



Osseo City Council Meeting

AMENDED AGENDA

REGULAR MEETING
Monday, July 22, 2024,
7:00 p.m., Council Chambers

MAYOR: DUANE POPPE | COUNCILMEMBERS: JOHN HALL, JULIANA HULTSTROM, 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 July 8 Council Minutes
 - B. Receive June Osseo Lions Club Gambling Report
 - C. Receive June Osseo-Maple Grove Hockey Association Gambling Report
 - D. Accept Heather Starry's resignation
 - E. Receive June Fire Department Activity Report
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**
8. **Public Hearings**
9. **Old Business**
10. **New Business**
 - A. Declare Surplus Property
 - B. Approve Mutual Aide Agreements with Brooklyn Park Fire
 - C. Approve Captain 12 Fire Promotion
 - D. Approve New Tobacco License for A&M ATMS
 - E. Approve Nick Torres to the Economic Development Authority
 - F. Consider Filling Vacancies on Council Committees
 - G. **Accept Alicia Vickerman's Resignation and Declare Vacancy on City Council (Resolution)**
 - H. Approve Accounts Payable
11. **Administrator Report**
12. **Council and Attorney Reports**
13. **Announcements**

Music and Movies in the Park July 23 & 30
Farmers Market
Osseo Night to Unite Event/Drawing Contest
EDA Business Breakfast
Council Filing Period
14. **Adjournment**

**OSSEO CITY COUNCIL
REGULAR MEETING MINUTES
July 8, 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, July 8, 2024.

2. ROLL CALL

Members present: Councilmembers John Hall, Juliana Hultstrom, Alicia Vickerman, and Mayor Duane Poppe.

Members absent: Councilmember Mark Schulz.

Staff present: Police Chief/Interim City Manager Shane Mikkelson and City Attorney Mary Tietjen.

Others present.

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.

Hultstrom explained she was in her sixth year as Councilmember and she has been elected twice. She reported it has always been a procedural precedence that two Councilmembers are able to place an item on an agenda. She reported on June 28 two Councilmembers asked for an item to be placed on the next agenda. This agenda item reads: Consider Bringing in a Temporary Administrator from the LMC. She suggested this item be combined with Discuss Interim City Clerk under New Business 10A.

A motion was made by Hultstrom, seconded by Hall, to accept the Agenda as amended combining Items 10A and 10D with the Council also considering bringing in a Temporary Administrator from the LMC. The motion carried 4-0.

5. CONSENT AGENDA

- A. Approve June 24 Work Session Minutes
- B. Approve June 24 Council Minutes
- C. Receive May Hockey Association Gambling Report

A motion was made by Hultstrom, seconded by Vickerman, to approve the Consent Agenda as amended.

Hall reported he was in attendance at the June 24 Worksession meeting and Juliana Hultstrom was not. He asked that the minutes be revised to reflect this change.

The motion carried 4-0.

6. MATTERS FROM THE FLOOR

A resident from Osseo understood the City did not have a fire chief. He stated the interim chief was hired back in September of 2023 and he believed the City Council should address this matter further because it has almost been a year. He explained at the last meeting he had a data request for public records. He suggested the City find an attorney that understands the law. He reported nothing in statute states he has to fill out a request form. He indicated he would continue to do things his own way, noting the city attorney has been wrong on a few other statutes also. He made a public records request for the PTO for Riley Grams, how it was calculated, how much he accumulated per year and what was owed to him when he resigned. He was of the opinion fraud was involved or illegal activity.

Hall stated for the record he was not on the City Council when decisions were made regarding the payout for former City Administrator Riley Grams.

Nick Torez, 133 8th Avenue NE, stated at the last meeting, the Council discussed a municipal cannabis dispensary. He requested clarity on the functional aspects of the proposal and asked that the Council provide more information regarding the due diligence that has been completed by the City. He questioned how much capital outlay would be required for this business, and if a business plan or pro forma had been completed. He inquired if a cost/benefit analysis had been completed to see if this was the best use for City funds. He encouraged the Council to invest City tax funds wisely and to properly consider the level of risk or downsides of the proposed cannabis dispensary. He indicated profits were not promised in this industry and there would be a great number of losers.

Hall requested Mr. Torez provide City staff with a copy of his comments.

7. SPECIAL BUSINESS

A. SWEARING IN CEREMONY FOR POLICE OFFICER JASON NORTEN

Mikkelson introduced Officer Jason Norten to the City Council. He explained Jason has successfully passed his 1-year probationary period. Jason is responsible for alcohol, tobacco, THC, and predatory offender compliance checks. Jason is also our assistant reserve coordinator and a West Command Mobile Field Force team member.

City Attorney Tietjen administered the Oath of Office to Police Officer Jason Norten and welcomed him to the Osseo Police Department. Officer Norten's badge was pinned on and a round of applause was offered by all in attendance.

8. PUBLIC HEARINGS – None

9. OLD BUSINESS

A. APPROVE CITY CLERK JOB POSTING

Mikkelson stated at the June 24th meeting, we discussed possible ways to reorganize the administrative office. Posting an Assistant City Administrator using the Clerk Position Description was decided. After that meeting Attorney Tietjen and I discussed the position description that was presented may not fit the position title. We felt that this may have implications for hiring someone. I contacted the council with some feedback that this position should come back to the council at this meeting. We feel that this position description should be set as a City Clerk and move forward for posting.

Mikkelson explained with the resignation of City Clerk Katrina Jones, we need to fill that position. It is imperative that we find someone with City Clerk experience. After connecting with the Council Human Resources Committee, we are prepared to post for the position now and keep it open until filled. This will allow us additional time to collect more potential candidates to find the right fit for the City of Osseo.

Mikkelson reported the timing of interviews will certainly depend on the quality of applicants. If the City does not receive any highly qualified candidates initially, we can keep the posting open longer to collect more applicants. Once we find enough qualified candidates, we will proceed with interviews. The Council HR Committee will be involved in that process as well. The position posting will be open until filled to maximize flexibility in the hiring process. The posting will be located on the League of MN Cities job website, as well as the City's website and social media platforms.

Hall requested a copy of all of the City's pay grades. Mikkelson stated he could provide Councilmember Hall with this information.

Hall questioned if this position could change from City Clerk to Assistant City Administrator in the future. City Attorney Tietjen reported this would be possible. She explained when she reviewed the job posting she ensured the duties were accurate for the position. She did not recommend the job title be changed at this time.

Vickerman thanked staff for their recommendation and noted she would support posting for the City Clerk position.

Poppe indicated the Council supported having someone in this position as soon as possible.

A motion was made by Vickerman, seconded by Hultstrom, to approve the City Clerk job posting.

Hall asked what the timeline was for this position.

Poppe indicated the position would be filled as soon as possible noting the HR Committee would hold the interviews.

Hall stated he had a problem with that as he did not believe two people on the Council should be deciding the future of the City. He supported the entire Council being present for the interviews.

Mikkelson asked if the Council supported the proposed hourly wages for this position. The Council supported the proposed hourly wages for the City Clerk position.

Hall requested that he be allowed to attend all HR Committee interviews and that staff post for a Council quorum.

Poppe indicated this would require the Council to hold a special meeting for each interview. City Attorney Tietjen reported this would require a special meeting of the City Council and the meeting would have to be posted to conduct the interviews. She indicated this meeting would then be open to the public. She noted this was a Council decision on if they would like to change the hiring process. She reiterated that no hiring would be conducted until a recommendation is made at a Council meeting.

Hall asked if the interviews could be recorded for him to review after the fact.

Poppe questioned if the City could legally record an interview. City Attorney Tietjen explained this was allowed legally, but this would be a data practices matter, noting these interviews could only be accessed by the City Council and staff.

Hall indicated he would like to see the interviews recorded so he could hear and see the candidates.

Hultstrom stated as an HR Committee member, she could support going either way on this matter. She explained because this matter was so important to Councilmember Hall, she could yield her position on the HR Committee to Councilmember Hall to allow him to attend the City Clerk interviews. City Attorney Tietjen indicated this would be a Council decision. She discussed how the HR Committee served as an ad hoc committee to the City Council and noted this group has no final authority.

Vickerman inquired if the City Clerk candidate would have to agree to be recorded while being interviewed. City Attorney Tietjen indicated she did not believe the candidate would have to offer consent to be recorded because the interview would be private data that would only be shared with the City Council and Interim City Administrator.

Hall asked who has attended interviews in the past.

Hultstrom reported she and Councilmember Schulz serve on the HR Committee and would attend each interview. She explained in the past, the City Administrator and one or two other employees would be in attendance at interviews as well.

Hall stated he would be comfortable with having three or four people in attendance at the interviews.

Vickerman commented in the past when she served on the HR Committee and she was unable to attend an interview she asked another Councilmember to step in for her.

Hultstrom requested the Interim Administrator send out a timeline for candidate interviews to the entire City Council. City Attorney Tietjen stated the Council had the option of allowing Councilmember Hall to step in on the interviews if a member of the HR Committee was not able to attend.

Hultstrom suggested if she was not able to attend an interview that Councilmember Vickerman be able to attend in her absence and that Councilmember Hall attend if Councilmember Schulz were absent. She stated this would assure there was a male female balance.

Vickerman explained she did not wish to step in on these interviews.

Hultstrom stated this would mean Councilmember Hall would step in on the City Clerk interviews if Councilmember Schulz or herself were not able to attend.

Hall asked if the HR Committee could have three members, one being an alternate. City Attorney Tietjen did not recommend the HR Committee have an alternate.

The motion carried 4-0.

10. NEW BUSINESS

A. DISCUSS INTERIM CITY CLERK/DISCUSS INTERIM CITY ADMINISTRATOR POSITION AND CONSIDER BRINGING IN A TEMPORARY ADMINISTRATOR FROM THE LMC

Hultstrom stated she and Councilmember Hall have asked that this item be placed on the agenda to discuss the LMC list and the potential of a temporary administrator that has clerk experience. She indicated this would give the Council and staff experience to make decisions to hire going forward and to lead with experience. She explained she was a Councilmember and she had to do her due diligence. She reported she has had conversations with residents and many were uncomfortable with the City's current situation, having the City Administrator position being part-time and that it was a dual role. She stated she had to listen to the concerns being voiced by residents. She supported the City reviewing a list of manager and administrator candidates from the LMC. She explained Osseo was a Statutory City A, which meant the City Council had authority with a "weak" mayor and city clerk/administrator. She commented on the discussion she had with a representative from the Secretary of the State's office noting it was vital for the City to have someone on staff with elections experience. She reported she wanted the Council putting people into positions in order to best serve the City. She commented further on the conversations she had with people on the LMC pool list. She supported the City having a temporary interim administrator in place that has clerk credentials. She stated she was interested in making a motion to engage in discussions for the hiring of an Interim Administrator/City Clerk/Treasurer/HR and Finance Person.

