

Job Duty	Date	Initial
Well, tower, pond, lift station checks, water samples, got quote from Adam Hoppe on pond rock, got ^{prices} quote from Nelson Sanitary, cleaned in front of Firehall, worked at shop	WED 12/11/17	SL
Well, pond, tower checks, set up council room, sanded streets	"	SL
did paperwork at shop	"	SL
Well, pond, tower checks, did paperwork with Adrianna, cleaned basement at city hall & cleaned at shop.	WED 12/13/17	LG
Well, tower, pond, lift station checks, water samples, worked at shop, & delivered council packet.	"	LG
Well, tower, pond checks, did water reading, got results & delivered, worked at shop	THUR 12/14/17	LG
Well, tower, pond checks	"	LG
Well, tower, pond checks	FRI 12/15/17	LG
Well, tower, pond checks	"	LG
Well, tower, pond checks	SAT 12/16/17	LG
Well, tower, pond checks	SUN 12/17/17	LG
Well, tower, lift station, pond checks, water samples, scraped streets, & sanded, talked w/ rural water.	MON 12/18/17	LG
Well, tower, pond checks, brought ton truck to Hiltner for fuse that keep blowing - he found a short in a wire in the shifter overdrive button, flushed sanitary behind charlie's & corner pub - behind charlie's got Noah VanBerk jelling because line was clogged - Noah stated there was a lot of grease in line.	TUE 12/19/17	LG
Well, tower, pond checks, sanded church parking lot - plowed snow & sanded	"	LG/ME
Well, tower, pond checks, sanded church parking lot - plowed snow & sanded	"	LG
Well, tower, pond, lift station, water samples, cleaned flow station grass stuck, and pushed snow & sanded streets & senior center.	WED 12/20/17	LG
Well, tower, pond, flow station, city hall scada system not working, worked at shop, turned water on at Hiltner's Patin home on 10th st.	THUR 12/21/17	LG
Well, tower, pond checks	"	LG
Well, tower, pond checks	FRI 12/22/17	LG
Well, tower, pond, lift station, water samples, garbage	"	LG
Well, tower, pond checks, flow station clogged.	SAT 12/23/17	SL
Well, tower, pond checks, ran plow equip. Hung hoist, did garbage up town, flow station check.	SUN 12/24/17	LG
Well, tower, pond checks, ran plow equip. Hung hoist, did garbage up town, flow station check.	MON 12/25/17	LG
Well, tower, pond checks, ran plow equip. Hung hoist, did garbage up town, flow station check.	TUE 12/26/17	LG
Well, tower, pond, lift station, water samples, plowed snow, sanded, filled vehicles w/ gas	WED 12/27/17	LG
Well, tower, pond, lift station, water samples, plowed snow, sanded, filled vehicles w/ gas	"	LG
Well, tower, pond, lift station, water samples, plowed snow, sanded, filled vehicles w/ gas	THUR 12/28/17	LG
Well, tower, pond, lift station, water samples, plowed snow, sanded, filled vehicles w/ gas	"	LG

