



## **CITY OF FREEPORT**

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

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, Dave Blommel (Engineer), Fire Department Members Dean Jungles (Chief), Jason Hoppe (Assistant Chief), Noah VanBeck and Jamie Engelmeyer.

Public in attendance: Carol Moorman (Melrose Beacon), Steve Notch (County Commissioner), Jeff Johnson and Kathy Korte (Stearns County Assessor's Office).

The Pledge of Allegiance was said by those in attendance.

#### OPEN PUBLIC FORUM

No comments received.

#### APPROVE AGENDA

Schirmer recommended including the 'Area Fire Service Association Annual Meeting' prior to Adjourning. C. Goebel moved and Ritter seconded a motion to approve the agenda with the addition. Motion carried 5-0.

#### APPROVE CONSENT AGENDA

Schirmer said 1) Sam Eicher's name was misspelled in the 1/14/14 minutes; and 2) Claim 1327 (\$67.20) has been added to the claim approval list. C. Goebel moved and K. Goebel seconded a motion to approve the consent agenda consisting of: a) 1/14/14 meeting minutes; b) Claims 1275-1288 (\$146,350.20); c) Claims 1289-1327 (\$56,410.41); d) 2013 budget amendments 16-17; and e) Sacred Heart Temporary Liquor Licenses (valid 7/19/14-7/20/14). Motion carried 5-0.

#### REPORTS

##### Clerk-Treasurer

Schirmer said a memo was in the meeting packet. Council had no objection to allowing Administrative Assistant Adrianna Hennen to attend Adobe training. Schirmer provided Council with a breakdown of how the \$20 per month water tower debt fee connects to the USDA Loan repayment. Council directed Schirmer to arrange Zoning Code review for Wednesday evening. Schirmer said he would contact Cynthia (Municipal Development Group, Inc.) to arrange meeting dates. Schirmer said the Local Board of Appeal meeting would be April 29, 2014.

##### Public Works Director

Schirmer provided a report prepared by PWD Stueve. Schirmer said Stueve was evaluating potential plow truck options to replace the cities current vehicle. Schirmer said Stueve provided pictures of a plow truck in

Annandale, MN that may be a good fit for Freeport. Schirmer said no action is needed at this time; however, a truck purchase may be proposed soon.

### Engineer

Blommel said a Request for Proposals should be approved and sent to three local companies for bids to replace well pumps. Blommel provided the first page of the RFP for consideration. K. Goebel moved and C. Goebel seconded a motion to authorize Dave Blommel to obtain bids from three local companies for consideration at the March regular meeting. Motion carried 5-0.

### OLD BUSINESS

#### Wellhead Protection Plan Update

Schirmer presented copies of emails sent to Atkinson, since the January 14<sup>th</sup> Council meeting, directing him to meet deadlines. Schirmer said Atkinson has since been providing updates. Schirmer said Dave Neiman of MN Rural Water Association informed the Wellhead Protection Plan (WHP) Committee that a Potential Contaminant Inventory (PCI) must be completed and sent to the state for approval immediately. Neiman identified other missing supporting documents that have yet to be completed. Neiman said it is possible to still have the plan done on-time; however, certain documents need to be completed immediately. Schirmer said Atkinson is assembling the PCI. Atkinson distributed a copy of the PCI as well as a contact section of the WHP for review. Atkinson said the wells which consist of the PCI are numerous and have taken time to assemble. Atkinson asked who should be listed for emergency medical contact. Schirmer recommended contacting CentraCare of Melrose and asking them who to include.

Worms asked if the plan would be done by the March meeting. Atkinson said there is more to the plan than he was expecting and he is doing the best he can. Worms asked again if the plan would be done in March. Atkinson said there are things like mapping which he is hoping Karen Voz from the Department of Health can help him with. Schirmer told Atkinson he is not answering the question. Atkinson said he would tell Worms the truth outside the meeting; however, he did not want to give an answer in public. Schirmer said Atkinson needs to provide Council with reassurance that the plan will get done by the deadline. Atkinson said when he took on the project, he said it was not just going to be him, but rather he said 'we' meaning the committee would do it. Schirmer said the statement Atkinson made during the September 2013 meeting ("we will write the plan") was made without ever first asking the wellhead protection committee members for their opinions. Atkinson said whatever is left in the plan could be done by Adrianna Hennen (City Administrative Assistant). Schirmer said Hennen is not Atkinson's assistant and that it would be inappropriate to dump the responsibility upon her. Atkinson said he will do the best he can.

#### Resolution 2014-008 (Call for Public Hearing Regarding Fence Ordinance)

Schirmer said during the previous meeting, Council tabled discussion until more information could be done on 'invisible fences.' Schirmer said 'invisible fences' should be addressed within the Animal Ordinance. Schirmer said thus far the only change to the originally presented draft copy of the ordinance is the inclusion of a definition for 'fences, natural living.' K. Goebel moved and Ritter seconded a motion to approve Resolution 2014-008 A Resolution Calling for a Public Hearing on Ordinance 2014-008, Entitled "An Ordinance Repealing and Replacing Section 500.45 of Chapter V of The City code Relating to Fencing, Screening, and Landscaping." Motion carried 5-0.

