



## 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](http://www.freeportmn.org)

April 22, 2014 - Special Meeting Agenda  
Freeport City Hall - 7:00 pm

- 7:00p Call to Order
- 7:01p Local Board of Appeal and Equalization (LBAE) – *Mayor opens, then later closes LBAE*
- 7:30p Open Public Forum (opportunity for members of the public to speak)
- 7:31p I. Approve Agenda – *Motion to approve agenda*
- 7:32p II. Consent Agenda – *Motion to approve consent agenda*
- a. Approve 3/25/14 regular meeting minutes; and
  - b. Approve 4/2/14 special meeting minutes; and
  - c. Approve claims 1362 – 1405 (\$77,876.56); and
- 7:33p III. Reports
- a. Clerk-Treasurer
  - b. Public Works Director
  - c. Engineer – No Report
- 7:45p IV. Old Business
- a. Wellhead Protection Plan Update
  - b. “No-Fault” Sewer Backup Insurance
  - c. Snow Plow Truck Purchase
  - d. City Hall Water Softner
- 8:00p V. New Business
- a. Pay Plan – *Rescheduled*
  - b. Asbestos Consultant – *Rescheduled*
  - c. Resolution 2014-011 (Code of Conduct) – *Motion to approve...*
  - d. Old Plow Truck – *Motion to authorize accepting offers for sale*
- 8:15p VII. Other (Opportunity to ask for items to be added to the next meeting agenda)
- 8:16p Adjourn – *Motion to adjourn*
- Next Meeting(s):      May 7<sup>th</sup> @ 6pm (Special Zoning Code Review)  
                                 May 27<sup>th</sup> @ 7pm (Next Regular Meeting)

LBAE

City of Freeport,

I am contesting the valuation on Parcel # 54.32129.0112 for the Hennen Lumber Co. I understand that the valuation would increase due to the new structure that I built the summer of 2013. The cost of this building was \$24,500. The valuation is proposed to go up from \$296,900 to \$347,400. When speaking with Jeff Johnson on 4/14/14 he said the other component of the increase comes from the replacement of steel siding on the other buildings. I do not believe my valuation should increase this dramatically because this was storm related damage and the insurance requires you to make these improvements. My question to council is, would each resident's, in the town of Freeport's, valuation increase, since a majority of the home had to reside as well? If not, I do not feel my valuation should have increased this drastically. I think a more realistic valuation would be \$321,400.

Now regarding parcel #54.32066.0050, this is proposed to increase from \$47,600 to \$88,300. I again understand the valuation of the property should increase due to the rebuilt structure which now contains a concrete floor. The new structure is the exact same size as the old one. I had to replace this building due to it collapsing March 2013 from snow accumulation. This had to be rebuilt for Hennen Lumber operation to continue. The other building on the property had to be resteeled due to hail related damage as well. Once again, I understand the valuation would increase but I don't feel it should have increase to this amount. I feel a more appropriate valuation should be \$57,600

Thank you,

Tim Hennen

# Tim Hennen---Hennen Lumber

Parcel Number: 54.32129.0112

<u>Item (2013)</u>	<u>Item (2014)</u>	<u>2013 EMV</u>	<u>2014 EMV</u>	<u>Difference</u>
<b>Land:</b> 70,185 sf @ \$1.00	Land: 70,185 sf @ \$1.00	\$70,185 (\$70,200)	\$70,185 (\$70,200)	\$0
<b>Building:</b>				
<i>Retail/Office/Whse:</i>				
<u>Retail Area---1,462 sf</u>	<u>Retail Area---1,462 sf</u>	\$44,565	\$44,450	
AYB: 1998 EYB: 2001 (12 Yrs)	AYB: 1998 EYB: 2001 (13 Yrs)			
Depreciation: 19.47%	Depreciation: 21.24%			
SW Height: 9'	SW Height: 9'			
Heated/Cooled SF---1,462 sf	Heated/Cooled SF---1,462 sf			
Const. Type---Frame L.C. and Avg.	Const. Type---Frame L.C.			
<u>Retail Area---1,636 sf incl. 15 sf deck</u>	<u>Retail Area---1,636 sf incl. 15 sf deck</u>	\$42,248	\$41,967	
AYB: 1995 EYB: 1994 (19 Yrs)	AYB: 1995 EYB: 1994 (20 Yrs)			
Depreciation: 31.86%	Depreciation: 33.63%			
SW Height: 9'	SW Height: 9'			
Heated/Cooled SF---1,636 sf	Heated/Cooled SF---1,636 sf			
Const. Type---Frame L.C. and Avg.	Const. Type---Frame L.C. and Avg.			
<u>Retail Area---264 sf</u>	<u>Retail Area---264 sf</u>	\$7,268	\$7,412	
AYB: 1960 EYB: 1987 (19 Yrs)	AYB: 1960 EYB: 1988 (19 Yrs)			
Depreciation: 31.86%	Depreciation: 31.86%			
SW Height: 12'	SW Height: 12'			
Heated/Cooled SF---264 sf	Heated/Cooled SF---264 sf			
Const. Type---Frame L.C. and Avg.	Const. Type---Frame L.C. and Avg.			
<u>Shop Area---504 sf</u>	<u>Shop Area---504 sf</u>	\$5,960	\$6,109	
AYB: 1995 EYB: 2003 (10 Yrs)	AYB: 1995 EYB: 2004 (10 Yrs)			
Depreciation: 28.80%	Depreciation: 28.80%			
SW Height: 12'	SW Height: 12'			
Heated SF---504 sf	Heated SF---504 sf			
Const. Type---Frame Avg.	Const. Type---Frame Avg.			
<u>Mat. Storage---936 sf</u>	<u>Mat. Storage---936 sf</u>	\$5,339	\$5,496	
AYB: 1960 EYB: 1996 (17 Yrs)	AYB: 1960 EYB: 1997 (17 Yrs)			
Depreciation: 64.00%	Depreciation: 64.00%			
SW Height: 12'	SW Height: 12'			
Unheated SF---936 sf	Unheated SF---936 sf			
Const. Type---Frame Avg.	Const. Type---Frame Avg.			
<u>Mezz.---1,200 sf</u>	<u>Mezz.---1,200 sf</u>	\$4,869	\$4,939	
Total		\$110,249 (\$110,300)	\$110,373 (\$110,400)	\$124 (\$100)
<b>Lumber Storage:</b>	<b>Lumber Storage:</b>			
Whse Area---1,900 sf	Whse Area---1,900 sf	\$13,579	\$16,121	
Whse Area---7,500 sf	Whse Area---7,500 sf	\$37,389	\$44,388	
Canopy Area---2,326 sf	Canopy Area---2,326 sf	\$2,903	\$3,443	
AYB: 1980 EYB: 1997 (17 Yrs)	AYB: 1985 EYB: 2003 (11 Years)			
Depreciation: 48.00%	Depreciation: 40.00%			
SW Height: 12'	SW Height: 12'			
Unheated SF---9,400 sf	Unheated SF---9,400 sf			
Const. Type---Frame L.C. and Avg.	Const. Type---Frame L.C. and Avg.			
Total		\$53,871 (\$53,900)	\$63,952 (\$63,900)	\$10,081 (\$10,100)
<b>Whse (Light Comm.):</b>	<b>Whse (Light Comm.):</b>			
Whse Area---9,000 sf	Whse Area---9,000 sf	\$55,632	\$60,104	\$13,575
Whse Area---1,260 sf	Whse Area---1,260 sf		\$9,033	
Canopy Area---20 sf	Canopy Area---20 sf		\$70	
AYB: 1980 EYB: 1996 (17 Yrs)	AYB: 1980 EYB: 2000 (14 Yrs)			
Depreciation: 51.20%	Depreciation: 42.00%			
SW Height: 12'	SW Height: 12' and 15'			
Unheated SF---10,260 sf	Unheated SF---10,260 sf			
Const. Type---Frame Avg.	Const. Type---Frame Avg.			
Total		\$55,632 (\$55,600)	\$69,207 (\$69,200)	\$13,575 (\$13,600)

<i>Whse (Light Utility):</i>				
	<i>Whse (Light Utility):</i>			
	Whse Area---2,039 sf		\$27,001	\$27,001
	Canopy Area---12 sf		\$39	\$39
	Conc. Slab---72 sf		\$52	\$52
	AYB: 2013 EYB: 2013 (1 Yr)			
	Depreciation: 0%			
	SW Height: 14'			
	Unheated SF: 2,039 sf			
	Const. Type---Post Frame			
Total			\$27,092	\$27,092
			(\$27,100)	(\$27,100)
<i>Extra Features</i>	<i>Extra Features</i>			
Conc. Slab: 1,900 sf (1985)	Conc. Slab: 1,900 sf (1985)	\$2,107	\$2,048	\$59
Blktop: 4,466 sf (2005)	Blktop: 4,466 sf (2005)	\$4,835	\$4,574	\$261
Vinyl Fence Display: 48 LF (2005)	Vinyl Fence Display: 48 LF (2005)	\$0	\$0	\$0
Old Dock: 64 sf (1960)	Old Dock: 64 sf (1960)	\$0	\$0	\$0
Total		\$6,942	\$6,622	\$320
		(\$6,900)	(\$6,600)	(\$300)
Grand Total		(\$296,900)	(\$347,400)	(\$40,700)

