



Freeport City Council Regular Meeting Agenda  
Freeport City Hall • January 14, 2014 • 7:00 pm

7:00pm I. Call to Order

7:00pm II. Open Public Forum (opportunity for members of the public to speak)

7:02pm III. Approve Agenda – *Motion to approve agenda*

7:03pm IV. Consent Agenda – *Motion to approve consent agenda*

- a. Approval of December 17, 3013 regular meeting minutes; and
- b. Approval of proposed 2013 Budget Amendments 12-15; and
- c. 2014 Appointments
- d. Resolution 2014-001 (Freeport State Bank Corporate Resolution)
- e. Resolution 2014-002 (Central MN Credit Union Corporate Resolution)
- f. Resolution 2014-003 (Approve 2013 Zoning Permits Issued)
- g. Resolution 2014-004 (Approve 2013 Donations & Contributions)
- h. Approval of claims paid January 06, 2014 (\$743.29)
- i. Approval of claims to be paid dated January 08, 2014 (\$260,092.05)

7:04pm V. Reports

- a. Clerk-Treasurer
- b. Public Works Director
- c. Engineer

7:20pm VI. Old Business

- a. Wellhead Protection Plan Update

7:30pm VII. New Business

- a. Resolution 2014-005 (Option Agreement) – *Motion to approve Resolution 2014-005*
- b. Resolution 2014-006 (Grant Submission) – *Motion to approve Resolution 2014-006*
- c. Resolution 2014-007 (Call for Public Hearing) – *Motion to approve Resolution 2014-007*
- d. Request by Resident – *Motion to (approve/deny) request by resident*
- e. Equal Dwelling Units (information provided at meeting) – *Motion to approve adjustments*
- f. Annual Area Fire Service Association Meeting – *Motion to approve 2/25 @ 8pm*

7:45pm VIII. Other (Opportunity to ask for items to be added to the next meeting agenda)

7:45pm IX. Adjourn – *Motion to adjourn*

Next Regular Meeting: February 25, 2014

FREEPORT CITY COUNCIL  
REGULAR MEETING MINUTES  
December 17, 2013

A regular meeting of the Freeport City Council was convened at 7:00 P.M. by Mayor Matt Worms with Council Members Ken Goebel, Ron Ritter, Carrie Goebel and Rodney Atkinson present.

Staff in attendance: Mason Schirmer and Jon Stueve.

Public in attendance: Ben Ettle (312 1<sup>st</sup> Avenue North).

The Pledge of Allegiance was said by those in attendance.

OPEN PUBLIC FORUM

No comments received.

APPROVE AGENDA

K. Goebel moved and C. Goebel seconded a motion to approve the agenda. Motion carried 5-0.

CONSENT AGENDA

C. Goebel requested moving 'Approval of claims to be paid dated December 11, 2013 (\$24,962.48)' to New Business. C. Goebel moved and Worms seconded a motion to approve the consent agenda as amended. Motion carried 5-0.

REPORTS

Clerk-Treasurer

Schirmer said a memo and supporting information was in the meeting packet.

Public Works Director

Stueve said a memo was in the meeting packet. Stueve said two sewer lines were cleared recently after a backup was reported. Stueve said Maintenance Employee Ryan Hoeschler submitted notice that his last day of employment with the City of Freeport will be 1/16/14.

Council discussed the future of the position and how snow plowing activities and confined space entry rely significantly on the second employee. Worms said the city should continue snow plowing, since the employees have been doing a great job. Worms said it likely would not be difficult to find an additional eight hours of work per week to keep two full-time employees. Worms said having two full-time employees also ensures each can do the others job.

Atkinson said a part-time employee could pursue training while employed. Stueve said it would be in the employee's best interest.

Worms said a full-time employee paid \$13-\$15 per hour seems acceptable. Worms said maybe the city advertises for a 32-hour per week initially with the potential to turn into full-time.

Atkinson said he liked the idea because it gives the city the flexibility to acknowledge good work ethic with a potential promotion to full-time.

Council agreed to advertise the position at 32-hours per week with a starting range of \$13 to \$14 per hour.

#### Engineer

Schirmer said Blommel is obtaining estimates for replacing the well pumps.

### OLD BUSINESS

#### 2013 Audit Engagement Letter

C. Goebel moved and Ritter seconded a motion to accept the engagement for 2013 audit services from Abdo, Eick & Meyers. Atkinson said he was not comfortable with the price. Schirmer said it would be difficult to compare quotes for an accrual audit against the past cash-basis audits and that getting quotes next year would provide a better comparison. Motion carried 5-0.

#### Wellhead Protection Plan Update

Atkinson said he is copying another city's existing plan. Worms asked when it needs to be done. Atkinson said he is just writing the plan which is an overwhelming task and he is not dealing with management questions and that it can be done tomorrow. Atkinson said the only stuff left is "piddly-ass bullshit stuff" like table numbering.

Schirmer told Atkinson Monday, December 23<sup>rd</sup> will be the next meeting of the committee.

Worms said it needs to get done before hand so somebody with experience can proof read it before it is submitted to ensure its sufficient.

Atkinson said it's all coping and pasting for him, and that he is spending no time thinking. Schirmer asked Atkinson if he just said he is not thinking. Atkinson said that's right, it takes no time to complete.

### NEW BUSINESS

#### 2013 KDV Audit Support Engagement

Worms moved and Ritter seconded a motion to accept the engagement letter for the 2013 audit from KDV. Motion carried 5-0.

#### Appointment of General Election Judges

C. Goebel moved and Ritter seconded a motion to approve Resolution 2013-030 Resolution Appointing Election Judges For General Primary Election. Motion carried 4-0 (K. Goebel abstained).

#### Call for January Public Hearing Regarding Fence Ordinance

Atkinson said he wants to see a definition on the term living fences, since it would affect him. Worms suggested tabling discussion until next meeting. Council agreed.

### 2012 Industrial Park Bond Levy

Schirmer said bond levies for paying back Industrial Park debt are beginning and will significantly increase over the next ten years. Schirmer said the debt was originally intended to be paid-off with land sales; however, if the land is not sold the city must levy. Schirmer said in an attempt to plan for the future he spoke with Paul Donna of Northland Securities regarding possibly restructuring the city's debt. Donna is asking Council for an approximate total debt levy amount so that he can create a debt restructuring scenario as well as a cost estimate. Worms said \$150,000 per year in total debt levies would seem acceptable. All Council members agreed.

### Zoning Ordinance Review

Worms moved and K. Goebel seconded a motion to accept the proposal from Municipal Development Group for zoning ordinance review. Motion carried 5-0.

### Approval of Claims To Be Paid Dated December 05, 2013 (\$24,962.48)

As per the request of C. Goebel at the beginning of the meeting; Schirmer provided Council with the \$2,607.50 invoice from Rinke Noonan for time spent addressing the conduct of Council Member Atkinson. Each Council member reviewed the invoice. C. Goebel moved and Worms seconded a motion to approve claims to be paid dated December 11, 2013 totaling \$24,962.48.

### ADJOURNMENT

Worms moved and C. Goebel seconded a motion to adjourn. Motion carried 5-0. Meeting adjourned at 9:35 P.M.

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Mason Schirmer, City Clerk

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Matthew H. Worms, Mayor

Page: 3 of 3  
Report ID: B230

Document #	Line #	Fund	Org	Account	Object	Project	Description	Date	Increase Amount	Decrease Amount
<p>12</p> <p>This Budget Amendment shifts budget from Operating Transfers to Transfers.</p>										
	1	602	0	43250	720	0	Sewage Collection and Disposal	12/31/13		35,000.00
	2	602	0	43250	700	0	Sewage Collection and Disposal		35,000.00	
	3	225	0	42200	720	0	Fire & Rescue			3,500.00
	4	225	0	42200	700	0	Fire & Rescue		3,500.00	
	5	101	0	42200	720	0	Fire & Rescue			30,495.00
	6	101	0	42200	700	0	Fire & Rescue		30,495.00	
	7	601	0	43225	720	0	Water			35,000.00
	8	601	0	43225	700	0	Water		35,000.00	
<p>13</p> <p>The 2013 Budget was originally approved with the Clerk's cell phone budgeted for in the General Government Account. This Budget Amendment moves the budget for</p>										
		0				0		12/31/13		
<p>Vicki's (the then Clerk) \$130 per month (\$1,560 per year) cell phone from the Central Government Account to the Clerk Account.</p>										
	1	101		41000	320		GENERAL GOVERNMENT			1,560.00
	2	101	0	41400	320	0	Clerk		1,560.00	
<p>14</p> <p>This amendment shifts the budget from Object Code '515 Well security project' to '300 Professional Services'</p>										
		0				0		12/31/13		
	1	601		43225	515		Water			500.00
	2	601	0	43225	300	0	Water		500.00	
<p>15</p> <p>Notices &amp; Publications (350) has no history of being used; since it is infrequent this amendment shifts the budget to Miscellaneous (430).</p>										
		0				0		01/02/14		
	1	101		43100	350		Highways, Streets & Roadways			1,000.00
	2	101	0	43100	430	0	Highways, Streets & Roadways		1,000.00	

