

**VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
June 11, 2024**

The Village of Osceola met for a Regular meeting on June 11, 2024, at Village Hall. Village President Lutz called the meeting to order at 6:00 pm.

Present: Brad Lutz, Neil Kline, Van Burch, Arvid Maki, Ron Pedrys, Mike Sine, and Marsha Hovey
Staff present: Devin Swanberg, Carie Krentz, Tanya Batchelor, Ann Miller, Todd Waters, Andrew Bach, Rick Caruso, Paul Elfstrom and Joey Cutts

Motion by Lutz and seconded by Sine to amend agenda with by removing 3biv from the consent agenda and putting after item 6k. Ayes-7 Nays-0 Motion carried

Motion by Maki and seconded by Sine to approve the amended agenda. Ayes-7 Nays-0 Motion carried

Motion by Klien and seconded by Hovey to approve the consent agenda as amended. Ayes-7 Nays-0 Motion carried

Public input and ideas (Limit 5 minutes per speaker) n/a

Reports: Staff reports

Police: Bach stated the PD generated 365 calls, 107 incidents and traffic reports with 3 arrests, 1 emergency hold, and 3 criminal referrals. Officers had 44 traffic stops and issued 40 municipal citations. St. Croix Falls responded 21 times and made 1 emergency detention placement under our agreement and reviewed his memo to the board and discussion on cameras and the police combination.

Public Works: Waters reviewed his memo to the board including informed board of an erosion issue at 901 Cascade that has a temporary fix while determining a solution. Waters was asked about keeping bathrooms stocked for events, all bathrooms are prepped for events but feels that supply fees should be added to permit requests.

Utilities: Caruso reviewed his memo to the board.

Library: Miller reviewed Library Director memo.

Fire: Elfstrom went through runs for the month of May with 12 runs total last month, 6 in Village of Osceola, 5 in Town of Farmington and 1 Mutual Aid Chisago County, MN and reviewed his memo. Also stated all fire inspections for the airport are done except one.

Building Inspection: Swanberg stated one new home and one accessory building. Will have a comparison to last year at the next meeting.

Administration: Swanberg thanked staff who are working hard in his absence. Visit Invest Cast before his break and was there to discuss daycare. July will be the start of budgeting for 2025, all department heads will be receiving their information to create their budgets. Continue to work on development possibilities.

Chamber of Commerce/Mainstreet: Swanberg stated Celebrate Osceola is Thursday, where 6 awards will be presented. The Chamber Director’s last day was May 23rd, so they are currently without a director. Rhubarb Fest was last weekend. Also stated that Yager is doing amazing things with their outreach, with Facebook being 579,000 and 29,000 visits to their page.

Other business – discussion and possible action re:

2022-2023 CIP Discussion

Batchelor presented leftover funds from the 2022-2023 CIP funds and the uses staff felt should be considered for these funds. Waters went through how he plans to use Public Works left over funds. Discussion took place on listed uses and making sure funds are allocated correctly with long term solutions. Example, Sine felt \$5,000 for upgrade security card, door lock system is low. Staff stated these are estimates and quotes will be requested and reviewed before moving forward.

Motion by Pedrys and seconded by Burch to approve the purchase a new voting booth in the amount of \$1,200 using 2022-2023 CIP funds as presented. Ayes-7 Nays-0 Motion carried

Motion by Lutz and seconded by Burch to direct staff to employ strategy as illustrated for the remaining funds of the 2022-2023 CIP Plan.

Ayes-7 Nays-0 Motion carried

DPW Selling Used Equipment/Purchase Lawn Mowers & Buck Truck

Waters is looking to sell equipment; all items are in the 2024-2025 CIP for replacement. Looking to sell to put funds into PW recovery & reimbursement account to help with CIP funds to replace used equipment. Waters stated he is conservative in his estimates and began doing this process because wasn't getting much for trade in on this equipment and with prices increasing there hasn't always been enough budgeted to replace equipment.

Comment was made to motion for approval for all public works requests 6b, c and d due to selling used equipment will help provide the funds to replace and purchase buck truck. Request to purchase 3 lawn mowers from Boyd's due to being able to trade in current mowers along with service provided.

Motion by Hovey and seconded by Lutz to approve agenda items 6b, c and d; selling of equipment, capital purchases of 3 lawn mowers and buck truck.

Sine asked about getting 3 quotes due to procurement policy, and Waters is getting used to policy which is why he brought all items before the board for approval. Swanberg stated usually small ticket items do not have go before board and as working through policy there will be some changes in the future brought to the board on that policy. If it's determined we are not operating under our procurement policy items should be brought back to July meeting.

