



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

December 17, 2013 – 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 and Jon Stueve.

Public in attendance: Ben Etle (312 1st Avenue North).

The Pledge of Allegiance was said by those in attendance.

OPEN PUBLIC FORUM

No comments received.

APPROVE AGENDA

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

CONSENT AGENDA

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

REPORTS

Clerk-Treasurer

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

Public Works Director

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

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

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

Worms said a full-time employee paid \$13-\$15 per hour seems acceptable. Worms said maybe the city advertises for a 32-hour per week initially with the potential to turn into full-time. Atkinson said he liked the idea because it gives the city the flexibility to acknowledge good work ethic with a potential promotion to full-time.

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

Engineer

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

OLD BUSINESS

2013 Audit Engagement Letter

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

Wellhead Protection Plan Update

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

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

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

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

NEW BUSINESS

2013 KDV Audit Support Engagement

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

Appointment of General Election Judges

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

Call for January Public Hearing Regarding Fence Ordinance

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

2012 Industrial Park Bond Levy

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

as well as a cost estimate. Worms said \$150,000 per year in total debt levies would seem acceptable. All Council members agreed.

Zoning Ordinance Review

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

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

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

ADJOURNMENT

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

Mason Schirmer, City Clerk

Matthew H. Worms, Mayor