Hultstrom provided a list of LMC candidates to Mayor Poppe and Councilmember Vickerman. She stated this list was provided to City Attorney Tietjen and she was uncertain why this list was not shared with the entire City Council.

Poppe indicated the City Council just made a motion to post for the City Clerk position.

Hultstrom reported she understood this to be the case, and noted the interim administrator/city clerk would be able to train the new individual. She stated under statutory law, the Secretary of the State's office said a clerk was mandatory to fulfill the statutory obligations.

City Attorney Tietjen reported this was correct but clarified, by statute, cities can have a deputy clerk to fulfill all of the duties of a city clerk. She explained in February the City appointed two deputy clerks, one being a current employee, MaryLou Baier and Jessica Rieland, who has since resigned. She noted the City has a deputy clerk in place that was appointed by the Council that could perform the duties of city clerk. She indicated she confirmed this appointment with the Secretary of State's Office as well. She stated the Council would be confirming the appointment of two Deputy Clerk's under Item 10C. She clarified for the record that the City was covered and that a deputy clerk was in place. While she understood the city clerk position was important, she reiterated that the City had a deputy clerk already in place.

Hall asked if a closed session meeting was necessary to discuss this matter further.

Hultstrom stated a closed session meeting could be held to discuss personnel matters with Interim City Administrator Mikkelson.

City Attorney Tietjen clarified employees do not get to call a closed session of the City Council, but rather there are only a handful of reasons that the Council can hold a closed session meeting.

Hultstrom stated written consent was granted to allow the Council to review a video of a personnel matter.

Poppe indicated this had nothing to do with the matter at hand, nor was this an item on the agenda. He stated it may make sense for the City to hire an interim candidate until the City can interview and hire a City Clerk candidate.

Hall explained it may take two to four weeks to conduct interviews and then the candidate may have to give two to six weeks' notice before being able to begin with the City of Osseo. He reported the City may be without a clerk for two or three months.

City Attorney Tietjen clarified the agenda had originally had the Interim City Clerk and City Administrator positions as separate items. She explained Councilmember Hultstrom requested the items be discussed together. She reported for discussion purposes, Councilmember Hultstrom was proposing the City engage in discussions for an interim administrator/city clerk and there were a number of individuals on the LMC list that could serve in this capacity.

Poppe indicated an interim administrator was in place through the end of 2024. He reported the City would be posting and hiring a City Clerk.

Hultstrom commented the City was in a critical place and no one has the experience to train a clerk on elections. She noted the election for 2024 had stringent duties and

regulations that must be followed. She wanted someone with experience in place to ensure all election rules are properly followed.

Poppe agreed stating this was the reason this item was on the agenda. He indicated the Council was discussing the possibility of having an interim City Clerk in place. He stated Councilmember Hultstrom has now elevated this position to an interim city administrator/city clerk.

Hultstrom explained the LMC list was for city managers and administrators. She believed it was in the best interest of the City to have a person with experience as a city administrator and city clerk for overview and training purposes. She indicated the current interim administrator only has administrative experience since April. She stated the public wasn't happy and frankly, she was not happy. She believed the best direction forward would be to have an experienced person as an administrator/clerk.

Vickerman commented if an interim clerk was brought in, could this individual provide training. She stated she was struggling with understanding why the City would bring in an interim administrator when there was an interim administrator already in place.

Mikkelson explained he has had discussions with the individual Councilmember Hultstrom has mentioned on the list and understood this individual was interested in both jobs, or would take either one. He stated he spoke with this individual regarding the city clerk position given the direction that was provided by the Council at their last meeting.

Poppe reported the individual was interested in an interim position. Mikkelson reported this was the case.

Hultstrom indicated there were individuals on the LMC list that were available on an interim basis or a long-term basis. She supported the City having someone in place with clerk and administration experience.

Vickerman commented on how experience comes with time. She noted she supported the City having an interim clerk in place to bridge the gap and assist with running the 2024 election. She did not support the City eliminating any positions, but rather she wanted to build up the City's existing employees.

Poppe questioned how Councilmember Hultstrom determined which was the best candidate to bring forward for the Council to consider as interim city administrator/city clerk.

Hultstrom explained the individual she was recommending was willing to talk with the City and wants the will of the Council to decide. She indicated she spoke with several other candidates, but they were not comfortable reporting to a higher position. She noted she has only had positive feedback from the individual she was recommending.

Poppe clarified that the individual has clerk experience to bridge the gap and support the City through the 2024 elections.

Hultstrom reported this was the case.

Vickerman appreciated how this individual could be brought on and no other positions would have to be eliminated.

Hultstrom discussed how it would be a problem bringing someone else in and having this person report to someone higher up because this may become a problem. She expressed concern with the fact the current interim administrator stated he did not trust this individual and then quit talking to them.

Mikkelson stated he did not recall every stating he did not trust Councilmember Hultstrom. He commented further on the conversation he had with Councilmember Hultstrom noting he had sent several emails to the full Council, which Councilmember Hultstrom had replied to with questions and he had responded to each of the questions on this agenda item. He apologized if it appears he was trying to undermine something because he was not. He reported in his entire time with the City Council, he has been clear that he would make mistakes and he asked for grace. In addition, he had also said that at any time the Council wants him to serve only as the Police Chief, he would do this. He explained he did not deserve Councilmembers undercutting him or calling him at all hours of the day and night and having discussions behind his back. He indicated he could not have his staff believing in him and the City's mission when the Council was working behind his back. He reported he has led the City through some of the biggest crises the City has ever had and he believed he was doing what was best for the City. He indicated he was bringing everything he had to this City and he responded to the Council when called upon as soon as he could because he loved this City. He understood how to lead people into battle and this was a battle because the City was running short staffed. He reported he did not appreciate the insinuation that staff was leaving because of him. He indicated this was an irresponsible comment for the Council to make and he was going to stand up for himself. He stated the Council put himself in this position and he was doing his best to serve the City.

Hultstrom reported he has never called the interim administrator in the middle of the night. She explained there were many missed calls and he did not answer texts and the only response she was getting were emails.

Poppe requested the discussion be brought back to the interim city clerk position. He reiterated that the Council appointed an interim administrator, which it appears Councilmember Hultstrom now disagreed with. He commented on how the City could benefit from an interim city clerk.

Hall stated when he was attending city council meetings, prior to his appointment to the City Council, he indicated he had a problem with the fact the City Council would be waiting seven or eight months before looking to hire a City Administrator, especially with elections and budgets needing to be addressed. He believed it was a dire necessity to have a City Administrator on staff. He supported the City moving forward and hiring a full time City Administrator that could manage budgets. He supported the Police Chief going back to his position and that a City Administrator be brought in to run the City. He believed the sooner the City did this, the better. He stated he had nothing against Interim Administrator Mikkelson, but he did not want to wait seven more months to hire a full time City Administrator.

City Attorney Tietjen stated the appointment of a full time City Administrator was not on the agenda, but this could be on a future agenda. She indicated the item on the agenda was for the Council to consider the hiring of an interim city clerk or interim city clerk/administrator. She reported if the Council wanted to fill this position, the Council would then have to determine how to move forward.

Vickerman believed the City had a plan in place for the interim city administrator along with the timeline for this position.

Hultstrom commented further on how important it was for the City to have someone in place that had clerk experience. She stated she has had people in her home and she believed the environment at City Hall was toxic at this time. She indicated two employees left and they both said the same thing. She stated it was hard to discuss this matter and noted it was not her plan until she saw the worksession and spoke to the Secretary of the State and LMC to better understand the City's obligations. She understood it would take time to hire a city clerk that has the proper training for elections.

Poppe stated he was in agreement that the interim city clerk position was important.

Hultstrom explained the more experience the city clerk has the better. She was of the opinion it would be best to fill the interim administrator position by an outside person with experience.

Hall suggested the motion on the table be amended to refer this item to the HR Committee and that this matter be addressed this week to iron out the details and that a special meeting be held on Monday night to resolve the item.

Poppe stated Councilmember Schulz was on vacation this week which may make it difficult for the HR Committee to address this matter before Monday, July 15.

Hall suggested the matter be brought to the HR Committee as soon as possible.

An amendment to the motion was made by Hall to refer this item to the HR Committee and that this matter be addressed as soon as possible to iron out the details and that a special meeting be called if necessary.

The amendment failed for lack of a second.

City Attorney Tietjen asked for clarification on the motion if Councilmember Hultstrom wanted staff to move forward with a particular candidate, or to move forward in general with appointing an interim city clerk/administrator.

Hultstrom stated she wanted to see staff move forward with hiring an interim city clerk/administrator with experience, however, she believed the person from LMC should be able to be considered because she met all the City's criteria and had outstanding references/experience. She was of the opinion it would be difficult for this person to report to someone who doesn't have administrative experience.

A motion was made by Hultstrom, seconded by Hall, to direct staff to have discussions for an Interim Administrator/City Clerk person.

Hall asked if the HR Committee would be moving forward with interviews for this position.

Hultstrom stated she could not speak to Councilmember Schulz's availability. She indicated she had a lot of availability. She discussed how the City was in a crisis right now. She believed solutions had to be found and brought forward.

Hall questioned if Interim Administrator Mikkelson could facilitate a meeting with the HR Committee to discuss the interim city clerk position. Mikkelson stated he could do this, if this was the direction of the Council.

Hultstrom stated she would like to amend her motion to ensure the candidates for this position came from the LMC list.

An amendment was made by Hultstrom, seconded by _____, to direct staff to use the LMC list of candidates for the Interim City Clerk position. The amendment failed 1-3 (Hall, Vickerman and Poppe opposed).

A motion was made by Vickerman, seconded by Hall, to direct staff to pursue further discussions with a candidate for the Interim City Clerk position.

Hall asked if the HR Committee would be involved in this process.

Vickerman recommended staff speak with candidates and report back to the Council and that this item be brought back to the City Council in two weeks for further consideration. Mikkelson stated he would proceed in this manner.

The motion carried 3-1 (Hultstrom opposed).

A motion was made by Hall, seconded by Vickerman, to direct staff to hold a special City Council meeting as soon as possible to address this matter.

Mikkelson stated this would be possible on his end, but he was uncertain if this would be possible on the candidates end.

The motion carried 3-1 (Hultstrom opposed).

B. APPROVE ADDED HOURS TO COMMUNITY CENTER COORDINATOR ANN SCHNEIDER

Mikkelson stated Ann Scheider is currently the Community Center Coordinator and has offered to help with our staff shortage. She will keep her current role and add hours in the office as needed. She will work with our Administrative Assistant, MaryLou Baier, and me to take on some tasks she feels comfortable with within the office setting. This sharing of the workload will help us all be able to continue serving the citizens of Osseo while being short-staffed.

Vickerman thanked Ann for being willing to step in and help the City at this time.

A motion was made by Vickerman, seconded by Hall, to approve Ann Schneider to work up to 30 hours per week. The motion carried 4-0.

