



Osseo City Council Meeting

AGENDA

REGULAR MEETING
Monday, April 8, 2024
7:00 p.m., Council Chambers

MAYOR: DUANE POPPE | COUNCILMEMBERS: JULIANA HULTSTROM, ASHLEE MUELLER, 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 March 11 Council Minutes
 - B. Approve Hire of Firefighters Chris Giving and Jacob Antolak
6. **Matters from the Floor**

Individuals may address the Council about any matter. The City Council will take no official action on items discussed at the Forum, with the exception of referral to Staff or Commission or Committee for future report. Individuals can also submit comments to cityhall@ci.osseo.mn.us prior to a meeting.
7. **Special Business**
 - A. Accept Donations (Resolution)
8. **Public Hearings**
9. **Old Business**
10. **New Business**
 - A. Approve Presale Equipment Bonds for Police Squads & Public Works Truck (Resolution)
 - B. Approve Resolution Authorizing the Purchase of 33 2nd Street NE (Resolution)
 - C. Approve Updated Earned Safe and Sick Time Policy
 - D. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Cleanup Day April 20
14. **Adjournment**

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
March 11, 2024**

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, March 11, 2024.

2. ROLL CALL

Members present: Councilmembers Juliana Hultstrom, Ashlee Mueller, Mark Schulz, Alicia Vickerman and Mayor Duane Poppe.

Staff present: City Administrator Riley Grams, Public Works Director Nick Waldbillig and City Attorney Mary Tietjen.

Others present: John Hall, City Resident; Preston Kroska, City Resident; Lissa Pew, Co-Founder of Maria's Voice; Twila Johnson, Executive Director of Maria's Voice.

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 Vickerman, seconded by Hultstrom, to accept the Agenda as amended adding Item 10F – Consider PSAC Member Appointment. The motion carried 5-0.

5. CONSENT AGENDA

- A. Approve February 26 Work Session Minutes
- B. Approve February 26 Council Minutes
- C. Receive December 5, 2023, Parks and Recreation Committee Minutes
- D. Receive February 5 Parks and Recreation Committee Minutes
- E. Receive February 29 Parks and Recreation Committee Special Meeting Minutes
- F. Receive February Fire Department Activity Report

Hultstrom commented on the February 26 Council minutes, noting on Page 14 the motion to table was not voted on.

Grams asked if this was for Item D on Page 14.

Hultstrom explained the motion was at the bottom of the page for Central Avenue. Grams indicated the motion was made on Page 14 and the motion was reflected at the bottom of Page 15.

Hulstrom supported the minutes being approved with the noted changes.

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

6. MATTERS FROM THE FLOOR

John Hall, 808 3rd Street NE, thanked Councilmember Vickerman, Councilmember Hultstrom and Mayor Poppe for voting to support the reclamation street project. He reiterated that he has spoken with an attorney and he would be attesting his special assessment, as would other residents in Osseo. He asked how the City would be utilizing the collected special assessments. He expressed frustration with the fact questions raised by the public during Matters from the Floor are not addressed by the Council at a public meeting. He stated this was raising concern amongst the residents of Osseo.

Preston Kroska, 601 Second Avenue NE, commented on a records request he made with the City and stated it was his understanding he would have the information shortly. He encouraged the Council to set the weight limits within the City per axle versus having a flat rate. He suggested the Council not have an ordinance in place that would not be enforced.

7. SPECIAL BUSINESS

A. MARIA'S VOICE PRESENTATION

Lissa Pew, Co-Founder of Maria's Voice, thanked the Council for their time. She stated Maria's Voice is a local domestic violence prevention and awareness organization who honors her daughter Maria Pew, whose life was taken at age 28 by domestic violence in April of 2020. She explained Maria's Voice Prevention Network provides domestic abuse prevention education with national award-winning video education in English and Spanish to make for easy and accessible learning for employees/members of cities, businesses, organizations, and faith communities. The mission, vision and values for Maria's Voice were further discussed with the Council.

Twila Johnson, Executive Director of Maria's Voice, provided the Council with further information on the domestic violence education she would like to provide to Osseo employees. She explained over 100,000 were educated by Maria's Voice in 2023. It was her hope Maria's Voice would be able to provide Osseo's employees with training at no cost on domestic violence in order to promote a culture of safety, health and wellness. She hoped to host a lunch and learn training session with staff. She shared a major fundraising event would be held on June 22 in partnership with the Osseo American Legion. She stated this event would be a motorcycle ride from Wild Prairie Harley with several stops along the way and would end at the Osseo/Maple Grove Legion. She discussed how the Osseo American Legion has been a strong partner with Maria's Voice.

Vickerman thanked Ms. Johnson and Ms. Pew for the valuable presentation.

Hultstrom thanked Ms. Johnson and Ms. Pew for reaching out to her and for offering this training to the City of Osseo.

8. PUBLIC HEARINGS – None
9. OLD BUSINESS – None
10. NEW BUSINESS

A. APPROVE 2024 YOUTH SPORTS PROGRAM

Grams stated Osseo Youth Sports will take place on Monday and Wednesday nights at Sipe Park. There will be two sports offered each night, for a variety of ages. Classes will begin at 5:30 pm with the youngest children and end at 7:40 pm for the oldest. Ages will range from 3-10. The summer schedule will be three four-week sessions. RevSports has found that this allows them to keep all their partners on the same schedule, so in the event coaches need to be moved around they can still ensure that the programming is consistent. Staff reviewed the proposed programming for the summer of 2024 with Council and recommended approval.

Mueller stated the Parks and Rec Committee discussed this matter at length and commented on how much the City is participating. She believed the youth sports programming was an asset to the community and she appreciated how Osseo was working to keep costs affordable both residents and non-residents.

A motion was made by Mueller, seconded by Vickerman, to approve the proposed 2024 Osseo Youth Sports Program.

Schulz indicated this was a really great program for the community and he appreciated how the City offered programming for youth. He thanked the Parks and Rec Committee for reviewing this matter in detail and for making the proposed recommendation to the Council. He commented on how important it was for the Council to look out for all residents of Osseo, which included seniors, young families and the youth in the community.

Vickerman commented on how youth sports programming cost more in other cities. She appreciated how Osseo worked to make these programs an affordable option for Osseo families.

The motion carried 5-0.

B. APPROVE 2024 MUSIC AND MOVIES IN THE PARK SERIES

Grams stated the 2024 Music and Movies in the Park calendar will have 9 dates over the course of the summer. This includes each Tuesday from June 11 through the end of August, with the exceptions of July 2 (4th of July week), August 6 (Night to Unite), and August 27 (reserved as a rain date). Staff has tentatively scheduled the nine performances, though contracts won't be sent for signature until there is official Council approval. This year the sub-committee focused on scheduling bands with Osseo roots.

The City will once again be partnering with Swank Motion Pictures to provide movie screenings at the series. The cost per movie is \$520 (\$490 movie, \$30 shipping).

A motion was made by Hultstrom, seconded by Mueller, to approve the proposed 2024 Music and Movies in the Park event series.

Vickerman thanked the City's community partners for supporting this program through their generous donations.

The motion carried 5-0.

C. APPROVE PURCHASE OF PUBLIC WORKS UTILITY PICK UP TRUCK

Waldbillig stated Public Works is replacing a 2009 standard cab light duty work truck as a part of a 15-year CIP replacement plan. This truck will be used in many aspects of the public works department including snow removal, asphalt patching, park maintenance and utility work. The truck Staff is trying to purchase is a 2024 3500 series standard cab with an 8' box. Staff has explored many options for this truck varying from different brands, light/heavy duty, and used. During this research Staff verified that the State bid process allows new trucks to be purchased well under local dealer pricing including used trucks. A new truck can be purchased on the state bid for the same price as a used truck 3-5 years old with 100,000 miles. Staff also verified the make and model truck will be versatile and very dependable. There are many examples of this vehicle in nearby utility departments and maintenance groups, where they have reported that they are very happy with the performance, low maintenance costs, and durability during snow removal. This truck will be purchased through Midway Ford Commercial Fleet & Government Sales, then outfitted with a snowplow and toolbox from Crysteel. It will then be taken to Action Radio for an emergency lighting package.

Poppe requested further information on how this pickup truck will be utilized by the Public Works Department. Waldbillig discussed how the truck would be used by his department, noting it would also have a snow plow to assist with plowing alleys.

A motion was made by Hultstrom, seconded by Vickerman, to approve the purchase of the Ford 3500 series truck for \$50,222.28 plus outfitting.

Mueller thanked Public Works Director Waldbillig for prioritizing his fleet, for taking good care of the City's equipment, and for giving more attention to the pieces of equipment that were more important to his staff.

Vickerman thanked Public Works Director Waldbillig for answering all of her questions earlier today.

Waldbillig commented on the ordinance the Council recently approved regarding the City's street weight restriction. He stated after speaking with neighboring communities, he recommended the tonnage be changed to five ton per axle. He suggested the Council further discuss this topic at a future workshop meeting.

The motion carried 5-0.

D. APPROVE 2024 TECHNOLOGY UPGRADES

Grams stated each year City staff and the Risk Management Committee meet with our IT Consultant (Element Technologies) to discuss needed and planned tech upgrades to the City's overall system. We typically look at what physical machines or systems need replacement, what security upgrades we should consider, and other IT related items. This year, we propose the following upgrades:

1) City Council Laptop Computers - \$12,345.40

The City Council laptop computers are scheduled to be updated and replaced per the IT Replacement Schedule. The City will retain the current City Council laptops and re-use them as needed within the office. The proposal includes set up for the computers, Microsoft Business licenses, and Office 365 tools.