# City of Freeport - Appointments for 2014

<b>Official Depositories</b>	<b><u>Recommended</u></b>
	Freeport State Bank
	Central Minnesota Credit Union
	League of Minnesota Cities
<b>Finance Committee</b>	City Council
<b>Street Commissioners</b>	City Council
<b>Zoning Officers</b>	City Council
<b>Legal Advisors</b>	Dymoke Law Office
	Rinke Noonan
<b>Legal Prosecutor</b>	Rinke Noonan
<b>Meeting Date</b>	Last Tuesday
<b>Park &amp; Rec. Commissioner</b>	Joe Hennen
<b>Economic Dev. Authority</b>	Carrie Goebel
<b>911 Emergency</b>	Stearns Co Sheriff
<b>Acting Mayor</b>	Carrie Goebel
<b>Weed Inspector</b>	Jon Stueve
<b>Health Officer</b>	CentraCare Clinic, Melrose
<b>Assessor</b>	Stearns County
<b>Official Newspaper</b>	Melrose Beacon
<b>Public Examiner</b>	Abdo Eick & Meyers, LLP
<b>City Engineer</b>	SEH, Inc.
<b>Building Inspector</b>	Dan Marthaler
<b>Telecommunications Commissioner</b>	Rodney Atkinson
<b>Acting Emergency Mgt Dir.</b>	<del>Noah Van Beek</del> <u>Dean Jungles</u>
<b>Emergency Management Director</b>	Clerk-Treasurer
<b>Liaison Chamber</b>	Clerk-Treasurer
<b>Data Practices Compliance Officer</b>	Clerk-Treasurer

**CITY OF FREEPORT, MINNESOTA  
RESOLUTION 2014-001**

**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 an charter with respect to funds of this corporation now or hereafter with said Bank may be signed by any two of the following:

Matthew H. Worms (Mayor) Mason Schirmer (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: Matthew H. Worms, (Mayor) Mason Schirmer, (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, mortgagee 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 14<sup>TH</sup> DAY OF JANUARY, 2014

Motion by: Carrie Goebel

Second by: Ron Ritter

Council members in favor: Carrie Goebel, Ron Ritter, Ken Goebel, Rodney Atkinson, Matt Worms

Opposed or abstained: None

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Matthew Worms, Mayor

ATTEST:

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Mason Schirmer, Clerk-Treasurer

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



**CITY OF FREEPORT, MINNESOTA  
RESOLUTION 2014-002**

**CENTRAL MINNESOTA CREDIT UNION AS OFFICIAL DEPOSITORY**

The undersigned, Matthew H. Worms (Mayor) Mason Schirmer (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:

Matthew H. Worms as, Mayor  
Mason Schirmer 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:

Matthew H. Worms as, Mayor  
Mason Schirmer 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 14<sup>TH</sup> DAY OF JANUARY, 2014

Motion by: Carrie Goebel

Second by: Ron Ritter

Council members in favor: Carrie Goebel, Ron Ritter, Ken Goebel, Rodney Atkinson, Matt Worms

Opposed or abstained: None

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Matthew Worms, Mayor

ATTEST:

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Mason Schirmer, Clerk-Treasurer

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

**CITY OF FREEPORT, MINNESOTA  
RESOLUTION 2014-003**

**RESOLUTION APPROVING ZONING PERMITS ISSUED DURING 2013**

**WHEREAS**, the Clerk-Treasurer acts as the Zoning Administrator and reviews all zoning permits received by the City and may approve; and

**WHEREAS**, the decisions of the Zoning Administrator are subject to appeal to the Planning Commission/City Council; and

**WHEREAS**, none of the zoning permits issued in 2013 have been appealed;

**NOW, THEREFORE, BE IT RESOLVED**, The Freeport City Council approves the following summary review of the zoning permits issued during 2013:

<b>Applicant</b>	<b>Property Address</b>	<b>Description</b>
Freeport Baseball Association		Sign
Integrated Health & Wellness	103 3 <sup>rd</sup> Ave NE	Sign
Tom Blommel	107 4 <sup>th</sup> St NW	Minor Subdivision
Eugene Fuechtmann	207 2 <sup>nd</sup> St NE	Minor Subdivision
Becky Wimmer	305 10 <sup>th</sup> St SE	Fence
Dan Bueckers	104 2 <sup>nd</sup> St NE	Minor Subdivision
Nathan Boeckermann	300 10 <sup>th</sup> St SE	Small Structure (e.g. Tool Shed)
Mike Pitcher	1005 2 <sup>nd</sup> Ave SE	Fence
Scenic Sign Corporation	FSB Drive Through Entrance	Sign
Mark Payne	511 1½ St NE	Conditional use
Leah Ley	309 10 St SE	Fence
Holly Grieve	210 2 <sup>nd</sup> Ave	Conditional Use
Melissa Eisenchenk	111 4 <sup>th</sup> St NW	Conditional Use
Hoeschen Auto	110 Main St. W	Fence
Laura Moening	311 1 <sup>st</sup> Ave N	Conditional Use
Xcel Energy	New Substation	Fence

DATED THIS 14<sup>TH</sup> DAY OF JANUARY, 2014

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

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Matthew Worms, Mayor

ATTEST:

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Mason Schirmer, Clerk-Treasurer

**CITY OF FREEPORT MINNESOTA  
RESOLUTION 2014-004**

**APPROVAL OF DONATIONS RECEIVED IN 2013**

**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;

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

<b>Donor Name</b>	<b>Amount</b>	<b>Stipulation</b>
Roving Hillbillies	\$500	To Fire Department
Refer-A-Friend	\$100	To Fire Department
Freeport Lions	\$1,000	To Fire Department
Ron Engelmeyer	\$50	To Fire Department
Lynell Borgerding	\$50	To Fire Department
Mike Rosner	\$100	To Fire Department
Freeport Lions	\$10,000	To Main Street Improvements (Bond, Series 2005)
Mason Schirmer	\$5	To Water Tower Preservation
Al Beste	\$100	To Water Tower Preservation

DATED THIS 14<sup>TH</sup> DAY OF JANUARY, 2014

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

\_\_\_\_\_  
Matthew Worms, Mayor

ATTEST:

\_\_\_\_\_  
Mason Schirmer, Clerk-Treasurer

01/13/14  
08:06:16

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/14

1236  
-1272

Page: 1 of 5  
Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1271		617 ADRIANNA HENNEN	49.38					
	01/13/14	Frames for showcase	17.18			101 41000	430	10100
	01/13/14	Flag holder	32.20			101 41000	430	10100
		Total for Vendor:	49.38					
1243		15 ALBANY MUTUAL TELEPHONE	352.89					
	10155720 01/01/14	836-7158	39.09			101 41000	320	10100
	10155720 01/01/14	836-2685	18.55			601 43225	320	10100
	10155720 01/01/14	836-2685	18.55			602 43250	320	10100
	10155720 01/01/14	836-2112	62.39			101 41000	320	10100
	10155720 01/01/14	836-2278	67.12			101 43100	320	10100
	10155720 01/01/14	836-2411/2413	75.79			225 42200	320	10100
	10155720 01/01/14	836-2116	71.40			101 41000	320	10100
		Total for Vendor:	352.89					
1250		25 AMERIPRIDE LINEN & APPAREL	53.49					
	2200461764 12/27/13	Monthly services	53.49			101 41000	410	10100
		Total for Vendor:	53.49					
1263		613 ANNANDALE ADVOCATE	51.00					
	12/31/13	EDA advertisement	51.00			300 46500	430	10100
		Total for Vendor:	51.00					
1241		54 BOND TRUST SERVICES CORPORATION	161,620.00					
	3167713 12/20/13	2006A GO Bond Interest	31,620.00			330 47000	610	10100
	3167713 12/20/13	2006A GO Bond Principal	130,000.00			330 47000	600	10100
		Total for Vendor:	161,620.00					
1272		76 CENTRAL MINNESOTA CREDIT UNION	326.83					
	12/02/13	Beacon	1.30			101 41000	433	10100
	12/03/13	Albany fleet-operating supplie	128.64			225 42200	210	10100
	12/04/13	Postage	49.50			601 43225	200	10100
	12/04/13	Postage	49.50			602 43250	200	10100
	12/05/13	Plow operating supplies	25.00			101 43100	210	10100
	12/05/13	Plow operating supplies	5.42			101 43100	210	10100
	12/25/13	FEDEX	12.15			225 42200	430	10100
	12/25/13	Schmidty's-gas	55.32			101 43100	215	10100
		Total for Vendor:	326.83					
1265		616 COREY OVERMANN	364.00					
	12/05/13	Fireman suit	364.00			225 42200	240	10100
		Total for Vendor:	364.00					