Job Duty	Date	Initial
2:00AM scraped main street w/ tractor, well, tower, pond checks, water meter readings	FRI 12/29/17	JL
well, tower, pond checks	"	JL
Well, tower, pond checks	12/30/17 SAT	JL
Well, tower, pond checks	12/31/17 SUN	JL
Well, tower, pond checks, lift station, water samples	1/1/18 MON	JL
well, tower, pond checks, Filed paper work, did reports at city hall w/ Adri, Filed more paperwork, started to get 2017 reports added together.	1/2/18 TUE	JL
Well, tower, pond checks, Flushed deadends, garbage	"	JL
Well, tower, pond, lift station, water samples, worked on 303 3rd st SE	Wed 1/3/18	JL/ML
303 3rd st SE curb stop shut off, couldn't get to work so Found gate valves needed to shut off to shut these water off, notified all neighbors that water would be shut off next day between 8am + 9am, Hauling chemical etc camp to drop off chlorine cylinders.	Thur 1/4/18	JL
Well, tower, pond checks, shut 303 3rd st SE water off	"	JL
which was all of 3rd st SE, 3rd Ave SE, + 4th st SE, changed chlorine cylinder at well houses.	"	JL
Well, tower, pond checks	"	JL
Well, tower, pond checks	FRI 1/5/18	JL
Well, tower, pond, lift station checks, water samples, garbage	"	JL
took city street xmas lights down	SAT 1/6/18	JL
picked up dog walking by school, Found owner later that night	SUN 1/7/18	JL
Well, tower, pond checks, did water samples For DHIA, MDH (Q-tly in event), (Bacteria) (WQP) brought some to Sunk Centre, mail some + shipped some From Albany by UPS	Mon 1/8/18	JL
well, pond, tower checks, put garland + xmas lights away	"	JL/SN
got plow equip geared a ready put sand in plow truck	"	JL
Well, pond, tower checks, plowed snow + sanded ^{lift station} water	Wed 1/10/18	JL
Well, pond, tower checks, plowed 2hrs, garbage, clean ship	Thur 1/11/18	JL
Well, pond, tower checks	FRI 1/12/18	JL
Well, tower, pond checks, plowed snow 4 1/2 hrs	SAT 1/13/18	JL
well, tower, pond, lift station checks, water samples plowed + sanded for 3 1/2 hrs / Holiday	SUN 1/14/18	JL
	Mon 1/15/18	JL
	"	JL



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport Mayor and City Council
FROM: Dave Blommel
DATE: January 22, 2018
RE: Council Update
SEH No. FREEP Gen 14.00

As we discussed this past fall, the wastewater ponds have seen some settlement in the protective riprap along the east berm. In order to protect the banks from erosion caused by waves and wind, additional rock needs to be added to the top of the berm to restore it to its original level. This work is a good candidate for completion during the winter months in order to allow for heavy truck traffic to utilize the frozen soils in the berms.

Loren and I have requested quotes from 2 companies to complete the work.

Hoppe's Dirt Work - \$8,750 for 120 cubic yards, geotextile fabric, and installation.
Kotzer Excavating - \$8,300 for 120 cubic yards, geotextile fabric, and installation.

I would recommend award to Kotzer's Excavating in the amount of \$8,300.

I will be unable to attend your meeting on January 30th due to a previously scheduled vacation, but I will be returning to the office on February 5th if you have any questions following your meeting.

dwb/mrb

Enclosures

p:\j\freep\common_ council mtg\2018\m council update 012218.docx

Kotzer Excavating, Inc.

21745 340th Street
Albany, MN 56307

Phone # 320-980-0015
Fax # (320) 845-6211

ESTIMATE

DATE	ESTIMATE #
1/22/2018	1910

TO
City of Freeport. David Blommel

		PROJECT
DESCRIPTION		TOTAL
Provide equipment and labor to install approximately 120 cy of class 3 rip rap with fabric		8,300.00
Sales Tax		0.00

TOTAL	\$8,300.00
--------------	------------

Customer Signature _____

Dymoke Law Office, P.A.

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

January 23, 2018

Adrianna Hennen
City of Freeport
125 Main Street East
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Ms. Hennen:

During the period from December 13, 2017 through January 23, 2018, we have not given significant attention any projects on behalf of the City of Freeport.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

ORDINANCE 2018-001

AN ORDINANCE REPEALING AND REPLACING THAT PART OF SECTION 500.25, SUBDIVISION 6 OF CHAPTER V OF THE CITY CODE RELATING TO ACCESSORY USES

Section I

The City Council of the City of Freeport, Minnesota hereby ordains that part of Section 500.25, Subd. 6, of Chapter V of the City Code entitled “Accessory Use” is hereby repealed and replaced with “Exhibit A” attached hereto. Except as expressly modified in this Ordinance, Section 500.25, Subd. 6, of Chapter V of the City Code is expressly ratified, confirmed and remains in full force and effect.