# SKETCH/AREA TABLE ADDENDUM

Parcel No 54.32129.0112

SUBJECT

Property Address

City

State

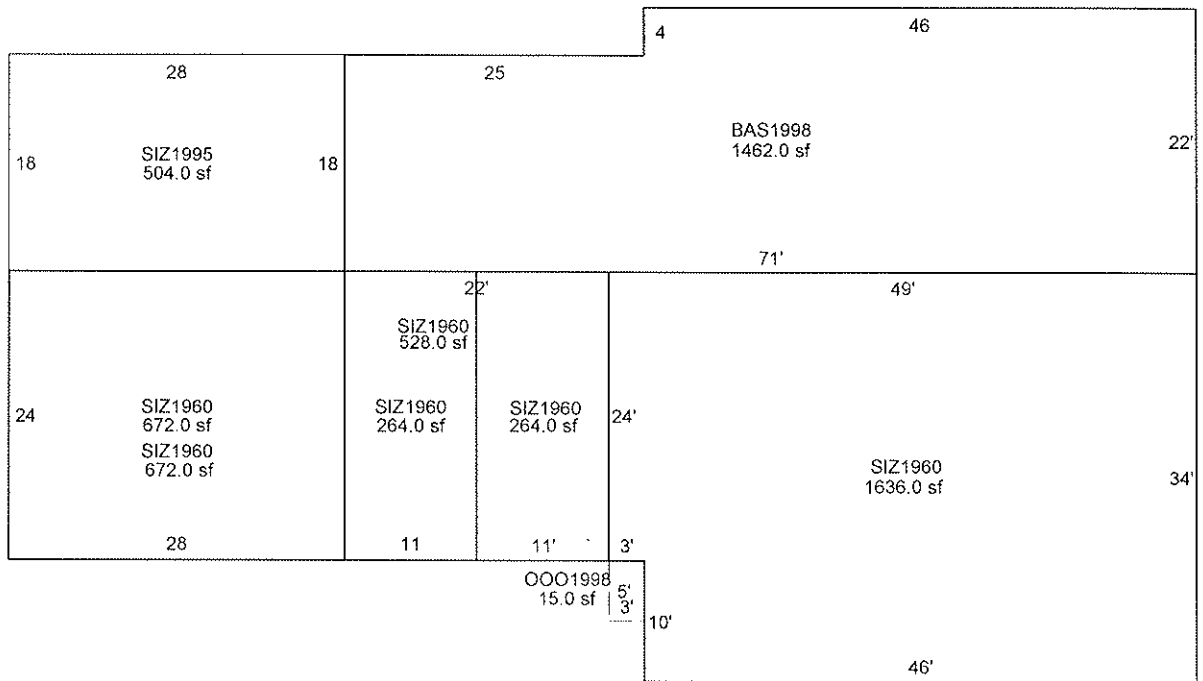
Zip

Owner

Client

Appraiser Name

IMPROVEMENTS SKETCH



Scale: 1" = 32'

AREA CALCULATIONS

## AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
CAMA3	BAS1998	1.00	1462.00	186.0	1462.00
cama3	SIZ1960	1.00	264.00	70.0	
	SIZ1960	1.00	1636.00	166.0	
	SIZ1960	1.00	528.00	92.0	
	SIZ1960	1.00	672.00	104.0	4562.00
CAMA	SIZ1960	1.00	264.00	70.0	
	SIZ1960	1.00	672.00	104.0	
	SIZ1995	1.00	504.00	92.0	1440.00
cama	OOO1998	1.00	15.00	16.0	1455.00

Net BUILDING Area

(rounded w/ factors)

4562

# SKETCH/AREA TABLE ADDENDUM

Parcel No 54.32129.0112

SUBJECT

Property Address

City

State

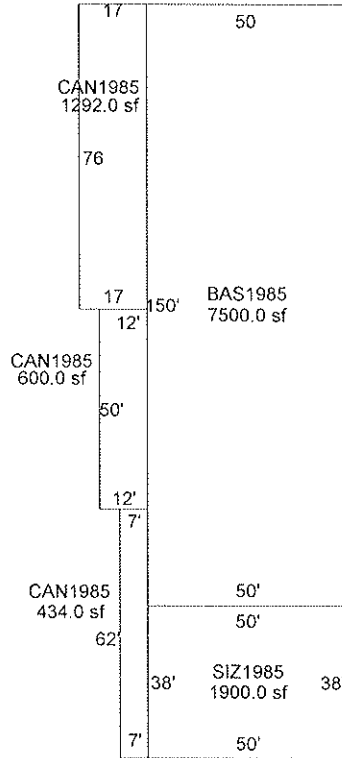
Zip

Owner

Client

Appraiser Name

IMPROVEMENTS SKETCH



Scale: 1" = 32'

AREA CALCULATIONS

## AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
CAMA3	BAS1985	1.00	7500.00	400.0	7500.00
cama3	CAN1985	1.00	600.00	124.0	
	CAN1985	1.00	434.00	138.0	
	SIZ1985	1.00	1900.00	176.0	10434.00
CAMA	CAN1985	1.00	1292.00	186.0	1292.00
Net BUILDING Area (rounded w/ factors)					10434

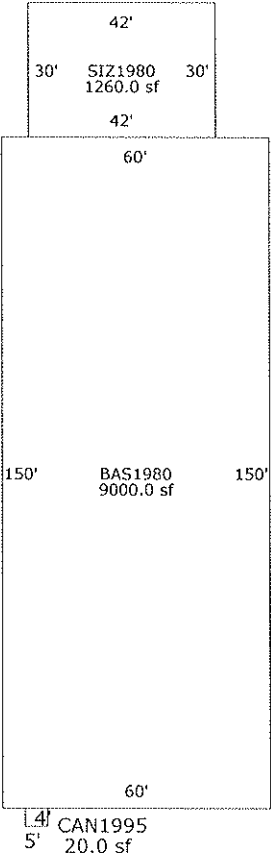
# SKETCH/AREA TABLE ADDENDUM

Parcel No 54.32129.0112

SUBJECT

Property Address		
City	State	Zip
Owner		
Client		
Appraiser Name		

IMPROVEMENTS SKETCH



Scale: 1" = 32'

AREA CALCULATIONS

AREA CALCULATIONS SUMMARY					
Code	Description	Factor	Net Size	Perimeter	Net Totals
cama3	BAS1980	1.00	9000.00	420.0	10260.00
	SIZ1980	1.00	1260.00	144.0	
cama	CAN1995	1.00	20.00	18.0	20.00
Net BUILDING Area (rounded w/ factors)					10260


# SKETCH/AREA TABLE ADDENDUM

Parcel No 54.32129.0112

SUBJECT	Property Address
	City State Zip
	Owner
	Client
	Appraiser Name

IMPROVEMENTS SKETCH	
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Scale: 1" = 32'

AREA CALCULATIONS	<p align="center"><b>AREA CALCULATIONS SUMMARY</b></p> <table border="1"> <thead> <tr> <th>Code</th> <th>Description</th> <th>Factor</th> <th>Net Size</th> <th>Perimeter</th> <th>Net Totals</th> </tr> </thead> <tbody> <tr> <td>cama3</td> <td>BAS2013</td> <td>1.00</td> <td>2038.93</td> <td>196.0</td> <td>2038.93</td> </tr> <tr> <td>cama</td> <td>CAN2013</td> <td>1.00</td> <td>12.00</td> <td>14.0</td> <td>12.00</td> </tr> <tr> <td>PATIO</td> <td>SLA2013</td> <td>1.00</td> <td>72.00</td> <td>50.0</td> <td>72.00</td> </tr> <tr> <td colspan="5"> <p>Net BUILDING Area (rounded w/ factors)</p> </td> <td>2039</td> </tr> </tbody> </table>						Code	Description	Factor	Net Size	Perimeter	Net Totals	cama3	BAS2013	1.00	2038.93	196.0	2038.93	cama	CAN2013	1.00	12.00	14.0	12.00	PATIO	SLA2013	1.00	72.00	50.0	72.00	<p>Net BUILDING Area (rounded w/ factors)</p>					2039	<p align="center"><b>Comment Table 1</b></p>	
	Code	Description	Factor	Net Size	Perimeter	Net Totals																																
	cama3	BAS2013	1.00	2038.93	196.0	2038.93																																
	cama	CAN2013	1.00	12.00	14.0	12.00																																
PATIO	SLA2013	1.00	72.00	50.0	72.00																																	
<p>Net BUILDING Area (rounded w/ factors)</p>					2039																																	
						<p align="center"><b>Comment Table 2</b></p>																																
						<p align="center"><b>Comment Table 3</b></p>																																





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### **March 25, 2014 - City Council Meeting Minutes**

A regular meeting of the Freeport City Council was convened at 7:01p.m. by Mayor Matt Worms with Councilmembers Ken Goebel, Ron Ritter and Rodney Atkinson present. Carrie Goebel was absent.

Staff in attendance: Clerk-Treasurer Mason Schirmer, Engineer Dave Blommel, Fire Chief Dean Jungles and Administrative Assistant Adrianna Hennen.

Public in attendance: Carol Moorman (Melrose Beacon), Ben Ettle (312 1<sup>st</sup> Ave N), Barry Weber (Weber Printing of Albany) and Alan Williams (308 2<sup>nd</sup> Ave NW).

The Pledge of Allegiance was said by those in attendance.

#### **PUBLIC HEARING REGARDING PROPOSED ORDINANCE 2014-001**

Worms opened the public hearing at 7:01p.m. No comments received. Worms closed the public hearing at 7:03p.m.

#### **OPEN PUBLIC FORUM**

Schirmer presented a letter, received from resident Gail Osendorf, stating her disapproval of Atkinson's actions towards Schirmer and the resulting financial burden imposed upon taxpayers.

#### **APPROVE AGENDA**

Schirmer recommended including 'f. Approval of Kurt Ritter to Fire Department.' To New Business. Ritter moved and K. Goebel seconded a motion to approve the agenda with the addition. Motion carried 4-0.

#### **APPROVE CONSENT AGENDA**

Schirmer said 1) Claim 1360 (\$136.80) and Claim 1361 (\$120.00) were added to the claim approval list; and 2) Claim 1335 was increased to \$1,760.74. Ritter moved and K. Goebel seconded a motion to approve the consent agenda consisting of: a) Approval of the 2/25/14 meeting minutes; and b) Approval of Claims 1328-1361 (\$15,019.61). Motion carried 3-0 (Atkinson made no sign).

#### **REPORTS**

##### **Clerk-Treasurer**

In addition to the memo included in the meeting packet, Schirmer presented a copy of a letter, prepared by Attorney LeAnne D. Miller of Reichert Wenner, P.A, putting Atkinson on notice that any further inappropriate behavior by Atkinson towards Schirmer would result in legal action against Atkinson. Schirmer said Resolution 2014-007 (Reprimand of Atkinson) approved 2/25/14 shows the council's objection to Atkinson's actions and that the current notice shows staff's objection.

Schirmer said Mayor Jim Rothstein of St. Martin recently provided a one-page 'purpose & need' statement to support potentially considering a Resolution on Human Trafficking. Schirmer read the statement. K. Goebel said he supported the initiative. K. Goebel moved and Worms seconded a motion to approve Resolution 2014-009 A Resolution on Human Trafficking. Motion carried 4-0.

#### Public Works Director

In addition to the memo included in the meeting packet, Schirmer said PWD Stueve recommends purchasing the used plow truck from the City of Annandale for \$45,000. Schirmer said Stueve tried extensively to negotiate-down the price; however, he was unsuccessful. K. Goebel moved and Ritter seconded a motion to enter into a purchase agreement to acquire the used City of Annandale plow truck for \$45,000. Council agreed that money would not be paid until after the truck is received by PWD Stueve. Motion carried 4-0.

#### Engineer

Blommel provided a summary of the bids received from companies for replacement of well pumps and controls. Worms moved and Ritter seconded a summary motion to: 1) accept the estimates and award the well pumps contract to Atkinson Well and Pump for \$19,137.08; and 2) accept the estimate and award the controls contract to Preferred Controls Inc. for \$32,350.00. Motion carried 4-0.