01/13/14  
08:06:16

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/14

Page: 2 of 5  
Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1261		107 DANNY'S DISPOSAL & RECYCLING,	262.96					
	12/31/13	City Hall	204.78			101 43100	383	10100
	12/31/13	Fire Hall	58.18			225 42200	383	10100
		Total for Vendor:	262.96					
1236		123 DYMOKE LAW OFFICE, P.A.	262.50					
	01/02/14	Enforce opt nuisance propt	52.50			101 41800	302	10100
	01/02/14	Status of member	52.50			225 42200	302	10100
	01/02/14	Liability of retired members	157.50			225 42200	302	10100
		Total for Vendor:	262.50					
1245		556 EAST SIDE GLASS	78.00					
	106365 12/26/13	Front door adjustment	78.00			101 41000	220	10100
		Total for Vendor:	78.00					
1244		588 ECM PUBLISHERS, INC.	66.00					
	1213396010 12/29/13	2x3 ad	66.00			300 46500	430	10100
		Total for Vendor:	66.00					
1248		611 EMERGENCY RESPONSE SOLUTIONS	2,191.82					
	1076 11/08/13	Receiver Assy, nightfighter	479.24			225 42200	210	10100
	1076 11/08/13	Transmitter Assy, nightfighter	1,712.58			225 42200	210	10100
		Total for Vendor:	2,191.82					
1258		145 FINKEN WATER CENTERS	16.03					
	01/01/14	Metered Water Softener Rental	16.03			101 41000	410	10100
		Total for Vendor:	16.03					
1252		155 FREEPORT FARM CENTER, INC	7,664.37					
	12/13/13	Truck/mower/plow repairs	7,664.37*			101 43100	401	10100
		Total for Vendor:	7,664.37					
1254		179 GRANITE ELECTRONICS, INC.	29.00					
	12/24/13	pager repair	29.00			225 42200	245	10100
		Total for Vendor:	29.00					
1246		188 HD SUPPLY WATERWORKS, LTD.	2,306.91					
	853986 12/16/13	water supplies	1,312.24*			601 43225	210	10100
	854020 12/13/13	hydrant maker	546.13*			601 43225	210	10100
	854123 12/13/13	shut off key	67.06*			601 43225	210	10100
	854107 12/18/13	repair clamps	381.48*			601 43225	210	10100
		Total for Vendor:	2,306.91					

01/13/14  
08:06:16

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/14

Page: 3 of 5  
Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
1255		199 HILTNER COMPANY, INC	697.66						
		12/23/13 2006MC	176.02			225 42200	401	10100	
		12/23/13 97 Freight Liner Rescue Van	521.64			225 42200	401	10100	
		Total for Vendor:	697.66						
1270		219 JOANN TIMP	222.30						
		11/13/14 (12/3/12)-(1/7/13)	222.30			101 41000	300	10100	
		Total for Vendor:	222.30						
1269		228 JON STUEVE	833.33						
		01/10/14 Health Insurance	833.33			101 43000	130	10100	
		Total for Vendor:	833.33						
1259		597 KDV, LTD	560.00						
		186810 12/31/13 Dec 2013 consulting services	560.00			101 41000	300	10100	
		Total for Vendor:	560.00						
1256		248 LAKE REGION FIREFIGHTERS ASSN.	40.00						
		276 01/01/14 2014 Lake Region Dues	40.00			225 42200	433	10100	
		Total for Vendor:	40.00						
1266		615 MAOSC	404.40						
		01/01/14 MAOSC '13-'14 Membership dues	404.40			101 41000	433	10100	
		Total for Vendor:	404.40						
1235		596 MASON SCHIRMER	997.31						
		01/08/14 W-2 paper & envelopes	50.44			101 41000	210	10100	
		01/08/14 Storage Totes	12.82			101 41000	430	10100	
		01/08/14 UB card stamps	49.50			601 43225	200	10100	
		01/08/14 UB card stamps	49.50			602 43250	200	10100	
		01/08/14 Audit confirmation letters	1.72			101 41000	200	10100	
		01/01/14 Health Insurance	833.33			101 41400	130	10100	
		Total for Vendor:	997.31						
1249		293 MID MINNESOTA CODE ENFORCEMENT,	3,646.26						
		12/27/13 Thru permit #84	3,646.26			101 42050	310	10100	
		Total for Vendor:	3,646.26						
1251		309 MINNESOTA LIFE INSURANCE CO.	4.00						
		12/13/13 Mason Schirmer	2.00			101 41400	131	10100	
		12/13/13 Jon Stueve	2.00			101 43000	131	10100	
		Total for Vendor:	4.00						

01/13/14  
08:06:16

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/14

Page: 4 of 5  
Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1238		338 MUSTANG SIGNS & GRAPHICS	38.93					
	13788	11/17/13 Engraved tags	38.93			225 42200	430	10100
		Total for Vendor:	38.93					
1239		546 NORTHLAND SECURITIES, INC.	14,590.00					
	12/11/13	2012A GO Bond Interest	495.00			331 47000	610	10100
	12/11/13	2013A GO Bond Principal	10,000.00			415 22500		10100
	12/11/13	2013A GO Bond Interest	4,095.00*			415 43100	610	10100
		Total for Vendor:	14,590.00					
1264		614 PHILLIP WIECHMANN	164.00					
	12/05/13	Fireman suit	164.00			225 42200	240	10100
		Total for Vendor:	164.00					
1267		387 RAHNS OIL & PROPANE, INC	636.00					
	01/15/14	City	443.88			101 43100	215	10100
	01/15/14	EDA	29.24			300 46500	210	10100
	01/15/14	Wellhead lunch	14.95			101 41000	430	10100
	01/15/14	Truck windsheild wiper	147.93*			101 43100	401	10100
		Total for Vendor:	636.00					
1247		412 SCHERPING ELECTRIC INC	308.50					
	01/08/14	Street light repair	308.50			101 43160	311	10100
		Total for Vendor:	308.50					
1237		418 SEH, INC.	740.35					
	276437	12/12/13 FREEP-water storage & WM	205.35*			415 43100	300	10100
	275727	12/06/13 FREEP-gen engineering No.	535.00*			415 43100	300	10100
		Total for Vendor:	740.35					
1242		437 STAR PUBLICATIONS LLC	249.93					
	131652	12/30/13 PW Assistant Ad	38.88			101 41000	350	10100
	131652	12/30/13 Summary Budget Statement	211.05			101 41000	350	10100
		Total for Vendor:	249.93					
1240		500 US BANK TRUST	61,350.00					
	01/08/14	2003 GO Bond Interest	1,350.00			320 47000	610	10100
	01/08/14	2003 GO Bond Principal	60,000.00			320 47000	600	10100
		Total for Vendor:	61,350.00					
1257		507 UTILITY CONSULTANTS, INC.	79.50					
	85146	01/02/14 CBOD	27.00			601 43225	460	10100
	85146	01/02/14 TSS	16.50			601 43225	460	10100
	85146	01/02/14 Total Phosphorus	20.00			601 43225	460	10100
	85146	01/02/14 S&H	16.00			601 43225	460	10100
		Total for Vendor:	79.50					



01/13/14  
08:06:16

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/14

Page: 5 of 5  
Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	

1260		509 VAN'S FLAGS & FLAGPOLES	266.24						
		1325 12/19/13 flags at city hall	266.24			101 43100	210	10100	
		Total for Vendor:	266.24						

# of Claims	35	Total:	261,523.89						
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261,523.89

FREEPORT EDA BOARD MINUTES  
REGULAR MEETING  
October 21, 2013

The regular meeting of the Freeport EDA Board was called to order by President Matt Worms at 12:10 P.M. with members Carrie Goebel, Mason Schirmer, and Andy Welle present. Members Jim Hemker and Bud Heidgerkin were absent.

APPROVAL OF THE AGENDA

Goebel moved and Welle seconded a motion to approve the agenda. Motion carried 4-0.

OLD BUSINESS

Approval of the Minutes

Welle moved and Schirmer seconded a motion to approve the September 16, 2013 minutes. Motion carried 4-0.

Famo Feed, Inc. Tax Abatement Default Update

Schirmer said the EDA's recommendation from the previous meeting was provided to the City Council during their regular September meeting. Schirmer said Council decided to issue Famo an official notice of default and declared it to be the City's intent to cancel the tax abatement agreement if the default is not remedied by Famo within thirty days.

Schirmer said Tom Beste of Famo Feed, Inc. recently stopped by City Hall for copies of minutes from City Council meetings and EDA meetings. Schirmer said he is not aware of any attempt to remedy the default.

Industrial Lots for Sale Update

Schirmer said advertisements were printed in the Dairyland Peach on October 14<sup>th</sup> and again on October 21<sup>st</sup>. Worms asked Schirmer to ask Public Works Director Jon Stueve about orange for sale signs (4'x8') that used to stand in the Industrial Park. Worms asked Schirmer to ask Whirlwind for permission to hang a banner on their chain link fence adjacent to the interstate. Schirmer asked how often newspaper advertisements should be printed. Worms suggested printing an advertisement every-other week.

