

**OSSEO CITY COUNCIL  
REGULAR MEETING MINUTES  
November 12, 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 Tuesday, November 12, 2024.

2. ROLL CALL

Members present: Councilmembers Mark Cook, John Hall, Juliana Hultstrom, Mark Schulz, and Mayor Duane Poppe.

Staff present: City Administrator Shane Mikkelson and Attorney Jana O’Leary Sullivan.

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.

**A motion was made by Hultstrom, seconded by Cook, to accept the Agenda as presented. The motion carried 5-0.**

5. CONSENT AGENDA

- A. Approve October 28th Work Session and City Council Meeting Minutes
- B. Accept Fire Department Resignations from Troy Stalcar & Mackenzie Phenow
- C. Receive Lawful Gambling Contribution from American Legion Post 172
- ~~D. Approve Officer Starry Repayment Agreement~~
- E. Approve New WSB 2025 Rates

Hall requested Item 5D be removed from the Consent Agenda for further discussion.

Hultstrom noted a change to the minutes correcting the spelling of Officer Starry’s last name.

**A motion was made by Hall, seconded by Hultstrom, to approve the Consent Agenda as amended removing Item 5D. The motion carried 5-0.**

D. APPROVE OFFICER STARRY REPAYMENT AGREEMENT

Hall stated when the Council approved the resignation of Officer Starry, he asked if any monies would be owed to the City and now he is learning the City is owed \$10,000.

Mikkelson stated because Officer Starry did not work for the full four years, \$10,000 was owed back to the City.

**A motion was made by Hall, seconded by Hultstrom, to approve the Officer Starry Repayment Agreement. The motion carried 5-0.**

6. MATTERS FROM THE FLOOR

Nick Torres, 133 8<sup>th</sup> Avenue NE, explained he was reading through the proposed cannabis ordinance and he understood the first reading would be held at this meeting. He suggested background checks be required for cannabis license holders.

Hall reported the State of Minnesota would be conducting background checks for all cannabis license holders.

A resident of Osseo thanked the candidates that stepped up for the election and he congratulated everyone that won. He commented on the minutes that were approved on the Consent Agenda under Item 5A. He expressed concern with the fact nothing was reported within the minutes after the closed session. He understood an internal review was conducted on a staff member. He believed this person should be on administrative leave. He requested the minutes be corrected to include a summary of the internal review.

A resident of Osseo addressed the Council regarding the hiring of Alicia Vickerman. He provided three of the Councilmembers with a handout and asked if the HR Committee provided the entire City Council with all 11 resumes for the Assistant City Administrator position. He expressed concern with the fact the candidate being recommended for hire did not meet the minimum requirements for this position. He then reviewed his handout with the Council noting Ms. Vickerman served on City Council for three years and eleven months. He further reviewed Ms. Vickerman's work history noting there was a pattern of short stays with employers. He anticipated if Ms. Vickerman were hired, she would not last longer than four years. He explained Ms. Vickerman's bachelors in English Literature does not meet the minimum requirement for this job posting. He stated Ms. Vickerman has made it clear she does not have work history in City government. He reviewed the job description and minimum requirements for the Assistant City Administrator position in further detail. He was of the opinion English Literature was not a related or equivalent field. He did not believe serving on the City Council should be considered civil work experience. He reported the City had ten other applicants that came from LMC that had more work experience for this position. He recommended the Council not support the HR Committee recommendation for the Assistant City Administrator position.

A resident of Osseo then reviewed a letter that was sent to him from Jana O'Leary Sullivan. He discussed how law was law and it was set in stone. He questioned why this letter was sent to him.

7. SPECIAL BUSINESS

A. APPROVE MINIDAZZLE SPECIAL EVENT PERMIT FROM OSSEO FIRE DEPARTMENT

Mikkelson requested the Council approve a special event permit for Minidazzle for the Osseo Fire Department. He explained Minidazzle would be held on Friday, December 6, 2024 from 6:00 p.m. to 8:00 p.m.

**A motion was made by Hultstrom, seconded by Cook, to approve the Minidazzle Special Event Permit from the Osseo Fire Department. The motion carried 5-0.**

B. CANVASS RESULTS FROM 11/5/2024 GENERAL ELECTION: CITY RESULTS

Mikkelson requested the Council canvass the results from the November 5, 2024 General Election for the City of Osseo. It was noted the City Council serves as the canvassing board for city elections. The Council must meet to canvass the returns and declare the results within three to ten days after a general election. The canvass board publicly canvasses the election returns by reviewing the abstract (from the County) and write-in reports (M.S. 205.185, subd. 3; 205.065, subd. 5.), which will be distributed to the Mayor and Council at the City Council Meeting.