Grams provided the Council with additional information on the pricing for Surface tablets noting if the Council proceeded with this option, there would be a \$1,500 savings for the City.

Schulz stated the Council recently discussed its preferences when it comes to laptops versus a tablet. He explained he prefers using a tablet and this was a less expensive option. He supported the City moving forward with the tablets going forward.

Hultstrom indicated she struggled with this one given the fact Element was not always providing the best pricing. She feared the Council was not given enough options for the proposed purchases. She stated she owns her own iPad and she has never used a City computer. She believed more flexibility could have been offered and more bids should have been pursued. She recommended the Council pursue the tablets instead of the laptops.

Vickerman asked if a certain number of tablets had to be purchased. Grams stated a certain number was not necessary but explained the City typically replaced all of the units at the same time for budgeting and better purchasing power. He indicated the Council could pick and choose what they wanted to purchase.

Poppe questioned if Element had recommendations on when units should be replaced. Grams reported Element recommended all machines be replaced every six years.

Hultstrom indicated Councilmembers have their own cell phones and wi-fi networks. She stated she did not support the argument that all machines have to be replaced every six years.

Vickerman explained she appreciated the fact Councilmembers were provided with a device once elected to the City Council.

Hultstrom questioned why bids for iPads were not pursued. She reported iPads were much more secure than tablets. She indicated she has worked on her iPad ever since she was elected to the City Council and she has not had any issues. She believed if the City was spending this much money once every eight years, more options should have been provided to the Council and bids should have been provided outside of Element.

She stated she personally would not use a Surface tablet because she purchased her own iPad.

Poppe inquired if this purchase was critical in nature, or could other options be considered at a future meeting. Grams stated the replacement of the computers was not critical but was recommended by Element.

Mueller asked the agreement with Element required the City to use them for all device purchases. Grams reported the City did not have to use Element, but the City typically does, based on their recommendations.

Hultstrom commented on the purchases that were made in 2018 stating she recalled they were purchased through the State bidding process.

Schulz stated this was correct noting the State bid process was used in 2018. He explained he priced the Microsoft Surface on their site and noted the City would save \$50 per device if purchased through their website. He commented on how the Council didn't used to have devices, but they were purchased to save on printing costs. He indicated personally, he was not in favor of using an Apple product. He supported the Surface tablets being purchased and stated the Council could opt to not purchase a tablet for Councilmember Hultstrom. He understood the Council had the right to use their own device, but this also came with a risk of that device being subpoenaed.

Hultstrom indicated she only attends to work on her iPad. She stated she had the same argument in the other direction noting she was biased towards Apple. She suggested the Councilmembers be able to have a choice. She did not believe she should have to be forced to use a device she didn't want to. She explained there were plenty of cities that strictly went with Apple and carry iPhones.

Mueller stated she leaned towards having a tablet versus a laptop. She indicated she did not have a preference when it came to a Surface or an iPad.

Vickerman explained she uses the laptop provided by the City, but noted it was not convenient. She stated she would rather use a phone or tablet for convenience purposes.

Poppe supported the Council having more bid options prior to making a decision. He stated the Council had a lot of questions still. It was his hope having more bids would assist in driving down costs. He indicated he used his City provided laptop for Council work and this was burdensome. He supported staff receiving more bids and that this item be brought back to a future City Council meeting.

A motion was made by Hultstrom, seconded by Mueller, to table action on this item to a future City Council meeting. The motion carried 5-0.

E. APPROVE ACCOUNTS PAYABLE

Grams reviewed the Accounts Payable with the Council.

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

F. CONSIDER PSAC MEMBER APPOINTMENT

Hultstrom stated on February 26, 2024, there was a PSAC member that came to the podium and spoke. She understood PSAC members have first amendment rights but she believed when residents serve on a Committee or Commission that they were in a different category when it comes to language and language used. She felt a personal attack was made on Police Chief Mikkelson and unnecessary language was used. She understood PSAC member runs a Facebook page asking for respectful communication. She was of the opinion the same respectful communication should be expected in the Council Chambers and from committee/commission members. She did not support this PSAC member continuing on the committee as a hostile environment has been created. She supported this PSAC member being removed for the benefit of Osseo.

Mueller explained she supported Councilmember Hultstrom's comments. She indicated she was taken aback by the comments that were made by the PSAC member on February 26. She understood everyone was allowed to have feelings, opinions and thoughts, but when comments are made at a public meeting, this unsettled her. Especially, when these comments were focused towards a department that was already being targeted in so many ways for just doing their job and serving the community.

Vickerman stated she was curious to hear the comments from the Council on this topic. She explained she was not inclined to remove someone from a committee or commission for having an opposing view. She saw value in having conversations and discourse. However, she also understood people had to be careful in what they were putting out there at a public meeting. She indicated she was uncertain where she stood on this matter at this time.

Poppe commented in his opinion, the PSAC members comments were in contrast of what the City was trying to develop. He also understood that differing viewpoints and perspectives help shape a better solution. He stated with something like this there might have been an over reaction or something going on at a personal level. He indicated he would rather give the PSAC member the benefit of the doubt, coach him up and have a conversation on how the City does things. If this behavior continues, then the Council could reconsider how to address this situation.

Hultstrom stated she agreed with the Mayor's comments wholeheartedly about the value of differing opinions. She understood differing opinions help us to see things we don't see on our own. However, she was very concerned about the personal attacks that were made on the Police Chief. She commented as the PSAC Chair, she has had some struggles to keep this PSAC member on agenda and often times, comments are made that are off topic. She feared that keeping this member would show complacency on the City's part.

Schulz indicated he spent a great deal of time thinking about this issue. He stated he wished that people who addressed the Council were more respectful. He believed the lack of respect fell to the Mayor and how he ran the meetings. He understood disrespectful comments have been made and the Mayor lets it go. He indicated when

people are not forced to be respectful, this type of event can occur. He was of the opinion the removal of this PSAC member was too punitive. He stated while did not agree with the PSAC members comments, he appreciated his volunteerism. He commented on how respectful dissension was important to the City's process. He did not believe the Council should always have the same thought process. He stated this was the reason the Council brought in community members to offer their voices. However, he noted he was embarrassed by the behavior of the people speaking during Matters from the Floor when the Boy Scouts were in attendance. He expressed frustration with the fact the Mayor has not dropped the gavel one time during Matters from the Floor. He recommended the PSAC members behavior be monitored and if it continues to get worse that further discussion be held by the Council. He indicated he did not support the removal of this PSAC member for expressing his opinion at an open meeting.

Vickerman stated the Council did not have policy in place that addresses the appropriate behavior for commission/committee members. While she shared the concerns raised by Councilmember Hultstrom and Councilmember Vickerman, she did not believe the Council had grounds to remove someone.

Poppe discussed how easy it was for people to take shots at the Council from behind a keyboard versus having an actual conversation. He stated this was really sad.

Hultstrom commented a personal attack was made on Police Chief Mikkelson. She did not believe inaction was an answer. She was in favor of the Council practicing what they preach, which was to preach respect. She discussed the City Council's code of conduct and how it called for a respectful workplace. She feared that if the Council continued to be complacent the PSAC committee would not properly function. She indicated she would have a really hard time continuing as Chair of this committee. She stated if this PSAC member was so adamant about his dislike for Police Chief Mikkelson, maybe the PSAC Committee was not for this individual. She stated she could not turn a blind eye to these actions and she did not like the hostile environment that has been created. She supported commission/committee members being held to some level of responsibility and believed their comments should remain respectful.

Vickerman stated in light of everything that Councilmember Hultstrom has brought up, the Council could ask this member to resign from PSAC. She indicated this would be a conversation that could be held with the PSAC member given his actions and the hostile environment that has been created.

Schulz explained behavior at meetings falls to the person presiding over the meeting. He questioned if Councilmember Hultstrom had ever chosen to gavel the PSAC member. He stated at Council meetings the council takes verbal abuse from the public because the Mayor does not choose to be confrontational. While he understood this was difficult, without teaching the public what was and was not appropriate, how would they know the difference. He stated he knew there were other factors at play with the PSAC member. He understood people say hurtful and hateful things at times. He was of the opinion the PSAC member could be counseled. He also understood that it would be Councilmember Hultstrom's choice whether or not she wanted to resign from PSAC.

Mueller indicated the entire Council has agreed there is value in differing opinions. However, she did have concerns with the fact a PSAC member spoke out against the Police Chief and the entire police department at a public meeting, stating there was a lack of trust. She stated all police departments have been getting a lot of heat over the past few years and the public safety departments don't deserve this. She explained for someone who has volunteered to serve on a Public Safety Advisory Committee and speaks opening about his lack of trust of the department, this was concerning to her. She thought perhaps, this PSAC member did not want to continue his service on the committee. She hoped that the members of PSAC could be a supportive voice for the Osseo Police Department. She supported the PSAC member being asked to resign or that coaching be offered.