C. APPROVE DEPUTY CLERK APPOINTMENT (Resolution)

Mikkelson stated at the February 26th Council meeting, a resolution 2024-20 was passed to name Marylou Baier and Jessica Rieland as Deputy Clerks for this year's election process. On June 24th, the City of Osseo accepted Jessica Rieland's and City Clerk Katrina Jones's resignation. Resolution 2024-20 states, "Additional election judges and deputy clerks may be added as necessary to maintain the required minimum for party balance requirement and to fill vacancies or make substitutions as needed. The City Clerk has the authority to name Deputy Clerks, who can then act in their place during the election process. With the above resignations City Clerk Katrina Jones felt it necessary to name two new Deputy Clerks. On June 27th and July 2nd, 2024, City Clerk Katrina Jones appointed Interim City Administrator Shane Mikkelson and Office Manager Felicia Wallgren as Deputy City Clerk verbally and in writing. The current resolution in front of you will confirm that Shane Mikkelson and Felicia Wallgren will act as Deputy Clerks.

A motion was made by Vickerman, seconded by Poppe, to adopt Resolution No. 2024-45, Consenting to the Appointment of Shane Mikkelson and Felicia Wallgren as Deputy City Clerks.

Hall asked if there was an end date to this appointment.

City Attorney Tietjen explained this appointment could be rescinded by the City Council at any point in time in the future.

Hultstrom supported the Council adding one deputy city clerk, but did not feel it was necessary to add two. She did not support putting any further duties on Interim Administrator Mikkelson. She did not believe this was in the City's best interests.

Vickerman stated in the event the City hires an interim city clerk or hires a permanent staff member, the City Council could bring this item back. She indicated this was a temporary action to ensure the City has proper coverage.

Hall indicated he had a hard time agreeing to putting more on the Interim Administrator's plate as well. Mikkelson stated he was already acting as the clerk because he had to. While he understood the concerns of the Council, he reported he has been through the ballot training and was working through the election process. He stated it was his hope there would be additional staff members in place by the end of July.

The motion carried 3-1 (Hultstrom opposed).

D. DISCUSS INTERIM CITY ADMINISTRATOR POSITION

This item was addressed under Item 10A.

E. APPROVE AMENDED CITY ADMINISTERED FUND ORDINANCE RELATED TO GAMBLING (Resolution)

Mikkelson stated the City Council recently adopted a new chapter (Chapter 119) regulating lawful gambling. The chapter includes a requirement that each lawful gambling organization contribute 10% of net profits from locations within the City of Osseo to a city-administered fund. Following discussions with organizations, and to match reporting requirements of neighboring cities, the proposed amendment establishes that payment to the city-administered fund must be calculated each calendar month and paid on the 20th of the following month. For example, the payment for net profits from July 2024 will be made by August 20, 2024 and not July 31, as would be the case if the amendment were not made. Staff propose waiving the second reading of the ordinance amendment and publishing the change via summary publication.

A motion was made by Vickerman, seconded by Hall, to adopt an Ordinance Amending City Code Chapter 119 related to Lawful Gambling and the Due Date of Payments to City-Administered Fund and Waiving the Second Reading. The motion carried 4-0.

A motion was made by Vickerman, seconded by Hall, to adopt Resolution No. 2024-46, approving Summary Publication of Ordinance No. 2024-____. The motion carried 4-0.

F. APPROVE NEW TOBACCO LICENSE FOR A&M ATMS

Mikkelson stated Ali Aledawi, the owner, applied for a new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS located at 208 Central Avenue. He did not indicate any other tobacco establishments that he is interested in and will be the manager overseeing daily operations. The owner was also provided with a copy of the current moratorium on cannabis businesses. Zoning was previously reviewed and approved by the former Community Management Coordinator for this address location through other inquiries. The Police Department has conducted a background investigation for the owner, which was clear. It was noted staff collected fees per city code for the regular license period, from July 1, 2024, to June 30, 2025. Staff reviewed pictures of the location, noting a permit was not pulled for the work that was conducted on the property.

Hultstrom indicated the Council received emails from three surrounding businesses and she believed it was the Council's due diligence to listen to business owners and constituents. Because of the concerns raised, she would not be supporting this request.

City Attorney Tietjen stated she was not aware of the building permit issues and explained she was uncertain if the Council could deny the license for an unrelated issue.

Hall suggested the Council delay action on this matter.

A motion was made by Hall, seconded by Hultstrom, to postpone action on this matter to the next City Council meeting to allow staff and the City Attorney to review this matter further. The motion carried 3-1 (Vickerman opposed).

G. DECLARE SURPLUS PROPERTY (Resolution)

Mikkelson requested the Council declare a list of items from staff as surplus property. It was noted as equipment is replaced and outfitted, remaining items will be declared as surplus property.

Hall asked if these items would be sold at a local auction house. Mikkelson reported the City has been using an auction house in Princeton.

A motion was made by Hall, seconded by Vickerman, to adopt Resolution No. 2024-47, declaring City property as surplus and authorizing its sale. The motion carried 4-0.

H. APPROVE PURCHASE OF 150TH CELEBRATION POLICE OFFICER BADGES

Mikkelson stated in 2025, the City of Osseo will be celebrating its 150th Anniversary. The Police Department has designed and commissioned one badge for consideration by the council to be worn for just one year.

A motion was made by Hall, seconded by Vickerman, to approve the design and purchase of the 150th Anniversary Badge. The motion carried 4-0.

I. APPROVE ACCOUNTS PAYABLE

Mikkelson reviewed the Accounts Payable with the Council.

Hultstrom asked that a Budget and Finance Committee member present the accounts payable at future meetings.

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

11. ADMINISTRATOR REPORT – None

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom thanked Officer Starrie for her service to the City of Osseo.

Hall reported work continues at the school park at the old elementary school.

Hall thanked the Garibaldi's for taking care of the flowers along Central Avenue.

Hall recommended the tennis courts and basketball courts be closed until the blacktop can be replaced. He encouraged the City to consider installing a pickleball court in Sipe Park.

Vickerman thanked Officer Starrie for her service to the City of Osseo.

13. ANNOUNCEMENTS

Poppe encouraged the public to attend the upcoming Music and Movies in the Park events planned for Tuesday, July 9 and July 16.

Poppe stated the farmers market would begin on Tuesday, July 9.

14. ADJOURNMENT

A motion was made by Hultstrom, seconded by Vickerman, to adjourn the City Council meeting at 9:21 p.m. The motion carried 4-0.

Respectfully submitted,

Heidi Guenther
Minute Maker Secretarial

Unapproved

Osseo Lions Club Gambling Report
to
City of Osseo

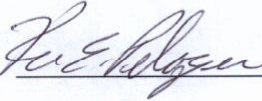
Report for the month/year of Jun-24

Check as appropriate:

XXXXXX paddle wheel
XXXXXX pull tabs
_____ raffle
_____ other (specify) LG100A
Gross Receipts 843,607.91 LG100A-11A
Prizes Paid 742,497.84 LG100A-11B
Net Receipts 101,110.07 LG100A-11C
Expenses - Total 36,953.49 Total Itemized

Expenses itemized:		
Pulltabs		5,873.72
Compensation		10,479.69
Accounting Services		430.60
Rent		6,506.44
Electronic pull-tab provider fees		12,420.49
Electronic linked bingo provider fees		101.60
Supplies Bank charges etc		1,365.77
Cash Short (Over)		(224.82)
Profits	\$ 64,156.58 G1A Line 24	36,953.49

Lawful Purpose Expenditures		
MN Department of Revenue - Wagering Tax		\$ 22,947.00
Osseo Area Schools PI Adapted Sports Booster Club		750.00
Osseo Dance Club		750.00
Maple Grove Senior High Theatre Boosters		250.00
Champlin Park Dance Booster Club		750.00
Osseo Football Booster Club		750.00
Osseo Band Boosters		750.00
Osseo Girls Soccer Booster Club		750.00
Invisible Wounds Project, Inc.		2,500.00
St. Vincent De Paul Catholic Church-Youth Health Services		2,500.00
Osseo Senior High School-LEGENDZ BOXING		750.00
Cresent Cove-Childrens hospice		3,000.00
Foundation Fighting Blindness-TC Vision Walk event		1,000.00
Mission Inc. Programs-Mission Lodge housing		3,000.00
Victory Riders		3,000.00
Avenues for Youth		3,000.00
Cross Community Players-Summer Program District 279		1,000.00
Gigi's Playhouse		3,000.00
Magnus Veterans Foundation		3,000.00
LCIF		2,750.00
Project New Hope		2,750.00
MD5M Lions Kidsight Foundation		2,750.00
MN Lions Diabetes Foundation		2,750.00
Can-do K9's		2,750.00
Wings of Mercy		2,750.00
My Very Own Bed-beds/bedding/supplies		2,750.00
Ronald McDonald House		2,750.00
CEAP		2,750.00
Cross-Human Services /Cross Back Pack Program		2,750.00
Salvation Army Emergency Disaster Service		2,750.00
Team Sheehan Charitable Foundation		2,750.00
Total Contributions		\$ 86,447.00

Signed 

Attach additional information if necessary.

*This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.

**Osseo Maple Grove Hockey Association Gambling Report
to
City of Osseo**

1. Report for the month of Jun-24

2. Check as appropriate:

 x pulltabs

 x tipboards

3. Gross receipts \$340,781

4. Expenses - total 322,831

Expenses itemized:

Compensation	<u> 7,584 </u>
Prizes	<u> 295,513 </u>
Pull tab games/taxes	<u> 5,640 </u>
Supplies/misc/payroll proc./storage	<u> 590 </u>
Combined receipts	<u> 12,042 </u>
Cash long/short (mo. Games)	<u> 589 </u>
Rent	<u> 875 </u>

5. Profits \$17,950

6. Distribution of profits (itemized)

Signed:

Cathy Cheatham

This completed form must be returned to the Osseo City Clerk's office by the 19th day of each month and is required by state law and City ordinances for all licensed organizations.



City of Osseo City Council Meeting Item

Agenda Item: Accept the Resignation of Police Officer Heather Starry

Meeting Date: June 22nd, 2024

Prepared by: Todd Kintzi, Lieutenant

Attachments: Letter of resignation

Policy Consideration:

Officer Heather Starry has accepted a letter of resignation.

Background:

Officer Heather Starry was hired on October 5th, 2015. During Officer Starry's tenure, she was a TZD coordinator, car seat technician, property & evidence technician, tobacco & alcohol compliance checks, and field training officer. Officer Starry's last day of employment was July 8th, 2024.

Budget or Other Considerations:

This action will not affect the current budget.

City Goals Met by This Action:

Develop teamwork among the City's leadership team.

Options:

The City Council may choose to:

1. Accept the resignation of Officer Heather Starry.
2. Deny the resignation of Officer Heather Starry.

Recommendation/Action Requested:

Staff recommends the City Council choose option (1) Approve the resignation of Officer Heather Starry.