Poppe reviewed the results from the 2024 Election noting the City had over 80% of its residents voting. He explained the results for the Office of Mayor were as follows: Duane Poppe received 784 votes and Juliana Hultstrom received 496 votes. For the Office of Councilmember, Nick Torres had 648 votes, Mark Cook had 832 votes, Mike Danelius had 198 votes, and Preston Kroska had 284 votes. He requested the Council accept the 2024 City Election results.

**A motion was made by Schulz, seconded by Cook, to accept the 2024 City Election results and declare the candidates with the most votes as elected. The motion carried 5-0.**

8. PUBLIC HEARINGS – None

9. OLD BUSINESS – None

10. NEW BUSINESS

A. FIRST READING OF CANNABIS REGISTRATION ORDINANCE

Mikkelson stated the Council has discussed Cannabis and Hemp Registration Ordinance at the 09/30/2024 and 10/28/2024 work sessions. The Council gave direction to staff and have now applied that direction and created an Ordinance. We are asking the Council to approve the first reading of the Cannabis and Hemp Registration Ordinance. If the first reading is approved, staff will bring the second reading to the November 25th Council meeting for adoption.

**A motion was made by Hall, seconded by Schulz, to approve the First Reading of the Cannabis and Hemp Registration Ordinance. The motion carried 5-0.**

B. APPROVE HIRE OF ALICIA VICKERMAN AS ASSISTANT CITY ADMINISTRATOR

Mikkelson stated on 10/10/2024, the HR Committee and I interviewed eleven different candidates for the Assistant City Administrator. We were able to narrow that candidate pool to two. He reported on 11/06/2024 the HR committee and I were able to interview the two remaining candidates. After an hour-long interview, the entire group felt that Alicia Vickerman was the person to hire for the new Assistant City Administrator.

Hall reported the job description for this position was to be attached to the packet as Exhibit A, and were not. He explained until the City Council had the ability to review the job duties, he would not be able to support this item moving forward. Mikkelson reported the job description for this position was approved by the City Council one month ago.

Hall indicated he had concerns with the proposed hire.

**A motion was made by Hall to table action on this item to the next City Council meeting. The motion failed for lack of a second.**

Hall stated he had questions similar to the ones raised by the resident during Matters from the Floor. He indicated Ms. Vickerman has no city planner experience. He expressed concern with the fact the City would be paying for planner schooling for this candidate.

Schulz reported any educational expenses would have to be considered and approved by the Council.

Hall indicated he did not support paying a candidate \$100,000 plus benefits when they had no experience working as a City Planner or Assistant City Administrator. He reported if something were to happen to City Administrator Mikkelson, the Assistant City Administrator would be next in line.

Schulz recommended the Council approve the hire of Alicia Vickerman. He encouraged the Council to be introspective and to consider what the City needs at this time. He reported people can evolve and he believed Ms. Vickerman was who the City needed at this time. He noted the Planning Commission has only met once in the past year. He noted regardless of who the City Planner was, the City had a competent legal team to assist with planning matters.

Hall asked who sat in on the interviews.

Schulz indicated the HR Committee consisted of Mayor Poppe, City Administrator Mikkelson and himself as was approved by the Council.

Cook stated he agreed with Councilmember Schulz that it was about finding the right person for a position. He expressed concern about the accusations that were being made about the HR Committee members. He reported these Councilmembers were appointed to serve and those not serving on the committee were now starting to raise questions. He indicated it was becoming something altogether different when Councilmembers began calling into question people's integrity. He stated the HR

Committee hired an incredible City Clerk. He reported he was getting nervous when the Council was calling into question the work of the committees. He stated if this was going to continue to happen, perhaps the committees should not be in place. He explained the alternative would be to have all Councilmembers sitting in on the interviews, but this was not how the City Council was currently structured. He reported the Council was working within its current structure and if there was a problem, the structure could be changed. But for now, the Council had to observe the structure that was in place. He reported the HR Committee consists of two people who were elected by the people and one was recently reelected by the people. He indicated he would not be able to completely disrespect the lived experience of the candidates. He stated the candidate did not finish her term because she wanted to pursue other opportunities to give back to the City. He believed there were people that may have an issue with this candidate. He noted he could have beef with this candidate because she voted against him twice when he was being considered for Council appointment. However, he kept coming back and he believed Ms. Vickerman would be great for this job. He appreciated how dedicated this candidate was to this town and he believed this was the reason the HR Committee recommended Ms. Vickerman for this position.