Hultstrom explained she has had other committee members come and speak to her, but not once has she had them personally attack the Police Chief or other key City employees. She did not appreciate hearing the words this PSAC member did not trust the Police Chief. She supported Councilmember Vickerman's suggestion that the Council ask this PSAC member to resign. She indicated she had a really hard time allowing this type of behavior to continue in the Council Chambers, especially coming from a committee/commission member. She stated personal attacks should never be allowed. She questioned what the proposed coaching would look like and wondered if the PSAC member wanted to be coached. She understood the PSAC member was invited to attend this meeting and he was not in attendance. She feared the Council had become too complacent and was willing to accept this type of behavior.

A motion was made by Hultstrom, seconded by Mueller, to adopt a Resolution, removing PSAC Member Kenny Nelson from the Public Safety Advisory Committee. The motion failed 2-3 (Schulz, Vickerman and Poppe opposed).

Hultstrom stated she serves on PSAC with Councilmember Mueller and they felt different about this matter than the rest of the Council. She asked how the Council wanted to address this matter.

Poppe suggested Councilmember Hultstrom hold a meeting with Mr. Nelson, along with PSAC and the City Administrator to address his behavior and ask if he still wanted to be a part of PSAC.

Hultstrom requested Administrator Grams work with her to schedule a meeting with Mr. Nelson.

A motion was made by Hultstrom, seconded by Mueller, to direct Staff to schedule a meeting with PSAC Member Kenny Nelson, PSAC Committee Members and City Administrator Grams.

Schulz commented if the Council wants to establish correct, respectful and proper dialogue at meetings, this responsibility has to be pushed to those chairing the meetings.

The motion passed 5-0.

11. ADMINISTRATOR REPORT

Grams reported the City was successful in getting a \$500,000 federal grant for the Boerboom Park expansion project.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom wished a happy Ramadan to those who celebrate.

13. ANNOUNCEMENTS

Poppe invited the public to participate in the Red Cross Blood Drive that would be held on Wednesday, March 20 at the Community Center from 1:00 p.m. to 7:00 p.m.

Poppe encouraged the public to attend the Easter Egg Hunt that would be hosted by the Osseo Fire Department on Saturday, March 23 at Boerboom Park at 12:00 p.m.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Schulz, to adjourn the City Council meeting at 8:38 p.m. The motion carried 5-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial



City of Osseo City Council Meeting Item

Agenda Item: Approve Hire of Firefighters Chris Giving and Jacob Antolak

Meeting Date: April 8, 2024

Prepared by: Jamie Lee-Rakos, Administrative Assistant

Attachments: *none*

Policy Consideration:

Consider approving the hire of Chris Giving and Jacob Antolak for Firefighter.

Background:

Chris Giving submitted an application in January. We conducted an interview, performed a background check, and had the candidate receive a number of examinations at Health Strategies, including a pre-placement medical exam, drug screen, SCBA mask fitting, N95 mask fitting, and physical ability test.

Chris has prior Firefighting experience along with previous FFI, FFII and Hazmat certifications.

The candidate presented has made it through all requirements and is being recommended by the hiring committee (Interim Chief and Lieutenant 11). Chris is eager to start and would be a great addition to the department.

Jacob Antolak submitted an application in February. We conducted an interview, performed a background check, and had the candidate receive a number of examinations at Health Strategies, including a pre-placement medical exam, drug screen, SCBA mask fitting, N95 mask fitting, and physical ability test.

The candidate presented has made it through all requirements and is being recommended by the hiring committee (Interim Chief, Lieutenant 11, and Lieutenant 12). Jacob is eager to start and would be a great addition to the department.

Previous Action or Discussion:

Our last hire was in November 2023, however, we are continuing our recruiting efforts to fill the desired seven openings within the Osseo Fire Department.

Budget or Other Considerations:

While Chris's certifications have expired, there may be an opportunity from the State Certification Board for him to test out without having to go through the full academy. If unable to test out, we would put him through the full fire academy consisting of: Firefighter I, Firefighter II, Hazardous Materials Operations, and Emergency Medical Responder.

We would put Jacob through the full fire academy consisting of: Firefighter I, Firefighter II, Hazardous Materials Operations, and Emergency Medical Responder. The first three of those classes and their associated state certification tests are reimbursable through the Basic Fire Training Fund through the Minnesota Board of Firefighter Training and Education (MBFTE). The Emergency Medical Responder class may be reimbursable through the MBFTE department grant (depending on timing and availability of redistribution funds).

To equip a firefighter so they can do their job safely and effectively requires an ensemble consisting of, at the very least: pager, coat, pants, boots, helmet, mask, hood, and gloves. We have a sufficient supply of pagers. We will outfit the candidates with the remaining gear.

There will be some other miscellaneous expenses including apparel, name tags, etc.

Since we have had good staff retention in recent months, there will be an increase in payroll expenses.

City Goals Met By This Action:

Recruit high quality staff, continue to train staff, and work to promote staff retention.

Options:

The City Council may choose to:

1. Approve the hire of Firefighters Chris Giving and Jacob Antolak;
2. Approve the hire of Firefighters Chris Giving and Jacob Antolak with noted changes;
3. Deny the hire of Firefighters Chris Giving and Jacob Antolak;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the hires of Firefighters Chris Giving and Jacob Antolak.

Resolution No. 2024-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> |
|--|--------------------|------------------------------|
| American Legion Post 172 | \$1,000 | Music & Movies in the Park |
| Jospeh & Lisa Trainor | \$250 | Fire |
| Jospeh & Lisa Trainor | \$250 | Police |
| Osseo Fire Department Relief Association | \$1,000 | Night to Unite |
| Osseo Maple Grove Hockey Association | \$5,000 | Music and Movies in the Park |
| Darrell & Deanna Healy | \$500 | Fire |

April 8, 2024

PRE-SALE REPORT FOR

City of Osseo, Minnesota

**\$400,000 General Obligation Equipment Certificates,
Series 2024A**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Rebecca Kurtz, Senior Municipal Advisor
Schane Rudlang, Associate Municipal Advisor
Bruce Kimmel, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$400,000 General Obligation Equipment Certificates, Series 2024A

Purposes:

The proposed General Obligation Equipment Certificates, Series 2024, includes financing for the purchase of three police squad cars and a public works vehicle. Debt service will be paid from ad valorem property taxes.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapters:

- 412 - Allows for the issuance of equipment certificates without a public hearing or referendum if the amount of equipment certificates is less than 0.25% of the estimated market value of taxable property in the City.
- 475 - General bonding authority.

The Bonds count against the Net Debt Limit of 3% of the estimated market value of taxable property in the City.

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 7 years. Principal on the Bonds will be due on February 1 in the years 2026 through 2031. Interest will be due every six months beginning February 1, 2025. The February 1, 2025 interest payment will be capitalized.

The Bonds are being offered without option of prior redemption.

Bank Qualification:

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

Rating:

The City's most recent bond issues were rated by S&P Global Ratings. The current rating on those bonds is "AA". The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City. The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.

For this issue of Bonds we have been directed to use the net premium to reduce the size of the issue/increase the net proceeds for the project. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.

The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Nonarbitrage Certificate (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have

assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Taft Stettinius & Hollister LLP

Paying Agent: Bond Trust Services Corporation

Rating Agency: Standard & Poor’s Global Ratings (S&P)

Summary:

The decisions to be made by the City Council are as follows:

- Accept or modify the finance assumptions described in this Report.
- Adopt the resolution attached to this report.

PROPOSED DEBT ISSUANCE SCHEDULE

| | |
|--|------------------------|
| Pre-Sale Review by City Council: | April 8, 2024 |
| Due Diligence Call to Review Official Statement: | Week of April 22, 2024 |
| Conference with Rating Agency: | Week of April 22, 2024 |
| Distribute Official Statement: | Week of April 29, 2024 |
| City Council Meeting to Award Sale of the Bonds: | May 13, 2024 |
| Estimated Closing Date: | May 30, 2024 |

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Resolution Authorizing Ehlers to Proceed with Bond Sale

EHLERS' CONTACTS

| | |
|---|----------------|
| Rebecca Kurtz, Senior Municipal Advisor | (651) 697-8516 |
| Schane Rudlang, Associate Municipal Advisor | (651) 697-8527 |
| Tess Kuhn, Public Finance Analyst | (651) 697-8518 |
| Alicia Gage, Senior Financial Analyst | (651) 697-8551 |

City of Osseo, Minnesota

\$400,000 General Obligation Equipment Certificates, Series 2024
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 05/30/2024 | Delivered 05/30/2024

Sources Of Funds

| | |
|----------------------|---------------------|
| Par Amount of Bonds | \$400,000.00 |
| Total Sources | \$400,000.00 |

Uses Of Funds

| | |
|--|---------------------|
| Total Underwriter's Discount (1.500%) | 6,000.00 |
| Costs of Issuance | 35,000.00 |
| Deposit to Capitalized Interest (CIF) Fund | 8,240.86 |
| Deposit to Project Construction Fund | 350,000.00 |
| Rounding Amount | 759.14 |
| Total Uses | \$400,000.00 |