Industrial Lot Inquiry

Schirmer said a business recently inquiring about purchasing an industrial lot as has to remain confidential. Schirmer said he met with the business owner then visited the lots together. Schirmer said the business owner is ready to make an offer; however, the owner is asking for the EDA to prioritize the lots from most valuable/highest value to least valuable/lowest value before providing the offer.

NEW BUSINESS

Prioritize Industrial Lots

Schirmer asked if the EDA members want to prioritize the lots in order of value. Members agreed not to prioritize the lots; rather, members agreed that reasonable offers would be considered, even if the offer is for less than a dollar per square foot.

### Business Subsidy Policy

Schirmer presented members with a copy of a draft business subsidy policy, provided by Todd Hagen of Ehlers & Associates. Schirmer advised members to review the policy and ask questions over the next month, and possibly address approving such a policy during the next regular meeting. Welle commented that when determining eligibility, that job creation should not be the sole consideration; Welle said there is value in retaining jobs as well.

### Approve 2014 Budget

Worms asked about the land lease agreement between the EDA and Middendorf Farms. Welle said they may be making rent payments in the form of paying the taxes on the property. Schirmer said he would research. Worms moved to approve the 2014 Budget. Seconded by Welle. Motion approved

### NEXT MEETING

Schirmer said the next meeting will be Monday, October 21, 2013 at noon in City Hall.

### ADJOURN

Worms moved and Schirmer seconded a motion to adjourn the meeting at 1:22 P.M. Motion carried 5-0.

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Matthew Worms, President

---

Mason Schirmer, Secretary

FREEPORT EDA BOARD MINUTES  
SPECIAL MEETING  
October 29, 2013

A special meeting of the Freeport EDA Board was called to order by President Matt Worms at 12:06 P.M. with members Carrie Goebel, Mason Schirmer, Andy Welle, Jim Hemker and Bud Heidgerkin present

INDUSTRIAL LOT OFFER (CLOSED SESSION)

Schirmer moved and Goebel seconded a motion to close the special meeting to determine the asking price and consider an offer for the sale of Lot 1 Block 1 Freeport Industrial Park Plat 6. Motion carried 6-0. Meeting closed at 12:07 P.M.

Worms moved and Hemker seconded a motion to reopen the special meeting. Motion carried 5-0 (Gooble had left during closed session due to time restraints).

During the Closed Session, Members discussed what they thought a reasonable sale price for Lot 01 Block 01 of Freeport Industrial Park Plat 6 would be. Members were then provided an offer from a private business to purchase to lot discussed. Members agreed the offer was reasonable and discussed the steps involved in moving forward with considering the sale.

Heidgerken moved and Welle seconded a motion to approve scheduling a public hearing to be held November 12, 2013 beginning at noon in Freeport City Hall to consider the sale of Lot 01 Block 01 Freeport Industrial Park Plat 6. Motion carried 5-0.

Welle moved and Hemker seconded a motion authorizing Mason Schirmer to work with Attorney Scott Hamak (Rinke Noonan Law Firm) on preparing documents for the sale process. Motion carried 5-0.

Welle moved and Heidgerken seconded a motion to add a sale term requiring earnest money of \$1,500 due at the signing of the purchase agreement, contingent upon the approval of the sale by City Council. Motion carried 5-0.

Hemker moved and Schirmer seconded a motion to establish a closing timeframe of forty-five days. Motion carried 5-0.

ADJOURN

Schirmer moved and Worms seconded a motion to adjourn the meeting at 1:15 P.M. Motion carried 5-0.

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Matthew Worms, President

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Mason Schirmer, Secretary

FREEPORT EDA BOARD MINUTES  
SPECIAL MEETING  
November 12, 2013

A special meeting of the Freeport EDA Board was called to order by President Matt Worms at 12:01 P.M. with members Mason Schirmer, Andy Welle, Jim Hemker and Bud Heidgerkin present.

PUBLIC HEARING

At 12:02 P.M. Worms opened a public hearing to consider the sale of Lot 01 Block 01 Freeport Industrial Park Plat 6 to Carr's Tree Service, Inc. for \$45,000 plus closing costs not to exceed \$1,000.

Schirmer presented a purchase agreement and advised members to review.

Worms closed the public hearing at 12:15 P.M.

RESOLUTION 2013-002

Worms moved and Heidgerken seconded a motion to approve Resolution 2013-002 Sale and Conveyance of Real Property to Carr's Tree Service, Inc. Motion carried 5-0.

NEXT MEETING DATE

Heidgerken asked if the regular November meeting is necessary. Members agreed the next regular meeting of the EDA shall be December 16<sup>th</sup>.

ADJOURN

Worms moved and Schirmer seconded a motion to adjourn the meeting at 12:30 P.M. Motion carried 5-0.

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Matthew Worms, President

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Mason Schirmer, Secretary

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: January 09, 2013

Re: Clerk-Treasurer Report

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Since last council meeting, I have been:

1. Working on the 2013 audit preparations;
2. Completing 2013 4<sup>th</sup> Quarter reporting
  - a. Sales & Use Tax
  - b. MN Unemployment
  - c. Building Surcharge Reporting
  - d. Minnesota Withholdings
3. Preparing for upcoming Stearns County Municipal League Meeting (Jan 21<sup>st</sup>)
4. Preparing for upcoming Special Election of Stearns County Commissioner (Jan 28<sup>th</sup>)
5. Prepared and distributed W2's
6. Working on completing 1099's
7. Continuing to work on preparing a statement of monthly cash flows
8. Switching Black Mountain Software to the new year
  - a. Moved 2014 budget from Budget Prep to Accounting Software
  - b. Rolled balance sheet information from 2013 to 2014 in Accounting
9. Rewriting the DEED Redevelopment Grant Application

Along with this report are:

- EDA Minutes approved during the 12/16/13 regular meeting of the EDA
- Information on "internally hiring" a council member to be an employee
- Information on a free webinar training

## **Unresolved Issue**

An issue that has yet to be resolved is Council Member Rodney Atkinson sending antagonistic and inappropriate emails to myself. Rodney's email (dated December 13<sup>th</sup>) triggered a response from the City Attorney. On December 20<sup>th</sup>, Adam Ripple spoke at length with Rodney over the phone (approx. 1 hour in duration). However, Rodney disregarded the city's attorney and yet again emailed me another inappropriate email (dated December 21<sup>st</sup>). Rodney's actions continue to be 1) an unnecessary distraction to staff; and 2) a financial drain on the City. Last month Council incurred \$2,607.50 for legal fees due to Rodney's before, and because of Rodney's continued actions, the City will again see another invoice for legal services. That is money that could have been used elsewhere. Along with this memo is a letter prepared by Adam Ripple and Sent to Rodney Atkinson.

## **Did you know?**

The City Council has the authority to reprimand an individual Council Member. A reprimand would be in the form of a Resolution. To take such action requires: 1) a motion by council directing the Clerk and Attorney to draft the resolution; and 2) once the document is prepared; the remaining four council members would need to approve the resolution unanimously. For more information on this process, contact Adam Ripple 320-257-3868.

## Mason Schirmer

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**From:** Scott E. Dymoke <sedymoke@meltel.net>  
**Sent:** Thursday, December 19, 2013 11:08 AM  
**To:** 'Mason Schirmer'  
**Subject:** RE: Employee

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Mason,

I would need to do some research on this question. Council members are considered employees for some purposes, but not for others. I can not say definitively if appointing a Council member to the position would be considered an internal hire.

I would discourage hiring a council member as a part-time employee. It creates conflicts of interest and would make your job more difficult. How do you handle a person who reports to you as an employee of the City, who at the same time is one of your employers? The council member would have to abstain from issues involving the maintenance department, and potentially personnel issues - salary, benefits, etc. Again, I would have to do some research, but in some circumstances a person can not be both an elected official and an employee of the City. By taking the maintenance job, the Council member could inadvertently be resigning from the Council.

How serious is the Council member considering this appointment? It would probably take me a couple of hours to run down the applicable law. I won't incur that expense for the City unless you say to go ahead.

sed

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**From:** Mason Schirmer [<mailto:cityfrpt@albanytel.com>]  
**Sent:** Thursday, December 19, 2013 8:11 AM  
**To:** Scott Dymoke  
**Subject:** Employee

Scott,

During the last Council meeting, a council member asked if they are considered an employee and can be hired-on as maintenance department part-time help without posting the position publicly (as it would be considered hiring internally). Is this correct thinking?