Motion by Hovey and seconded by Lutz to approve agenda items 6b, c and d; selling of equipment, capital purchases of 3 lawn mowers and buck truck.

Ayes-7 Nays-0 Motion carried

Ordinance #24-04 Amend Chapter 201: Utility and Create Article V Conservation Measures

Caruso informed board the Village does not currently have anything in Code to restrict water usage in case of an emergency. For situations due to major drought or storm and village wells are impacted and need residents to not water this ordinance will help enforce conservation of our water supply and is also supported by Wisconsin State code as well.

Motion by Sine and seconded by Burch to approve Ordinance #24-04 Amend Chapter 201: Utility as presented.

Ayes-7 Nays-0 Motion carried

Resolution #24-08 Bluff Tower Water Main Reimbursement

Caruso stated Village has moved forward with engineering for water tower replacement and incurring soft costs and are applying for Safe Drinking Water Loan that is subsidized loan with current rate of 1.28%. This resolution also to move forward with this loan for all projects. A less expensive way to move forward on projects we are currently working on.

Motion by Sine and seconded by Burch to approve Resolution #24-08 Bluff Tower Water Main Reimbursement as presented.

Ayes-7 Nays-0 Motion carried

Simmon Drive expense breakdown

Last month a request for the breakdown of Simmon Drive expenses and the memo in front of them. Swanberg pointed out that engineer did not take into account the amount we approved to accept from the Town of Osceola which was \$64,427.86 for a total of \$154,136.14 is the Village's portion due to additions board requested of striping, thicker asphalt and widening of road. We do not have a start date at this time.

HPC Application for Certificate of Appropriateness – 103 Chieftain Street

This request is to take down the house behind Osceola Lanes and was recommended for approval by the Historic Preservation Commission (HPC) at their meeting on May 22nd.

Motion by Bruch and seconded by Sine to approve HPC Application for Certificate of Appropriateness for 103

Chieftain Street as presented. Ayes-7 Nays-0 Motion carried

HPC Application for Certificate of Appropriateness – 210 N. Cascade Street

This request is to paint the exterior of building at 210 N. Cascade Street and was recommended for approval by HPC at the May 22nd meeting.

Motion by Sine and seconded by Maki to approve HPC Application for Certificate of Appropriateness for 201 N. Cascade Street as presented. Ayes-7 Nays-0 Motion carried

Veteran’s Memorial MOU

Received letter late Friday and Swanberg drafted an MOU agreement based on the discussion at meeting with the Veteran’s Memorial group.

Motion by Lutz and seconded by Sine to approve MOU with Waterworks Irrigation for Veteran’s Memorial site as presented. Ayes-7 Nays-0 Motion carried

Oakey Park/Skatepark Discussion

Swanberg stated the license agreement will allow employees that will be constructing the Skate Park to live at 405 4th Avenue while completing the project. Hovey gave a brief rundown of costs of project and option to use of this house for the construction workers as well as estimated costs of use of the house of approximately \$500. Discussion on liability insurance.

Motion by Sine and seconded by Maki to approve License Agreement as presented. Ayes-7 Nays-0 Motion carried

Discussion on how to proceed with the demo of the Yellow House (405 4th Avenue). There was zero interest in anyone purchasing and moving the house. The house is not part of the Skate Park project.

Motion by Kline and seconded by Lutz to direct staff to move forward with Bids to demo house at 405 4th Avenue. Ayes-6 Nays-1 Motion carried

Pedrys left meeting at 8:32 pm.

Conditional Obstruction Permit Applications

Krentz read recommendations made from HPC at their May 22nd meeting. Discussion on motions and all COP applications. Sine would like applications to be cleaned up with clear processes defined.

Motion by Lutz and seconded by Maki to approve COP applications for PYs, Coffeebark, Coming Home, Style Escapes and The Looking Glass as presented. Ayes-6 Nays-0 Motion carried

Motion by Maki and seconded by Hovey to approve COP application for Croixland Leather for only Saturday and Sunday and with next year application must be submitted by property owner where sign will be placed.

Ayes-6 Nays-0 Motion carried

Motion by Sine and seconded by Klien to approve COP application for Osceola Lanes as presented.

Ayes-6 Nays-0 Motion carried

Future agenda items and updates

Burch mentioned HPC is taking training and plans to work on updating ordinances.

President Lutz adjourned the meeting at 8:48 pm.

Respectfully submitted by
Carie Krentz, Village Clerk