#### OLD BUSINESS

##### "Old Creamery Site" DEED Redevelopment Grant Status

In addition to the memo included in the meeting packet, Schirmer said the recent application was denied; however, it scored significantly higher than the previous application. Schirmer said he would continue to work on improving the document unless there was any objection (no objections received). Schirmer said the next deadline is early August.

##### Wellhead Protection Plan Update

Worms said a wellhead protection committee meeting was held yesterday (3/24) and Dave Neiman from MN Rural Water was in attendance. Atkinson distributed copies of the plan and said he considered it complete. Worms said the committee will meet on April 14<sup>th</sup> at noon to review the plan before recommending it to Council for acceptance. K. Goebel and Worms each thanked Atkinson.

##### City Website Update

Schirmer said after the 2/25/14 meeting, more was learned about website development and hidden expenses that have led staff to recommend reconsidering the previous decision to purchase a website design from GovOffice. Schirmer said Atkinson recommend Weber shortly after the February meeting. Schirmer said Weber has a great design and the lowest price. Worms moved and K. Goebel seconded a motion to reconsider the decision to purchase website services from GovOffice. Motion carried 4-0. Weber presented a new website design. Worms said he was in awe. Worms moved and K. Goebel seconded a motion to purchase website services from Barry Weber (\$1,350 start-up + \$400 annual hosting). Motion carried 4-0.

#### NEW BUSINESS

##### Ordinance 2014-001 (Amending Fence Ordinance)

K. Goebel moved and Ron Ritter seconded a motion to approve Resolution 2014-010 A Resolution Approving 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" and Providing For Summary Publication Thereof. Motion carried 3-0 (Atkinson made no sign).

### March 26, 2013 Meeting Minutes Addition

Worms moved and K. Goebel seconded a motion to approve the addition of minutes to the March 26, 2013 city council meeting minutes. Motion carried 3-1 (Atkinson opposed).

### “No-Fault” Sewer Backup Coverage

Schirmer said he looked into “No-Fault” sewer backup coverage after Atkinson’s 2013 push to look back into the payment of a claim to a private property owner in 2011 for a sewer backup. Schirmer said the City qualifies for the coverage at a cost of \$1.79 per connection for the minimum \$10,000 coverage. Schirmer said the fee would be passed-on to homeowners. Ettle asked when the public would be able to discuss the fee. Schirmer said the fee would be set by ordinance, which would have a public hearing required. Ettle said it’s the property owner’s responsibility to purchase adequate insurance and that imposing a new fee is unnecessary. Ettle asked which insurance would be used first, homeowner’s or the “no-fault.” Worms moved and K. Goebel seconded a motion to table discussion until April 22<sup>nd</sup> and asked that the city’s insurance agent be present to answer questions regarding the coverage. Motion carried 4-0.

### Water Softner

Ettle asked if the current lease includes maintenance. Worms moved and K. Goebel seconded a motion to table discussion until April 22<sup>nd</sup> and asked Schirmer to review the lease agreement. Motion carried 4-0.

### Mason Schirmer 1-year Performance Evaluation

Schirmer said he had received completed evaluations from Ritter, C. Goebel and Worms. Atkinson said he did not receive a blank evaluation. Schirmer explained it was separate from the meeting packet and was bound to the meeting packet by a binder clip. Atkinson said he never saw it. Worms said Schirmer has been doing a fine job. Schirmer asked if his evaluation would be considered satisfactory. Worms said very satisfactory. Schirmer said it would be appropriate to have a motion to conclude the evaluation. Worms moved and Ritter seconded a motion stating Schirmer has been here a year and the City is very pleased with the work Schirmer has done, his ability to take care of the Clerk duties, and his willingness and ambitiousness while conducting his duties. K. Goebel said Schirmer has always answered his questions and that he has not received any complaints regarding Schirmer. Motion carried 3-0 (Atkinson made no sign).

### Approval of Kurt Ritter to Fire Department

Jungles said a committee comprised of Fire Department Assistant Chiefs and membership interviewed applicant Kurt Ritter. Jungles said Ritter came to the Department wanting to obtain more experience. Jungles said Ritter works on the western edge of Albany and is within the ten-minute response time and would be most helpful on daytime calls. Schirmer said C. Goebel (absent Councilmember) wanted to know if the additional fire fighter is necessary. Jungles said the department is always short-handed during the day and can use all the help it can get. K. Goebel moved and Ritter seconded a motion to approve the hiring of Kurt Ritter to the Fire Department contingent upon successful completion of a background check. Motion carried 4-0.

### OTHER

#### Mayor’s Recognition of Service

K. Goebel moved and Ritter seconded Mayor Matt Worm’s proclamation naming April 1, 2014 as National Service Recognition Day and recognizing volunteers Laura Hoeschen and Agnes Job for their 825 hours served at the Sacred Heart School from September 2013 to February 2014. Motion carried 4-0.

### ADJOURN

Worms moved and K. Goebel seconded a motion to adjourn. Motion carried 4-0. Meeting adjourned at 8:45p.m.



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### **April 2, 2014 – City Council Meeting Minutes**

A special meeting of the Freeport City Council was convened at 6:01p.m. by Mayor Matt Worms with Councilmembers Ken Goebel, Ron Ritter, Carrie Goebel and Rodney Atkinson present.

Staff in attendance: Mason Schirmer (Clerk-Treasurer) and Cynthia Smith-Strack (Municipal Development Group).

Public in attendance: None.

The Pledge of Allegiance was said by those in attendance.

Atkinson handed-out digital copies (on jump-drives) of the wellhead protection plan to each council member.

#### **ZONING CODE REVIEW**

Smith-Strack presented a revised Zoning Code going page-by-page. Smith-Strack pointed-out text that would be added as well as text to be removed. Out of the 111 pages within the document, Smith-Strack presented through page 50.

#### **ADJOURN**

C. Goebel moved and Worms seconded a motion to adjourn. Motion carried 5-0. Meeting adjourned at 7:29p.m.

Atkinson said he hand-delivered copies of the wellhead protection plan it to all the agencies and local units of government that need to review it. Schirmer said that is up to the City to approve it first before it's distributed. The City has not approved it yet. The wellhead protection committee only recommends it to the City for the City to approve. Atkinson said he hoped Council will approve it.

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Mason Schirmer, City Clerk

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Matthew H. Worms, Mayor

04/17/14  
16:15:46

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 4/14

Page: 1 of 5  
Report ID: AP100

\* ... Over spent expenditure

Claim	Vendor #/Name/		Document \$/	Disc \$				Cash
	Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
		*** Claim from another period ( 3/14) ****						
1362		516 WEBER PRINTING	1,750.00					
	03/26/14	Implementing website	1,450.00*			101 41000	300	10100
	03/26/14	Annual Hosting	300.00*			101 41000	300	10100
		*** Claim from another period ( 3/14) ****						
1363		596 MASON SCHIRMER	833.33					
	03/27/14	April 2014 Health insurance	833.33			101 41400	130	10100
		*** Claim from another period ( 3/14) ****						
1364		228 JON STUEVE	833.33					
	03/27/14	April 2014 Health Insurance	833.33			101 43000	130	10100
		*** Claim from another period ( 3/14) ****						
1365		619 BUREAU OF CRIMINAL JUSTICE	15.00					
	03/31/14	Kurt Ritter Background Check	15.00*			101 41000	300	10100
1366		15 ALBANY MUTUAL TELEPHONE	373.79					
	10164524	04/01/14 836-7158	39.57			101 41000	320	10100
	10164524	04/01/14 836-2685	23.12			601 43225	320	10100
	10164524	04/01/14 836-2685	23.13			602 43250	320	10100
	10164524	04/01/14 836-2411/2413	75.56			225 42200	320	10100
	10164524	04/01/14 836-2278	67.13			101 43100	320	10100
	10164524	04/01/14 836-2112	72.00			101 41000	320	10100
	10164524	04/01/14 836-2116	73.28			101 41000	320	10100
1367		194 HENNEN LUMBER CO, INC.	6.98					
	84364	03/25/14 Fire Hall softener salt	5.59			225 42200	220	10100
	84358	03/24/14 Key for well house	1.39			601 43225	210	10100
1368		195 HENRYS WATERWORKS, INC.	596.79					
	17023	03/25/14 Meter connection supplies	596.79*			415 43100	300	10100
1369		387 RAHNS OIL & PROPANE, INC	682.07					
	02772	03/31/14 City Fuel	295.38			101 43100	215	10100
	02772	03/31/14 FFD Fuel	301.06			225 42200	215	10100
	02772	03/31/14 Wellhead Mtg Supplies	52.98*			101 41000	430	10100
	02772	03/31/14 EDA supplies	32.65			300 46500	210	10100
1370		543 SAFEGUARD	220.35					
	J54GV1	03/17/14 Utility Billing Postcards	110.17			601 43225	210	10100
	J54GV1	03/17/14 Utility Billing Postcards	110.18			602 43250	210	10100
1371		510 VERIZON WIRELESS	116.85					
	9722075642	03/19/14 9722075642 Cellphone	116.85			101 43100	320	10100

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16:15:46

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\* ... Over spent expenditure

Claim	Vendor #/Name/		Document \$/	Disc \$				Cash
	Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
1372		525 XCEL ENERGY	165.33					
	405799974	03/21/14 Water Tower	165.33			601 43225	381	10100
1373		70 CENTERPOINT ENERGY	612.49					
	03/19/14	Fire Hall	424.45*			225 42200	382	10100
	03/19/14	City Hall	188.04			101 43100	382	10100
1374		25 AMERIPRIDE LINEN & APPAREL	50.85					
	2200492394	03/31/14 2200492394 Monthly Service	50.85			101 41000	410	10100
1375		76 CENTRAL MINNESOTA CREDIT UNION	286.93					
	03/02/14	Beacon	1.00			101 41000	433	10100
	03/04/14	UB Postage	69.00			601 43225	200	10100
	03/04/14	UB Postage	69.00			602 43250	200	10100
	03/05/14	Printer ink	34.34			225 42200	210	10100
	03/19/14	LMC parking	14.25			101 41400	330	10100
	03/28/14	Schmidty's - Fuel	64.34			101 43100	215	10100
	03/27/14	Plow operating supplies	35.00			101 43100	210	10100
1376		623 PIPERS, INC. OF ST. CLOUD	215.69					
	5298	03/31/14 Lang-meter installation	215.69			601 43225	430	10100
1377	E	323 MN DEPT OF REVENUE	529.00					
	Qtr 1 2014	Sales & Use Tax	529.00*			601 43225	450	10100
1378		625 NUSS TRUCK & EQUIPMENT	48,771.00					
Purchase of new plow truck								
		Plow Truck, 2004 Sterling	48,771.00*			101 43100	510	10100
1379		596 MASON SCHIRMER	565.76					
		Skywarn Training	25.76			101 41400	335	10100
		Phone (Dec-March)	40.00			101 41400	320	10100
		Legal Re: Rodney Atkinson	500.00*			101 41000	300	10100
1380		626 FIRE SAFETY USA, INC.	117.00					
	68472	04/11/14 Firebox Flashlight Repair	117.00			225 42200	220	10100
1381		621 TMV SAFETY TRAINING	900.00					
	00025	03/12/14 Responder Trning: W. David	300.00			225 42200	330	10100
	00025	03/12/14 Responder Trning: P. Weichman	300.00			225 42200	330	10100
	000025	03/12/14 Responder Trning: C. Overmann	300.00			225 42200	330	10100