Sincerely,

**MASON SCHIRMER, CLERK-TREASURER**  
**125 MAIN STREET EAST,**  
**FREEPORT, MN 56331**  
**(320) 836-2112**  
[WWW.FREEPORTMN.ORG](http://WWW.FREEPORTMN.ORG)



## Free Webinar: Role With It—Individual vs. Council Authority

—**REGISTER NOW** (Link to: <https://mylmc.lmc.org/ebusiness/ProductCatalog/Product.aspx?ID=2110>)

As an elected city official, there are many questions about roles and responsibilities:

*Can the mayor suspend or fire a city employee? Can a councilmember review private or confidential city files? Who can enter a contract on behalf of the city? Who can talk with whom and when? And who's on the hook when things aren't done legally?*

Confusion over an elected official's authority can cause a lot of headaches for cities—and city officials can be held personally liable for overstepping their proper role.

To avoid these kinds of problems, elected officials should understand where their role as an individual ends, and where the duties that must be carried out by the entire city council (or even city staff) begin.

### Participate in this live webinar to:

- Identify actions you may legally take in your role as an individual councilmember versus your role as part of the entire city council
- Recognize the fundamentally different roles of council and staff and how they are complementary
- Learn about the personal risks to both the city and councilmembers if an individual acts on his or her own
- Discover common ways councilmembers may overstep their proper role
- Have an opportunity to ask questions. (Submit questions to **lmcwebinar@lmc.org** (Link to: <mailto:lmcwebinar@lmc.org>) .)

### Presenter:

- **Kevin Frazell**, Director of Member Services, League of Minnesota Cities
- **Jeanette Behr**, Research Attorney, League of Minnesota Cities

**Who should attend:** Newly elected officials, mayors, councilmembers, managers, administrators, and clerks

**Fee:** Free

**Date/Time:** January 14, 11 a.m.-12 p.m.

*You will be participating via the internet using GoToWebinar. An email confirmation with instructions to join the session will be sent after registration is completed.*





January 7, 2014

Direct Dial: 320-257-3868  
Aripple@RinkeNoonan.com

Rodney Atkinson  
310 8<sup>th</sup> Street SE  
P.O. Box 185  
Freeport, MN 56331

**Re: Our File No. 15542.001**

Dear Mr. Atkinson:

This letter is a follow up to our lengthy December 20, 2013 telephone call. As you know our office represents the City of Freeport-- and not any individual staff or council person.

As we discussed, your December 13, 2013 email to the City Administrator was received by him as a statement that it was your job to create a hostile work environment. You have indicated, to the contrary, that you intended your email as a statement that you are subject to a hostile environment at Council meetings. Regardless of the intent of your message, or how it was received, the City of Freeport will not tolerate hostile work environment for its employees and the City Council should expect its members to conduct meetings that are respectful of all individuals, and the rights of the majority and minority.

It seems clear that there is conflict between you and the City Administrator. This is further evidenced by, among other things, the email chain from October 28-29 between you and Mason where you stated, "I was testing you with that email." If you have concerns about the City Administrator, the proper forum for addressing those concerns is at the Council level. The Council, as a whole, is the only authority for addressing employment matters in the City. As I stated in the memo provided to Council back in October, it is appropriate to interact with staff in order to understand the day-to-day workings of the City, but if an individual councilmember oversteps their bounds it may create liability for the City and the individual member. Such overstepping is unfair to staff and creates unnecessary conflict between the individual and the Council as a whole. Please always be mindful of this when interacting with City staff outside of Council meetings.

To your concerns about a perceived hostile environment at Council meetings, I attempted to provide the Council with tools to help facilitate better meetings when I attended the October 22<sup>nd</sup> workshop meeting. That was also the intent of my memo to the Council dated October 17, 2013,

Rodney Atkinson

January 7, 2014

Page 2

which I have enclosed again for your reference. Again, the meeting minutes, while drafted by the City Administrator, are ultimately approved by the Council where you have a voice and a vote. If you have concerns about the content of the minutes that cannot be resolved before the meeting, you must address the issue with the Council before the minutes are approved. I would be happy to discuss the memo further or answer any questions that you may have.

Sincerely,



Adam A. Ripple  
AAR/cmt

Enclosure:

10-17-13 Memo to Council

cc: City Administrator (via email w/o encls.)

## Mason Schirmer

---

**From:** Atkinson Well & Pump <rodney@albanytel.com>  
**Sent:** Saturday, December 21, 2013 12:47 AM  
**To:** 'Mason Schirmer'  
**Cc:** ARipple@rinkenoonan.com  
**Subject:** FW:

mason

sorry about the miscommunication. the reference to "my job" is my part time job as a councilor. i feel that i am in a hostile work environment at meetings. my feeling is a result of the many untruths that were in your first edition of minutes for the regular meeting on october 29, 2013. i feel your second set of minutes was an editorial. i voted in favor of those minutes to try to maintain unity among the council. what do you want from me? you write untrue quotes in the minutes and you expect that to be business as usual? I am ashamed that i have to record the meeting myself. i have no intention of wasting your time. i spoke as few words as possible and left as quickly as possible when i notified you of the inaccurate minutes. please don't waste my time or the cities money with calls to me from your lawyer.

rodney

### Memorandum

**To:** Freeport City Council  
**From:** Gerald W. Von Korff and Adam A. Ripple  
**Re:** Meeting Management Techniques When Meetings are Not Going Well  
**Our File:** 15542-0001  
**Date:** October 17, 2013

**Minutes are Official Record of Actions Taken.** It is not the purpose of the minutes to record what everyone says. The main purpose of the minutes is to create an official record of what the members decided. Where findings are needed to support the decision, of course, the minutes should recite the reasons. However, members seldom argue about what was decided, and more often disagree about how something was said, or who said it. By keeping an audio recording, you maintain a record of that which cannot be disputed, and use the minutes for their real purpose.

---

**From:** Atkinson Well & Pump [<mailto:rodney@albanytel.com>]  
**Sent:** Friday, December 13, 2013 10:37 AM  
**To:** 'Mason Schirmer'  
**Subject:**

mason

just wanted to let you know i consider my job to be "a hostile workplace environment". great job on the editorial we shall call minutes.

rodney

# Memo

---

From: Mason Schirmer, Clerk-Treasurer  
To: Freeport City Council  
Date: January 09, 2013  
Re: Resolution 2014-005 (Creamery Purchase Option Agreement)

---

In early 2013, the City approved entering into a purchase option agreement with the Freeport Creamery Association, contingent upon the City receiving a grant award from DEED to redevelop the Old Creamery Site.

The grant application submitted in 2013 was denied.

I have since spent considerable time rewriting the grant application and improving supporting documents as much as possible (as recommended by DEED).

While reviewing the purchase option agreement, I noted areas which could use improvement:

1. Updating with Year 2014; and
2. Replacing Vicki's information with mine; and
3. Ensuring the price is stated clearly

The 2013 application stated the city had an agreement to purchase the site for \$80,000; however, the agreement itself stated \$85,000. I worked closely with the Freeport Cooperative Creamery Association regarding this discrepancy; and they agreed to accept \$80,000 instead of \$85,000.

The Resolution before you is the Purchase Option Agreement and the Memorandum of Purchase Option. These documents were prepared by the city's attorney Scott Hamak of Rinke Noonan and are available for inspection at my office in City Hall (too large in size to be expected to be included in your individual packets). The documents will also be on hand at the Council meeting.

Once the Resolution is approved, the documents will be included in the DEED grant application.

**CITY OF FREEPORT, MINNESOTA  
RESOLUTION 2014-006**

BE IT RESOLVED that the City of Freeport act as the legal sponsor for project contained in the Redevelopment Grant Program to be submitted on 03, February, 2014 and that Clerk-Treasurer is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Freeport.

BE IT FURTHER RESOLVED that the City of Freeport has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Freeport has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Freeport may enter into an agreement with the State of Minnesota for the above referenced project, and that the City of Freeport certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk-Treasurer are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Freeport on the 14<sup>th</sup> day of January, 2014.

SIGNED:

WITNESSED:

\_\_\_\_\_  
Matthew Worms

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Mason Schirmer

\_\_\_\_\_  
Clerk-Treasurer

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: January 09, 2013

Re: DEED Grant Application

---

The grant application prepared by Heidi Pepper (SEH, Inc.) and submitted in 2013 was denied. I have since been going through the application meticulously. I identified and corrected many deficiencies and I am confident in the newly updated version.

The grant application is available for inspection at my office, in City Hall. The application must be submitted by February 3<sup>rd</sup>; I am continuing to gather supporting documentation that will be included along with the grant application.

**CITY OF FREEPORT, MINNESOTA  
RESOLUTION 2014-007**

**RESOLUTION CALLING FOR A PUBLIC HEARING ON ORDINANCE 2014-001, ENTITLED  
“AN ORDINANCE REPEALING AND REPLACING SECTION 500.45 OF CHAPTER V OF  
THE CITY CODE RELATING TO FENCING, SCREENING, AND LANDSCAPING”**

**WHEREAS**, the City of Freeport (the “City”) desires to consider amendments to Chapter V of the Freeport City Code to comply with to Minnesota law governing non-conforming uses; and

**WHEREAS**, the City Council has done preliminary review of the statutory requirements and recommendations of the City Clerk, Mason Schirmer and the City Planner, Cynthia Smith-Strack of Municipal Development Group, Inc.; and

**WHEREAS**, Minnesota law requires the City to hold a public hearing before the City adopts or amends a zoning ordinance.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council for the City of Freeport, Minnesota, as follows:

1. Public Hearing. The City shall hold a public hearing to consider adopting Ordinance 2014-001, on February 25, 2014, in the Freeport City Hall Council Chambers during the regular City Council Meeting which begins at 7:00 p.m.
2. Notice of Public Hearing. The City Clerk-Treasurer is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least 10 days prior to February 25, 2014. The publication is included as Appendix A of this Resolution.