Section II

Effective Date. This Ordinance is effective upon its adoption and publication as prescribed by law.

Adopted by the City of Freeport on the 30th day of January, 2018

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer

EXHIBIT A

Section 500.25, Subd.6 Lot, Yard, Area and Height Requirements

Accessory Use

	Lot Minimum		Setbacks (ft.)			Maximum
	Area Sq. feet	Width (ft.)	Front	Side	Rear	Height (ft.)
Single and two-family existing lots (8/30/72)	5,000	50 or less	Not allowed	5	5, unless rear loading then 10 ft.	18 feet
Existing lots (8/30/72)	5,000	51 or more	Not allowed	5	5, unless rear loading then 10 ft.	18 feet
New lots	15,000	75	Not allowed	5	5, unless rear loading then 10 ft.	18 feet



CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service www.freeportmn.org

2018 Appointments

	2017	2018
Official Depositories	Freeport State Bank Central Minnesota Credit Union League of MN Cities	
Finance Committee	City Council	
Street Commissioners	City Council	
Legal Advisor	Dymoke Law Office	
Legal Prosecutor	Pottratz Law Office	
Park & Recreation Commissioner(s)	Mike Eveslage Jake Renneker	
Acting Mayor	Tim Hennen	
2 nd Acting Mayor	Mike Eveslage	
EDA Council Rep.	Tim Hennen	
Weed Inspector	Loren Goebel, Public Works Director	
Health Officer	CentraCare Health-Melrose	
Assessor	Stearns County	
Newspaper	Melrose Beacon & Sauk Centre Herald	
Public Examiner	Schlenner Wenner & Co.	
Engineer	SEH, Inc.	
Building Inspector	Mark Harren- MidCentral Code Enforcement	
Emergency Management Director	Fire Department Chief	
Acting Emergency Management		

The City of Freeport is an Equal Opportunity Provider

Director	Fire Department First Assistant Chief
Zoning Administrator	Clerk-Treasurer
Zoning Officers	City Council
Data Practices Compliance Officer	Clerk-Treasurer
Liaison to Chamber of Commerce	Clerk-Treasurer
Wellhead Protection Committee	Clerk-Treasurer, Co-Wellhead Protection Manager Loren Goebel, Co-Wellhead Protection Manager Carrie Raber, Ad Hoc (Stearns County SWCD) Rodney Atkinson, City Council Member Denis Heidgerken, City Resident Peter Welle, Area Township Representative <i>Vacant Seat</i>



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RESOLUTION 2018-01

A RESOLUTION APPOINTING FREEPORT STATE BANK AS OFFICIAL DEPOSITORY

RESOLVED, That Freeport State Bank, is hereby designated as a depository for the funds of this corporation, and any officer or other person hereinafter named is hereby authorized for and on behalf of this corporation to open or to continue an account or accounts with said Bank and to execute and deliver to said Bank signature card or cards supplied by said Bank containing specimen signatures of the officers or other persons hereinafter named and agree to said Bank's Rules and Regulations Governing Bank Accounts, and that any officer of this corporation or any other person hereinafter named is hereby authorized, for and on behalf of this corporation, to endorse or cause to be endorsed, to negotiate or cause to be negotiated, and to deposit or cause to be deposited in such account or accounts from time to time checks, drafts and other instruments and funds payable to or held by this corporation.

RESOLVED, That checks, drafts or other withdrawal orders and any and all other directions and instructions of a charter with respect to funds of this corporation now or hereafter with said Bank may be signed by any two of the following:

Rodney Atkinson (Mayor) Adrianna Hennen (Clerk-Treasurer) and said Bank is hereby fully authorized to pay and charge to such account or accounts any checks, drafts or other withdrawal orders so signed, and to honor any directions or instructions so signed, whether or not payable to the individual order of or deposited to the individual account of or inuring to the benefit of any of the foregoing officers or persons.