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Claim	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
1382			525 XCEL ENERGY	2,853.63								
	407221861	04/02/14	302188142	246.85			601		43225	381		10100
	407221861	04/02/14	302252262	66.03			101		43160	381		10100
	407221861	04/02/14	302290398	214.74			101		41000	381		10100
	407221861	04/02/14	302679657	157.24			101		43100	381		10100
	407221861	04/02/14	302700297	22.52			602		43250	381		10100
	407221861	04/02/14	302947044	232.04			601		43225	381		10100
	407221861	04/02/14	303193187	41.99			602		43250	381		10100
	407221861	04/02/14	303616049	225.90			225		42200	381		10100
	407221861	04/02/14	303936749	42.56			101		43160	381		10100
	407221861	04/02/14	303956738	401.25			101		43160	381		10100
	407221861	04/02/14	303963984	227.04			101		43160	381		10100
	407221861	04/02/14	303985901	33.70			101		43160	381		10100
	407221861	04/02/14	304083816	13.53			101		43160	381		10100
	407221861	04/02/14	304098414	20.93			602		43250	381		10100
	407221861	04/02/14	water tower	225.40			601		43225	381		10100
	407403684	04/03/14	street light repair	681.91*			101		43160	300		10100
1383			627 OAK ELECTRIC SERVICE, INC.	57.14								
	2178	04/08/14	replace firehall outside light	57.14			225		42200	220		10100
1384			88 CITY OF MELROSE	375.19								
	807	03/31/14	airway kits/defib battery	375.19			225		42200	210		10100
1385			107 DANNY'S DISPOSAL & RECYCLING,	131.48								
	01/01/14		City	102.39			101		43100	383		10100
	01/01/14		Fire hall	29.09			225		42200	383		10100
1386			597 KDV, LTD	2,800.00								
	193592	03/31/14	Audit Prep (March 2014)	2,800.00*			101		41000	300		10100
1387			174 GOPHER STATE ONE CALL, INC.	2.90								
	100211	03/31/14	email tickets	1.45			601		43225	300		10100
	100211	03/31/14	email tickets	1.45			602		43250	300		10100
1388			412 SCHERPING ELECTRIC INC	251.10								
	03/13/14		repair street lights	251.10			101		43160	311		10100
1389			507 UTILITY CONSULTANTS, INC.	79.50								
	85724	04/02/14	Water Samples	79.50			601		43225	460		10100

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Claim	Check	Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
1390		145	FINKEN WATER CENTERS	15.00								
	3009842	04/01/14	Softener rental	15.00			101		41000	410		10100
1391		437	STAR PUBLICATIONS LLC	110.40								
	133382	03/31/14	Notice Ord. No. 2014-001	58.65			101		41800	350		10100
	133382	03/31/14	Notice-Assess&Class Property	51.75			101		41800	350		10100
1392		516	WEBER PRINTING	380.00								
	022920	03/25/14	Business cards	380.00			101		41000	210		10100
1393		228	JON STUEVE	132.16								
	03/27/14		Plow Truck Inspection Visit	132.16*			101		43100	510		10100
1394		478	TOM'S REFUSE LLC	180.00								
	03/30/14		open frozen drain-obermiller	90.00			101		43100	220		10100
	03/30/14		open frozen drain-church	90.00			101		43100	220		10100
1395		309	MINNESOTA LIFE INSURANCE CO.	8.00								
	03/14/14		Mason Schirmer	4.00			101		41400	131		10100
	03/14/14		Jon Stueve	4.00			101		43000	131		10100
1396		418	SEH, INC.	1,305.25								
	279196	03/11/14	New tower & water main loop	1,305.25*			415		43100	300		10100
1397		269	MARCO, INC.	301.83								
	1864057	03/11/14	Qtrly Rate to lease copier	301.83			101		41000	410		10100
1398		256	LEAGUE OF MINN CITIES INS. TRUST	9,435.00								
	04/01/14		Volunteer Accident Plan	123.00*			225		42200	360		10100
	04/01/14		Worker's Comp Insurance	3,396.00*			225		42200	360		10100
	04/01/14		Worker's Comp Insurance	453.00*			101		41400	360		10100
	04/01/14		Worker's Comp Insurance	16.00*			101		41400	360		10100
	04/01/14		Worker's Comp Insurance	52.00			101		41100	360		10100
	04/01/14		Worker's Comp Insurance	5,353.00*			101		43000	360		10100
	04/01/14		Worker's Comp Insurance	42.00			300		46500	360		10100
1399		155	FREEPORT FARM CENTER, INC	44.09								
			Hydraulic Oil	44.09			101		43100	210		10100
1400		628	JAN SCHIFFLER	1,028.25								
	04/15/14		Title transfer	23.00*			101		43100	510		10100
	04/15/14		Sales Tax (frame & engine)	1,005.25*			101		43100	510		10100



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Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1401		129 EHLERS & ASSOCIATES, INC.		110.00					
	64770	04/17/14 Annual Continuing Disclosure		110.00*			101 41000	300	10100
1402		187 HAWKINS, INC.		428.50					
	3583162	04/10/14 Chemicals		428.50			601 43225	440	10100
# of Claims 41 Total:				77,671.96					
Total Electronic Claims				529.00					
Total Non-Electronic Claims				77,142.96					

Claimant JOANN TIMP  
Address 35955 RIMCREST RD  
FREEPORT, MN 56331

Page: 1  
Claim #: 1403  
Vendor #: 219  
Check #: 18127  
Period: 4/14

05/13/14  
07:36:14

Date	Invoice/PO #	Description	Amount	Fund Org Acct. Obj Proj
		(3/25/14)-(4/21/14)	171.00	101 41000 300

Claimant KEN GOEBEL  
Address 715 MAIN ST E  
FREEPORT, MN 56331

Page: 1  
Claim #: 1404  
Vendor #: 237  
Check #: 18130  
Period: 4/14

05/13/14  
07:36:34

Date	Invoice/PO #	Description	Amount	Fund Org Acct. Obj Proj
04/15/14		Skywarn Training	16.80	101 41100 335

Claimant RON RITTER  
Address

Page: 1  
Claim #: 1405  
Vendor #: 402  
Check #: 18136  
Period: 4/14

05/13/14  
07:36:48

Date	Invoice/PO #	Description	Amount	Fund Org Acct. Obj Proj
04/15/14		Skywarn Training	16.80	101 41100 335

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: April 16, 2014

Re: Clerk-Treasurer Report

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## Zoning Code Review

Due to weather, the final zoning code review meeting has been rescheduled to 6pm May 7<sup>th</sup>. Let me know if you are unable to attend.

## Request for Alley Re-Paving

Alan Williams (308 2<sup>nd</sup> Ave NW) has asked for the City to repave the alley behind his property. The City usually only pays for a gravel alley; paving would be at the expense of adjacent property owners. Does Council want to consider a motion to either approve or deny the request?

## Fence Ordinance Violation

On August 27, 2013, 300 Industrial Drive (Gerald Meyer DBA MidCentral Heating) requested a variance to construct a 9' high fence. Council denied the request. Meyer completed construction of a fence last fall. Recently, I asked the building inspector to measure the fence. The fence is 9' in height, and violates City Code. Each day a violation exists, the property owner is guilty of a misdemeanor (fine not to exceed \$1,000). Does the City want the Ordinance enforced?

## EDA Minutes

Along with this memo are the draft minutes of the 3/17 meeting. Next EDA meeting is April 21<sup>st</sup>.

## Public Nuisance Enforcement

I will soon be responding to public nuisance complaints, as per Ordinance 2004-05 entitled An Ordinance Declaring Public Nuisances.

## 2013 Audit

Auditors Mark Ebensteiner and Justin Nilson of Abdo, Eick & Meyers were onsite conducting the 2013 Audit on March 27<sup>th</sup> & 28<sup>th</sup>. We are now awaiting the Audit Report.

## Minnesota Municipal Clerk's Institute (MMCI)

I am attending the Institute the week of April 28<sup>th</sup>. I received a \$200 scholarship, reducing registration from \$450 to \$250. This year will be my 3<sup>rd</sup> and final year; after this years' MMCI, I will be a certified Minnesota Municipal Clerk by the Minnesota Clerks and Finance Officers Association (MCFOA). For more information, visit [www.stcloudstate.edu/continuingstudies/ceo/offerings/MMCI.asp](http://www.stcloudstate.edu/continuingstudies/ceo/offerings/MMCI.asp).

## League Conference

If you are interested in attending the 2014 League of MN Cities Annual Conference, let me know ASAP. This year's Conference is being held in St. Cloud. Registration discount ends May 1<sup>st</sup>.

## SkyWarn Training

Ken Goebel, Ron Ritter and myself attended SkyWarn Training at Holdingford City Hall on April 15<sup>th</sup>. The training was provided by the Chanhassen office of the National Weather Service.

#### 2014 Safety & Loss Control Workshop

I will be attending the League of MN Cities 2014 Safety & Loss Control Workshop in St. Cloud on April 22<sup>nd</sup>. Topics include land use considerations, employee issues and data retention.

#### Website Status

The website ([www.freeportmn.org](http://www.freeportmn.org)) is now up-and-running. If you have not done so already, schedule a time with Barry Weber to have your official picture taken.

#### Positive Publicity

Along with this memo is a copy of an article in the 4/9/14 edition of the Melrose Beacon that featured a picture of the volunteers recognized by the Mayoral Proclamation made during last month's meeting. They were each appreciative of the acknowledgment.

#### Discontinued Expense

I discontinued the City's enrollment in www. LogMeIn.com. This service was \$69.95 annually charged to the City's Credit Card. Upon discovering the charge on the monthly statement, I discontinued the service and received a full refund. The service allowed for off-site access to the City's electronic files.