DATED THIS 14<sup>TH</sup> DAY OF JANUARY, 2014

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

\_\_\_\_\_  
Matthew Worms, Mayor

ATTEST:

\_\_\_\_\_  
Mason Schirmer, Clerk-Treasurer

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: January 09, 2013

Re: Fence Ordinance Definition Addition

---

During the last regular meeting of the City Council, I was given direction to include a definition for the term 'Fence, Natural Living' within the proposed new Fence Ordinance being considered.

Cynthia Smith Stack of Municipal Development Group recommends the following definition:

“Fence, Natural Living” shall mean a divider or barrier comprised of living vegetative materials. The owner of the adjacent property may trim or prune parts of the living fence that extend onto their property.

Cynthia: “I'd say every situation is different and independent; language applied to each actual situation and decision made may result in various conclusions based on the facts existing. If public doesn't agree/accept zoning administrator's decision they have the right to appeal to the Board of Zoning Appeals/Adjustments and/or file suit.”



# Memo

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From: Mason Schirmer, Clerk-Treasurer  
To: Freeport City Council  
Date: January 09, 2013  
Re: Resident Request for Reimbursement

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Jerry Dobmeier is asking the City of Freeport to reimburse him for costs associated with installation of a water meter.

## Background

During the summer, Jerry purchased a 2<sup>nd</sup> water meter for his in-ground lawn irrigation system. Soon thereafter, the meter failed. PWD Stueve researched and concluded that the water meter sold to Jerry (the same water meters installed for residential use) are not designed to tolerate the volume of water that is used during lawn irrigation.

The new meters are slightly more expensive; however, Jerry returned the broken meter and paid the difference for the higher volume meter. (*FYI, Stueve now has higher-flow meters on-hand to be used for lawn irrigation*).

When Jerry purchased his original meter, he had it installed at a cost of \$150 (a discount since both he and his neighbor were doing the same projects at the same time). However, with the second installation, Jerry had to pay \$285.79 (invoice available for inspection at Clerk's Office).

## Jerry's Argument

"Had the City sold me the correct meter the first time, I would have had to pay the \$285.79."

## To Consider

The City should appreciate that the water meter failure potential has been identified early, thanks to Jerry (instead of having 20 these already out in the community, there are only a couple).

## Staff Recommendation

***Motion to approve reimbursing Jerry Dobmeier \$285.79 because the City initially sold Jerry Dobmeier an inadequate water meter.***

# Equivelent Dwelling Unit (EDU) Multiplier Determination

Customer Name	2013													2014
	Jan	Feb	March	April	May	June	July	August	Sep	Oct	Nov	Dec	Average	EDU
ACKIES PI INC	23,032	18,354	26,619	29,497	15,693	12,782	20,790	13,505	18,889	11,994	14,969	17,287	18,618	5.61
CEC	1,475	1,329	1,136	1,390	1,399	4,712	1,552	1,287	1,117	963	1,221	1,321	1,575	0.47
CENTRAL MINNESOTA CREDIT UNION	971	2,605	5,918	703	1,009	1,036	1,357	925	1,172	865	1,189	1,402	1,596	0.48
CHARLIES CAFE	43,850	46,430	36,000	53,530	60,400	44,230	75,650	59,360	50,610	72,650	32,440	27,200	50,196	15.13
CORNER PUB	10,163	11,363	7,863	10,984	15,299	12,037	24,020	16,115	16,521	13,357	14,173	12,114	13,667	4.12
DICKHAUS, MICHAEL	528	541	691	561	886	642	1,380	785	755	858	616	844	757	0.23
ELLINGSON PLUMBING, ETC	1,800	1,959	2,703	1,952	1,649	1,653	1,781	4,344	1,607	1,276	1,733	2,474	2,078	0.63
FAMO FEEDS, INC	22,200	23,320	16,920	21,520	19,280	16,980	23,640	18,050	16,300	15,160	20,210	19,200	19,398	5.85
FREEPORT COMMUNITY CENTER	9,060	10,500	3,810	10,240	16,620	17,830	11,550	14,250	21,710	11,540	4,350	10,320	11,815	3.56
FREEPORT FARM CENTER	1,881	2,008	1,596	3,312	2,131	1,609	2,178	1,912	2,394	1,681	2,176	2,434	2,109	0.64
FREEPORT GAS & GROCERY	10,556	12,947	10,343	12,775	11,740	6,871	13,308	8,459	8,177	6,699	7,156	8,105	9,761	2.94
FREEPORT POST OFFICE	4,036	5,903	5,104	10,995	15,911	4,644	4,435	1,200	929	57	56	37	4,442	1.34
FREEPORT SCREEN PRINTING	11,732	11,258	5,029	6,943	6,942	5,298	16,605	9,731	8,955	6,975	10,909	12,539	9,410	2.84
FREEPORT STATE BANK	3,764	3,810	3,463	3,573	4,041	2,719	11,299	15,237	15,665	5,034	2,910	2,726	6,187	1.86
FREEPORT VETERINARY SERVICE	4,579	7,755	3,913	9,296	4,529	8,141	21,548	3,946	8,738	9,628	8,457	11,080	8,468	2.55
G & G SEEDS	26	6	59	89	303	122	1,205	768	218	89	33	49	247	0.07
HARTUNG SALES	584	589	489	522	912	446	715	1,021	438	420	838	648	635	0.19
HENNEN FLOORING	20,319	3,435	9,684	4,491	6,014	2,577	3,901	2,706	3,170	2,656	2,961	9,755	5,972	1.80
HENNEN LUMBER	1,969	1,885	1,484	2,361	2,298	1,705	2,283	2,034	2,623	1,668	2,042	2,065	2,035	0.61
HILTNER & COMPANY	1,516	1,677	1,292	1,618	1,838	1,504	1,721	1,990	1,226	1,049	1,216	1,345	1,499	0.45
HOESCHEN AUTO INC	2,022	2,450	1,660	1,908	2,154	1,406	3,844	1,605	1,779	1,855	1,968	2,308	2,080	0.63
INTEGRATED HEALTH & WELLNESS	1,781	1,547	1,063	1,122	1,014	891	1,053	624	840	706	924	861	1,036	0.31
IVANS BODY SHOP	506	741	507	342	406	351	689	279	498	343	331	499	458	0.14
MID-CENTRAL HEATING AND A/C	470	340	420	530	590	780	660	520	1,280	5,160	680	900	1,028	0.31
MILLWOOD METAL WORKS	1,620	2,171	1,737	1,788	3,497	4,630	6,212	3,374	5,194	5,004	5,452	3,247	3,661	1.10
QUALITY TRAILER PRODUCT INC	2,434	4,806	7,037	8,188	5,003	2,299	3,019	3,173	3,159	2,763	2,823	3,499	4,017	1.21
SAND LLC	2,060	2,760	2,990	3,990	3,640	2,770	3,630	2,780	800	2,140	2,160	2,480	2,683	0.81
SCHMIDTY'S FREEPORT	9,787	10,753	8,123	11,010	15,295	12,737	23,838	16,105	12,373	11,901	11,464	12,831	13,018	3.92
SCHULZETENBERG, BRAIN	536	888	632	831	678	362	552	484	647	471	402	519	584	0.18
SWANY WHITE FLOUR	354	271	178	218	202	155	271	141	433	214	187	323	246	0.07
UPTOWN HAIR-GWEN SHAW	3,910	4,447	3,819	4,410	5,141	3,444	4,600	2,799	3,453	3,026	4,049	4,671	3,981	1.20
WHIRLWIND STEEL	6,410	2,520	2,920	1,650	5,620	6,020	16,980	14,220	12,640	15,560	21,920	26,730	11,099	3.34

*Minimum multiplier is 1 (equal to residential)*

## Billing Usage Summary 2013

	Jan	Feb	March	April	May	June	July	August	Sep	Oct	Nov	Dec	Total*
Residential Gallons Billed	818,418	855,475	877,793	735,630	935,084	1,058,194	2,839,367	1,438,402	1,222,907	809,731	941,403	1,001,222	6,039,672
Average Residential Customers	260	260	260	260	0	0	0	0	0	260	260	260	1,820

*\*Does not include May through September (to avoid inclusion of lawn irrigation)*

