

VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
October 11, 2022

The Village of Osceola met for a Regular meeting on October 11, 2022 at Village Hall. Village President Jeromy Buberl called the meeting to order at 6:03 p.m.

Present: Buberl, Van Burch, Bill Chantelois IV, Bruce Gilliland, Dennis Lutz, Deb Rose, Holly Walsh

Staff present: Frank Pascarella, Frances Duncanson, Carie Krentz, Ron Pedrys, Paul Elfstrom, Shelby Friendshuh

Others present: Jessi Kruger, Terry Hauer, Nealy Cochran, Jeff Engel

Motion by Burch and seconded by Rose to approve the agenda

Ayes-7 Nays-0 Motion carried

Motion by Lutz and seconded by Gilliland to approve the minutes of the Regular meeting dated September 13, 2022, Special meeting dated September 27, 2022, and Special meeting dated October 8, 2022, with correction of name on 9-13-2022 meeting to Howard Killilea.

Ayes-7 Nays-0 Motion carried

Public input and ideas (Limit 5 minutes per speaker)

Jeff Engel of Chisago City gave an update on the proposed ice park. Engle met with the National Park Service and addressed their concerns. Engel has not met with Village committees yet to present the information he has on other ice parks in the area.

Reports: Staff reports

Police-Pedrys: September was a good month that gave him time to work on the budget. Wheels & Wings was uneventful and well attended. Krentz and Pedrys are working on IT grant with Bitworks. Community Coffee starts this month.

Public Works-Waters: is excused and the Department report is in the packet. The Dept. has spent a lot of time making repairs from vandalism and cleaning up graffiti. They are working with the insurance company on loss control. Fifty-five trees were planted for the forestry grant.

Utilities-Caruso: is excused with the Department report in the packet. They are still doing field work for the GIS survey. Verizon is considering moving tower out behind Polaris. The internal water tower painting is rescheduled for next week.

Library-Friendshuh: The draft budget for 2023, will presented to the Library Board. Friendshuh attended the recent Director's conference. There were 4,000 items circulated in September, 1000 more than a year ago at this time. September also had fifty new patrons and 236 new items added to the collection. Storytime is well attended, and the crafting club is going well. There is no word on the book bike awarded through the grant.

Fire-Elfstrom: There were seven runs in Osceola, one River rescue and one car accident. The Dept. budget is ready for Committee review. The flagpole project is done, paid for through donations. The switch from CenturyLink to Lakeland is almost complete.

Building Inspection-Pascarella: There were eleven permits with \$55,439.64 in estimated new value.

Administration-Pascarella: The budget process is going through the Committees. The initial budget review is on November 7th with December 1st for the Public Hearing and adoption. He toured the Falls with Waters to see the vandalism and graffiti. Pascarella submitted a request to the Town of Osceola on Simmon Drive. At this time, position of the Town remains unchanged, we will review options available. He is working to schedule a meeting with the Union.

Chamber of Commerce/Mainstreet Kruger: The Chamber welcomed three new board members and two new businesses. They are working with the Main Street organization to separate the Chamber and Main Street. The Pumpkin Express is looking for volunteers and vendors.

Other business – discussion and possible action re:

Presentation from Terry Hauer of the Polk County Economic Development Corporation

Hauer reviews the organization once a year to its supporters. The Board holds monthly meetings and tries to represent the County. A large portion of their funding comes from private industry. They work to attract workforce needed by employers. Housing is a big need. Hauer reviewed the various businesses they work with and deliverables such as the Main Street bounce back program. The Prosper in Polk campaign was started in August 2021 with a large social media campaign. In 2023 they are focusing on incentive housing, broadband, and child care.

Osceola Chamber/Main Street request for ARPA funds

Rose stated it was a decision by Chamber Board to bring forth the request for funding to the Village. This funding is a stop gap to help the Chamber with one-time items. The request was presented to the Admin & Finance Committee and recommended to the Board.