#### DEED Grant Update

I am currently working with Tim Dally and Engineer Dave Blommel to verify how the site will look with residential four-plex buildings. We want to maximize site use and appeal. Also, I am awaiting Assessor Jeff Johnson's updated opinion regarding valuations which will be used to update the TIF Analysis.

#### Mandatory SCDP Training

I will be attending a mandatory training (required by DEED) regarding Small Cities Development Program Grants. The training will be June 4<sup>th</sup> from 1p-3p in Alexandria.

#### Fire Department

Kurt Ritter passed his background check and is now officially a member of the Freeport Fire Department.

#### Replacing Irrigation Meters

The last resident that needs to replace their irrigation meter is Matt Worms

#### House Move-In Ordinance

Tom Schneider, Albany Clerk, recommends adopting an Ordinance regulating moving houses into the City. Included with this memo is Albany's ordinance for your review. Does the City want to consider a similar ordinance?

#### Water Connection Ordinance

There are properties within the City that operate private wells; this is an issue raised during wellhead protection plan development. In an attempt to protect the aquifer and water quality, does the City want to consider developing an ordinance to require all homeowners to have city water and sewer service?

#### Committee to Preserve Smiling Water Tower ☺

Last year, council members suggested forming a committee to raise money to preserve the smiling water tower. I am awaiting Attorney Scott Dymoke's opinion on how to best organize a committee to raise money for the City (to preserve the water tower) and how to solicit for donations. Is the City still interested in forming such a committee?

#### Election Filing Period

This fall, three City Council seats are due for re-election. Mayor (2-year term) and Two Council Member seats (each are 4-year terms). The Council Member up for re-election are Carrie Goebel and Ron Ritter. The opportunity to file for a position begins July 29<sup>th</sup> and ends at 5pm August 12<sup>th</sup>. There is a \$2 filing fee. Filing is done at City Hall.

#### Potential Debt Restructuring

I recently learned Paul Donna no longer works for Northland Securities. I forwarded Donna's Debt Restructuring scenario to Todd Hagen of Ehlers for his review. During his initial review, he noticed that by selling the 2012A Bond to Northland, instead of selling on the open market, the City will pay \$25,000 more in interest (comparison is attached). I am still awaiting his opinion on restructuring all City debt.

#### What Symbols Are We Creating

Along with this memo, is an article entitled "What Symbols Are We Creating." The article was in the most recent edition of the League of MN Cities' MinnesotaCities Magazine. This is just for your reference.

FREEPORT EDA BOARD MEETING MINUTES  
March 17, 2014

A meeting of the Freeport EDA Board was called to order by Jim Hemker at 12:05 P.M. with members Mason Schirmer, Carrie Goebel and Bud Heidgerkin present. Andy Welle arrived after meeting was called to order. President Matt Worms was absent.

Approval of agenda

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

OLD BUSINESS

December 16, 2013 Meeting Minutes

Goebel moved and Heidgerkin seconded a summary motion to approve the December 16, 2013 meeting minutes. Motion carried 4-0.

Welle arrived at 12:10 P.M.

Business Subsidy Policy and Criteria

Schirmer presented a template for a business subsidy policy. Schirmer said the template was originally distributed during the October 2013 meeting of the EDA; however, no feedback discussion had been had on the document yet.

Hemker said applicants should provide: 1) 3 years of financial statements; 2) year-to-date financials; 3) personal financial statements and 4) a statement of position. Members agreed the information would be appropriate. Hemker said the financial statements would not be reviewed by the EDA members; rather, an independent financial analyst such as Ehlers, Inc would review the documents and provide recommendations. Hemker said members would still need to comply with confidentiality agreements. Hemker asked Schirmer to verify procedure with Ehlers.

Industrial Park Lot Advertising

Schirmer said recent advertising has generated no inquires for interested buyers. Schirmer said the City is considering upgrading their website, which should help online presence by helping interested persons find the lots by searching [www.google.com](http://www.google.com). Members agreed to not authorize any further advertising until after the website is up and running.

Hemker said Councilmember Rodney Atkinson has been a distraction to the City (referring to Atkinson's actions which have been documented in City Resolution 2014-007) and have created negative publicity for the City. Hemker said Atkinson needs to understand that he [Atkinson] is there to serve the community, not himself.

NEW BUSINESS

Creamery Redevelopment Grant Update

Schirmer said the grant application was not funded; however, this time around the grant application qualified for funding, it just did not score high enough to get funding before dollars

were gone. Schirmer said he is optimistic that the application will be funded next round because of the great detail he was provided on how to improve the application. Schirmer said, unless Council directs him otherwise, he will continue working on the application to have it prepared for submission prior to the August 1<sup>st</sup> deadline.

#### Roller Mill Office Building to be Auctioned-off

Schirmer said the vacant building is scheduled to be auctioned-off on March 27<sup>th</sup>. Schirmer said according to the auctioneer, there is no minimum bid.

#### Carr's Tree Service Site Plan Update

Schirmer said Brad Carr has been in touch with the City as they are preparing a construction plan for their new building. Schirmer said he anticipates further communication and/or possibly a site plan from Carr's Tree Service before the April meeting.

#### Future Development Brainstorming Session

Schirmer asked members for ideas on what the next needed improvement in the city is. Goebel recommended more activities for children. Heidgerken said there are plenty of opportunities with summer softball. Schirmer asked members to share ideas and refrain from discounting any ideas at this time.

C. Goebel left the meeting at 1:05 P.M.

Heidgerken said the park equipment at Lion's park and the school park needs to be replaced. Schirmer asked Heidgerken to prepare a list of all the equipment that needs to be updated.

Schirmer asked if there are any properties in town that need redevelopment other than the Creamery Site. Hemker said Rodney Atkinson's industrial lot is an eye-sore to the community. Schirmer said he will be notifying Council, during the next council meeting, that he will begin enforcing the public nuisance ordinance this spring.

#### Adjourn

Hemker moved and Heidgerken seconded a motion to adjourn the meeting. Motion carried 4-0. Meeting adjourned at 1:20 P.M.

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Matthew Worms, President

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Mason Schirmer, Secretary

# Freeport council hopes 3rd time is the charm for grant

by CAROL MOORMAN  
carol@melrosebeacon.com

**Freeport**—The city of Freeport is hoping the third time is the charm, when it comes to receiving grant money to redevelop the old creamery site.

City Clerk-Treasurer Mason Schirmer, during Tuesday's council meeting, informed the council that while they were not awarded a Minnesota Department of Employment and Economic Development redevelopment grant for this project, this round, his application scored a 54, significantly higher than the 32 earned by the previous application prepared by a consultant.

"We qualified for the money, but the money ran out before it got to us," he said.

Schirmer said the city needs 14 more points to receive funding. He was given the go-ahead to work on improving the application for resubmission this fall.

"I'm going to keep hammering away at this and reapply this fall," said Schirmer, adding "There are plenty of bright spots."

## Miscellaneous

•Council approved amendments to the fence



Sacred Heart School Foster Grandparents Agnes Job (second from left) and Laura Hoeschen were honored through a Freeport City Council proclamation acknowledging April 1 as a Day of Recognition for National Service. They are pictured above with mayor Matt Worms (left) and city clerk-treasurer Mason Schirmer.

PHOTO SUBMITTED

ing ordinance, with mayor Matt Worms and councilors Ken Goebel and Ron Ritter voting for it and councilor Rodney Atkinson not voting for or against it.

•Council approved a resolution addressing human trafficking, as requested by Jim Rothstein, St. Martin mayor.

•Council approved entering into a purchase agreement with Annandale to purchase their snow plow at a cost of \$45,000, with public works director Jon Stueve performing an inspection before it is paid for and arrives in Freeport in August.

The city of Annandale will be utilizing the truck until August.

•Council approved awarding a bid for city well pump replacement to Atkinson Well and Drilling at a cost of \$19,137, with Preferred Controls as the controller at a cost of \$32,350. City engineer Dave Blommel said this would all be paid for out of the Rural Development grant.

•Atkinson presented the council with a completed Wellhead Protection Plan.

Mayor Matt Worms, who is on the Wellhead Protection Plan Commit-

tee, said they have one more meeting in April.

Schirmer said it will then be distributed to local units of government who have 60 days to review it, before it is approved by the council and submitted to the state.

"I'm considering it to be done," said Atkinson, who was thanked by Worms and councilor Ken Goebel for completing it.

•Schirmer was given a "very satisfactory" rating during a one-year review.

"Mason has been here a year and I'm very pleased with his work and his ability to take care of the city clerk duties, his willingness and ambitiousness to carry on city duties," said Worms.

•Council approved hiring Kurt Ritter for the fire department. He also is on the New Munich Fire Department.

When asked if the New Munich Fire Department is okay with him being on the Freeport department, fire chief Dean Jungles said, "They didn't have an issue."

Ritter lives in New Munich and works in Albany, so he would be available for daytime calls for the Freeport department.

"He just wants to have more experience and go on more calls," said Jungles.

He said they have another fireman on the department who is also on the Avon Fire Department.

With the addition of Ritter, there are now 24 firefighters on the Freeport Fire Department, coming from a wide variety of occupations. Their limit is 25.

When Jungles was asked if they were advertising for firefighters to fill the roster, he said, "We are always looking, by word of mouth. If someone is interested in joining, they should fill out an application."

Asked the average age of the firefighters, Jungles said, "I know of one or two who could have retired and more coming up behind them."

•As part of a Mayor's Day of Recognition for National Service on April 1, Mayor Worms acknowledged two Freeport foster grandparents, Laura Hoeschen and Agnes Job.

"They serve our community at Sacred Heart School, serving 825 hours this year, by helping students read and by being mentors," said Worms.



## CHAPTER 6: GENERAL REGULATIONS

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Section 67.02:	CONDITIONAL USE PERMIT REQUIRED .....	67-1
Section 67.03:	CONDITIONAL USE PERMIT APPLICATION .....	67-2
Section 67.04:	CONDITIONAL USE PERMIT ISSUANCE .....	67-3
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Section 67.07:	ENFORCEMENT .....	67-8
Section 67.08:	VIOLATION A MISDEMEANOR.....	67-8

## CHAPTER 6: GENERAL REGULATIONS

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### ORDINANCE 67

### REGULATION OF BUILDING MOVES

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#### Section 67.01: BUILDING REQUIREMENTS.

Subd. 1: Buildings or structures, excluding manufactured/mobile homes, which are moved into or within the City must comply with the provisions of this Section, the City Zoning Ordinance, and the State Building Code for new buildings or structures.

Subd. 2: Manufactured/mobile homes that are moved into or within the City must comply with the provisions of this Section, the City Zoning Ordinance and the State Manufactured Home Building Code.