RESOLVED, That any Two of the following: Rodney Atkinson, (Mayor) Adrianna Hennen, (Clerk-Treasurer) hereby is or are authorized, for and on behalf of this corporation, at any time or from time to time to borrow money from The Freeport State Bank in such amounts, for such times, at such rate or rates of interest and upon such terms as he or they may see fit; to execute and deliver notes or other evidences of indebtedness of this corporation therefor, and renewals and extensions thereof; to sell, assign, transfer, pledge, mortgage or otherwise hypothecate to said Bank any bills receivable, accounts, contracts, warehouse, receipts, bills of lading, stocks, bonds, chattels, real estate or other property of this corporation as security; to give guaranties and other undertakings to said Bank; to discontinue with said Bank bills receivable of this corporation and to authorize modifications and extensions with respect thereto and to waive demand, presentment, protest and notice of dishonor; and to do, authorize and agree to any and all other things at any time or from time to time in connection with any of the foregoing as or they may deem appropriate.

RESOLVED, That said Bank shall be entitled to rely upon a certified copy of these resolutions until written notice of modification or rescission has been furnished to and received by said Bank

(Confirmation continued on next page)

DATED THIS 30TH DAY OF JANUARY, 2018

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer

Drafted by: Adrianna Hennen, Clerk-Treasurer
 City of Freeport, MN, 125 Main Street East, PO Box 301, Freeport, MN 56331



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RESOLUTION 2018-03

A RESOLUTION APPOINTING CENTRAL MINNESOTA CREDIT UNION AS OFFICIAL DEPOSITORY

The undersigned, Rodney Atkinson (Mayor) Adrianna Hennen (Clerk-Treasurer), each being first duly sworn, certifies, states and alleges the following so as to induce CENTRAL MINNESOTA CREDIT UNION (hereinafter “Credit Union”, which shall include Lender in any banking capacity, as the context may require) to enter into loans, security agreements, mortgages and other agreements related to lending and banking with CITY OF FREEPORT (hereinafter “the Corporation”).

1. That CITY OF FREEPORT, is a duly organized existing Corporation under the law of the state of Minnesota or if not incorporated under the law of the state of Minnesota, authorized to do business in the state of Minnesota; and
2. That there are no proceedings pending or threatened for dissolution or forfeiture of the Corporation’s charter or authority to act in the state of Minnesota, whether voluntarily or involuntarily; and
3. That the Corporation is in good standing with the state of Minnesota and is presently in compliance with all applicable statutes, laws and regulations relative to the Corporation’s charter to own, operate and do business of the nature it is presently transacting and will hereafter transact in the state of Minnesota; and
4. That there is no provision in the Corporation’s charter, or bylaws or articles of the Corporation limiting the power of the board of directors as which thereafter executes this certification and authorization.

RESOLVED, that Credit Union is hereby designated as a depository for the funds of this corporation and any officer this corporation is hereby authorized to open or cause to be opened an account or accounts with Credit Union on such terms, conditions and agreements as shall be required by or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto.

RESOLVED, that any one of the following officers or successors are hereby authorized in the name of this Corporation to:

Rodney Atkinson as, Mayor
Adrianna Hennen as, Clerk-Treasurer

and Credit Union is hereby authorized to charge to the account of the Corporation any checks, drafts or other withdrawal orders, so signed, in closing those payable to the individual order of the person signing the same and including also checks or other withdrawal orders payable to Credit Union or to any other person or entity, which are applied in payment of any other indebtedness owing to Credit Union from the person or persons who signed such checks or other withdrawal orders.

RESOLVED, that any two of the following:

Rodney Atkinson as, Mayor
Adrianna Hennen as, Clerk-Treasurer

Be and hereby are authorized to borrow money or make application for and obtain for and obtain Letter of Credit for an behalf of the Corporation; to make any agreements in respect thereto; and to sign, execute and deliver promissory notes, acceptance or other evidences of indebtedness therefor, or in renewal thereof, in such amounts and for such time, at such rate of interest and upon such terms as they see fit; and are hereby authorized to endorse, assign, transfer, mortgage , or pledge to Credit Union the bills receivable, warehouse receipts, bills lading, stocks, bonds, real estate, or other property now or hereafter owned by the Corporation, and to discount the same, to unconditionally guarantee payment of any or all bills receivable so negotiated or discounted, and to waive demand, protest and notice of non-payment.