City of Osseo, Minnesota

\$400,000 General Obligation Equipment Certificates, Series 2024
 Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

| Date | Principal | Coupon | Interest | Total P+I | Fiscal Total |
|--------------|---------------------|----------|--------------------|---------------------|--------------|
| 05/30/2024 | - | - | - | - | - |
| 02/01/2025 | - | - | 8,240.86 | 8,240.86 | 8,240.86 |
| 08/01/2025 | - | - | 6,155.00 | 6,155.00 | - |
| 02/01/2026 | 60,000.00 | 3.300% | 6,155.00 | 66,155.00 | 72,310.00 |
| 08/01/2026 | - | - | 5,165.00 | 5,165.00 | - |
| 02/01/2027 | 65,000.00 | 3.150% | 5,165.00 | 70,165.00 | 75,330.00 |
| 08/01/2027 | - | - | 4,141.25 | 4,141.25 | - |
| 02/01/2028 | 65,000.00 | 3.050% | 4,141.25 | 69,141.25 | 73,282.50 |
| 08/01/2028 | - | - | 3,150.00 | 3,150.00 | - |
| 02/01/2029 | 70,000.00 | 3.000% | 3,150.00 | 73,150.00 | 76,300.00 |
| 08/01/2029 | - | - | 2,100.00 | 2,100.00 | - |
| 02/01/2030 | 70,000.00 | 3.000% | 2,100.00 | 72,100.00 | 74,200.00 |
| 08/01/2030 | - | - | 1,050.00 | 1,050.00 | - |
| 02/01/2031 | 70,000.00 | 3.000% | 1,050.00 | 71,050.00 | 72,100.00 |
| Total | \$400,000.00 | - | \$51,763.36 | \$451,763.36 | - |

Yield Statistics

| | |
|-----------------------------------|-------------|
| Bond Year Dollars | \$1,702.78 |
| Average Life | 4.257 Years |
| Average Coupon | 3.0399363% |
| Net Interest Cost (NIC) | 3.3923017% |
| True Interest Cost (TIC) | 3.4259372% |
| Bond Yield for Arbitrage Purposes | 3.0401287% |
| All Inclusive Cost (AIC) | 5.8427701% |

IRS Form 8038

| | |
|---------------------------|-------------|
| Net Interest Cost | 3.0399363% |
| Weighted Average Maturity | 4.257 Years |

City of Osseo, Minnesota

\$400,000 General Obligation Equipment Certificates, Series 2024

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

| Date | Principal | Coupon | Interest | Total P+I | CIF | Net New D/S | Fiscal Total |
|--------------|---------------------|----------|--------------------|---------------------|-------------------|---------------------|--------------|
| 05/30/2024 | - | - | - | - | - | - | - |
| 02/01/2025 | - | - | 8,240.86 | 8,240.86 | (8,240.86) | - | - |
| 08/01/2025 | - | - | 6,155.00 | 6,155.00 | - | 6,155.00 | - |
| 02/01/2026 | 60,000.00 | 3.300% | 6,155.00 | 66,155.00 | - | 66,155.00 | 72,310.00 |
| 08/01/2026 | - | - | 5,165.00 | 5,165.00 | - | 5,165.00 | - |
| 02/01/2027 | 65,000.00 | 3.150% | 5,165.00 | 70,165.00 | - | 70,165.00 | 75,330.00 |
| 08/01/2027 | - | - | 4,141.25 | 4,141.25 | - | 4,141.25 | - |
| 02/01/2028 | 65,000.00 | 3.050% | 4,141.25 | 69,141.25 | - | 69,141.25 | 73,282.50 |
| 08/01/2028 | - | - | 3,150.00 | 3,150.00 | - | 3,150.00 | - |
| 02/01/2029 | 70,000.00 | 3.000% | 3,150.00 | 73,150.00 | - | 73,150.00 | 76,300.00 |
| 08/01/2029 | - | - | 2,100.00 | 2,100.00 | - | 2,100.00 | - |
| 02/01/2030 | 70,000.00 | 3.000% | 2,100.00 | 72,100.00 | - | 72,100.00 | 74,200.00 |
| 08/01/2030 | - | - | 1,050.00 | 1,050.00 | - | 1,050.00 | - |
| 02/01/2031 | 70,000.00 | 3.000% | 1,050.00 | 71,050.00 | - | 71,050.00 | 72,100.00 |
| Total | \$400,000.00 | - | \$51,763.36 | \$451,763.36 | (8,240.86) | \$443,522.50 | - |

Significant Dates

| | |
|---------------------------|-----------|
| Dated | 5/30/2024 |
| First available call date | |

CITY OF OSSEO

RESOLUTION NO. 2024-XX

RESOLUTION PROVIDING FOR THE SALE OF \$400,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2024A

A. WHEREAS, the City Council of the City of Osseo, Minnesota (the "City") has heretofore determined that it is necessary and expedient to issue the City's \$400,000 General Obligation Equipment Certificates, Series 2024A (the "Bonds"), to finance projects as described in the Official Statement to be prepared by Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"); and

B. WHEREAS, the City has retained Ehlers, as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

NOW, THEREFORE, BE IT RESOLVED by the City of Osseo, Hennepin County, Minnesota, as follows:

1. Authorization. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.

2. Meeting; Proposal Opening. The City Council shall meet at 7:00 P.M. on May 13, 2024, for the purpose of considering proposals for and awarding the sale of the Bonds.

3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.



Kennedy & Graven
Fifth Street Towers
150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9277 direct
mtietjen@kennedy-graven.com

MEMORANDUM

TO: Osseo Mayor and City Council

FROM: Mary Tietjen, City Attorney; Samantha Zuehlke, Assistant City Attorney

DATE: April 3, 2024

RE: Purchase of Property Located at 33 2nd Street Northeast, and 209 1st Avenue Northeast, Osseo, Minnesota 55369

On February 26, 2024, City entered into a purchase agreement (“Purchase Agreement”) to purchase property located at 33 2nd Street Northeast, and 209 1st Avenue Northeast, Osseo, Minnesota 55369 (collectively, “Property”). The parcels comprising the Property are depicted at the end of this memo.

Land Title, Inc., the title company handling the closing of the sale of the property to the City, requires the City to pass a resolution approving the purchase agreement in order to close the transaction. This is generally a title company standard which ensures the City has properly authorized either the purchase or sale of property, prior to the title company insuring the transaction.

A resolution approving the Purchase Agreement is included in the packet for discussion.

Council options:

1. Approve by resolution the Purchase Agreement executed by the Property owner and the City dated February 26, 2024.
2. Do not approve the Purchase Agreement; the title company will not proceed to close on the Property.
3. Table the matter to a future meeting prior to the June 2024 closing date.

RESOLUTION NO. 2024-XX

**RESOLUTION APPROVING A PURCHASE AGREEMENT TO ACQUIRE THE PROPERTY LOCATED AT
33 2ND STREET NORTHEAST, AND 209 1ST AVENUE NORTHEAST, OSSEO**

BE IT RESOLVED by the City Council (“Council”) of the City of Osseo, Minnesota (“City”) as follows:

WHEREAS, APG Real Properties, LLC, a Delaware limited liability company (the “Seller”) is the owner of certain real property located at 33 2nd Street Northeast, and 209 1st Avenue Northeast, Osseo, Minnesota 55369, legally described as:

Lots 9 and 10, Block 18, Osseo, except the Westerly 8 feet thereof, Hennepin County, Minnesota.

(the “Property”).

WHEREAS, the City desires to purchase the Property from the Seller.

WHEREAS, the City desired to enter into the Purchase Agreement that is attached to this Resolution as Exhibit A that allows it to purchase the Property from the Seller (the “Agreement”), which it executed on February 26, 2024.

WHEREAS, the Council approved the transaction and the Purchase Agreement at the City Council meeting on February 26, 2024, and this resolution is intended as the formal memorialization of that approval.

NOW, THEREFORE BE IT RESOLVED, by the City Council of Osseo, Minnesota:

1. That the Council hereby approves the Agreement in substantially the form presented to the City, subject to modifications and addenda that do not alter the substance of the transaction and that are approved by the Mayor and the City Administrator.
2. City officials, staff, and consultants are authorized to take all actions necessary to perform the City’s obligations under the Agreement as a whole, including, without limitation, execution of any documents to which the City is a party referenced in or attached to the Agreement, and any other documents necessary for the Property to be conveyed by the Seller to the City, as all described in the Agreement.

EXHIBIT A

Purchase Agreement

[to be inserted]



City of Osseo City Council Meeting Item

Agenda Item: Approve Updated Earned Safe and Sick Time Policy

Meeting Date: April 8, 2024

Prepared by: Riley Grams, City Administrator

Attachments: Updated Osseo Earned Safe and Sick Time Policy

Policy Consideration:

Consider approving an update to the Osseo Earned Safe and Sick Time Policy relating to non-regularly scheduled City employees.

Background:

Recently the League of Minnesota Cities sent out clarifying information regarding the Safe and Sick Time (ESST) policies for public entities. The information was relating to how non-regularly scheduled employees (such as paid on-call Fire Department members) should handle the new Earned Safe and Sick Time policies. The clarification states that Cities do not need to provide ESST hours to employees who do not work “regularly scheduled hours.” This would include paid on-call Fire Department members when responding to a service call.

This does not eliminate the requirement that Cities must allow paid on-call Fire Fighters to accrue ESST, as they would still need to accrue at least 80 hours in a calendar year before ESST would become available to them. But their use of ESST hours would be limited to regularly scheduled events, which includes Department meetings, Department trainings/drills, City event participation, or other regularly scheduled hours (including Administrative hours, Academy trainings, and general gear or vehicle maintenance).

City Attorney Mary Tietjen suggested the following added language to the City of Osseo Earned Safe and Sick Time Policy, under Section 5 (ESST Eligible Users):

ESST may be used only for absences when the employee would have been working a scheduled shift or attending a scheduled training or other scheduled work event. ESST may not be used for previously scheduled days off, nor may it be used for missing unscheduled calls or responses to pagers (i.e., firefighter responses to unscheduled calls).