Chief Shane Mikkelson

415 Central Ave

Osseo, MN 55369

July 8th, 2024

I am hereby submitting my letter of resignation as a Police Officer with the City of Osseo. My last day of employment will be July 8th, 2024.

I would like to thank the City employees and community for the past 8.5 years. It has been a pleasure working with the residents, local businesses and Osseo Schools during my time.

I had the opportunity to work with many outstanding law enforcement personnel both here and with surrounding agencies.

Thank you for always being a radio or phone call away when I needed something. May you all have long, safe and rewarding careers.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Starry". The signature is written in a cursive style with a large, looped initial 'H' and a long, sweeping tail on the 'y'.

Heather Starry



Osseo Fire Department

Monthly Activity Report – June 2024

Incident Responses

Fire	6
Electrical Fire.....	1
Power Line Down.....	2
Fire Alarm – Apartment.....	2
Fire Alarm - House.....	1
EMS	22
CPR Needed.....	1
Heart.....	10
Unconscious.....	4
Head Injury.....	5
Choking.....	1
Lift Assist.....	1
Mutual Aid	2
Brooklyn Park.....	2
Total	30

Training

- Vehicle Extrication & Rescue
- Hand Lines
- Live Burn

Activities

- Fire Drill – St. Benedictine



City of Osseo City Council Meeting Item

Agenda Item:	Declare Surplus Property
Meeting Date:	July 22 nd , 2024
Prepared by:	Todd Kintzi, Police Lieutenant
Attachments:	Surplus Property List Resolution

Policy Consideration:

Consider approving the attached list as surplus property

Background:

The items on the attached list have exceeded their life expectancy and have been decommissioned. They are no longer needed by the city.

Budget or Other Considerations:

Due to the nature of the items on the list being police specific equipment that cannot be sold at public auction the items will either be destroyed or donated to another government entity that can reuse the equipment. There will be no impact on the city's budget.

City Goals Met by This Action:

Continue to give staff the necessary tools to do their jobs effectively and efficiently.

Options:

The City Council may choose to:

1. Approve identified items be declared as surplus property
2. Approve identified items be declared as surplus property with noted changes/as amended.
3. Deny identified items as surplus property.
4. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1. Approve identified items as surplus property.

Next Step:

Plan to donate/destroy the items on the identified list.



Shane Mikkelson
Police Chief

OSSEO POLICE DEPARTMENT

415 Central Avenue, Osseo, MN 55369-1195
discoverosseo.com

LEADERSHIP • COMMITMENT • SERVICE



Office 763-424-5444
Fax 763-424-4616
Dispatcher 952-258-5321
Emergency 911

SURPLUS PROPERTY ITEMS

- Item 1. Motorola XTS-2500 portable radios and batteries. (quantity 4)
- Item 2. Motorola portable radio charger for Motorola XTS-2500 portable radios.
- Item 3. Axon Taser model X26P. (quantity 4)
- Item 4. Brother Pocket-Jet 6-Plus printer.
- Item 5. Panasonic Toughbook laptop computers (quantity 6)



Todd Kintzi | Lieutenant

Resolution No. 2024-XX

**RESOLUTION DECLARING CITY PROPERTY AS SURPLUS
AND AUTHORIZING ITS DESTRUCTION AND/OR DONATION**

WHEREAS, the City Council of Osseo, Minnesota, has considered whether it should declare City-owned property as surplus and has evaluated potential municipal uses for the property identified below and

WHEREAS, the property is identified as follows:

Motorola XTS-2500 portable radios and batteries (quantity 4)
Motorola portable radio charger for Motorola XTS-2500 portable radios
Axon Taser model X26P (quantity 4)
Brother Pocket-Jet 6-Plus printer
Panasonic Toughbook Laptop computers (quantity 6)

and appears to have no future municipal purpose for the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Osseo, Hennepin County, Minnesota, that the identified property described as:

Motorola XTS-2500 portable radios and batteries (quantity 4)
Motorola portable radio charger for Motorola XTS-2500 portable radios
Axon Taser model X26P (quantity 4)
Brother Pocket-Jet 6-Plus printer
Panasonic Toughbook Laptop computers (quantity 6)

is declared surplus property, and its disposal is authorized by destruction and/or donation.



City of Osseo City Council Meeting Item

Agenda Item:	Approve Mutual Aid Agreement and Automatic Aid Agreement between the City of Osseo and the City of Brooklyn Park
Meeting Date:	July 22, 2024
Prepared by:	Mike Cogswell, Interim Fire Chief
Attachments:	Mutual Aid Agreement Automatic Aid Agreement

Policy Consideration:

To approve the Mutual Aid and Automatic Aid Agreements between the City of Brooklyn Park and the City of Osseo.

Background:

These agreements authorize the respective fire agencies to respond to and receive services as needed to provide and receive assistance by making equipment, personnel and other resources available for fire, rescue, and other emergency services.

Previous Action or Discussion:

The City Administrator and the City of Osseo's attorney, Mary Tietjen, reviewed and approved these agreements.

Budget or Other Considerations:

There is no anticipated increase in budget or cost to the City of Osseo (mutual aid is already given/provided but no formal agreement has ever been put into place).

City Goals Met By This Action:

Adequate protection of the City of Osseo.

Options:

The City Council may choose to:

1. Approve the Mutual Aid and Automatic Aid Agreements;
1. Approve the Mutual Aid and Automatic Aid Agreements with noted changes/as amended;
2. Deny the Mutual Aid and Automatic Aid Agreements;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council approve the Mutual Aid and Automatic Aid Agreements.

Next Step:

Sign the Mutual Aid Agreement and the Automatic Aid Agreement – Mayor, City Administrator, and Fire Chief.

AUTOMATIC AID AGREEMENT

RECITAL

This Automatic Aid Agreement (“Agreement”) is made between the **City of Brooklyn Park and the City of Osseo** pursuant to Minnesota Statutes, section 471.59 which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this Agreement is to make equipment, personnel and other resources available to political subdivisions from other political subdivisions for fire, rescue, and other emergency services.

AGREEMENT

In exchange for the mutual promises made herein, the Parties hereby agree as follows:

I. DEFINITION OF TERMS

1. “Party” or “Parties” means the City of Brooklyn Park or the City of Osseo or both.
2. “Requesting Official” means the person designated by a Party who is responsible for requesting Assistance from other Parties.
3. “Requesting Party” means a party that requests assistance from other parties.
4. “Responding Official” means the person designated by a party who is responsible to determine whether and to what extent that party should provide assistance to a Requesting Party.
5. “Responding Party” means a party that provides assistance to a Requesting Party.
6. “Assistance” means fire and/or emergency medical services personnel and/or associated equipment.
7. “Specialized Activities” means non-emergency Assistance including, but not limited to, the following: fire investigators, fire inspectors, fire educators, fire instructors, training personnel, and associated equipment and facilities.

II. AUTHORIZATION

Each of the Cities participating in this agreement hereby authorize their respective fire agencies to respond to and receive Automatic Aid services pursuant to the terms of this Agreement and to otherwise take such actions as are needed to provide and receive assistance as provided herein.

III. AUTOMATIC AID PROCEDURE

1. Request for Assistance.
Whenever, in the opinion of a Requesting Official, there is a need for assistance from the other party, the Requesting Official may call upon the Responding Official of the other party to furnish assistance.
2. Response to request.
Upon the request for assistance from the Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the responding party and the availability of resources.
3. Recall of Assistance.
The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, when it is considered to be in the best interests of the Responding Party to do so.
4. Command of Scene.
The Requesting Party shall be in command of the Automatic Aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.
5. Charges for Assistance.
No charges will be levied by a Responding Party to this Agreement for assistance rendered to a Requesting Party under the terms of this Agreement unless that assistance provided for a single incident response, or a group of associated incidents continues for a period of more than eight hours. If assistance provided under this Agreement continues for more than eight hours, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of assistance provided after the initial eight-hour period, including salaries, overtime, materials and supplies, and other necessary expenses, and the Requesting Party will reimburse the party providing the assistance for that amount. Such charges are not contingent upon the availability of federal or state government funds.

IV. LIABILITY AND IMDEMNIFICATION

For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. § 466.01, subd. 6) of the Requesting Party.

The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or

persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this Agreement.

For purposes of determining total liability for damages pursuant to Minn. Stat. § 471.59, subd. 1a(b), the Parties are considered a single governmental unit, and the total liability of the Parties shall not exceed the limits on governmental liability for a single governmental unit as specified in Minn. Stat. § 466.04, subd. 1.

Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for both of the parties may not be added together to determine the maximum amount of liability for either party. Neither Party waives any immunities or limits on liability it enjoys under Minnesota Statutes or common law.

The intent of this provision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

No party to this Agreement nor any officer of any party shall be liable to any other party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this Agreement.

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue the other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of the other party or its officers, employees, or volunteers.

V. MISCELLANEOUS

1. This Agreement may be amended by written agreement of all the Parties.
2. This Agreement is made under the law of the State of Minnesota.
3. This Agreement is entered into for the benefit of the Parties and is not intended to provide any rights to any third parties.

- 4. This Agreement is not exclusive and is not intended to replace any other Automatic Aid agreements any of the Parties may have in place.

VI. DURATION AND TERMINATION

This Agreement will be effective from the date of execution by each Party. Any party may withdraw from this Agreement upon thirty (30) days written notice to the other Party or Parties to the Agreement.

VII. EXECUTION

Each party hereto has read, agreed to and executed this Automatic Aid Agreement on the date indicated.

IN WITNESS WHEREOF, the undersigned, have executed this Agreement on behalf of the respective Parties.

CITY OF BROOKLYN PARK

By _____, its Mayor Date _____

By _____, its City Manager Date _____

By _____, its Fire Chief Date _____

CITY OF OSSEO

By _____, its Mayor Date _____

By _____, its City Manager Date _____

By _____, its Fire Chief Date _____

MUTUAL AID AGREEMENT

RECITAL

This Mutual Aid Agreement (“Agreement”) is made between the **City of Brooklyn Park and the City of Osseo** pursuant to Minnesota Statutes, section 471.59 which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this Agreement is to make equipment, personnel and other resources available to political subdivisions from other political subdivisions for fire, rescue, and other emergency services.

AGREEMENT

In exchange for the mutual promises made herein, the Parties hereby agree as follows:

I. DEFINITION OF TERMS

1. “Party” or “Parties” means the City of Brooklyn Park or the City of Osseo or both.
2. “Requesting Official” means the person designated by a Party who is responsible for requesting Assistance from other Parties.
3. “Requesting Party” means a party that requests assistance from other parties.
4. “Responding Official” means the person designated by a party who is responsible to determine whether and to what extent that party should provide assistance to a Requesting Party.
5. “Responding Party” means a party that provides assistance to a Requesting Party.
6. “Assistance” means fire and/or emergency medical services personnel and/or associated equipment.
7. “Specialized Activities” means non-emergency Assistance including, but not limited to, the following: fire investigators, fire inspectors, fire educators, fire instructors, training personnel, and associated equipment and facilities.