#### Section 67.02: CONDITIONAL USE PERMIT REQUIRED.

Subd. 1: A person must not move, or cause to be moved, a building or structure, including a manufactured/mobile home, into, within, or out of the City without first obtaining a permit to do so.

Subd. 2: Before a building or structure, excluding a manufactured/mobile home, may be moved into, within, or out of the City, a permit must be granted by the City Council, following a public hearing and recommendation by the Planning Commission.

Subd. 3: A notice of the time and place of the public hearing shall be published in the official newspaper of the City at least ten (10) days prior to the date of the hearing. A similar notice shall be mailed at least ten (10) days before the date of said hearing to each owner of property situated within a radius of 350 feet of the property to which the building is proposed to be moved. A notice containing the same information shall be posted on the property to which the building is proposed to be moved not less than ten (10) days prior to the date of the hearing. A copy of the published notice, the posted notice, and a list of the owners and addresses to whom notice was sent, shall be attested to by the responsible person and shall be made a part of the proceedings. Failure to receive mailed notice by individual property owners or defects in the notice shall not invalidate the proceedings, provided a bona fide attempt to comply with this provision has been made.

Subd. 4: Before a manufactured/mobile home may be moved into, within, or out of the City, a permit must be granted by the City Council.

Subd. 5: Permits are not required for moving a residential accessory building which has a floor area that does not exceed 130 square feet.

## CHAPTER 6: GENERAL REGULATIONS

### Section 67.03: CONDITIONAL USE PERMIT APPLICATION.

Subd. 1: An application for a moving permit must include the following:

- a) a certificate from the City Building Official that the building or structure meets the requirements of the State Building Code;
- b) the address, tax identification number, and legal description of the premises from which the building is to be moved;
- c) the address, tax identification number, and legal description of the premises to which the building will be moved;
- d) a plot plan showing:
  - 1. the proposed location of the building on the premises to which the building will be moved;
  - 2. the proposed grade and elevation as it relates to adjacent lots;
  - 3. the proposed elevation of the first floor and finished height of the building; and
  - 4. all drainage and fill requirements.
- e) photos showing:
  - 1. all sides of the building or structure;
  - 2. the proposed building location; and
  - 3. photographs of all adjacent lots and structures.
- f) a list of the highways, streets, and other property over which the building is proposed to be moved;
- g) the proposed moving date and hours;
- h) evidence that the building and the lot from which the building is to be removed are free from mortgages, liens or other encumbrances, and that all taxes, assessments, and other charges against the lots from which, and to which, the building is to be moved are currently paid;
- i) evidence showing that the applicant is the owner of the building and is entitled to move the building;

## CHAPTER 6: GENERAL REGULATIONS

- j) the City Building Official inspection fee, as established by the City Council in Appendix A;
- k) the permit fee, as established by the City Council in Appendix A;
- l) a bond or certified check from the property owner in an amount established by the City Council payable to the City of Albany to ensure that:
  - 1. the Electric Utility Company is reimbursed for the cost of removing and replacing electric wires, street lamps, and poles belonging to the City,
  - 2. the structure is properly removed from the former property,
  - 3. the structure is properly located on the proposed property and attached to the foundation, and
  - 4. all work is performed in compliance with the permit, the State Building Code, and this Ordinance;
- m) the name and address of the proposed building mover; and
- n) any additional information requested by the City.

### Section 67.04: CONDITIONAL USE PERMIT ISSUANCE.

Subd. 1: The Planning Commission may refuse to recommend, and the City Council may refuse to issue a Conditional Use permit if it finds that:

- a) a requirement has not been met;
- b) the building is too large to move, or that no route is available that does not endanger persons or property, or that no route is available that does not seriously inconvenience traffic in the City. Limited vegetation trimming or removal may be allowed in the permit;
- c) the proposed route includes the use of private property, and no consent from the owner has been obtained;
- d) people or property in the City would be endangered by moving the building;
- e) the building is structurally unsafe or unfit for the purpose for which it is being moved, if the proposed location is in the City;
- f) the proposed building mover's equipment is unsafe, and persons and property would be endangered by its use;

## CHAPTER 6: GENERAL REGULATIONS

- g) the proposed building mover does not have a current license issued by the state under Minn. Stat. § 221.81;
- h) the proposed building mover has been shown to be unreliable and irresponsible in complying with City requirements;
- i) the building to be moved is not worth at least 50 percent of the cost of a similar new building;
- j) the building in the proposed location in the City would fail to comply with a provision of the City Zoning Ordinances;
- k) the building in the proposed location in the City would not conform to the general character of, and the types of architecture in the use district to which the building would be moved; or
- l) the building in the proposed location in the City is not compatible with the houses in the neighborhood to which the applicant wishes to move the house or building, with respect to height, age, style, condition, or design and as a result would reduce the values of existing houses in the neighborhood to which the building would be moved. If the building to be moved is more than ten years older than the oldest building situated on a lot adjacent to the proposed location, such fact shall be evidence that the building to be moved is not compatible with the houses in the neighborhood.

Subd. 2: The Conditional Use permit must specify the permitted days, hours, route, movement, parking, speed limit, and vegetation removal for the proposed move.

Subd. 3: The City Council may impose additional conditions or requirements in the permit.

Subd. 4: The issuance of a Conditional Use permit by the City does not relieve the applicant of the obligation to obtain required permits from other governmental agencies and does not permit the use of private property, except with the written consent of the landowner.

### Section 67.05: SUPPLEMENTAL INFORMATION.

Subd. 1: At least ten business days before the actual move is to take place, the applicant must submit to the Building Official the following supplemental information:

- a) confirmation of the proposed moving date and hours;
- b) a copy of the proposed building mover's state license and an insurance certificate showing that the mover has current insurance coverage required by state law;

## CHAPTER 6: GENERAL REGULATIONS

- c) a signed statement from the applicant or a contractor agreeing to fence or secure the foundation at the original building location, to fill the foundation cavity, and to keep the area safe and clean, if the original building location is in the City;
- d) a signed statement from the applicant or a contractor agreeing to properly abandon and seal any wells, fill or remove any septic tanks, and properly shut-off and disconnect any utilities, if the original building location is in the City; and
- e) a signed statement from the applicant or a contractor agreeing to connect the building to its new foundation, if the proposed building location is in the City.

Subd. 2: A Conditional Use permit for a building move is void if the additional information required by Section 67.05, Subd. 1, above is not provided in a timely manner.

Subd. 3: In consultation with the Chief of Police and the Public Works Supervisor, the Building Official may deny the proposed moving date and hours if the move at that time would unreasonably interfere with the public's use of a street or highway, or would otherwise adversely affect the public interest.

Subd. 4: The Building Official may deny use of the proposed building mover if the proposed building mover's equipment is not in compliance with federal and state requirements, the proposed building mover does not have a current license or insurance as required by state law, or the proposed building mover has previously been unreliable or irresponsible in complying with City requirements.

Subd. 5: The Building Official must notify the applicant in writing of a denial at least three business days before the proposed moving date, giving the reasons for the denial. The applicant may file a written appeal of this decision with the City Clerk/Administrator, to be heard by the Council at its next available meeting, unless the applicant selects a later date.

### Section 67.06: BUILDING MOVING CONDITIONS.

Subd. 1: A licensed building mover must comply with the following when moving buildings into, within, or out of the City. The building mover must:

- a) move a building only in compliance with the permit conditions and only over the streets and other property designated for that use in the permit;
- b) obtain prior permission from the Chief of Police and Public Works Supervisor for any changes in the route or times for the move;
- c) notify the Police Department at least one hour in advance of the proposed move;
- d) notify the Public Works Supervisor of all damage done to property during the move within 24 hours after the damage has occurred;

## CHAPTER 6: GENERAL REGULATIONS

- e) be responsible for all damage caused by the move and pay the cost to correct the damage or the value of the property lost because of the damage;
- f) comply with state and county requirements for over-sized vehicles and loads;
- g) when necessary, erect and maintain barricades across the streets to protect the public from damage or injury because of the move;
- h) complete the move within 48 hours after either:
  - 1. the building crosses into the City, if moved from a location outside the City; or
  - 2. the building is raised from its original foundation, if moved from a location within the City.

A move is complete when the structure has been moved to the precise location shown on the approved plot plan and the equipment used to move the building has been removed;

- i) pay the expense of employees or other individuals who are required by the City to accompany or monitor the movement of the building for the purpose of ensuring compliance with the moving permit or protecting the public health, safety or welfare; and
- j) comply with all applicable state laws and local ordinances.

Subd. 2: A building mover cannot transfer its obligations under Section 67.06, Subd. 1, to the building owner or any other party, except where the responsibility for damage is insured by a contract for liability insurance.

Subd. 3: Within 120 days after the date of the permit issuance, the building must be moved, the State Building Code requirements met as they apply to the structure at its new location, and a certificate of occupancy or a satisfactory final inspection report from the City Building Official for the building received.

Subd. 4: Within 180 days after the date of the permit issuance, all proposed exterior improvements to the building shall be completed; and within 240 days after the date of the permit issuance, all landscaping on the premises shall be completed.

Subd. 5: A person must not cause or permit a structure that has been raised from a foundation and placed on supports to:

- a) remain at a location or locations in the City, other than the new permanent location, for longer than 48 hours; or

## CHAPTER 6: GENERAL REGULATIONS

- b) remain on any property without the property owner's permission.

Subd. 6: The applicant, the landowner and the contractor hired to be responsible for the work must not leave rubbish or other materials at the site from which the building is moved or otherwise allow that site to remain in an unsafe, unsanitary or unsightly condition.

Subd. 7: The applicant, the landowner and the contractor hired to be responsible for a building foundation must not allow an open and unattended foundation to remain unsecured for more than a two-hour period immediately after a building has been raised from the foundation. Foundations must be fenced or secured in some other manner to prevent uninvited access, particularly by children, to the open foundation.

Subd. 8: The applicant, the landowner and the contractor hired to be responsible for a building foundation must not allow a foundation from which a building has been removed to remain open longer than seven days after the building was removed. The foundation must be removed and the cavity filled with appropriate earth materials that are graded level with the adjacent areas, or be used in the construction of a new building, if approved by the building official.

Subd. 9: No later than the time required by Section 67.06, Subd. 8, above for filling the foundation from which a building has been removed, the applicant, the landowner, and the contractor hired to be responsible for the work must properly:

- a) abandon and seal any wells,
- b) fill or remove any septic tanks remaining on the original site of the building, and
- c) properly shut-off and disconnect any utilities, as specified by the utility provider.

Subd. 10: The building must be connected to the foundation at its new location in accordance with the City Building Code within ten days after the move has been completed.

