

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
January 23, 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 23, 2017.

2. 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: Daniel LaRouche, Juliana Hultstrom, and Peg Craig.

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

5. CONSENT AGENDA

- A. Receive EDA Minutes of January 9
- B. Approve Council Minutes of January 9
- C. Receive Planning Commission Minutes of January 17
- D. Receive December American Legion Club Gambling Report
- E. Receive December Fire Relief Association Gambling Report
- F. Receive December Lions Club Gambling Report
- G. Confirm 2017 Open Book Meeting on April 18
- H. Approve Education Expenditure for Public Works
- I. Approve Education Expenditure for City Clerk
- J. Approve Exempt Permit for Raffle for Osseo American Legion

City Administrator Riley Grams requested Items 5B and 5J be approved as amended.

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

6. MATTERS FROM THE FLOOR – None.

7. SPECIAL BUSINESS

A. ACCEPT DONATION TO BEAUTIFICATION FUND (Resolution)

Grams indicated Harold E. and Gayle Johnson have donated \$100 in memory of Shirley Grams to be placed in the Beautification/Flower Fund. Staff recommends the Council accept the donation.

A motion was made by Stelmach, seconded by Schulz, to adopt Resolution No. 2017-11 accepting a donation from the Harold E. and Gayle Johnson in the amount of \$100. The motion carried 5-0.

B. ACCEPT DONATION TO FIRE EQUIPMENT FUND (Resolution)

Grams indicated the Osseo Fire Department Relief Association has donated \$65,000 to the Fire Equipment Fund. Staff recommends the Council accept the donation.

A motion was made by Schulz, seconded by Stelmach, to adopt Resolution No. 2017-12 accepting a donation from the Osseo Fire Department Relief Association in the amount of \$65,000. The motion carried 5-0.

8. PUBLIC HEARINGS – None.

9. OLD BUSINESS – None.

10. NEW BUSINESS

A. CONSIDER APPOINTMENT TO ECONOMIC DEVELOPMENT AUTHORITY (Resolution)

Grams stated citizen appointments are made each year to various boards/commissions/committees. Announcements have been made at several Council meetings and included in Council packets. The Press and social media have been used to seek interested volunteers. He explained staff has received a Letter of Interest from Daniel LaRouche for the EDA vacancy, and we thank him for his interest in serving the City of Osseo. This appointment would fill a vacant term ending December 31, 2018.

A motion was made by Schulz, seconded by Johnson, to adopt Resolution No. 2017-13 appointing Daniel LaRouche to the Economic Development Authority to fill a vacancy, with the term expiring on December 31, 2018. The motion carried 5-0.

B. CONSIDER FIRST READING FOR ORDINANCE AMENDMENT
REZONING 3 CENTRAL AVENUE

City Planner Nancy Abts stated the property at 3 Central Avenue has been owned by the “Village of Osseo” for decades. The old “Osseo Jail” was located on the property, but was torn down in 2006. The site has been vacant since. Previous suggestions to build a park or fountain on the site were not pursued because of its unusual size and shape.

Abts explained formal discussions have also been taking place for a Gateway Sign for Osseo since the early 2010s. In November 2016 the Council approved Scenic Signs’ bid of \$110,000 to \$130,000 to construct the sign (plus other landscaping, electrical, etc. costs). The final cost of the sign will depend on how large a reader board is selected.

Abts reported to build the sign the property will need to be rezoned. It is currently in the M-Manufacturing Zone and needs to be in the PI-Public Institution Zone. The intent of the public institution district (PI) is to provide for public buildings, facilities, and land areas which are owned, controlled, regulated, used, or proposed to be used by the City for the purposes of serving the residents and the community members of the city.

Abts indicated commercial signage limited to billboards or any other governmental signage are permitted uses in the PI Zone. Other permitted uses include municipal buildings, public parks, off-street parking, cell phone towers, and other uses determined by the City to be the same or similar type uses. If the property is rezoned, these uses would also be allowed on the site. Staff explained the Planning Commission held a public hearing on January 17 and recommended the Council approve the first reading of an Ordinance rezoning 3 Central Avenue from M-Manufacturing to PI-Public Institution.

Johnson questioned why the Council had to hold a Second Reading of the Ordinance. City Attorney Tietjen explained First and Second Readings were required under City Code. She advised the Second Reading could be waived by unanimous vote of the City Council.

Johnson supported the Second Reading being waived.

A motion was made by Schulz, seconded by Johnson, to approve the First Reading and waive the Second Reading of an Ordinance Amendment for the Rezoning of 3 Central Avenue and directing staff to publish the Ordinance. The motion carried 5-0.

C. APPROVE GATEWAY SIGN FLAGPOLE AND LIGHTS

Grams stated the Osseo Gateway Sign Project includes plans for a 35' flagpole (as recommended by contributions in memory of Will Lienemann) and two mounted lights to shine up to the flag during evening hours. The proposal also includes a 5' x 8' American flag.

Grams explained the flagpole is scheduled to be installed behind the V shaped digital sign, standing 35 feet tall with an American flag. The height should be sufficient to extend up and over the top of the Gateway Sign, but not be too tall. The proposal also includes two VersaCube2 LED lights which will be mounted on the back of the sign (the "inside" of the V shape) with the light shown up to the American flag during the evening hours. Electrical costs to power the lights will come in a separate proposal later as the project moves forward. The cost of the proposal is \$6,750.

A motion was made by Schulz, seconded by Stelmach, to approve the proposal from Scenic Sign for the Gateway Sign flagpole and lights. The motion carried 5-0.

D. 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

Grams thanked the Council and staff for the thoughtful memorial gift for his grandmother.

12. COUNCIL AND ATTORNEY REPORTS

Stelmach stated he attended a public meeting last Thursday that was sponsored by WSB & Associates where the 109th Avenue project was discussed.

Johnson indicated he attended a Housing for All meeting on Tuesday, January 17, where affordable workforce housing was addressed.

Poppe reported the City still has open board positions for the Heritage Preservation Commission and Public Safety Advisory Committee. He encouraged those interested in serving to contact City Hall.

Poppe invited the public to attend the Community Visioning meeting on Thursday, January 26, from 6-8 p.m.

13. ADJOURNMENT

A motion was made by Schulz, seconded by Stelmach, to adjourn the City Council meeting at 7:17 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
TimeSaver Off Site Secretarial, Inc.