EDU --> 3,319

Customer Name	2012				2013
	Oct	Nov	Dec	Average	EDU
ACKIES PI INC	9,298	13,248	18,594	13,713	3.5
CEC	1,231	1,387	1,080	1,233	0.3
CENTRAL MINNESOTA CREDIT UNION	773	1,007	943	908	0.2
CHARLIES CAFE	41,950	52,310	43,390	45,883	11.7
CORNER PUB	13,249	14,117	10,931	12,766	3.2
DICKHAUS, MICHAEL	726	835	554	705	0.2
ELLINGSON PLUMBING, ETC	1,312	1,777	1,545	1,545	0.4
FAMO FEEDS, INC	14,330	23,300	30,250	22,627	5.8
FREEPORT COMMUNITY CENTER	7,140	10,610	9,280	9,010	2.3
FREEPORT FARM CENTER	1,650	1,995	2,100	1,915	0.5
FREEPORT GAS & GROCERY	3,599	5,954	8,847	6,133	1.6
FREEPORT POST OFFICE	481	2,764	5,629	2,958	0.8
FREEPORT SCREEN PRINTING	8,775	13,311	9,983	10,690	2.7
FREEPORT STATE BANK	2,383	3,409	3,637	3,143	0.8
FREEPORT VETERINARY SERVICE	2,221	4,428	2,898	3,182	0.8
G & G SEEDS	19	1,669	6	565	0.1
HARTUNG SALES	348	481	339	389	0.1
HENNEN FLOORING	2,402	3,964	14,282	6,883	1.7
HENNEN LUMBER	1,365	2,553	1,881	1,933	0.5
HILTNER & COMPANY	1,254	1,748	1,373	1,458	0.4
HOESCHEN AUTO INC	1,710	2,040	1,639	1,796	0.5
INTEGRATED HEALTH & WELLNESS	3,191	2,590	3,482	3,088	0.8
IVANS BODY SHOP	486	282	568	445	0.1
MID-CENTRAL HEATING AND A/C	310	480	430	407	0.1
MILLWOOD METAL WORKS	977	1,866	1,129	1,324	0.3
QUALITY TRAILER PRODUCT INC	1,511	2,337	3,673	2,507	0.6
SAND LLC	1,510	2,340	1,280	1,710	0.4
SCHMIDTY'S FREEPORT	9,776	12,118	9,760	10,551	2.7
SCHULZETENBERG, BRAIN	581	724	634	646	0.2
SWANY WHITE FLOUR		299	408	354	0.1
UPTOWN HAIR-GWEN SHAW	2,666	3,249	3,269	3,061	0.8
WHIRLWIND STEEL	3,520	4,830	17,060	8,470	2.2

Minimum multiplier is 1 (equal to residential)

Billing Usage Summary 2012				
Description	Oct	Nov	Dec	Total
Residential Gallons Billed	932,031	972,003	916,472	2,820,506
Average Residential Customers	239	239	239	717

EDU --> 3,934



**CORRECTED**

## **FREEPORT AREA FIRE SERVICE**

104 4th Street NW, PO Box 151 • Freeport, MN 56331

Phone: 320-836-2411 • Fax: 320-836-2413

Freeport City Hall Phone: 320-836-2112 • Fax: 320-836-2116

January 31, 2014

Attention City and Township Officials,

The Freeport City Council, and Freeport Fire Department Chief Dean Jungles, invite all Area Townships and City Officials to the Freeport Area Fire Service Annual Meeting.

Date of Meeting: Tuesday, February 25<sup>th</sup>

Time of Meeting: 8:00 pm

Location of Meeting: Freeport City Hall (125 Main Street East)

### **Meeting Agenda**

- I. Call to Order
- II. Roll Call
- III. Old Business
- IV. New Business
  - a. Budget – motion to approve 2015 budget
- V. Other
- VI. Adjournment

If you have any questions about the proposed 2015 budget or wish to add anything to the agenda, feel free to contact me directly,

Sincerely,

Mason Schirmer, Clerk-Treasurer

[cityfrpt@albanytel.com](mailto:cityfrpt@albanytel.com)

(320) 836-2112 (office)

### *Enclosures:*

- *2015 Revenue Budget*
- *2015 Expense Budget*
- *2015 Division of Costs between Townships and Cities*
- *Building & Equipment Replacement Fund Schedule (aka Sinking Fund)*
- *Truck Replacement Fund Schedule (aka Sinking Fund)*

# Freeport Fire Service District

## Budget Information

<u>Per Service Agreement</u>					Using current %	Using Bldg Values
<u>Township/City</u>	<u>%</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	
Albany Township	1.6%	\$1,456	\$1,520	\$1,696	\$2,113.65	\$1,189
Krain Township	6.4%	\$5,824	\$6,080	\$6,784	\$8,454.59	\$8,798
Millwood Township	39.0%	\$35,490	\$37,050	\$41,340	\$51,520.17	\$59,829
Oak Township	17.0%	\$15,470	\$16,150	\$18,020	\$22,457.51	\$23,224
St. Anthony City	1.4%	\$1,274	\$1,330	\$1,484	\$1,849.44	\$2,919
St. Rosa City	2.5%	\$2,275	\$2,375	\$2,650	\$3,302.58	\$4,373
Freeport City	32.1%	\$29,211	\$30,495	\$34,026	\$42,405.06	\$31,771
<b>Totals</b>	<b>100.0%</b>	<b>\$91,000</b>	<b>\$95,000</b>	<b>\$106,000</b>	<b>\$132,103</b>	

## Information To Be Considered

### Freeport Fire Service District: 2013 Estimated Market Value by Township/City

<u>Township/City</u>	<u>Land Value</u>	<u>%</u>	<u>Building Value</u>	<u>%</u>	<u>Total Value</u>	<u>%</u>
Albany Township	\$2,323,500	1.08%	\$1,407,400	0.90%	\$3,730,900	1.00%
Krain Township	\$24,268,400	11.24%	\$10,390,100	6.66%	\$34,658,500	9.32%
Millwood Township	\$114,930,700	53.22%	\$70,699,900	45.29%	\$185,630,600	49.89%
Oak Township	\$58,072,300	26.89%	\$27,449,800	17.58%	\$85,522,100	22.99%
St. Anthony City	\$1,358,600	0.63%	\$3,449,500	2.21%	\$4,808,100	1.29%
St. Rosa City	\$1,441,400	0.67%	\$5,170,500	3.31%	\$6,611,900	1.78%
Freeport City	\$13,538,500	6.27%	\$37,542,800	24.05%	\$51,081,300	13.73%
<b>Totals</b>	<b>\$202,394,900</b>	<b>100.00%</b>	<b>\$118,567,200</b>	<b>100.00%</b>	<b>\$320,962,100</b>	<b>100.00%</b>

02/24/14  
10:58:38

CITY OF FREEPORT  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2015

Page: 1 of 2  
Report ID: B240B

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2011	2012	2013	2014	Budget	Exp.	Budget	Changes	Budget	Budget
						2014	2014	15	15	15	15
-----											
225 AFSA Fund											
41600 Legal Services											
302	Legal Consulting	120				0	0%			0	0%
	Account:	120				0	***%	0	0	0	0%
42200 Fire & Rescue											
100	Wages and Salaries	5,760	6,875	6,768		5,760	0%	7,000		7,000	122%
115	Drills	10,434	13,836	18,882		14,000	0%	14,500		14,500	104%
'13 included 2 members completing FireFighter 1 Training (\$approx \$1,400 per member). '14 should anticipate for 1 member.											
116	Fire Calls	4,596	7,452	5,436		6,500	0%	6,500		6,500	100%
117	Rescue Calls	6,024	6,144	6,252		9,100	0%	8,000		8,000	88%
121	Cities FICA 6.2%	1,662	2,127	2,315		2,372	0%	2,250		2,250	95%
122	Cities Share MED 1.45%	389	497	541		555	0%	525		525	95%
150	Workers Compensation		2,550			0	0%			0	0%
210	Operating Supplies	6,093	4,884	18,380	2,320	1,500	155%	5,000		5,000	333%
215	Gas & Oil	1,449	4,011	1,926	3	3,500	0%	3,500		3,500	100%
220	Repair & Maint. Supplies	1,856	5,222	1,383		8,000	0%	8,000		8,000	100%
240	Clothing Replacement	184	3,276		528	2,000	26%	2,800		2,800	140%
245	Radio/Pager Repair	947	118	191	118	1,000	12%	1,000		1,000	100%
300	Professional Services	1,010	276	270	300	0	***%	300		300	*****%
'13 included FEMA grant writing services											
301	Audit		3,285	3,450		3,581	0%	3,600		3,600	101%
302	Legal Consulting	6,539	155		210	500	42%	500		500	100%
305	Legal Prosecution	32				0	0%			0	0%
315	Fire Dept Aid 2%	1,938	10,620	18,495		2,000	0%	12,000		12,000	600%
Should closely match Revenue 33400											
320	Telephone	856	877	822	151	900	17%	900		900	100%
330	Training	1,460	3,000	2,675	2,720	8,000	34%	3,250		3,250	41%
332	State/Chief Conference		210			0	0%	250		250	*****%
333	Physicals	1,080	815	560		1,000	0%	1,000		1,000	100%
335	Mileage & Reimb Exp	61	573	14		300	0%	300		300	100%
350	Notices & Publication	62		119		100	0%	100		100	100%
360	Workers Comp Insurance	2,274		4,359		2,602	0%	3,500		3,500	135%
'12 should have been \$2,550 (accidently coded as Work Comp, not insurance)											
361	Liability Insurance	432	3,913	6,360		4,327	0%	4,500		4,500	104%
381	Electric	2,228	1,775	1,923	528	2,100	25%	2,250		2,250	107%
382	Heating Gas	1,374	929	1,392	249	1,000	25%	1,750		1,750	175%
383	Garbage	354	361	320	58	500	12%	500		500	100%
400	Repair/Maint-Contractual	1,581				0	0%			0	0%
401	Truck Repairs	1,121	4,141	1,792	698	2,400	29%	3,000		3,000	125%
430	Miscellaneous		3,225	1,639	51	1,000	5%	1,000		1,000	100%
431	Permits/License	6				0	0%			0	0%
433	Dues	441	307	309	40	288	14%	400		400	139%
450	Sales Tax	27	13	126		0	0%			0	0%
550	Motor Vehicles	13,368				0	0%			0	0%
560	Furniture and Fixtures	1,187				0	0%			0	0%