### NEW BUSINESS

#### Resolution 2014-007 (Reprimand of Rodney Atkinson)

Schirmer said during the previous meeting, Council asked staff to prepare a resolution reprimanding Councilor Rodney Atkinson for his behavior. Schirmer presented Resolution 2014-007 and appendix materials. C. Goebel moved and Ritter seconded a motion to approve Resolution 2014-007 A Resolution of Disapproval of Councilmember Rodney Atkinson's Personal Conduct. Motion carried 4-0 (Atkinson abstained, claiming a conflict of interest).

### Maintenance Shed

K. Goebel moved and Ritter seconded a motion to approve replacing exterior panels damaged by the 2012 hail storm (which will be reimbursed by insurance). Motion carried 5-0.

### City Website

Schirmer provided Council with proposals from two companies to develop and host a website. Schirmer said the City would have its own website, separate from the Chamber of Commerce. Schirmer said Council could either move forward with developing a website or not. Atkinson asked about costs. Schirmer referred to the proposals which showed: 1) initial development costs \$925 from GovOffice.com and \$695 from The Peripheral Vision and; 2) yearly website hosting would cost \$450 from GovOffice.com and \$2,199 from the Peripheral Vision. Worms moved and K. Goebel seconded a motion to accept Cost Proposal Option A from GovOffice.com. Motion carried 4-1 (Atkinson opposed)

### RECESS

Worms recessed the meeting at 7:55pm.

### Stearns County Assessor Report

Jeff Johnson and Kathy Korte presented the 2013 Assessment Report and said a Local Board of Appeal and Equalization meeting would be held in Freeport during April.

### Area Fire Service Association 2015 Budget Meeting

The 2015 budget meeting of the Freeport Area Fire Service was convened at 8:05pm by Mayor Matt Worms with Millwood Township (Adolph Wensmann, Carl Toenyan), Krain Township (Arnold Blommel, Jeff Goebel), Oak Township (Robert Timp, Peter Welle, Michael Rosner), City of St. Anthony (Robert Cremers, Jim Cremers), and City of St. Rosa (John Arnzen) present.

Recently appointed officers Fire Chief Dean Jungles and Assistant Chief Jason Hoppe introduced themselves.

Schirmer presented the proposed: 1) expenditure budget; 2) revenue budget; 3) building and equipment replacement allocations; and 4) vehicle replacement allocations. Schirmer said proposed expenditures are \$103,175 plus the building and equipment replacement allocation would be \$1,159 and the vehicle replacement allocation would be \$49,269 equal \$153,603. Schirmer said revenues are proposed to include \$21,500 of other sources, leaving \$132,103 to be received from contracts. Schirmer provided service agreement amounts as well as comparable information using 2013 building values to determine potential percentage adjustments.

Worms said the current percentages by which the total fire service contract revenue is divided among townships and cities was established in the 1970's and has not changed since. Worms said he ask County Assessor Jeff Johnson for building value information for the area townships and cities and thought this may be a good place to start if the percentages were to be updated.

Steve Notch said within the original agreement, the City of Freeport agreed to double their building value, in-turn pay more for fire service, since one pumper truck would always remain within the City. Schirmer provided updated budget information showing how all entities contract amounts would change if the City of Freeport doubled the building value.

Robert Cremers asked if the replacement allocations were still necessary, especially since 2015 would require \$50,428 according to the schedules used. Schirmer said an option to reduce costs can always be to reduce the amount of money you put into savings. Chief Jungles mentioned the rising cost of fire trucks and that \$300,000 can quickly be expensed. Worms said the oldest active truck is the 1968 pumper truck. Worms said the truck may function; however, no longer are replacement parts made for the pumper which can lead to the truck being inoperable the moment the next critical part breaks.

Worms said these trucks are not extensively used to fight fires; rather, the majority of calls relate to vehicle accidents on the interstate which require the fire trucks to be used as crash curtains to protect the scene from additional collisions. Worms said at any time an inattentive semi-truck driver could inadvertently collide with a fire truck and the department would need to buy another truck. C. Goebel said insurance does not pay for replacement after a vehicle exceeds ten years in age, rather insurance would only payout what the truck was valued at and the difference would be the department's responsibility.

Jeff Goebel moved and Carol Toenyan seconded a motion to approve: 1) a budget of \$153,603; and 2) service agreement amounts of:

\$2,113.65 (Albany Township);	\$8,454.59 (Krain Township);
\$51,520.17 (Millwood Township);	\$22,457.51 (Oak Township);
\$1,849.44 (St. Anthony City);	\$3,302.58 (St. Rosa City); and
\$42,405.06 (Freeport City).	

Motion carried unanimously.

#### ADJOURN

K. Goebel moved and C. Goebel seconded a motion to adjourn. Motion carried 5-0. Meeting adjourned at 10:00 p.m.

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Mason Schirmer, City Clerk

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Matthew H. Worms, Mayor