Subd. 11: The applicant, the landowner and the contractor hired to be responsible for the work must construct and provide all necessary and proper drainage and erosion control for the premises on to which the building is to be moved or moved from, such drainage to be installed and constructed according to plans submitted by the landowner and approved by the Public Works Supervisor. Erosion control measures shall be in accordance with all City storm-water/NPDES requirements.

Subd. 12: Variances from the provisions of this Section may be granted by the City Council upon good cause shown.

Subd. 13: A failure to comply with a Conditional Use permit provision, State Building Code requirement, or condition in this Section will result in a forfeiture of the bond or cash deposit. The City may use the bond proceeds or cash deposit to complete unfinished work



## CHAPTER 6: GENERAL REGULATIONS

required by the permit, the State Building Code, or this Section, or to pay for any damage caused by the move.

Section 67.07: ENFORCEMENT. This Section will be enforced by the Building Official, the Chief of Police, and authorized agents.

Section 67.08: VIOLATION A MISDEMEANOR. Any person violating any of the provisions of this ordinance by doing any act, or omitting to do any act, which constitutes a breach of any section of this ordinance shall be guilty of a misdemeanor. Each day that a violation continues shall be deemed a separate punishable offense. No provision of this ordinance designating the duties of any official or employee of the City shall be so construed as to make such official or employee liable for the penalty provided in this section because of the failure to perform such duty.

Ordinance adopted 2/2007

## BOND PRICING ANALYSIS

## Freeport, MN

\$1,200,000

G.O. Improvement Crossover Refunding Bonds, Series 2012A

Sale Date:	1/18/2012
Sale Type:	<b>Negotiated</b>
Financial Advisor:	Northland Securities
Underwriter:	Northland Securities
Rating:	S&P A-

Maturity (2/1)	Principal	Yield	MMD	Spread to MMD	Interest Cost	Est Comp Interest	Difference
2013					\$20,718	\$18,348	\$2,370
2014					\$20,718	\$18,348	\$2,370
2015	\$20,000	<b>1.15%</b>	0.51%	0.64%	\$20,718	\$18,348	\$2,370
2016	\$160,000	<b>1.15%</b>	0.66%	0.49%	\$20,488	\$16,825	\$3,663
2017	\$160,000	<b>1.35%</b>	0.77%	0.58%	\$18,648	\$15,013	\$3,635
2018	\$165,000	<b>1.55%</b>	0.96%	0.59%	\$16,488	\$13,128	\$3,360
2019	\$170,000	<b>1.75%</b>	1.13%	0.62%	\$13,930	\$10,878	\$3,053
2020	\$170,000	<b>1.90%</b>	1.32%	0.58%	\$10,955	\$8,538	\$2,418
2021	\$175,000	<b>2.10%</b>	1.52%	0.58%	\$7,725	\$5,988	\$1,738
2022	\$175,000	<b>2.25%</b>	1.67%	0.58%	\$4,050	\$3,120	\$930
	\$1,195,000				\$154,435	\$128,530	\$25,905

Number of Bids: N/A

## BOND PRICING ANALYSIS

## Menahga, MN

\$1,010,000

General Obligation Bonds, Series 2012A

Sale Date:	1/23/2012
Sale Type:	<b>Competitive</b>
Financial Advisor:	Ehlers
Underwriter:	BOSC
Rating:	S&P A

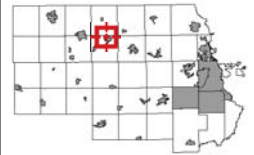
Maturity (2/1)	Yield	MMD	Spread to MMD
2013			
2014			
2015	<b>1.05%</b>	0.53%	0.52%
2016	<b>1.25%</b>	0.68%	0.57%
2017	<b>1.35%</b>	0.82%	0.53%
2018	<b>1.60%</b>	1.05%	0.55%
2019	<b>1.70%</b>	1.27%	0.43%
2020	<b>1.85%</b>	1.48%	0.37%
2021	<b>2.00%</b>	1.68%	0.32%
2022	<b>2.10%</b>	1.83%	0.27%

Number of Bids: 4

Prepared by Ehlers Associates, Inc.



Overview



Legend

- ☐ Parcels
- ☐ Lots
- Additions**
  - ☐ A
  - ☐ M
  - ☐ T
- Parcel ID Labels**
- ☐ Sections
- ☐ Quarter-Quarter Sections
- ☐ Active Rail Line
- ☐ Unincorporated Cities
- ☐ Minor Civil Divisions - Township
- Minor Civil Divisions**
  - ☐ <all other values>
  - ☐ 0
  - ☐ 1
  - ☐ 2
  - ☐ 3
  - ☐ 4
- ☐ Water Access
- ☐ Airport
- ☐ Cemetery
- ☐ Parks
- ☐ Lakes
- ☐ Streams and Rivers
- Major Roads**
  - ☐ Interstate Hwy
  - ☐ US Hwy
  - ☐ State Hwy
  - ☐ County Hwy
  - ☐ Roads
- Municipalities**
  - ☐ 3
  - ☐ 4
- Highway Labels**

## Mason Schirmer

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**From:** Scott E. Dymoke <sedymoke@meltel.net>  
**Sent:** Friday, April 18, 2014 10:05 AM  
**To:** 'Mason Schirmer'  
**Subject:** RE: Fundraising Committee

Mason,

The Council has the authority to create advisory boards (MN St 412.111) and to accept gifts (465.03). They may create a Save the Water Tower Committee as an advisory board to seek donations to maintain the old water tower.

There are practical difficulties. As a City Advisory board, the Water Tower Committee is subject to the open meeting law. It's meeting must be posted and open to the public. Minutes will need to be kept as for any public body.

Also, all gifts must be accepted by a 2/3rd's vote of the Council. If individuals make donations directly to the City of Freeport for the purpose of maintaining the water tower, you'll need to prepare resolutions each month accepting the donations. You could prepare a single resolution naming each donor and have the Council approve the resolution.

It may be simpler to have an existing community organization spearhead the fund raising. The community organization would not be subject to the open meeting law requirements, so it could meet informally. The community organization also could collect the individual donations, then several times a year issue one check to the City. The resolution accepting the gift would only need to name the community organization.

Either approach will work, it's a matter of how much additional work you can take on.

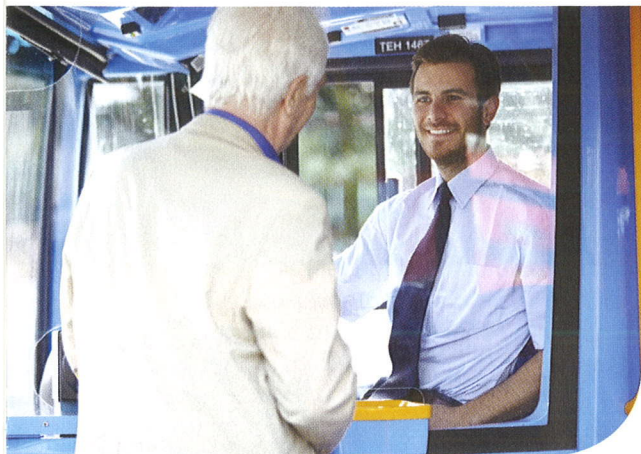
sed



# What Symbols Are We Creating?

BY JIM MILLER

A few years ago, an article in the *Los Angeles Times* reported on the pervasive system of bribes drivers were routinely forced to pay when stopped by Moscow police. A photo with the article showed a Russian standing next to a police vehicle with the Moscow logo prominently displayed.



Undoubtedly, not all police in Moscow are corrupt, but to a large extent, it doesn't matter; if one cop is corrupt, all are under suspicion. As with most things in life, people generalize from their specific experiences or from stories they read or hear.

About that same time, I read an article about a very different event, but one which I suspect had much the same effect. In this instance, local officials were trying to sway citizens in an Afghan village to be more sympathetic to the government.

The idea was to have police officers provide kites to the children in the village and to help fly them. The kites had important public relations slogans emblazoned on them such as stressing the importance of the rule of law, or equity for women. Local officials saw this as an opportunity to create positive community relations while reinforcing important messages.

What, you might wonder, could possibly go wrong? In this case, just about everything. Some of the police decided they would keep the kites; there were reports and graphic pictures of the police actually beating small children trying to

get them. One officer brazenly responded, "We are not taking the kites, we are flying them ourselves." Undoubtedly, not all of the police involved in the event acted this way, but as with the Moscow police example, all were likely painted with the same brush.

A much more positive example comes from a short article in a recent issue of *Governing* magazine about the driver of one bus in Washington, D.C., and the positive impression he creates by his super-friendly disposition and the courteous way he interacts with passengers. The author, former Kansas City, Mo., Mayor Mark Funkhouser, states, "When the Metro transit system is looking for a tax or fare increase, the folks who ride Operator Perry's bus will be more likely to support it than those who don't."

He contrasts the Operator Perry story with an experience he had shortly after being elected mayor. He and his wife were sitting outside a coffee shop while a city crew was repairing a major section of the street. He saw a woman drive her car up to the barrier to ask for directions since the street was blocked off. According to the former mayor, one crew member "gruffly" directed her to simply turn around, and then he turned back to his co-workers laughing. Funkhouser wondered what impact this story would have as it was repeated again and again in coming days and weeks.


In one sense, governments legally are "persons" in that they can buy and sell, enter into contracts, etc. Yet, we commonly consider them more as things than people. And, of course, any individual authority, such as the ability to arrest people, is vested in the individuals by virtue of the impersonal organization's authority. Nevertheless, the lasting impression outsiders have is formed, reinforced, or altered not by the "city," but by the individual actions of its people.

When a city official pleads guilty to embezzling funds, legally it may be an indictment of that one person, but for

The actions of everyone in local government, from the seasonal employee to the mayor, are **symbols that collectively form the identity and reputation of their organization.**

many, it no doubt symbolizes their suspicion about government in general. When a dysfunctional city council week after week makes headlines about its inability to conduct the public's business in a responsible way, citizens question the competence of the entire city government, sometimes with long-lasting consequences.

In such cases, the famous line from Pogo rings true: "We have met the enemy, and he is us." It is equally true that when government's reputation is enhanced, it is because of people like Operator Perry.

The actions of everyone in local government, from the seasonal employee to the mayor, are symbols that collectively form the identity and reputation of their organization. Size of budget, number of employees, tax rate, or years in office matter, but ultimately whether a local government is seen positively or negatively depends much more on the symbols its elected officials and employees create. 



Jim Miller is executive director of the League of Minnesota Cities. Contact: [jmiller@lmc.org](mailto:jmiller@lmc.org) or (651) 281-1205.

## On the web

Share your thoughts about this topic at [www.mncities.org](http://www.mncities.org). Click on "As I See It," and post your comments below the story.