II. AUTHORIZATION

Each of the Cities participating in this agreement hereby authorize their respective fire agencies to respond to and receive mutual aid services pursuant to the terms of this Agreement and to otherwise take such actions as are needed to provide and receive assistance as provided herein.

III. MUTUAL AID PROCEDURE

1. Request for Assistance.
Whenever, in the opinion of a Requesting Official, there is a need for assistance from the other party, the Requesting Official may call upon the Responding Official of the other party to furnish assistance.
2. Response to request.
Upon the request for assistance from the Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the responding party and the availability of resources.
3. Recall of Assistance.
The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, when it is considered to be in the best interests of the Responding Party to do so.
4. Command of Scene.
The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.
5. Charges for Assistance.
No charges will be levied by a Responding Party to this Agreement for assistance rendered to a Requesting Party under the terms of this Agreement unless that assistance provided for a single incident response, or a group of associated incidents continues for a period of more than eight hours. If assistance provided under this Agreement continues for more than eight hours, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of assistance provided after the initial eight-hour period, including salaries, overtime, materials and supplies, and other necessary expenses, and the Requesting Party will reimburse the party providing the assistance for that amount. Such charges are not contingent upon the availability of federal or state government funds.

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The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or

persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this Agreement.

For purposes of determining total liability for damages pursuant to Minn. Stat. § 471.59, subd. 1a(b), the Parties are considered a single governmental unit, and the total liability of the Parties shall not exceed the limits on governmental liability for a single governmental unit as specified in Minn. Stat. § 466.04, subd. 1.

Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for both of the parties may not be added together to determine the maximum amount of liability for either party. Neither Party waives any immunities or limits on liability it enjoys under Minnesota Statutes or common law.

The intent of this provision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

No party to this Agreement nor any officer of any party shall be liable to any other party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this Agreement.

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue the other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of the other party or its officers, employees, or volunteers.

V. MISCELLANEOUS

1. This Agreement may be amended by written agreement of all the Parties.
2. This Agreement is made under the law of the State of Minnesota.
3. This Agreement is entered into for the benefit of the Parties and is not intended to provide any rights to any third parties.

4. This Agreement is not exclusive and is not intended to replace any other mutual aid agreements any of the Parties may have in place.

VI. DURATION AND TERMINATION

This Agreement will be effective from the date of execution by each Party. Any party may withdraw from this Agreement upon thirty (30) days written notice to the other Party or Parties to the Agreement.

VII. EXECUTION

Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

IN WITNESS WHEREOF, the undersigned, have executed this Agreement on behalf of the respective Parties.

CITY OF BROOKLYN PARK

By _____, its Mayor Date _____

By _____, its City Manager Date _____

By _____, its Fire Chief Date _____

CITY OF OSSEO

By _____, its Mayor Date _____

By _____, its City Manager Date _____

By _____, its Fire Chief Date _____



City of Osseo City Council Meeting Item

Agenda Item: Approve the promotion of Luke Churchill to Captain 12

Meeting Date: July 22, 2024

Prepared by: Mike Cogswell, Interim Fire Chief

Attachments: *none*

Policy Consideration:

Consider approving the promotion of Lieutenant 13, Luke Churchill, to Captain 12 for the Osseo Fire Department.

Background:

The Captain 12 position became vacated in June 2023 when Billy Evans retired. The position was posted internally from June 13 through June 27. All qualified and interested candidates were encouraged to apply for the position. An application was received from one Lieutenant, Luke Churchill. The interview committee consisted of Interim Chief Mike Cogswell and Assistant Chief Blane Anderson.

The candidate was asked a series of 30 questions across 10 categories in an attempt to thoroughly and fairly gauge his knowledge, experience, ability, and vision pertaining to fireground operations, emergency scenes, equipment, training, commitment, leadership, management, policies, administration, and general considerations. Lieutenant Churchill was unanimously recommended for the position by the interview committee.

Previous Action or Discussion:

In mid to late 2023, Mike Cogswell, Captain 11, accepted the position of Interim Fire Chief, vacating a Captain position.

City Goals Met By This Action:

Develop teamwork among the City's leadership team
Recruit high-quality Staff, continue to train Staff, and work to promote Staff retention

Options:

The City Council may choose to:

- Approve the promotion of Luke Churchill to Captain 12;
- Approve the promotion of Luke Churchill to Captain 12 with noted changes/as amended;
- Deny the promotion of Luke Churchill to Captain 12;
- Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council approve the promotion of Luke Churchill to Captain 12.



City of Osseo City Council Meeting Item

Agenda Item: Approve New Tobacco and Edible Cannabinoid Products Licenses for A&M ATMS

Meeting Date: July 22, 2024

Prepared by: Shane Mikkelson, Interim City Administrator/Police Chief

Attachments: None

Policy Consideration:

Consider approving a new tobacco and edible cannabinoid products license for A&M ATMS dba A&M ATMS.

Background:

On July 8, 2024, this license application was considered by the Council. During that discussion, the action on this application was tabled until the July 22, 2024, meeting. There were some expressed concerns over permitting at the location proposed by the applicant. All the concerns have been remedied, and Council should consider this application.

Ali Aledawi, the owner, applied for a new tobacco and edible cannabinoid products license for A&M ATMS dba A&M ATMS located at 208 Central Avenue. He did not indicate any other tobacco establishments that he is interested in and will be the manager overseeing daily operations. The owner was also provided with a copy of the current moratorium on cannabis businesses.

Zoning was previously reviewed and approved by the Community Management Coordinator for this address location through other inquiries. The Police Department has conducted a background investigation for the owner, which was clear. Staff collected fees per city code for the regular license period, from July 1, 2024, to June 30, 2025.

The applicant may be in attendance for the meeting for any Council questions. The Council should also allow for public comment to consider approval of the licenses for A&M ATMS.

City Goals Met By This Action:

Ensure the City's continued financial stability.
Maintain as low a tax rate as possible.

Options:

The City Council may choose to:

1) Approve new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS;

- 2) Deny approval of the new tobacco and edible cannabinoid products licenses for A&M ATMS dba A&M ATMS;
- 3) Table for additional information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve new tobacco and edible cannabinoid products licenses for Osseo Downtown LLC dba Downtown Smoke Shop.



City of Osseo City Council Meeting Item

Agenda Item:	Approve Citizen Appointment
Meeting Date:	July 22, 2024
Prepared by:	Shane Mikkelson, Police Chief/Interim City Administrator
Attachments:	Letter of Interest Resolution

Background:

Citizen appointments are made each year to various commissions and committees. After the last Council meeting, all positions were filled besides one vacancy on the Economic Development Authority. The vacancy will be filled until the term ends on December 31, 2024.

Discussion:

The staff has attached a letter of interest and a resolution that indicates the appointment needed.

Letter of Interest from: Nicholas(Nick) Torres for EDA.

City Goals Met by This Action:

Increase communication with citizens and encourage citizen engagement.

Options:

The City Council may choose to:

1. Adopt a resolution appointing citizen to the EDA;
2. Table for additional information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Adopt a resolution appointing citizen to the EDA.

June 16, 2024

Nicholas (Nick) Torres
133 8TH Ave NE
Osseo, MN 55369

Dear Mayor Poppe and Osseo City Council members,

I am writing to you today to express my interest, and request for appointment, in the open position on the Osseo Economic Development Authority.

I am personally interested in this open position because I see this as an excellent opportunity to be more engaged in the management and leadership of our great city. I believe that I possess and can bring, a fresh perspective on the future direction of our city (planning and development) along with a sense of fiscal responsibility (economic) while at the same time work in a collaborative way with the other members of the committee, as well as council.

I believe that it is always in the best interest of all to have a multiple number of differing opinions, while at the same time keeping a high standard of civility, respect, and decorum, when looking to find the best solutions to any goals or challenges that may be presented in city government, or any successful endeavor for that matter. While differing minds may approach a problem in countless diverse ways, ultimately common ground can be found, given our task is to perform with the best interests of the citizens of Osseo in mind, and success can be had by all. If selected to serve, I hope to and intend to live by that standard, and put these ideals into practice with my engagement with others on the committee and council if selected.

My increased interest in local government is also predicated by my being an Osseo community member, and since having lived here for eight years now, have recently made the decision that I intend on making Osseo my final permanent residence. It is with that permanence in mind that I have also set up "shop" here locally, as it were, by procuring local office space in

the office location caddy corner behind City Hall. My office serves the dual purpose of being the home of my entertainment company, Rock and Roll Records, Inc. as well as being the future location of my upcoming legal practice.

From a practical and experiential standpoint, I believe that I would make an excellent addition to the economic development team based on my prior experience in both the corporate and private enterprise business sectors. While my direct engagement with matters related to Osseo fiscal and planning policy may have been recent, I believe that they've also been impactful, to the extent that city has realized close to a million dollars in budget cost avoidance just in this one engagement alone.

My private enterprise experience stems from the successful operation of over thirty years in the real estate/investment property space, with ownership of multiple single-family properties throughout the Minneapolis metropolitan area, predominantly in northeast Minneapolis, along with having years of rental properties in Duluth. Having recently retired, I have subsequently divested myself of all these properties, but in doing so, along with a 20-year career in the financial services industry, was able to retire comfortably at the ripe old age of 58.

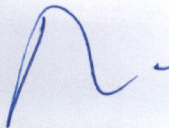
I also owned and operated a successful video retail business based out of Hastings MN in the early to mid-1990s, but unfortunately succumbed to negative market forces in the late 1990's as did most all "mom and pop" video rental establishments, soon to be followed by the "big box" retailers (Blockbuster) who also fell not long after. It was shortly after this that I was fortunate enough to have a 20-year career at Ameriprise Financial (see LinkedIn profile), retiring as a Director of Technology Risk and Strategy. It was through this tenure that I ran "a business within the business," leading a team of Professional services consultants, along with personally writing technology and business Compliance policy for over ten-thousand Financial Advisor

professionals, while also influencing and managing many multi-million dollar annual technology and business budgets as part of Ameriprise Financial Technology's overall three-hundred-million dollar a year, year over year, spend.

I find that the loss of that video store business, along with my success of the property rental business and corporate responsibilities, provide me with an especially important personal and somewhat unique personal perspective that I can bring to the EDA when it comes to the recommendations that the EDA has to make to council. I can on one hand relate to the demands of the small Osseo business owner, as well as understand the needs of the larger corporate citizens of our community. I can also understand and possess the skills needed for strategic long-term planning, along with ability to perform the execution of short-term goals.

It is for these reasons above that I humbly and respectfully request council select me as the newest citizen member of the Osseo Economic Development Authority.

Thank you and sincerely,



Nicholas (Nick) Torres



Resolution No.2024-XX

RESOLUTION ADOPTING 2024 CITIZEN APPOINTMENT

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

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

Citizen Appointments

Economic Development Authority

(one vacancy, term expires 12/31/2024) _____



City of Osseo City Council Meeting Item

Agenda Item: Consider Filling Vacancies on Council Committees

Meeting Date: July 22nd, 2024

Prepared by: Shane Mikkelson, Interim City Administrator

Attachments:

Policy Consideration:

Consider appointing Council Members to fill Council Member Hultstrom's relinquished committee assignments.