The City Council can still allow City employees to use ESST hours for non-regularly scheduled hours, if they wish. But this is an option the Council has in order to clarify the use of ESST hours.

The Council Human Resources Committee was presented with this updated policy language and recommended it’s approval to the City Council.

Options:

The City Council may choose to:

1. Approve the updated Osseo Earned Safe and Sick Time Policy;
2. Approve the updated Osseo Earned Safe and Sick Time Policy, with noted changes/as amended;
3. Deny approval of the updated policy language;
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve the updated Osseo Earned Safe and Sick Time Policy.

Next Step:

If approved, Staff will update the City's policy and send to all Staff members.



City of Osseo Earned Sick and Safe Time (ESST)

Updated April 8, 2024

Purpose of Policy

The purpose of this policy is to provide employees with earned sick and safe paid leave to comply with Minnesota “Earned Safe and Sick Time” (ESST) law, effective on January 1, 2024.

1. Eligibility For and Accrual of ESST

All employees performing work for at least 80 hours in a year for the City are eligible for ESST. ESST is paid time off granted to employees for certain eligible uses as described in this policy. ESST is paid at the same hourly rate that an employee is paid from employment with the City.

The City will “front load” 80 hours of ESST into a leave bank for all employees at the beginning of each calendar year. Regular full-time and part-time employees with work schedules that exceed 80 hours in a year will have immediate access to the banked ESST hours. Other employees, such as temporary and seasonal employees, may begin using the banked ESST hours after they have worked 80 hours in the year for the City. For purposes of this policy, a year is a calendar year – January 1 to December 31.

2. Tracking ESST

Employees’ earning statements (i.e., paycheck stubs) will reflect the total number of ESST hours available for use and the total number of hours used.

3. Carry Over of ESST

ESST hours not used by the end of the year may not be carried over into the following year.

4. Payout of ESST

Unused ESST is not paid out to employees at the end of employment.

5. ESST Eligible Uses

Employees may use available ESST hours as allowed under state law. The leave may be used as it is accrued in the smallest increment of time tracked by the City’s payroll system for the following circumstances:

A. An employee’s own:

- Mental or physical illness, injury, or other health condition.
- Need for medical diagnosis, care or treatment, of a mental or physical illness.
- Injury or health condition.

- Need for preventative care.
- Closure of the employee's place of business due to weather or other public emergency.
- The employee's inability to work or telework because the employee is prohibited from working by the city due to health concerns related to the potential transmission of a communicable illness related to a public emergency, or seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of, a communicable disease related to a public emergency and the employee has been exposed to a communicable disease or the city has requested a test or diagnosis.
- Absence due to domestic abuse, sexual assault, or stalking of the employee provided the absence is to:
 - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking.
 - Obtain services from a victim services organization.
 - Obtain psychological or other counseling.
 - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking.
 - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking.

B. Care of a family member:

- With mental or physical illness, injury or other health condition.
- Who needs medical diagnosis, care or treatment of a mental or physical illness, injury or other health condition.
- Who needs preventative medical or health care.
- Whose school or place of care has been closed due to weather or other public emergency.
- When it has been determined by health authority or a health care professional that the presence of the family member of the employee in the community would jeopardize the health of others because of the exposure of the family member of the employee to a communicable disease, whether or not the family member has actually contracted the communicable disease.
- Absence due to domestic abuse, sexual assault or stalking of the employee's family member provided the absence is to:
 - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking.
 - Obtain services from a victim services organization.
 - Obtain psychological or other counseling.
 - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault or stalking.
 - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking.

ESST may be used only for absences when the employee would have been working a scheduled shift or attending a scheduled training or other scheduled work event. ESST may not be used for previously scheduled days off, nor may it be used for missing unscheduled calls or responses to pagers (i.e., firefighter responses to unscheduled calls).

6. Family Members

For ESST purposes, “family member” includes an employee’s:

- Spouse or registered domestic partner.
- Child, foster child, adult child, legal ward, child for whom the employee is legal guardian, or child to whom the employee stands or stood in loco parentis.
- Sibling, step sibling or foster sibling.
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child.
- Grandchild, foster grandchild, or step grandchild.
- Grandparent or step grandparent.
- A child of a sibling of the employee.
- A sibling of the parent of the employee.
- A child-in-law or sibling-in-law.
- Any of the above family members of a spouse or registered domestic partner.
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship.
- Up to one individual annually designated by the employee.

7. Advance Notice for use of ESST

If the need for ESST is foreseeable, the City requires seven days’ advance notice. However, if the need is unforeseeable, employees must provide notice of the need for ESST as soon as practicable. When an employee uses ESST for more than three consecutive days, the City may require appropriate supporting documentation (such as medical documentation supporting medical leave, court records or related documentation to support safety leave). However, if the employee or employee’s family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation may include a written statement from the employee indicating that the employee is using, or used, ESST for a qualifying purpose. The City will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee’s or the employee’s family member’s medical condition. In accordance with state law, the City will not require an employee using ESST to find a replacement worker to cover the hours the employee will be absent.

8. Retaliation Prohibited

The City shall not discharge, discipline, penalize, interfere with, or otherwise retaliate or discriminate against an employee for asserting ESST rights, requesting an ESST absence, or pursuing remedies. Further, the use of ESST will not be factored into any attendance point system the City may use. Additionally, it is unlawful to report or threaten to report a person or a family member’s immigration status for exercising a right under the ESST law.

9. Benefits and Return to Work Protections

During an employee’s use of ESST, an employee will continue to receive the City’s employer insurance contribution as if they were working, and the employee will be responsible for any share of their insurance premiums.

An employee returning from time off using ESST is entitled to return to their City employment at the same rate of pay received when their leave began, plus any automatic pay adjustments that may have occurred during the employee’s time off. Seniority during ESST absences will continue to accrue as if the employee has been continually employed.

When there is a separation from employment with the City and the employee is rehired again within 180 days of separation, previously accrued ESST that had not been used will be reinstated. An employee is entitled to use and accrue ESST at the commencement of reemployment.

City of Osseo Earned Safe and Sick Time (ESST) Policy adopted by the Osseo City Council on November 13, 2023, and effective January 1, 2024. The updated policy was adopted by the Osseo City Council on April 8, 2024.

Duane Poppe, Mayor

Riley Grams, City Administrator

RECEIPT FOR ESST POLICY

* * * * *

I have received a copy of the City of Osseo Earned Safe and Sick Time (ESST) Policy and I agree to comply with this policy. This policy was updated by the Osseo City Council on April 8, 2024, and effective January 1, 2024. A copy of this receipt will be placed in your employee personnel folder.

Date: _____

(Signature)

(Printed name)

(Position)



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00296

| Vendor Name | Payable Number | Description (Item) | Account Name | Account Number | Amount |
|--|--------------------|----------------------------------|------------------------------|----------------|------------------|
| Vendor: Active911 Inc | | | | | |
| Active911 Inc | 558256 | HC Radio Lease & Fees | Radio Communications | 101-41920-220 | 409.50 |
| Vendor Active911 Inc Total: | | | | | 409.50 |
| Vendor: Amazon Capital Services, Inc | | | | | |
| Amazon Capital Services, Inc | 111W-JWHM-4Q4W | EMS Rescue & Tactical Bags | Equipment | 120-41920-570 | 244.40 |
| Vendor Amazon Capital Services, Inc Total: | | | | | 244.40 |
| Vendor: Broadway Awards Inc | | | | | |
| Broadway Awards Inc | 54524 | Name plate | Office Operations | 101-41900-201 | 16.00 |
| Vendor Broadway Awards Inc Total: | | | | | 16.00 |
| Vendor: Campion, Barrow and Associates | | | | | |
| Campion, Barrow and Associa | 036830 | Law Enforcement Testing | Personnel/Recruitment | 101-41900-355 | 455.00 |
| Vendor Campion, Barrow and Associates Total: | | | | | 455.00 |
| Vendor: Cintas Corp. | | | | | |
| Cintas Corp. | 4186879268 | Mat Service - PW | Leases/Rentals | 101-41900-410 | 23.80 |
| Cintas Corp. | 4186879344 | Mat Service - PD | Leases/Rentals | 101-41900-410 | 6.24 |
| Vendor Cintas Corp. Total: | | | | | 30.04 |
| Vendor: Cintas First Aid & Safety | | | | | |
| Cintas First Aid & Safety | 8406726321 | Safety Cabinet Supplies | Operations | 101-42000-211 | 76.35 |
| Vendor Cintas First Aid & Safety Total: | | | | | 76.35 |
| Vendor: City Of St Paul | | | | | |
| City Of St Paul | IN57517 | Firearm Prep Course | Education/Meetings/Travel | 101-41900-260 | 300.00 |
| City Of St Paul | IN57677 | Starry & Zitzlsperger - Women | Education/Meetings/Travel | 101-41900-260 | 360.00 |
| Vendor City Of St Paul Total: | | | | | 660.00 |
| Vendor: Comcast Business | | | | | |
| Comcast Business | 03.24.24 | Phone-Internet April 2024 | Telecommunications | 101-41700-321 | 368.80 |
| Comcast Business | April 2024 Service | City Hall Cable - Internet - Pho | Telecommunications | 101-41700-321 | 378.81 |
| Comcast Business | March 24, 2024 | City Hall Phone-Internet April | Telecommunications | 101-41700-321 | 19.91 |
| Vendor Comcast Business Total: | | | | | 767.52 |
| Vendor: Earl F Andersen | | | | | |
| Earl F Andersen | 0135743-IN | Safety Signs | Street Maintenance/Signage | 101-42000-224 | 355.10 |
| Vendor Earl F Andersen Total: | | | | | 355.10 |
| Vendor: Eftps - Fit And Fica | | | | | |
| Eftps - Fit And Fica | INV0000725 | Federal Tax | Federal Withholding | 101-21701 | 337.76 |
| Eftps - Fit And Fica | INV0000742 | Federal Tax | Federal Withholding | 101-21701 | 8,258.83 |
| Eftps - Fit And Fica | INV0000742 | Medicare | Fica Withholding | 101-21703 | 2,680.70 |
| Eftps - Fit And Fica | INV0000742 | Social Security | Fica Withholding | 101-21703 | 5,996.78 |
| Vendor Eftps - Fit And Fica Total: | | | | | 17,274.07 |
| Vendor: Ehlers & Associates, Inc | | | | | |
| Ehlers & Associates, Inc | 96999 | CIP Cable | Accounting/Auditing | 101-41550-301 | 1,140.00 |
| Ehlers & Associates, Inc | Inv 97001 | GASB Forms | Accounting/Auditing | 101-41550-301 | 570.00 |
| Ehlers & Associates, Inc | INV0000746 | Misc items (UB rates, 2022 Bo | Capital Outlay | 135-41920-520 | 450.00 |
| Ehlers & Associates, Inc | INV0000746 | Misc items (UB rates, 2022 Bo | Other Professional Services | 412-42000-310 | 1,350.00 |
| Ehlers & Associates, Inc | INV0000746 | Misc items (UB rates, 2022 Bo | Other Professional Services | 412-42000-310 | 525.00 |
| Ehlers & Associates, Inc | INV0000746 | Misc items (UB rates, 2022 Bo | Other Professional Services | 601-49400-310 | 285.00 |
| Vendor Ehlers & Associates, Inc Total: | | | | | 4,320.00 |
| Vendor: Fire Instruction Rescue Education | | | | | |
| Fire Instruction Rescue Educa | 6758 | OFD Training - EVOC Driving & | Fire Training - Reimbursable | 101-41920-261 | 750.00 |
| Vendor Fire Instruction Rescue Education Total: | | | | | 750.00 |