## Memo

From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: April 15, 2014

Re: Wellhead Protection Plan Update

### Background

April 2<sup>nd</sup> - Rodney Atkinson said he distributed the plan to other agencies for their feedback. Sending-out the plan without Committee or Council approval was inappropriate. Atkinson said he hoped Council would just approve it anyways. Shortly thereafter, Dave Neiman (MN Rural Water) expressed his concern over the unfinished-plan and the failure to follow procedure.

April 14<sup>th</sup> - Committee reviewed the plan. Many corrections were proposed during the 2¼ hour long meeting. Rodney was instructed to email Dave Neiman a new copy before Noon on April 17<sup>th</sup>. Committee will meet again April 18<sup>th</sup> to consider approving the plan.

### Impact

The document Rodney prematurely distributed included many errors as well as the image below. Agencies that received copies of this plan include MN Department of Health, Stearns County, and area Townships.



### When evaluating the performance of a consultant, you can consider Communication & Time Management:

1. Has the consultant answered all council member questions honestly and accurately?
2. Has the consultant ever misled Council to believe the plan was closer to completion than it actually was?
3. Did the consultant spend more time drawing the above image, scanning it into a computer, saving it as an image, and inserting it into the Plan then the consultant spent on:
  - a. Formatting and spacing;
  - b. Page numbering;
  - c. Ensuring no sections or information were missing; and
  - d. Procedure?

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: April 17, 2014

Re: Snow Plow Truck Purchase

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## **Motion to Reconsider previous motion**

### The following is discussion

During the previous city council meeting (3/25) council moved to purchase a snow plow truck from the City of Annandale for \$45,000. Shortly after, PWD Jon Stueve found an advertisement for snow plow truck from the City of Hugo.

Stueve traveled to Hugo and inspected the truck. The truck was a better opportunity than the truck in Annandale. Features on the Hugo truck that was not available on the Annandale truck:

1. Stainless steel sander; and
2. Manufactured Belly Blow\*

\*The Annandale truck had an after-market bellow plow which does not work in harmony with the transmission (e.g. if you put the truck in reverse without lifting the plow, you would break-off the \$10,000 plow). The Hugo truck came standard, so when the truck is shifted into reverse, the belly blow automatically picks-up.

Hugo was accepting sealed bids with a minimum of \$45,000. After conferring individually with Mayor Worms and Council Members C. Goebel and Atkinson, Stueve submitted a bid for \$48,751. The bid was the highest by slightly more than \$1,000.

The following claims were related to the purchase:

CL 1378	\$48,771.00	Purchase of Truck and dealer fee (\$20)
CL 1393	132.16	Jon's travel to inspect the truck
CL 1400	1,028.25	Title Transfer & Sales Tax (on engine & frame)

**Motion to approve purchase of Annandale truck (without a 2<sup>nd</sup>, the motion dies)**

**Motion to approve purchase of Hugo truck for an amount not to exceed \$50,000.**



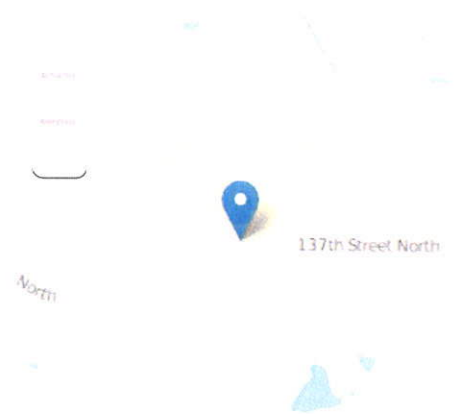
[CL](#) > [minneapolis](#) > [washington/WI](#) > [all for sale / wanted](#) > [cars & trucks - by owner](#)

[contact](#)

× [prohibited](#) <sup>[1]</sup>

Posted: 19 days ago

## 2004 Sterling L7500 Plow Truck - \$45000 (Hugo)



© craigslist - Map data © OpenStreetMap

6900 137th St. N.

[\(google map\)](#) [\(yahoo map\)](#)

**2004 Sterling L7500** odometer: 30000

VIN: 2FZAATAL24AM21122

automatic transmission

The City of Hugo is now accepting sealed bids for the following plow truck:

2004 Sterling L7500 chassis with set forward axle. 30,000 miles. Cat 3126 275hp engine with Allison MD-3560P Automatic Transmission. 165" wheelbase. 10' dump body.

Equipped with Falls snow plow equipment including front plow, under body blade, wing and stainless steel sander. Force plow and sander controls. This truck has been carefully maintained and kept clean. Everything on this truck is in working condition. It is currently in the fleet and is depended on for each snow event.

This truck is being sold by sealed bid. The truck is available for viewing at the City of Hugo Public Works Department between the hours of 6:30am and 3:00pm. Please call 651-762-6326 for an appointment.

Bids must be submitted using the City of Hugo bid form. Please call 651-762-6326 for a copy of this bid form and more information.

Bids will be opened on Wednesday, April 2nd at NOON.

Bids will be opened on Wednesday, April 2nd at NOON.

Bids will be opened on Wednesday, April 2nd at NOON.

\*\*\*MINIMUM BID SET AT \$45,000\*\*\*

Once bids are opened, and a high bid is awarded by the Hugo City Council, a transfer date will be mutually agreed upon. This truck will remain in service at the City of Hugo until the snow season has passed (on or around May 1st).

- do NOT contact me with unsolicited services or offers

post id: 4333135936 posted: 19 days ago [email to friend](#) [best of](#) <sup>[1]</sup>

[Avoid scams, deal locally](#) Beware wiring (e.g. Western Union), cashier checks, money orders, shipping.



April, 10 2014

During the 3/25 Council meeting, discussion regarding the City Hall water softner was tabled until the contract was reviewed. Joe Finken replied to my inquiry with the letter:

Dear Honorable Mayor and Council

Mason visited with me about the rental water softener, at city hall. To give you a brief history, the Finkens have been involved with the city of Freeport for well over 100 years. My great grandfather was the first treasurer and town Marshal. He then started a fuel business and had the first large delivery truck in Freeport. Our father always believed in the city of Freeport and in always giving back to it through donations, the churches, and in any other needs.

When the new city hall was built, the city of Freeport did a lease agreement for \$15 a month. Normally we will charge \$24 -\$26 a month on leasing. Our lease agreements take care of all services needed with the water softener, with no extra expenses to you, the city. Only other cost needed is the salt. We put in high quality equipment so service is a minimum, for your benefit. We have some lease equipment that is over 50 years old in our market, still benefitting our customers. You can cancel your lease contract at anytime with no penalty or extra cost to you, the city. If you ever do want to look into getting a new water softener, please look at Finkens due to our history through the city of Freeport.

Feel free to contact me anytime with questions or concerns you may have. I can be reached at (320) 980-2312

With Great Respect



Joe Finken  
Finken Water Centers



April 9, 2014

City of Freeport  
City Hall  
Freeport, MN 56331  
**Attn: John Stueve**

**OPTION(1) – Purchase of a new water treatment system**

We propose to furnish the following materials and equipment at terms and conditions given below:

Hellenbrand System: E3-032 Water Softener System consisting of the following:

- 1 E3 Top Mount Control Valves with Microprocessor
- 1 9"x48" Resin Tank with Distributor and Gravel Underbedding
- 1 Cubic Feet Standard 8% Crosslink Resin
- 1 18"x33" Brine Tank Assembly
- 1 Bypass and 1" Sweat Adapters

Equipment Price: \$800.00

Installation: Included

Salt: First fill included

**Total Price: \$800.00**

**OPTION(2) – Buyout of current water softener**

May purchase current water softener for \$150.00.

Respectfully Submitted,  
FINKEN WATER, INC.

Joe Finken



## **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](http://www.freeportmn.org)

### **RESOLUTION 2014-011**

### **CODE OF CONDUCT**

#### **Purpose**

The city council of the City of Freeport determines that a code of conduct for its members, as well as the members of the various boards and commissions of the City of Freeport, is essential for the public affairs of the city. By eliminating conflicts of interest and providing standards for conduct in city matters, the city council hopes to promote the faith and confidence of the citizens of Freeport in their government and to encourage its citizens to serve on its council and commissions.

#### **Standards of Conduct**

No member of the city council or a city board or commission may knowingly:

- a. Violate the open meeting law.
- b. Participate in a matter that affects the person's financial interests or those of a business with which the person is associated, unless the effect on the person or business is no greater than on other members of the same business classification, profession, or occupation.
- c. Use the person's public position to secure special privileges or exemptions for the person or for others.
- d. Use the person's public position to solicit personal gifts or favors.
- e. Use the person's public position for personal gain.
- f. Except as specifically permitted pursuant to Minn. Stat. 471.895, accept or receive any gift of substance, whether in the form of money, services, loan, travel, entertainment, hospitality, promise, or any other form, under circumstances in which it could be reasonably expected to influence the person, the person's performance of official action, or be intended as a reward for the person's official action.
- g. Disclose to the public, or use for the person's or another person's personal gain, information that was gained by reason of the person's public position if the information was not public data or was discussed at a closed session of the city council.
- h. Disclose information that was received, discussed, or decided in conference with the city's legal counsel that is protected by the attorney-client privilege unless a majority of the city council has authorized the disclosure.
- i. Represent private interests before the city council or any city committee, board, commission or agency.

Except as prohibited by the provisions of Minn. Stat Sec. 471.87, there is no violation of subdivision 1 b. of this section for a matter that comes before the council, board, or commission if the member of the council, board, or commission publicly discloses the circumstances that would violate these standards and refrains from participating in the discussion and vote on the matter. Nothing herein shall be construed to prohibit a contract with a member of the city council under the circumstances described under Minn. Stat. Sec. 471.88, if proper statutory procedures are followed.

**(continued on next page)**

## **Complaint, Hearing**

Any person may file a written complaint with the city clerk alleging a violation of the standards of conduct. The complaint must contain supporting facts for the allegation. The city council may hold a hearing after receiving the written complaint or upon the council's own volition. A hearing must be held only if the city council determines (1) upon advice of the city attorney, designee, or other attorney appointed by the council, that the factual allegations state a sufficient claim of a violation of these standards or rise to the level of a legally-recognized conflict of interest, and (2) that the complaint has been lodged in good faith and not for impermissible purposes such as delay. The city council's determination must be made within 30 days of the filing of the allegation with the city clerk. If the council determines that there is an adequate justification for holding a hearing, the hearing must be held within 30 days of the city council's determination. At the hearing, the person accused must have the opportunity to be heard. If after the hearing, the council finds that a violation of a standard has occurred or does exist, the council may censure the person, refer the matter for criminal prosecution, request an official not to participate in a decision, or remove an appointed member of an advisory board or commission from office.

Adopted by the city of Freeport on the 22<sup>nd</sup> day of April, 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