Background:

Council Member Hultstrom has asked that the Council consider filling the committees she is a part of for 2024. The Council should consider appointing a Councilmember to the following vacant positions:

- Human Resource Committee _____ & Council Member Schulz
- Cannabis Committee _____ & Council Member Schulz
- Public Safety Advisory Committee _____ & Council Member Hall
- Fire Relief Association _____ & Council Member Vickerman

The Council should consider these openings and discuss who should fill them.

Options:

The City Council may choose to:

1. Approve appointing _____ Council Members to various Boards and Committees;
2. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Approve appointing _____ Council Members to various Boards and Commissions.



City of Osseo City Council Meeting Item

Agenda Item: Accept Alicia Vickerman's Resignation and Declare a Vacancy on the City Council (Resolution)

Meeting Date: July 22nd, 2024

Prepared by: Shane Mikkelson, Interim City Administrator

Attachments: Alicia Vickerman's Resignation
Resolution Declaring Vacancy on City Council

Policy Consideration:

Consider accepting the resignation of Councilmember Alicia Vickerman and declaring a vacancy on the City Council to be filled by Council appointment.

Background:

The City has received a resignation letter from Councilmember Alicia Vickerman. The City Council should adopt the attached Resolution which accepts Councilmember Vickerman's resignation from office as of July 22nd, 2024, and declare that a vacancy on the Osseo City Council must be filled by appointment.

MN Statute 412.02, subdivision 2a, states that when a vacancy is an elected office of a city with less than two years remaining in the unexpired term of office, the City Council must appoint someone to complete the balance of the unexpired term. The Council has leeway in terms of how to appoint an individual to the Council. Typically, the City Council has solicited letters of interest from community members interested in serving on the Council. Should the Council want to continue that same practice, Staff recommends that letters of interest be accepted until August 7th at Noon (the packet creation and distribution day for the next Council meeting on August 12th).

Options:

The City Council may choose to:

1. Adopt the attached Resolution accepting Councilmember Vickerman's resignation from office as of July 22nd, 2024, and declaring that a vacancy exists on the Osseo City Council to be filled by appointment;
2. Deny adoption of the attached Resolution;
3. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the City Council choose option 1) Adopt the attached Resolution accepting Councilmember Vickerman's resignation from office as of July 22nd, 2024, and declaring that a vacancy exists on the Osseo City Council to be filled by appointment.

July 19, 2024

Dear Interim Administrator/Chief Mikkelson, Mayor Poppe, Councilmembers Hall, Hulstrom and Schultz,

Please consider this letter my formal resignation from Osseo City Council, effective Tuesday, July 23rd 2024.

The purpose of my resignation at this time is to make myself available for other professional opportunities.

My time on city council has been influential in my life and I have been presented with challenges along the way that have resulted in personal, professional, and intellectual growth. I am grateful to the past and current members of council and city staff who have shared their knowledge with me over the years.

It is not lost on me that my resignation comes at an already challenging time, and I want to be clear that I am leaving with the best of regard for everyone I serve beside and the City of Osseo as a whole.

I am proud and beyond thankful to the community for providing me the opportunity to be a part of this system of government. It has absolutely been an honor. I sincerely hope that the council moving forward will continue to consider the input of residents, but remember that we don't have the luxury to adhere to the will of just a few voices; we need to consider the well-being of the entire community in the decisions we make. I also hope that the residents will understand that the council is faced with complicated and multifaceted dilemmas. The most obvious or easiest solution is not always what is best when the whole picture is considered.

I leave the Osseo City Council with nothing but gratitude and excitement for the future.

Respectfully,

Alicia Vickerman

**CITY OF OSSEO
HENNEPIN COUNTY
STATE OF MINNESOTA**

RESOLUTION NO. 2024-___

**A RESOLUTION ACCEPTING COUNCIL MEMBER VICKERMAN'S RESIGNATION
FROM OFFICE AS OF JULY 23, 2024, AND DECLARING THAT A VACANCY
EXISTS ON THE OSSEO CITY COUNCIL TO BE FILLED BY APPOINTMENT**

WHEREAS, Alicia Vickerman was elected to the office of City Council for the City of Osseo for a term commencing on January 4, 2021 and terminating on January 6, 2025; and

WHEREAS, Alicia Vickerman submitted her resignation in writing to Mayor Duane Poppe, City Council, and Interim City Administrator Mikkelson by letter on July 19, 2024 and email on July 21, 2024; and

WHEREAS, the City Council must determine and declare whether or not a vacancy exists on the City Council; and

WHEREAS, Minnesota Statutes, section 412.02, subd. 2a. states that when a vacancy in an elected office of a city occurs with less than two years remaining in the unexpired term of the office, the City Council must appoint someone to complete the balance of the unexpired term and until the qualification of a successor; and

WHEREAS, less than two years remain in Council Member Vickerman's unexpired term.

NOW THEREFORE BE IT RESOLVED by the Osseo City Council as follows:

1. The City Council accepts the resignation of Council Member Vickerman effective on July 23, 2024, and declares that a vacancy exists on the Osseo City Council as of that time.
2. The City Council will act to expeditiously fill the vacancy by appointment in accordance with Minnesota Statutes, section 412.02, subdivision 2a.

Approved by the City Council of the City of Osseo, Minnesota this 22nd day of July 2024.

Duane Poppe, Mayor

ATTEST:

Shane Mikkelson, Deputy Clerk



Osseo, MN

Pending Expense Approval Report

By Vendor Name

APPKT00353

Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Action Fleet, LLC					
Action Fleet, LLC	17074	Replaced Driver Side Running	Vehicle Repairs/Maintenance	101-41900-217	91.25
Vendor Action Fleet, LLC Total:					91.25
Vendor: Alisa Sengdara					
Alisa Sengdara	CC Dep 7/13/24	7/13/24 Comm Ctr Deposit Re	Community Center Deposits	101-22001	175.00
Vendor Alisa Sengdara Total:					175.00
Vendor: American Legal Publishing Corp					
American Legal Publishing Cor	35312	Internet Renewal 8/27/24 - 8/	Recording Services	101-41000-307	500.00
Vendor American Legal Publishing Corp Total:					500.00
Vendor: Angelo Kokovi					
Angelo Kokovi	Comm Ctr Dep	7/12/24 Comm Ctr Dep Refun	Community Center Deposits	101-22001	250.00
Vendor Angelo Kokovi Total:					250.00
Vendor: Badger State Inspection, LLC					
Badger State Inspection, LLC	1001240	Graffiti Removal from Water T	Equip Repair/ Maintenance	601-49400-221	13,500.00
Vendor Badger State Inspection, LLC Total:					13,500.00
Vendor: Berglund, Baumgartner, Kimball & Glaser, LLC					
Berglund, Baumgartner, Kimb	June 2024	June 2024 Monthly Retainer P	Legal Service - Prosecution	101-41500-306	1,339.00
Vendor Berglund, Baumgartner, Kimball & Glaser, LLC Total:					1,339.00
Vendor: Canon Financial Services, Inc.					
Canon Financial Services, Inc.	33544531	May - June 2024 Copier Lease	Leases/Rentals	101-41110-410	346.92
Vendor Canon Financial Services, Inc. Total:					346.92
Vendor: Centerpoint Energy					
Centerpoint Energy	June 2024	June 2024 Natural Gas	Natural Gas Service	101-41700-390	86.02
Centerpoint Energy	June 2024	June 2024 Natural Gas	Natural Gas Service	101-41800-390	18.88
Centerpoint Energy	June 2024	June 2024 Natural Gas	Natural Gas Service	101-42000-390	35.14
Centerpoint Energy	June 2024	June 2024 Natural Gas	Natural Gas Service	101-42350-390	20.38
Centerpoint Energy	June 2024	June 2024 Natural Gas	Natural Gas Service	602-49400-390	17.44
Vendor Centerpoint Energy Total:					177.86
Vendor: Central Telephone					
Central Telephone	11533	July 2024 Telephone Services	Telecommunications	101-41700-321	919.79
Vendor Central Telephone Total:					919.79
Vendor: CenturyLink					
CenturyLink	July 2024	July 2024 Lift Station Svc	Telecommunications	602-49400-321	124.76
Vendor CenturyLink Total:					124.76
Vendor: Cindy Xiong					
Cindy Xiong	Comm Ctr Ref	7/6/24 Comm Ctr Dep Refund	Community Center Deposits	101-22001	250.00
Cindy Xiong	Comm Ctr Ref	7/6/24 Comm Ctr Dep Refund	Community Center Deposits	101-22001	-100.00
Vendor Cindy Xiong Total:					150.00
Vendor: Cintas Corp.					
Cintas Corp.	4198335725	Mat Svc - PW	Leases/Rentals	101-42000-410	23.80
Cintas Corp.	4198335764	Mat Svc - CH	Leases/Rentals	101-41110-410	14.88
Cintas Corp.	4198335777	Mat Svc - PD	Leases/Rentals	101-41900-410	6.24
Vendor Cintas Corp. Total:					44.92
Vendor: City Of Maple Grove					
City Of Maple Grove	22058	June 2024 Water Usage	Purchased Water	601-49400-385	16,817.06
Vendor City Of Maple Grove Total:					16,817.06
Vendor: Comfort Solutions Heating & Cooling					
Comfort Solutions Heating &	115761	Service Call / Diagnose ventila	Building Repair/Maintenance	101-42000-222	219.95
Vendor Comfort Solutions Heating & Cooling Total:					219.95