Pending Expense Approval Report

Packet: APPKT00296

| Vendor Name | Payable Number | Description (Item) | Account Name | Account Number | Amount |
|--|----------------|--------------------------------|-----------------------------|----------------|-----------------|
| Vendor: Further | | | | | |
| Further | INV0000730 | Employee HSA | Employee H.S.A Contribution | 101-21711 | 983.23 |
| Vendor Further Total: | | | | | 983.23 |
| Vendor: Health Strategies | | | | | |
| Health Strategies | 124023 | Preplacement Exams - Chris | Personnel/Recruitment | 101-41920-355 | 959.00 |
| Vendor Health Strategies Total: | | | | | 959.00 |
| Vendor: Icma Retirement Corporation | | | | | |
| Icma Retirement Corporation | INV0000729 | DFC - ICMA | Deffered Comp | 101-21705 | 884.61 |
| Vendor Icma Retirement Corporation Total: | | | | | 884.61 |
| Vendor: Innovative Office Solutions | | | | | |
| Innovative Office Solutions | IN4494594 | Office Supplies - CH | Operations | 101-41110-211 | 44.82 |
| Vendor Innovative Office Solutions Total: | | | | | 44.82 |
| Vendor: Kevin Palomata | | | | | |
| Kevin Palomata | 03.27.24 | BCA Training | Education/Meetings/Travel | 101-41900-260 | 34.17 |
| Vendor Kevin Palomata Total: | | | | | 34.17 |
| Vendor: League of Minnesota Cities | | | | | |
| League of Minnesota Cities | 404231 | Safety & Loss Control Training | Education/Meetings/Travel | 101-41110-260 | 20.00 |
| Vendor League of Minnesota Cities Total: | | | | | 20.00 |
| Vendor: Macqueen Equipment | | | | | |
| Macqueen Equipment | P27297 | Jacket, Liner, Pants - M Trinh | Uniforms/Gear | 101-41920-218 | 3,967.35 |
| Vendor Macqueen Equipment Total: | | | | | 3,967.35 |
| Vendor: Medline Industries, LP | | | | | |
| Medline Industries, LP | 2310706734 | Mass Casualty Medical Suppli | Equipment | 120-41920-570 | 8.74 |
| Medline Industries, LP | 2312018286 | Mass Casualty Medical Suppli | Equipment | 120-41920-570 | 18.45 |
| Vendor Medline Industries, LP Total: | | | | | 27.19 |
| Vendor: Menards - Brooklyn Park | | | | | |
| Menards - Brooklyn Park | 83194 | Fans for Comm Ctr | Operations | 101-41700-211 | 139.76 |
| Menards - Brooklyn Park | 83627 | Paint Supplies | Operations | 101-42000-211 | 42.67 |
| Vendor Menards - Brooklyn Park Total: | | | | | 182.43 |
| Vendor: Minnesota Child Support Payment Center (SDU/Tribal Order Payee) | | | | | |
| Minnesota Child Support Pay | INV0000740 | Child Support | Misc Deductions/Benefits | 101-21710 | 785.78 |
| Vendor Minnesota Child Support Payment Center (SDU/Tribal Order Payee) Total: | | | | | 785.78 |
| Vendor: Minute Maker Secretarial | | | | | |
| Minute Maker Secretarial | M1856 | 03.11.24 Council Meeting Min | Recording Services | 101-41000-307 | 246.00 |
| Vendor Minute Maker Secretarial Total: | | | | | 246.00 |
| Vendor: Minuteman Press | | | | | |
| Minuteman Press | 36295 | Youth Sports & Osseo Events/ | Operations | 250-42350-211 | 191.89 |
| Minuteman Press | 36295 | Youth Sports & Osseo Events/ | Operations | 253-42400-211 | 173.50 |
| Vendor Minuteman Press Total: | | | | | 365.39 |
| Vendor: MN Department of Revenue | | | | | |
| MN Department of Revenue | INV0000726 | State Tax | State Withholding | 101-21702 | 179.73 |
| MN Department of Revenue | INV0000743 | State Tax | State Withholding | 101-21702 | 3,798.48 |
| Vendor MN Department of Revenue Total: | | | | | 3,978.21 |
| Vendor: Msrs Dfc/Hcsp | | | | | |
| Msrs Dfc/Hcsp | INV0000734 | DFC - MSRS | Deffered Comp | 101-21705 | 2,394.00 |
| Msrs Dfc/Hcsp | INV0000735 | Employee HSA | Hcsp | 101-21712 | 1,207.66 |
| Vendor Msrs Dfc/Hcsp Total: | | | | | 3,601.66 |
| Vendor: NAPA - Cottens Osseo | | | | | |
| NAPA - Cottens Osseo | 2488-460759 | Spark Plug - Public Works | Equip Repair/ Maintenance | 101-42350-221 | 2.99 |
| NAPA - Cottens Osseo | 2488-461266 | Street Sweeper Parts | Equip Repair/ Maintenance | 604-49400-221 | 169.79 |
| Vendor NAPA - Cottens Osseo Total: | | | | | 172.78 |
| Vendor: PERA - Public Employees Retirement Association | | | | | |
| PERA - Public Employees Retir | INV0000744 | Klocek Pymt Correction 1/2/2 | Pera | 101-21704 | 464.50 |
| PERA - Public Employees Retir | INV0000741 | PERA | Pera | 101-21704 | 4,511.87 |

Pending Expense Approval Report

Packet: APPKT00296

| Vendor Name | Payable Number | Description (Item) | Account Name | Account Number | Amount |
|---|----------------|--------------------|--------------|----------------|------------------|
| PERA - Public Employees Retir | INV0000741 | PEPFF | Pera | 101-21704 | 13,141.26 |
| Vendor PERA - Public Employees Retirement Association Total: | | | | | 18,117.63 |

Vendor: Pitney Bowes Global Fin Svcs L

| | | | | | |
|---|------------|------------------------------|-------------------------|---------------|-----------------|
| Pitney Bowes Global Fin Svcs | March 2024 | Admin Postage Refill - March | Postal/Delivery Service | 101-41110-322 | 1,008.50 |
| Vendor Pitney Bowes Global Fin Svcs L Total: | | | | | 1,008.50 |