Motion by Burch and seconded by Rose to use \$17,000 in ARPA funds to the Chamber/Main Street organization
Ayes-7 Nays-0 Motion carried

Employee Handbook Updates

Pascarella reviewed the proposed changes. There are some language changes under the vehicles and equipment unauthorized use and nepotism sections. A remote working section was added. New employee compensation starting, six months, to full pay rates no later than twelve months were revised as suggested by the supervisor to the administrator. The sick leave ceiling was revised. Funeral leave and the vacation schedule was adjusted. The Martin Luther King Jr. holiday was added and Good Friday afternoon removed.

Motion by Buberl and seconded by Gilliland to approve the employee handbook updates with changes under hours worked work at home to remote work on page 28, and under pay periods to remove the word “all” on page 30, and to remove all of the highlighted notes.

Ayes-7 Nays-0 Motion carried

Permits and Licenses:

Motion by Gilliland and seconded by Rose to approve a Temporary Class B Picnic Beer & Wine License to the Osceola Chamber of Commerce/Main Street on November 5th, 2022, at 213 No. Cascade St.

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Walsh to approve Operator Licenses for Valencia J Gear-Silvey – Valley Spirits, Megan Groshens – PYs, Ashley Kurtz – Lucky 7 General Store, Bonnie LaValla – Cascade BP, Adam Lefler – Lucky 7 General Store, Phylcia Schmidt - PYs

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Walsh to approve a Special Event permit for the Grand Opening Celebration at Natural Heritage Art Centre LLC, Jessica Manderfeld at 213 No. Cascade on November 5th, 2022

Ayes-7 Nays-0 Motion carried

Motion by Gilliland and seconded by Rose to approve a Special Event permit for Pumpkin Express 2022, the MN Transportation Museum, Joyce Tesch at 114 Depot Road on October 21-23, 2022

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Lutz to approve a Special Events permit for Tippy Canoes Christmas Market, Paige & Jason Karnes at 1020 No. Cascade St. on December 10, 2022

Ayes-7 Nays-0 Motion carried

Motion by Lutz and seconded by Chantelois to approve Board, Committee, Commission and Agency Reports:

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|--------------------------------------|--------------------|--|
| a) Library Board | August 11, 2022 | (Commission approved September 8, 2022) |
| b) Admin & Finance | September 2, 2022 | (Committee approved Sept. 23, 2022) |
| c) Admin & Finance | September 23, 2022 | (Committee approved October 7, 2022) |
| d) Airport Commission | August 15, 2022 | (Commission approved September 19, 2022) |
| e) Historical Preservation Committee | August 8, 2022 | (Committee approved August 25, 2022) |
| f) Public Works Committee | June 22, 2022 | (Committee approved September 23, 2022) |
| g) Public Works Committee | September 23, 2022 | (Committee approved October 7, 2022) |
| | Ayes-7 | Nays-0 Motion carried |

Motion by Rose and seconded by Gilliland to approve vouchers payable

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Burch to go into closed session proceedings at 7:37 p.m. pursuant to Wisconsin Statute §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or to conduct other specified public business, for competitive or bargaining reasons. This pertains to The Wisconsin Milkhouse property at 103 N. Cascade St and Gaughan Companies Osceola Bluffs proposed development.

The Board continued in closed session proceedings at 8:42 p.m. under 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This pertains to the Village Administrator position.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh Nays-0 Motion carried.

Motion by Rose and seconded by Gilliland to come out of closed session proceedings at 8:50 p.m.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh Nays-0 Motion carried

Motion by Chantelois and seconded by Gilliland to approve the employment agreement with Devin Swanberg for the Village Administrator position

Ayes-7 Nays-0 Motion carried

Future agenda items and updates There were none.

President Buberl adjourned the meeting at 8:54 p.m.

Respectfully submitted by

Frances Duncanson, MMC-WCPC
Village Clerk