Pending Expense Approval Report

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Cornerstone Ford/Chrysler					
Cornerstone Ford/Chrysler	16425771/1.1	Electrical System Diag/Repair/	Vehicle Repairs/Maintenance	101-41900-217	2,495.72
Vendor Cornerstone Ford/Chrysler Total:					2,495.72
Vendor: Earl F Andersen					
Earl F Andersen	0136643-IN	Axle Weight/Truck Signs	Street Maintenance/Signage	101-42000-224	535.95
Vendor Earl F Andersen Total:					535.95
Vendor: ECM Publishers Inc					
ECM Publishers Inc	1007156	Municipal Election Filing Date	Printing/Publishing Service	101-41110-351	71.00
Vendor ECM Publishers Inc Total:					71.00
Vendor: Eftps - Fit And Fica					
Eftps - Fit And Fica	INV0000842	Federal Tax	Federal Withholding	101-21701	7,463.74
Eftps - Fit And Fica	INV0000842	Medicare	Fica Withholding	101-21703	2,298.62
Eftps - Fit And Fica	INV0000842	Social Security	Fica Withholding	101-21703	4,770.66
Eftps - Fit And Fica	INV0000859	Federal Tax	Federal Withholding	101-21701	6,740.43
Eftps - Fit And Fica	INV0000859	Medicare	Fica Withholding	101-21703	2,115.10
Eftps - Fit And Fica	INV0000859	Social Security	Fica Withholding	101-21703	4,345.84
Vendor Eftps - Fit And Fica Total:					27,734.39
Vendor: Ehlers & Associates, Inc					
Ehlers & Associates, Inc	98283	FMP Update: Revise 2022A Bo	Financial Services	101-41550-300	2,422.50
Ehlers & Associates, Inc	98284	Purchase of Press Bldg & Seri	Capital Outlay - PD	130-41900-520	150.00
Ehlers & Associates, Inc	98284	Purchase of Press Bldg & Seri	Other Professional Services	412-42000-310	225.00
Ehlers & Associates, Inc	98285	CIP Planning	Financial Services	101-41550-300	1,638.75
Vendor Ehlers & Associates, Inc Total:					4,436.25
Vendor: Element Technologies LLC					
Element Technologies LLC	IVC74378	BCA Audit Mitigation Discover	It Service	101-41515-302	1,162.50
Element Technologies LLC	IVC74379	Kiwi Pro for BCA Compliance	It Service	101-41515-302	787.50
Element Technologies LLC	IVC74380	Dark Web ID for BCA Complia	It Service	101-41515-302	150.00
Element Technologies LLC	SLA74669	July 2024 Monthly	It Service	101-41515-302	6,155.20
Vendor Element Technologies LLC Total:					8,255.20
Vendor: Fairs Garden Center					
Fairs Garden Center	12696	Black Dirt	Operations	101-42350-211	138.00
Fairs Garden Center	12743	Nursery Stock/Tree Replacem	Central Avenue Beautification	101-42350-215	999.90
Vendor Fairs Garden Center Total:					1,137.90
Vendor: Finken Water Solutions					
Finken Water Solutions	1432943	July 2024 Cooler Rental - CH	Leases/Rentals	101-41110-410	13.00
Finken Water Solutions	1432944	July 2024 Cooler Rental - PD	Leases/Rentals	101-41900-410	8.00
Finken Water Solutions	1432945	July 2024 Rental Property Wat	Rental Property Expenses	205-42350-801	38.10
Vendor Finken Water Solutions Total:					59.10
Vendor: Further					
Further	INV0000831	Employee HSA	Employee H.S.A Contribution	101-21711	1,287.08
Further	INV0000847	Employee HSA	Employee H.S.A Contribution	101-21711	1,287.08
Vendor Further Total:					2,574.16
Vendor: Global Payments					
Global Payments	June 2024	June 2024 CC Processing Fees	Building Permits	101-32101	130.35
Global Payments	June 2024	June 2024 CC Processing Fees	Building Permits	101-32101	264.30
Global Payments	June 2024	June 2024 CC Processing Fees	Right Of Way Permit	101-32104	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Sign Permits	101-32610	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Planning/Zoning Permits	101-32620	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Rental Licenses	101-32670	63.40
Global Payments	June 2024	June 2024 CC Processing Fees	Police Services	101-33425	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Gateway Sign Ad	101-34001	61.76
Global Payments	June 2024	June 2024 CC Processing Fees	Miscellaneous	101-36000	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Miscellaneous	101-36000	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Community Center Rent	101-36001	98.51
Global Payments	June 2024	June 2024 CC Processing Fees	Youth Recreation Fees	101-36002	93.03
Global Payments	June 2024	June 2024 CC Processing Fees	Street Improvement	412-42000-529	60.45
Global Payments	June 2024	June 2024 CC Processing Fees	Water Utility	601-37100	89.59

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Global Payments	June 2024	June 2024 CC Processing Fees	Sewer Utility	602-37200	89.59
Global Payments	June 2024	June 2024 CC Processing Fees	Storm Water Utility	604-37400	89.59
				Vendor Global Payments Total:	1,403.27
Vendor: Gopher State One Call Inc					
Gopher State One Call Inc	4060665	June 2024 Utility Locate Svs	Operations	601-49400-211	79.65
				Vendor Gopher State One Call Inc Total:	79.65
Vendor: Hennepin County Treasurer - Information Technology					
Hennepin County Treasurer - I	1000228628	June 2024 Radio Lease Fees	Radio Communications	101-41900-220	1,867.04
Hennepin County Treasurer - I	ITC0001240	July 2024 - PINS, SILS, CALS	Assessing Service	101-41110-308	29.00
				Vendor Hennepin County Treasurer - Information Technology Total:	1,896.04
Vendor: Initial Attack Fire Training, LLC					
Initial Attack Fire Training, LLC	6/27/24	Live Burn Simulator	Fire Training - Reimbursable	101-41920-261	1,200.00
				Vendor Initial Attack Fire Training, LLC Total:	1,200.00
Vendor: Innovative Office Solutions					
Innovative Office Solutions	IN4574703	Admin Ofc Supplies (Tape, Pa	Office Operations	101-41110-201	160.18
Innovative Office Solutions	IN4575416	Admin Ofc Supply - Notebook	Office Operations	101-41110-201	16.16
				Vendor Innovative Office Solutions Total:	176.34
Vendor: Laura Enninga					
Laura Enninga	Aug 6, 2024	Night to Unite Face Painting 8	Equipment	115-41900-570	450.00
				Vendor Laura Enninga Total:	450.00
Vendor: Law Enforcement Labor Services					
Law Enforcement Labor Servic	July 2024	July 2024 Union Dues - PD	Union Dues	101-21708	634.50
				Vendor Law Enforcement Labor Services Total:	634.50
Vendor: Loffler Companies, Inc.					
Loffler Companies, Inc.	4738128	2Q24 Admin Copier Usage	Office Operations	101-41110-201	394.96
				Vendor Loffler Companies, Inc. Total:	394.96
Vendor: LRS Portables					
LRS Portables	MP252751	Boerboom Park Outhouse Re	Operations	101-42350-211	88.00
LRS Portables	MP252752	Sipe Park Outhouse Rental 6/	Operations	101-42350-211	120.00
				Vendor LRS Portables Total:	208.00
Vendor: Melissa Kloster					
Melissa Kloster	38	June 2024 Strength Classes	Programming	101-42300-312	440.00
				Vendor Melissa Kloster Total:	440.00
Vendor: Menards - Brooklyn Park					
Menards - Brooklyn Park	89167	Shelving/Storage Bins	Equip Repair/ Maintenance	101-42350-221	131.79
Menards - Brooklyn Park	89211	Irrigation Organizer Bins	Equip Repair/ Maintenance	101-42350-221	75.50
Menards - Brooklyn Park	89617	8ft Ladder	Equip Repair/ Maintenance	101-42000-221	112.35
Menards - Brooklyn Park	89699	Seed for Clock Area	Operations	101-42350-211	168.95
				Vendor Menards - Brooklyn Park Total:	488.59
Vendor: Metro Sales Inc					
Metro Sales Inc	INV2551558	July 2024 Copier Lease - PD	Leases/Rentals	101-41900-410	78.88
Metro Sales Inc	INV2553542	PW Copier Use/Lease	Operations	101-42000-211	93.19
				Vendor Metro Sales Inc Total:	172.07
Vendor: Metropolitan Council					
Metropolitan Council	1175437	July 2024 Waste Water Servic	Sanitary Sewer Service	602-49400-386	19,565.93
				Vendor Metropolitan Council Total:	19,565.93
Vendor: Midwest Lighting Products					
Midwest Lighting Products	73427	Light bulbs(vaires)	Building Repair/Maintenance	101-41700-222	346.65
				Vendor Midwest Lighting Products Total:	346.65
Vendor: Minnesota Child Support Payment Center (SDU/Tribal Order Payee)					
Minnesota Child Support Pay	INV0000840	Child Support	Misc Deductions/Benefits	101-21710	728.65
Minnesota Child Support Pay	INV0000857	Child Support	Misc Deductions/Benefits	101-21710	728.65
				Vendor Minnesota Child Support Payment Center (SDU/Tribal Order Payee) Total:	1,457.30

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Vendor: Minnesota Ui Fund					
Minnesota Ui Fund	2Q24	2Q24 UI Balance Due	Unemployment Compensatio	101-41920-140	51.76
Vendor Minnesota Ui Fund Total:					51.76
Vendor: Minute Maker Secretarial					
Minute Maker Secretarial	M1906	June 24 CC & WS Minutes	Education/Meetings/Travel	101-41000-260	320.50
Minute Maker Secretarial	M1912	July 8 CC Mtg & Minutes	Education/Meetings/Travel	101-41000-260	311.88
Vendor Minute Maker Secretarial Total:					632.38
Vendor: MN Department of Revenue					
MN Department of Revenue	INV0000843	State Tax	State Withholding	101-21702	3,367.26
MN Department of Revenue	2Q24	2Q24 Sales & Use Tax Payable	State Sales Tax	101-21550	2,996.00
MN Department of Revenue	INV0000860	State Tax	State Withholding	101-21702	3,088.33
Vendor MN Department of Revenue Total:					9,451.59
Vendor: Msrs Dfc/Hcsp					
Msrs Dfc/Hcsp	INV0000835	DFC - MSRS (EE Contribution)	Deffered Comp	101-21705	2,365.00
Msrs Dfc/Hcsp	INV0000835	DFC - MSRS (ER Contribution)	Deffered Comp	101-21705	1,415.00
Msrs Dfc/Hcsp	INV0000836	Employee HSA	Hcsp	101-21712	1,122.85
Msrs Dfc/Hcsp	INV0000852	Employee HSA	Hcsp	101-21712	1,058.97
Msrs Dfc/Hcsp	INV0000861	Employee/Employer DFC	Deffered Comp	101-21705	2,865.00
Vendor Msrs Dfc/Hcsp Total:					8,826.82
Vendor: NAPA - Cottens Osseo					
NAPA - Cottens Osseo	2488-494700	Oil Filter & Amorall	Vehicle Repairs/Maintenance	101-42000-217	26.98
NAPA - Cottens Osseo	2488-494927	Fuses & Kit	Equip Repair/ Maintenance	101-42350-221	26.25
NAPA - Cottens Osseo	2488-497168	Fuses & Bulbs	Equip Repair/ Maintenance	101-42350-221	14.98
Vendor NAPA - Cottens Osseo Total:					68.21
Vendor: Olugbemiga Olatoye					
Olugbemiga Olatoye	Comm Ctr Refund	11/9/24 Comm Ctr Rental Can	Community Center Deposits	101-22001	-50.00
Olugbemiga Olatoye	Comm Ctr Refund	11/9/24 Comm Ctr Rental Can	Community Center Deposits	101-22001	250.00
Olugbemiga Olatoye	Comm Ctr Refund	11/9/24 Comm Ctr Rental Can	Community Center Rent	101-36001	600.00
Vendor Olugbemiga Olatoye Total:					800.00
Vendor: PERA - Public Employees Retirement Association					
PERA - Public Employees Retir	INV0000841	PEPFF	Pera	101-21704	14,081.79
PERA - Public Employees Retir	INV0000841	PERA	Pera	101-21704	3,830.40
PERA - Public Employees Retir	INV0000858	PERA	Pera	101-21704	3,226.00
PERA - Public Employees Retir	INV0000858	PEPFF	Pera	101-21704	12,969.95
Vendor PERA - Public Employees Retirement Association Total:					34,108.14
Vendor: Raterno, Anna					
Raterno, Anna	Youth Sports Ref	Refund Session 2 - Soccer 4-6	Youth Recreation Fees	101-36002	46.50
Vendor Raterno, Anna Total:					46.50
Vendor: Republic Services					
Republic Services	0894-006741877	July 2024 Shredding Svc	Operations	101-41110-211	49.16
Vendor Republic Services Total:					49.16
Vendor: Shanina Draughn					
Shanina Draughn	Comm Ctr Refund	8/3/24 Comm Ctr Rental Canc	Community Center Deposits	101-22001	250.00
Shanina Draughn	Comm Ctr Refund	8/3/24 Comm Ctr Rental Canc	Community Center Deposits	101-22001	-50.00
Shanina Draughn	Comm Ctr Refund	8/3/24 Comm Ctr Rental Canc	Community Center Rent	101-36001	300.00
Vendor Shanina Draughn Total:					500.00
Vendor: Sipe Bros. Inc.					
Sipe Bros. Inc.	6/18 - 6/27	June 18 - 27 Fuel Charges	Fuel - Vehicle/Equipment	101-41920-216	105.56
Sipe Bros. Inc.	6/18 - 6/27	June 18 - 27 Fuel Charges	Fuel - Vehicle/Equipment	101-42000-216	324.50
Vendor Sipe Bros. Inc. Total:					430.06
Vendor: Sloth Inspections Inc					
Sloth Inspections Inc	June 2024	June 2024 Electrical Permits I	Inspection Services	101-41940-305	216.00
Vendor Sloth Inspections Inc Total:					216.00
Vendor: Streicher's Inc.					
Streicher's Inc.	I1706540	Replace Zipper - Peterson	Uniforms/Gear	101-41900-218	40.00
Streicher's Inc.	I1706554	Boots & Vest - Swanson	Uniforms/Gear	101-41900-218	239.98