Hall clarified that Ms. Vickerman had not completed multiple terms on the City Council, but rather was just short of completing one full term.

Hultstrom stated she sat on the HR Committee for some time with former Councilmember Vickerman. She reported Councilmember Vickerman and herself brought forward many employees that had no experience, or this may be their first job. She indicated she did the work, just as the HR Committee has done the work and hoped to receive support from her fellow Councilmembers. She understood the work experience does not match in some people's eyes, but for herself, she understood this would be Ms. Vickerman's dream job and she wanted to see Ms. Vickerman rise in her dream job. She indicated she has worked with Ms. Vickerman in the past, and she considers her a friend. She noted she would be supporting the HR Committees recommendation.

Poppe discussed the final two candidates. He indicated there was more to this position than just planning. He was of the opinion, Ms. Vickerman was the right person at the right time to bring the City where it needs to go and to assist with establishing the right culture within City Hall.

**A motion was made by Hultstrom, seconded by Cook, to approve the hire of Alicia Vickerman as Assistant City Administrator. The motion carried 4-1 (Hall opposed).**

C. APPROVE CHANGES TO ESST POLICY

Mikkelson stated in May of 2024 the state legislature made changes to the Earned Safe and Sick Leave Statue. One of the main changes was that paid on call firefighters were not eligible for ESST. At the 10/28 work session, staff was given guidance in relation to Paid on Call Firefighters. We are now bringing all the needed changes to this policy for your review.

**A motion was made by Cook, seconded by Hall, to approve the updated Osseo Earned Safe and Sick Time Policy. The motion carried 5-0.**

D. APPROVE ACCOUNTS PAYABLE

Mikkelson reviewed the Accounts Payable with the Council.

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

11. ADMINISTRATOR REPORT

Mikkelson thanked Natalie Santillo, Mary Lou Baier and all of the election judges for all of their hard work on the election. He reported Osseo had one of the highest voter turnouts in all of Hennepin County, or close to it. He anticipated staff spent 40+ hours of overtime in order to make the election work. He thanked public works for their assistance with the election as well.

12. COUNCIL AND ATTORNEY REPORTS

Hultstrom congratulated Mayor Poppe on his reelection. She congratulated Councilmember Cook and welcomed Nick Torres to the City Council. She thanked the election staff for all of their efforts.

Hultstrom thanked the HR Committee for conducting interviews and making a recommendation to the City Council.

Hultstrom thanked Troy Stalcar and McKenzie Phenow for their service to the Osseo Fire Department.

Hultstrom commented on the LMC's Mayor for the Day contest that was going on at this time.

Hultstrom reported she had a request from the public to make the write in votes public. Mikkelson indicated he would speak with the City Clerk regarding this matter.

Hultstrom stated the Metro Cities annual policy adoption meeting would be held on Thursday, November 21.

Hall congratulated all those who ran and won in the last election.

Hall thanked all veteran's who have served.

Cook thanked City Clerk Santillo and her staff members for their efforts on the election.

Cook encouraged residents to attend Small Business Saturday on November 30 in downtown Osseo.

Cook thanked the voters for the support they offered to him. He congratulated Mayor Poppe on his reelection and welcomed Nick Torres to the City Council.

Cook questioned if a flag would be posted in the Eagle Scout project. Eagle Scout Daniel Beckman explained he has been in contact with Xcel Energy and it appears a power line would have to be taken down in order to accommodate a flag on the flag pole.

Schulz thanked all of the veterans for their service to this country and for the freedoms they have provided this country.

Schulz thanked Councilmember Cook for his comments.

Schulz thanked City Hall staff and the election judges for all of their efforts on the recent election. He thanked the voters of Osseo for the outcome of this election. He stated he was looking forward to serving with Councilmember Cook and Councilmember Elect Torres.

Schulz welcomed Alicia Vickerman to City Hall and for sitting in on over three hours of interviews. He stated he appreciated the fact the City Council supported the recommendation from the HR Committee. He explained he looked forward to seeing who Ms. Vickerman would become in this new position.

Poppe welcomed Ms. Vickerman to the City.

Poppe thanked all of the veterans who have served this country.

13. ANNOUNCEMENTS

Poppe encouraged residents to attend Minidazzle, which would be held on Friday, December 6 starting at 6:00 p.m.

Poppe stated the City was in need of Commission members for 2025. Those interested in serving were encouraged to contact City Hall for further information.

14. ADJOURNMENT

**A motion was made by Schulz, seconded by Hultstrom, to adjourn the City Council meeting at 7:55 p.m. The motion carried 5-0.**

Respectfully submitted,

Heidi Guenther  
*Minute Maker Secretarial*