02/24/14  
10:58:38

CITY OF FREEPORT  
Expenditure Budget Report -- MultiYear Actuals  
For the Year: 2015

Page: 2 of 2  
Report ID: B240B

					Current	%	Prelim.	Budget	Final	% Old
					Budget	Exp.	Budget	Changes	Budget	Budget
Account	Object	2011	2012	2013	2014	2014	2014	15	15	15
580	Other Equipment	64	10,552	243		0	0%	1,500		1,500
	Includes new radio purchases, etc.									*****
700	Transfers	3,394	3,394	3,500		3,500	0%	3,500		3,500
	Paid to City for administration/staff time									100%
720	Operating Transfers		1,250			0	0%			0
	Account:	80,283	106,663	110,442	7,974	88,385	9%	103,175	0	103,175
43225	Water									
433	Dues	339				0	0%			0
	Account:	339				0	***%	0	0	0
49240	Insurance									
361	Liability Insurance	3,318				0	0%			0
	Account:	3,318				0	***%	0	0	0
	Fund:	84,060	106,663	110,442	7,974	88,385	9%	103,175	0	103,175
	Grand Total:	84,060	106,663	110,442	7,974	88,385		103,175	0	103,175

02/24/14  
11:11:50

CITY OF FREEPORT  
Revenue Budget Report -- MultiYear Actuals  
For the Year: 2015

Page: 1 of 1  
Report ID: B250B

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2011	2012	2013	2014	Budget	Rec.	Budget	Change	Budget	Budget
	2011	2012	2013	2014	2014	2014	15	15	15	15
-----										
225 AFSA Fund										
30000										
33400 State Grants & Aid/PERA		11,620	16,478		0	0%	12,000		12,000	*****%
See Expenditure 315 (Aid 2%)										
33630 Grants & Aids from Other			3,500		0	0%			0	0%
34202 Fire Contract	61,789	61,789	96,273		106,000	0%	132,103		132,103	124%
Expenditures + Setasides (aka 'sinking funds') - All Other Revenues										
34203 Fire Revenues	221	4,762	2,893	90	250	36%	250		250	100%
34205 Rescue Revenues	5,229	7,060	4,895	435	5,250	8%	5,250		5,250	100%
Approximate 3-yr average										
36200 Miscellaneous Revenues	330		3,614		1,000	0%	1,000		1,000	100%
36210 Interest Earnings					2,500	0%	1,500		1,500	60%
Projected \$300,000 balance @ .5% interest rate										
36230 Donations - Private	11,650	1,375	11,800		11,650	0%	1,500		1,500	12%
\$10,000 Albanytel grant received in '13; no grants budgeted for '14										
36280 Sale of Equipment	6,000				0	0%			0	0%
39400 Transfer from General	29,211	29,211			0	0%			0	0%
Now using 34202										
39900 Miscellaneous Income	830	705			0	0%			0	0%
Now using 36200										
Group:	115,260	116,522	139,453	525	126,650	0%	153,603	0	153,603	121%
Fund:	115,260	116,522	139,453	525	126,650	0%	153,603	0	153,603	121%
Grand Total:	115,260	116,522	139,453	525	126,650		153,603	0	153,603	

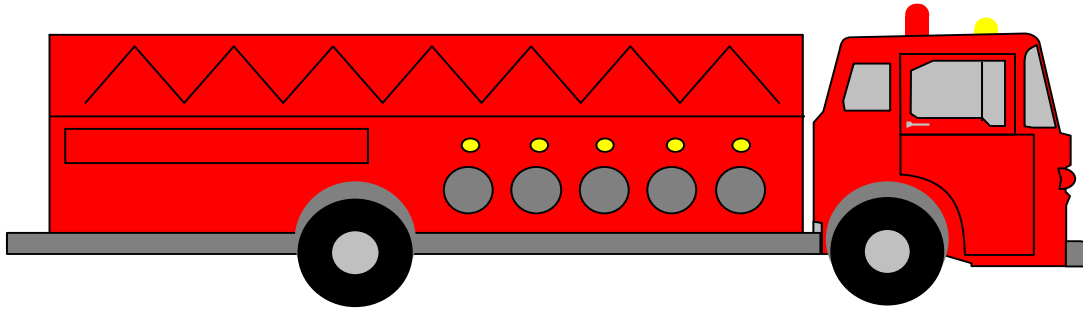


# AFSA BLDG & EQMT FUNDING SCHEDULE

	Sinking fund		<b><u>BALANCE</u></b>
Year	amount budget	Sinking fund balance 2-11-05	8,382.78
2005	4,821.58	2005 YEAR END BALANCE	13,204.36
3% 2006	4,966.23	2006 YEAR END BALANCE	18,566.72
2007	5,115.22	2007 YEAR END BALANCE	24,424.61
2008	5,268.67	2008 YEAR END BALANCE	30,670.26
2009	0.00	2009 YEAR END BALANCE	-5,400.86
2010	1,000.00	2010 YEAR END BALANCE	-4,616.90
2011	1,030.00	2011 YEAR END BALANCE	-3,771.57
2012	1,060.90	2012 YEAR END BALANCE	-2,861.53
2013	1,092.73	2013 YEAR END BALANCE	-1,883.27
2014	1,125.51	2014 YEAR END BALANCE	-833.09
→ 2015	1,159.27	2015 YEAR END BALANCE	292.86
2016	1,194.05	2016 YEAR END BALANCE	1,498.63
2017	1,229.87	2017 YEAR END BALANCE	2,788.44
2018	1,266.77	2018 YEAR END BALANCE	4,166.75
2019	1,304.77	2019 YEAR END BALANCE	5,638.20
2020	1,343.92	2020 YEAR END BALANCE	7,207.64
2021	1,384.23	2021 YEAR END BALANCE	8,880.18

Based on a 3% increase per year

February 2010



Sinking fund			<u>BALANCE</u>	
Year	amount budget	Sinking fund balance 2-11-05	\$	
2005	\$ 19,923.75	2005 YEAR END BALANCE	\$	17,325.00
2006	\$ 27,887.39	2006 YEAR END BALANCE	\$	37,595.25
2007	\$ (18,865.57)	2007 YEAR END BALANCE	\$	66,610.50
2008	\$ 15,000.00	2008 YEAR END BALANCE	\$	47,744.93
10% 2009	\$ 16,500.00	2009 YEAR END BALANCE	\$	64,654.72
20% 2010	\$ 19,800.00	2010 YEAR END BALANCE	\$	83,740.91
2011	\$ 23,760.00	2011 YEAR END BALANCE	\$	106,890.55
2012	\$ 28,512.00	2012 YEAR END BALANCE	\$	134,926.17
2013	\$ 34,214.40	2013 YEAR END BALANCE	\$	168,835.22
2014	\$ 41,057.28	2014 YEAR END BALANCE	\$	209,803.03
→ 2015	\$ 49,268.74	2015 YEAR END BALANCE	\$	259,252.43
2016	\$ 59,122.48	2016 YEAR END BALANCE	\$	318,891.26
2017	\$ 70,946.98	2017 YEAR END BALANCE	\$	390,769.40
<b>2018</b>	<b>\$ 85,136.38</b>	<b>2018 YEAR END BALANCE</b>	<b>\$</b>	<b>477,347.15</b>
2019	\$ 102,163.65	2019 YEAR END BALANCE	\$	<b>581,577.41</b>
2020	\$ 122,596.38	2020 YEAR END BALANCE	\$	707,004.16
				857,880.71

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