Vendor: Premier Bank

| | | | | | |
|-----------------------------------|-----------------|--------------------------------|-----------------------------|---------------|-----------------|
| Premier Bank | 03.25.24 | Grams Credit Card Purchases | Education/Meetings/Travel | 101-41110-260 | 95.00 |
| Premier Bank | 03.25.24 | EE Credit Card Purchases 2/7 | Leases/Rentals | 101-41110-410 | 49.10 |
| Premier Bank | 03.25.24 | Jones Credit Card Purchases | Leases/Rentals | 101-41110-410 | 47.92 |
| Premier Bank | 03.25.24 | Jones Credit Card Purchases | Leases/Rentals | 101-41110-410 | 34.66 |
| Premier Bank | 03.25.24 | Grams Credit Card Purchases | Other Professional Services | 101-41350-310 | 1,550.00 |
| Premier Bank | 03.25.24 | Jones Credit Card Purchases | Operations | 101-41410-211 | 11.11 |
| Premier Bank | 03.25.24 | Grams Credit Card Purchases | Software | 101-41515-309 | 336.66 |
| Premier Bank | 03.25.24 | Jones Credit Card Purchases | Dues/Membership | 101-41650-255 | 320.00 |
| Premier Bank | 03.25.24 | Lunde Credit Card Purchases | Building Repair/Maintenance | 101-41700-222 | 191.72 |
| Premier Bank | 03.25.24 | Wallgren Credit Card Purchas | Office Operations | 101-41900-201 | 57.18 |
| Premier Bank | 03.25.24 | Wallgren Credit Card Purchas | Office Operations | 101-41900-201 | 49.00 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Office Operations | 101-41900-201 | 44.98 |
| Premier Bank | 03.25.24 | Mikkelson - EE Credit Card Pur | Office Operations | 101-41900-201 | 140.55 |
| Premier Bank | 03.25.24 | Wallgren Credit Card Purchas | Office Operations | 101-41900-201 | 24.97 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Office Operations | 101-41900-201 | 3.19 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Operations | 101-41900-211 | 49.74 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Operations | 101-41900-211 | 55.90 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Officer Equipment | 101-41900-213 | 85.00 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Officer Equipment | 101-41900-213 | 97.64 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Vehicle Repairs/Maintenance | 101-41900-217 | 16.60 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Vehicle Repairs/Maintenance | 101-41900-217 | 66.00 |
| Premier Bank | 03.25.24 | Kintzi Credit Card Purchases | Education/Meetings/Travel | 101-41900-260 | 90.00 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Education/Meetings/Travel | 101-41900-260 | 90.00 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Software | 101-41900-309 | 2.99 |
| Premier Bank | 03.25.24 | Cogswell Credit Card Purchas | Software | 101-41920-309 | 72.00 |
| Premier Bank | 03.25.24 | EE Credit Card Purchases 2/7 | Operations | 101-42000-211 | 177.74 |
| Premier Bank | 03.25.24 | Waldbillig Credit Card Purchas | Operations | 101-42000-211 | 123.78 |
| Premier Bank | 03.25.24 | Waldbillig Credit Card Purchas | Uniforms/Gear | 101-42000-218 | 129.96 |
| Premier Bank | 03.25.24 | Jones Credit Card Purchases | Operations | 101-42350-211 | 70.00 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Dues/Membership | 115-41900-255 | 32.30 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Dues/Membership | 115-41900-255 | 32.30 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Dues/Membership | 115-41900-255 | 32.30 |
| Premier Bank | 03.25.24 | Mikkelson EE Credit Card Purc | Dues/Membership | 115-41900-255 | 32.30 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Dues/Membership | 115-41900-255 | 32.00 |
| Premier Bank | 03.25.24 | Mikkelson Credit Card Purcha | Dues/Membership | 115-41900-255 | 32.30 |
| Premier Bank | 03.25.24 | Swenson Credit Card Purchas | Operations | 601-49400-211 | 99.05 |
| Premier Bank | 03.25.24 | Waldbillig Credit Card Purchas | Operations | 601-49400-211 | 767.62 |
| Premier Bank | 03.25.24 | Swenson Credit Card Purchas | Operations | 601-49400-211 | 142.22 |
| Premier Bank | 03.25.24 | Swenson Credit Card Purchas | Building Repair/Maintenance | 602-49400-222 | 167.25 |
| Premier Bank | CC 2/7 - 3/6/24 | Jones - Credit Card Charges fo | Education/Meetings/Travel | 801-71000-260 | -10.78 |
| Premier Bank | CC 2/7 - 3/6/24 | Jones - Credit Card Charges fo | Education/Meetings/Travel | 801-71000-260 | 7.08 |
| Premier Bank | CC 2/7 - 3/6/24 | Jones - Credit Card Charges fo | Education/Meetings/Travel | 801-71000-260 | 31.84 |
| Premier Bank | CC 2/7 - 3/6/24 | Jones - Credit Card Charges fo | Education/Meetings/Travel | 801-71000-260 | 52.33 |
| Premier Bank | CC 2/7 - 3/6/24 | Jones - Credit Card Charges fo | Education/Meetings/Travel | 801-71000-260 | 52.44 |
| Vendor Premier Bank Total: | | | | | 5,585.94 |

Vendor: Prime Advertising & Design

| | | | | | |
|---|-------|----------------------------|----------|---------------|---------------|
| Prime Advertising & Design | 89589 | Website Hosting April 2024 | Software | 101-41515-309 | 100.00 |
| Vendor Prime Advertising & Design Total: | | | | | 100.00 |

Vendor: Rugged Design, Inc

| | | | | | |
|---|--------|---------------|----------------|---------------|---------------|
| Rugged Design, Inc | 252750 | CIP Equipment | Capital Outlay | 110-41900-520 | 528.00 |
| Vendor Rugged Design, Inc Total: | | | | | 528.00 |

Vendor: Sipe Bros. Inc.

| | | | | | |
|-----------------|---------------|------------------------------|--------------------------|---------------|-------|
| Sipe Bros. Inc. | Mar 2024 Fuel | Fuel PW & FD 3/2/24 - 3/14/2 | Fuel - Vehicle/Equipment | 101-41920-216 | 89.31 |
|-----------------|---------------|------------------------------|--------------------------|---------------|-------|

Pending Expense Approval Report

Packet: APPKT00296

| Vendor Name | Payable Number | Description (Item) | Account Name | Account Number | Amount |
|--|----------------|---------------------------------|-------------------------------|--|------------------|
| Sipe Bros. Inc. | Mar 2024 Fuel | Fuel PW & FD 3/2/24 - 3/14/2 | Fuel - Vehicle/Equipment | 101-42000-216 | 470.76 |
| | | | | Vendor Sipe Bros. Inc. Total: | 560.07 |
| Vendor: Streicher's Inc. | | | | | |
| Streicher's Inc. | S1561881 | Police Uniforms | Uniforms/Gear | 101-41900-218 | 147.94 |
| | | | | Vendor Streicher's Inc. Total: | 147.94 |
| Vendor: Sun Life Assurance Co | | | | | |
| Sun Life Assurance Co | 03.27.24 | BRODEN Disability Ins 04.01.2 | Med/Den/Life/Ltd/Std Insura | 101-41110-130 | -6.30 |
| Sun Life Assurance Co | 03.27.24 | BAIER Disability Ins 04.01.24 - | Med/Den/Life/Ltd/Std Insura | 101-41110-130 | 24.58 |
| Sun Life Assurance Co | 03.27.24 | RIELAND Disability Ins 04.01.2 | Med/Den/Life/Ltd/Std Insura | 101-41110-130 | 27.42 |
| Sun Life Assurance Co | 03.27.24 | CISEWSKI Disability Ins 04.01. | Med/Den/Life/Ltd/Std Insura | 101-41110-130 | 31.06 |
| Sun Life Assurance Co | 03.27.24 | GRAMS Disability Ins 04.01.24 | Med/Den/Life/Ltd/Std Insura | 101-41110-130 | 31.08 |
| Sun Life Assurance Co | 03.27.24 | JONES Disability Ins 04.01.24 - | Med/Den/Life/Ltd/Std Insura | 101-41110-130 | 29.88 |
| Sun Life Assurance Co | 03.27.24 | PETERSON Disability Ins 04.01 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 32.36 |
| Sun Life Assurance Co | 03.27.24 | SWANSON Disability Ins 04.01 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 32.36 |
| Sun Life Assurance Co | 03.27.24 | SWENSON Disability Ins 04.01 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 42.48 |
| Sun Life Assurance Co | 03.27.24 | NORTON Disability Ins 04.01. | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 47.01 |
| Sun Life Assurance Co | 03.27.24 | MIKKELSON Disability Ins 04.0 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 52.36 |
| Sun Life Assurance Co | 03.27.24 | STARRY Disability Ins 04.01.24 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 68.38 |
| Sun Life Assurance Co | 03.27.24 | LETOURNEAU Disability Ins 0 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 100.89 |
| Sun Life Assurance Co | 03.27.24 | KINTZI Disability Ins 04.01.24 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 100.70 |
| Sun Life Assurance Co | 03.27.24 | WALLGREN Disability Ins 04.0 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 23.70 |
| Sun Life Assurance Co | 03.27.24 | LUNDE Disability Ins 04.01.24 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 22.52 |
| Sun Life Assurance Co | 03.27.24 | HARRIS Disability Ins 04.01.24 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 0.39 |
| Sun Life Assurance Co | 03.27.24 | ZLITZSPERGER Disability Ins 0 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 35.43 |
| Sun Life Assurance Co | 03.27.24 | GALLEGOS Disability Ins 04.01 | Med/Den/Life/Ltd/Std Insura | 101-41900-130 | 73.03 |
| Sun Life Assurance Co | 03.27.24 | WALDBILLIG Disability Ins 04. | Med/Den/Life/Ltd/Std Insura | 101-42000-130 | 69.70 |
| | | | | Vendor Sun Life Assurance Co Total: | 839.03 |
| Vendor: U.S. BANK EQUIPMENT FINANCE | | | | | |
| U.S. BANK EQUIPMENT FINAN | 524821725 | Feb/Mar 2024 Copier Lease - | Leases/Rentals | 101-42000-410 | 74.42 |
| | | | | Vendor U.S. BANK EQUIPMENT FINANCE Total: | 74.42 |
| Vendor: WEX Bank | | | | | |
| WEX Bank | 95717733 | Fuel | Fuel - Vehicle/Equipment | 101-41900-216 | 1,861.71 |
| | | | | Vendor WEX Bank Total: | 1,861.71 |
| Vendor: Xcel Energy | | | | | |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 101-41700-380 | 1,105.02 |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 101-41700-380 | -1,368.72 |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 101-41800-380 | 242.56 |
| Xcel Energy | 869183880 | Electric Utility | Emergency Preparedness | 101-41900-402 | 2.11 |
| Xcel Energy | 869183880 | Electric Utility | Traffic Signals/Street Lights | 101-42000-226 | 1,090.45 |
| Xcel Energy | 869183880 | Electric Utility | Traffic Signals/Street Lights | 101-42000-226 | -2,499.41 |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 101-42000-380 | 409.74 |
| Xcel Energy | 869183880 | Electric Utility | Gateway Sign Operations | 101-42350-212 | 181.33 |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 101-42350-380 | 433.06 |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 601-49400-380 | 35.66 |
| Xcel Energy | 869183880 | Electric Utility | Electric Service | 602-49400-380 | 826.88 |
| | | | | Vendor Xcel Energy Total: | 458.68 |
| Grand Total: | | | | | 70,892.52 |

