

**VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
January 14, 2025**

The Village of Osceola met for a Regular meeting on January 14, 2025, at Village Hall. Village President Lutz called the meeting to order at 6:00 pm.

Present: Brad Lutz, Ron Pedrys, Mike Sine, Van Burch, Neil Kline and Marsha Hovey

Absent: Arvid Maki

Staff present: Devin Swanberg, Carie Krentz, Ann Miller, Todd Waters, Andrew Bach, Paul Elfstrom, Joey Cutts and Connors

Motion by Hovey and seconded by Burch to approve the agenda.

Ayes-5 Nays-0 Motion carried

Motion by Sine and seconded by Pedrys to approve the consent agenda.

Ayes-5 Nays-0 Motion carried

Public input and ideas (Limit 5 minutes per speaker)

n/a

Reports: Staff reports

Utilities: Swanberg highlighted utilities memo.

Library: Miller reviewed Library Director memo.

Neil Kline arrived at 6:06 pm.

Fire: Elfstrom stated runs for the month of December were 14 runs total, 8 in Village of Osceola, 4 in Town of Farmington, 1 Mutual Aid Dresser and 1 Mutual Aid Alden and reviewed his memo.

Police: Bach stated the PD generated 299 calls, 52 incidents and traffic reports with 4 arrests and 3 criminal referrals. Officers had 43 traffic stops and issued 16 municipal citations. Proceeded to review his memo to the board. Coffee with a cop will only be one time this month on January 24th.

Public Works: Waters reviewed his memo to the board. Discussion on snow removal by businesses.

Building Inspection: Swanberg compared 2024 to 2023 permits issued.

Administration: Swanberg reviewed his memo to the board.

Chamber of Commerce/Mainstreet: Yager reviewed his memo to the board. Transition from a chamber to Explore Osceola with three focuses (1) Economic Development, (2) Tourism, and (3) Mainstreet.

Other business – discussion and possible action re:

MSA Professional Services

Projects Update

Drew Lindh started with AFG Grant being submitted on December 12, 2024 for an amount of \$551,250 with Village contributing \$26,250 with federal match of \$525,000 for the Osceola Fire Department. Then went into an update on the Cascade Falls Phase 1. Had a kick off meeting on November 20th with following items/decisions discussed (1) decisions will be made through Administrator and Public Works Director, (2) adding water service – board discussed and decided against adding, (3) adding paved walkway by 2nd Avenue – board discussed and it was determined not on parcel of grant and this would not be moved forward on at this time, (4) went over preliminary design – discussion on the changes made.

Motion by Lutz and seconded by Kline to approve preliminary plan to move forward.

Ayes-6 Nays-0 Motion carried

CVT Proposal

Lindh got two companies that submitted proposals to conduct core samples at Gristmill Park and recommending Chosen Valley Testing.

Motion by Burch and seconded by Pedrys to approve proposal with Chosen Valley Testing for Geotechnical services as presented.

Ayes-6 Nays-0 Motion carried

Engineering Services

Swanberg stated last month board heard from four engineering companies and was asked to give his and staff’s recommendation. That was to move forward with SEH as the Village’s primary engineering company with MSA as a close second. This recommendation came from SEH’s extensive expertise, established relationships with Village staff and their ability to handle complex and diverse projects. Discussion on if picking one company is needed and overall consensus was building a working relationship with a company is useful. Staff is still able to use other engineering firms if a project requires.

Motion by Lutz and seconded by Burch to approve Village engineering services with SEH as primary and MSA as secondary as presented. Ayes-5 Nays-1 (Sine) Motion carried

Resolution #25-01 Affirmation of Paul Elfstrom as Fire Chief

Swanberg stated the Police and Fire Committee interviewed three candidates and recommended Paul Elfstrom to remain as Fire Chief. He will be sworn in at Clerks office by the end of this week. Looking for approval of Resolution #25-01 to affirm Paul Elfstrom as Fire Chief.

Motion by Sine and seconded by Burch to approve Resolution #25-01 to affirm Paul Elfstrom as Fire Chief as presented. Ayes-6 Nays-0 Motion carried

Procurement Policy

Sine feels if we are going to write a policy we need to follow it and if it isn’t working it needs to be changed. Feels current policy may not have been around long enough and would like to see us follow it. Some confusion between ordinance and policy, which was discussed and stated the Procurement is a policy and NOT an ordinance. More discussion on policy being followed. Administrator and staff feel this policy offers significant improvements in efficiency, accountability and transparency while maintaining compliance with state statues. This will allow the Village to operate more effectively. Looking for approval of the new procurement policy.

Motion by Hovey and seconded by Sine to approve updated Procurement Policy as presented. Ayes-6 Nays-0 Motion carried

Verizon Lease

Swanberg stated Caruso has been working on this renewal since last March, with the help of SEH to get the best lease for the Village. This has also been reviewed by the Village Attorney, Paul Mahler. This is a much better lease than the previous one, giving the Village protection on maintenance, lease price, and has strengthens Village’s position by securing consistent annual rent increases, procedures for antenna equipment and protects the Village from financial liability. Discussion on requiring Verizon to improve service in the downtown area, which is not covered by lease. Swanberg stated he is working to get another antenna located in the downtown area for that reason. This lease was approved by Admin & Finance Committee at their January meeting. Looking for approval of lease.

Motion by Hovey and seconded by Pedrys to approve amended Verizon Lease as presented. Aye-6 Nays-0 Motion carried

Future agenda items and updates

Burch wondering what was happening with cemetery – Swanberg received counter-offer however so far apart the issues stuck at this time.

Lutz stated only two candidates for the three openings so if anyone knows anyone interested they can submit as a write-in up to the Friday before election on April 1st.

President Lutz adjourned the meeting at 7:25 pm.

Respectfully submitted by
Carie Krentz, Village Clerk