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Vendor Name	Payable Number	Description (Item)	Account Name	Account Number	Amount
Streicher's Inc.	11707312	Holster	Officer Equipment	101-41900-213	45.99
Vendor Streicher's Inc. Total:					325.97
Vendor: Symbolarts LLC					
Symbolarts LLC	0497635	PD Badges for 150th from don	Equipment	115-41900-570	1,626.50
Vendor Symbolarts LLC Total:					1,626.50
Vendor: Tegrete Corporation					
Tegrete Corporation	112138	Monthly Janitorial Svcs	Cleaning Service	101-41700-317	983.00
Vendor Tegrete Corporation Total:					983.00
Vendor: Thomson Reuters - West					
Thomson Reuters - West	850427448	June 2024 Software Subscripti	Dues/Membership	101-41900-255	144.90
Vendor Thomson Reuters - West Total:					144.90
Vendor: Toll Gas & Welding Supply					
Toll Gas & Welding Supply	40196545	PW Welding Gas	Operations	101-42000-211	12.75
Vendor Toll Gas & Welding Supply Total:					12.75
Vendor: Twin City Water Clinic Inc					
Twin City Water Clinic Inc	20735	June 2024 Distribution Sampl	Operations	601-49400-211	90.00
Vendor Twin City Water Clinic Inc Total:					90.00
Vendor: Tyler Technologies, Inc.					
Tyler Technologies, Inc.	025-471087	Easy Pay Online Component	Software	101-41515-309	28.75
Vendor Tyler Technologies, Inc. Total:					28.75
Vendor: Verizon Wireless					
Verizon Wireless	9967991383	June 2024 Cell Phone Usage	Telecommunications	101-41900-321	916.39
Verizon Wireless	9967991383	June 2024 Cell Phone Usage	Telecommunications	101-42000-321	243.76
Verizon Wireless	9967991383	June 2024 Cell Phone Usage	Trolley Operations	204-42390-352	26.18
Verizon Wireless	9967991383	June 2024 Cell Phone Usage	Telecommunications	601-49400-321	40.01
Vendor Verizon Wireless Total:					1,226.34
Vendor: Walters Recycling & Refuse, Inc.					
Walters Recycling & Refuse, In	232077	Public Trash/Recycling	Recycle/Organics/Cleanupday	101-42000-384	42.00
Walters Recycling & Refuse, In	8041992	Parks Organics Svc Fee (Sipe &	Operations	101-42350-211	15.75
Vendor Walters Recycling & Refuse, Inc. Total:					57.75
Vendor: WEX Bank					
WEX Bank	97667325	June 2024 Fule Charges - PD	Fuel - Vehicle/Equipment	101-41900-216	1,840.42
Vendor WEX Bank Total:					1,840.42
Vendor: Yewande Alran					
Yewande Alran	Comm Ctr Ref	7/7/24 Comm Ctr Dep Refund	Community Center Deposits	101-22001	50.00
Vendor Yewande Alran Total:					50.00
Grand Total:					172,436.48

Report Summary

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	119,356.63
115 - POLICE DONATIONS/EXPENSES	2,076.50
130 - PAVEMENT MANAGEMENT	150.00
204 - TROLLEY	26.18
205 - PARK DEDICATION	38.10
412 - 2022-23 Alley & Street Projects	285.45
601 - WATER FUND	30,616.31
602 - SEWER FUND	19,797.72
604 - STORM WATER FUND	89.59
Grand Total:	172,436.48

Account Summary

Account Number	Account Name	Expense Amount
101-21550	State Sales Tax	2,996.00
101-21701	Federal Withholding	14,204.17
101-21702	State Withholding	6,455.59
101-21703	Fica Withholding	13,530.22
101-21704	Pera	34,108.14
101-21705	Deffered Comp	6,645.00
101-21708	Union Dues	634.50
101-21710	Misc Deductions/Benefit	1,457.30
101-21711	Employee H.S.A Contrib	2,574.16
101-21712	Hcsp	2,181.82
101-22001	Community Center Depo	1,025.00
101-32101	Building Permits	394.65
101-32104	Right Of Way Permit	60.45
101-32610	Sign Permits	60.45
101-32620	Planning/Zoning Permits	60.45
101-32670	Rental Licenses	63.40
101-33425	Police Services	60.45
101-34001	Gateway Sign Ad	61.76
101-36000	Miscellaneous	120.90
101-36001	Community Center Rent	998.51
101-36002	Youth Recreation Fees	139.53
101-41000-260	Education/Meetings/Tra	632.38
101-41000-307	Recording Services	500.00
101-41110-201	Office Operations	571.30
101-41110-211	Operations	49.16
101-41110-308	Assessing Service	29.00
101-41110-351	Printing/Publishing Servi	71.00
101-41110-410	Leases/Rentals	374.80
101-41500-306	Legal Service - Prosecuti	1,339.00
101-41515-302	It Service	8,255.20
101-41515-309	Software	28.75
101-41550-300	Financial Services	4,061.25
101-41700-222	Building Repair/Mainten	346.65
101-41700-317	Cleaning Service	983.00
101-41700-321	Telecommunications	919.79
101-41700-390	Natural Gas Service	86.02
101-41800-390	Natural Gas Service	18.88
101-41900-213	Officer Equipment	45.99
101-41900-216	Fuel - Vehicle/Equipmen	1,840.42
101-41900-217	Vehicle Repairs/Mainten	2,586.97
101-41900-218	Uniforms/Gear	279.98
101-41900-220	Radio Communications	1,867.04
101-41900-255	Dues/Membership	144.90
101-41900-321	Telecommunications	916.39

Account Summary

Account Number	Account Name	Expense Amount
101-41900-410	Leases/Rentals	93.12
101-41920-140	Unemployment Compen	51.76
101-41920-216	Fuel - Vehicle/Equipmen	105.56
101-41920-261	Fire Training - Reimburse	1,200.00
101-41940-305	Inspection Services	216.00
101-42000-211	Operations	105.94
101-42000-216	Fuel - Vehicle/Equipmen	324.50
101-42000-217	Vehicle Repairs/Mainten	26.98
101-42000-221	Equip Repair/ Maintena	112.35
101-42000-222	Building Repair/Mainten	219.95
101-42000-224	Street Maintenance/Sig	535.95
101-42000-321	Telecommunications	243.76
101-42000-384	Recycle/Organics/Clean	42.00
101-42000-390	Natural Gas Service	35.14
101-42000-410	Leases/Rentals	23.80
101-42300-312	Programming	440.00
101-42350-211	Operations	530.70
101-42350-215	Central Avenue Beautific	999.90
101-42350-221	Equip Repair/ Maintena	248.52
101-42350-390	Natural Gas Service	20.38
115-41900-570	Equipment	2,076.50
130-41900-520	Capital Outlay - PD	150.00
204-42390-352	Trolley Operations	26.18
205-42350-801	Rental Property Expense	38.10
412-42000-310	Other Professional Servi	225.00
412-42000-529	Street Improvement	60.45
601-37100	Water Utility	89.59
601-49400-211	Operations	169.65
601-49400-221	Equip Repair/ Maintena	13,500.00
601-49400-321	Telecommunications	40.01
601-49400-385	Purchased Water	16,817.06
602-37200	Sewer Utility	89.59
602-49400-321	Telecommunications	124.76
602-49400-386	Sanitary Sewer Service	19,565.93
602-49400-390	Natural Gas Service	17.44
604-37400	Storm Water Utility	89.59
	Grand Total:	172,436.48

Project Account Summary

Project Account Key	Expense Amount
None	172,436.48
Grand Total:	172,436.48

Announcements

1. Tuesday, July 23

- Osseo Farmers Market –
 - It starts at 3:00 PM and goes until 7:00 PM

- Music and Movies in the Park
 - 7:00 PM - Music – Dirty Shorts Brass Band – New Orleans Jazz,

 - Dusk - Movie – Champions

2. Tuesday, July 30

- Osseo Farmers Market –
 - It starts at 3:00 PM and goes until 7:00 PM

- Music and Movies in the Park
 - 7:00 PM - Music – Stimulus Package – Musical Variety – Rock, Pop, Country, Oldies

 - Dusk - Movie – Mission Impossible

3. Tuesday, August 6

- Night to Unite

- Drawing contest – Pick up your entry at City Hall, Premier Bank, or Holiday Gas Station. For more information, check out the Osseo Police Facebook page.
- Food Drive – Osseo is holding a food drive for the Nest Backpack program through July 31. Food will be presented to The Nest on August 6. For more information, check out the Osseo Police Facebook page.
- EDA Breakfast – Held at the Osseo American Legion from 7:00 AM to 8:30 AM. Presentations by the I94 Chamber of Commerce and CCX Create Team.