Report Summary

Fund Summary

| Fund | Expense Amount |
|---------------------------------------|------------------|
| 101 - GENERAL FUND | 64,582.66 |
| 110 - CIP EQUIPMENT | 528.00 |
| 115 - POLICE DONATIONS/EXPENSES | 193.50 |
| 120 - FIRE DONATIONS/EXPENSES | 271.59 |
| 135 - CIP FACILITIES | 450.00 |
| 250 - COMMUNITY FUND | 191.89 |
| 253 - MUSIC/MOVIES IN THE PARK | 173.50 |
| 412 - 2022-23 Alley & Street Projects | 1,875.00 |
| 601 - WATER FUND | 1,329.55 |
| 602 - SEWER FUND | 994.13 |
| 604 - STORM WATER FUND | 169.79 |
| 801 - GENERAL EDA | 132.91 |
| Grand Total: | 70,892.52 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|---------------------------|----------------|
| 101-21701 | Federal Withholding | 8,596.59 |
| 101-21702 | State Withholding | 3,978.21 |
| 101-21703 | Fica Withholding | 8,677.48 |
| 101-21704 | Pera | 18,117.63 |
| 101-21705 | Deffered Comp | 3,278.61 |
| 101-21710 | Misc Deductions/Benefit | 785.78 |
| 101-21711 | Employee H.S.A Contrib | 983.23 |
| 101-21712 | Hcsp | 1,207.66 |
| 101-41000-307 | Recording Services | 246.00 |
| 101-41110-130 | Med/Den/Life/Ltd/Std In | 137.72 |
| 101-41110-211 | Operations | 44.82 |
| 101-41110-260 | Education/Meetings/Tra | 115.00 |
| 101-41110-322 | Postal/Delivery Service | 1,008.50 |
| 101-41110-410 | Leases/Rentals | 131.68 |
| 101-41350-310 | Other Professional Servi | 1,550.00 |
| 101-41410-211 | Operations | 11.11 |
| 101-41515-309 | Software | 436.66 |
| 101-41550-301 | Accounting/Auditing | 1,710.00 |
| 101-41650-255 | Dues/Membership | 320.00 |
| 101-41700-211 | Operations | 139.76 |
| 101-41700-222 | Building Repair/Mainten | 191.72 |
| 101-41700-321 | Telecommunications | 767.52 |
| 101-41700-380 | Electric Service | -263.70 |
| 101-41800-380 | Electric Service | 242.56 |
| 101-41900-130 | Med/Den/Life/Ltd/Std In | 631.61 |
| 101-41900-201 | Office Operations | 335.87 |
| 101-41900-211 | Operations | 105.64 |
| 101-41900-213 | Officer Equipment | 182.64 |
| 101-41900-216 | Fuel - Vehicle/Equipmen | 1,861.71 |
| 101-41900-217 | Vehicle Repairs/Mainten | 82.60 |
| 101-41900-218 | Uniforms/Gear | 147.94 |
| 101-41900-260 | Education/Meetings/Tra | 874.17 |
| 101-41900-309 | Software | 2.99 |
| 101-41900-355 | Personnel/Recruitment | 455.00 |
| 101-41900-402 | Emergency Preparednes | 2.11 |
| 101-41900-410 | Leases/Rentals | 30.04 |
| 101-41920-216 | Fuel - Vehicle/Equipmen | 89.31 |
| 101-41920-218 | Uniforms/Gear | 3,967.35 |
| 101-41920-220 | Radio Communications | 409.50 |
| 101-41920-261 | Fire Training - Reimburse | 750.00 |
| 101-41920-309 | Software | 72.00 |

Account Summary

| Account Number | Account Name | Expense Amount |
|----------------|----------------------------|------------------|
| 101-41920-355 | Personnel/Recruitment | 959.00 |
| 101-42000-130 | Med/Den/Life/Ltd/Std In | 69.70 |
| 101-42000-211 | Operations | 420.54 |
| 101-42000-216 | Fuel - Vehicle/Equipmen | 470.76 |
| 101-42000-218 | Uniforms/Gear | 129.96 |
| 101-42000-224 | Street Maintenance/Sig | 355.10 |
| 101-42000-226 | Traffic Signals/Street Lig | -1,408.96 |
| 101-42000-380 | Electric Service | 409.74 |
| 101-42000-410 | Leases/Rentals | 74.42 |
| 101-42350-211 | Operations | 70.00 |
| 101-42350-212 | Gateway Sign Operation | 181.33 |
| 101-42350-221 | Equip Repair/ Maintena | 2.99 |
| 101-42350-380 | Electric Service | 433.06 |
| 110-41900-520 | Capital Outlay | 528.00 |
| 115-41900-255 | Dues/Membership | 193.50 |
| 120-41920-570 | Equipment | 271.59 |
| 135-41920-520 | Capital Outlay | 450.00 |
| 250-42350-211 | Operations | 191.89 |
| 253-42400-211 | Operations | 173.50 |
| 412-42000-310 | Other Professional Servi | 1,875.00 |
| 601-49400-211 | Operations | 1,008.89 |
| 601-49400-310 | Other Professional Servi | 285.00 |
| 601-49400-380 | Electric Service | 35.66 |
| 602-49400-222 | Building Repair/Mainten | 167.25 |
| 602-49400-380 | Electric Service | 826.88 |
| 604-49400-221 | Equip Repair/ Maintena | 169.79 |
| 801-71000-260 | Education/Meetings/Tra | 132.91 |
| | Grand Total: | 70,892.52 |

Project Account Summary

| Project Account Key | Expense Amount |
|---------------------|------------------|
| **None** | 70,892.52 |
| Grand Total: | 70,892.52 |

Got Junk to Get Rid Of?

OSSEO CLEAN-UP DAY

Saturday, April 20 • 8am - 12pm

Public Works Parking Lot - 800 Broadway St. E

Osseo residents only - driver's license required. Held rain or shine (or snow)!



>> CASH OR CHECK ONLY - NO DEBIT OR CREDIT CARDS <<

| | |
|--|---------------|
| Air Compressor | \$25 |
| Appliances (washer, dryer, dehumidifier, window A/C unit, water cooler, microwave/toaster oven, water heater, water softener, stove, furnace, humidifier) | \$20 |
| Carpet or padding, 10x12 or less | \$15 per yard |
| Electronics (computer monitor, laptop, printer, CPU, stereo) | \$20 |
| Large exercise equipment | \$25 |
| Furniture (couch, sofa, chair/recliner, dresser, desk, entertainment center) | \$20 |
| Hide-a-bed | \$40 |
| Lawnmower/snowblower | \$20 |
| Mattress/box spring | \$25 |
| Refrigerator/freezer/appliances with freon | \$30 |
| Tires (car/truck, no rims - must be separated) | \$5 |
| TV's - 55" or less | \$30 |
| TV's - 55" or larger | \$50 |

*All other household junk and metal accepted at no additional cost**

* This list may not be all-inclusive of items accepted at a cost. Staff will have discretion to charge as needed to cover cost incurred. Additional charges may apply for multiple loads or large quantities of disposal.



RECYCLE GLASSES & HEARING AIDS

The Osseo Lions Club will be on site collecting used eyeglasses, sunglasses, and hearing aids.



Usable Bicycles accepted for free and will be donated.

Items NOT Accepted:

- Household trash and recycling
- Brush and compost
- Construction materials
- Hazardous waste (including paint or cleaners)
- Batteries
- Commercial furnaces or water heaters (over 60 gal)



QUESTIONS?
Contact
Osseo Public Works
763-425-5741

Hennepin County Recycling accepts hazardous waste and problem materials, along with other items. Reduced costs for some items may be offered at the Hennepin County Recycling Center and Transfer Station located at 8100 Jefferson Highway, Brooklyn Park. City clean up day fees are based upon the charges incurred from Walter's Refuse and Recycling. Visit www.hennepin.us/green-disposal-guide or call 612-348-3777 for more information.