16, for Martin Luther King Jr. Day.

14. ADJOURNMENT

A motion was made by Schulz, seconded by Johnson, to adjourn the City Council meeting at 9:17 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.