RESOLVED, all resolutions herein contained shall continue in force until express written notice of its recession or modification has been furnished to and received by Credit Union.

RESOLVED, that all transaction, if any, in respect to any deposits, withdrawals, rediscounts and borrowing by or in behalf of the Corporation with Credit Union prior to adoption of the resolutions herein contained be and the same hereby are in all things ratified, approved and confirmed.

RESOLVED, that any of the persons named above be and they are hereby authorized and empowered to make any and all other contracts, agreements, stipulations and order which they may deem advisable, from time to time, with Credit Union in respect to transactions between the Corporation and Credit Union in regard to funds deposited with Credit Union, money borrowed from Credit Union or any other business transacted by and between the Corporation and Credit Union.

RESOLVED, that any and all resolutions heretofore adopted by the City Council of the Corporation and certified to Credit Union as governing the operation of the corporation's account(s) with Credit Union, be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.

DATED THIS 30TH DAY OF JANUARY, 2018

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer

Drafted by: Adrianna Hennen, Clerk-Treasurer
City of Freeport, MN, 125 Main Street East, PO Box 301, Freeport, MN 56331



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RESOLUTION 2018-03

A RESOLUTION APPROVING DONATIONS RECEIVED IN 2017

WHEREAS, Minnesota State Statute 465.03 requires that governing bodies must formally accept donations and contributions and that every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full; and

WHEREAS, The City seeks to properly accept and record donations and contributions in accordance with all state statute and state auditor requirements;

NOW, THEREFORE; The Freeport City Council formally accepts the following donations and any stipulations:

Donor Name	Amount	Stipulation
Freeport Lions	\$32,000.00	To General Fund for Lions Park
St. Rosa Lions	\$750.00	To Fire Department
Freeport Lions	\$11,441.99	To Fire Department
St. Rosa Jaycess	\$1,000.00	To Fire Department
Albany Mutual Telephone	\$10,000.00	To Fire Department
John & Joyce Wimmer	\$25.00	To Fire Department
Roving Hillbillies Snowmobile Club	\$500.00	To Fire Department
Freeport Softball Club	\$1,000.00	To North End Park

DATED THIS 30TH DAY OF JANUARY, 2018

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer

RESOLUTION 2018-04 –
City of Freeport’s Authority to Procure Stearns Electric Loan

Be It Resolved, that the Mayor and City Clerk of the City of Freeport, or their successors in office, be and hereby are authorized for, on behalf of, and in the name of the City of Freeport to:

1. Negotiate and procure loans from Stearns Cooperative Electric Association, of Melrose, Minnesota up to an amount not exceeding Three Hundred Sixty Thousand and 00/100's dollars (\$360,000.00); and
2. Execute in such form as may be required by said Stearns Cooperative Electric Association all loan documents, notes and other evidence of such loans.

Resolved Further, that said Stearns Cooperative Electric Association be and hereby is authorized and directed to pay the proceeds of any such loan as directed by the persons so authorized to sign, whether so payable to the order of any said persons in their individual capacities or not, and whether such proceeds are deposited to the individual credit of any said persons or not;

Resolved Further, that this resolution shall continue in full force and effect, and said Stearns Cooperative Electric Association may consider the holders of said offices and their signatures, respectively, to be and continue as set forth in the certificate of the City Clerk of the City of Freeport accompanying a copy of this resolution when delivered to said Stearns Cooperative Electric Association or in any subsequent certificate, until notice to the contrary in writing is duly served on said Stearns Cooperative Electric Association.”

DATED THIS 30TH DAY OF JANUARY, 2018

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer