

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: September 5, 2014

Re: Carr's Tree Service Request

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During the August 26<sup>th</sup> city council meeting, council tabled discussion until zoning was reviewed to ensure Carr's could have as much drive-over curb as they want.

Upon review, the city code does not limit the amount of drive-over curb. Furthermore, PWD Jon Stueve says no limit is necessary so long as the curb is graded to ensure water continues to flow towards the storm sewer.

The estimated cost of the project is \$1,200 (to replace existing traditional curb and gutter with drive-over). Carr's Tree Service is asking the city to pay for 100% of the cost of the improvement (the percentage is negotiable).

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: September 5, 2014

Re: Pay Plan Development

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Before developing a pay plan, Consultant Kathleen Murphy recommends the city council be made aware of the existence of each positions job point determination and to take a look at them before ranges are developed. Murphy trusts the points are sufficient (2006 point determination included with this memo).

If council wants to review the evaluations/points, Murphy recommends a thoughtful process that includes the information included along with this memo. In addition, the cost to have Murphy assist in the process of reviewing points would be an additional \$350-\$400.

To view the state job match book, which includes job titles, point values and job descriptions, visit:

<http://www.mn.gov/mmb/images/statejobmatch.pdf>

**Question:** Does council want to review evaluations/points, or does council want Murphy to prepare a pay plan using the existing points?

**City of Freeport**

**Job Evaluation Record**

**November, 2006**

<b>CITY POSITION</b>		<b>STATE MATCH</b>		<b>POINTS</b>
City Clerk/Treasurer	75%	Administrator/Manager	495}	475
	25%	Accounting Supervisor Principal	415}	
Public Works Director	50%	Highway Maintenance Supervisor	308}	331
	50%	Utilities Superintendent	353}	
Administrative Assistant		Office & Admin Specialist Senior		169
Maintenance Worker	1/3	Sewer & Water Maintenance Worker	152}	154
	1/3	Transportation Generalist	187}	
	1/3	Laborer, General	124}	
Maintenance Worker	1/3	Laborer, General	121}	139
	1/3	Transportation Associate	150}	
	1/3	Sewer & Water Maintenance Worker	146}	

## LOCAL GOVERNMENT PAY EQUITY ACT OF 1984

### LOCAL GOVERNMENTS:

Political subdivisions which fall under the Public Employees Labor Relations Act (PELRA) and which have final budgetary approval authority over wages for a group of employees

- Cities
- Counties
- School Districts
- Public Hospitals & Nursing Homes
- Water/Soil Conservation Districts
- Public Libraries
- Port Authorities

### MUST:

- Gather job class information
- Determine comparable work value through job evaluation
- Determine pay equity compliance
- Develop plan to achieve pay equity
- Update and maintain the pay equity system
- Report to the State when requested
- Address any non-compliance determination

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### JOB EVALUATION:

- A systematic approach that identifies those job factors which the employer values and wishes to pay accordingly
- Measures job DUTIES against objective criteria of SKILL (education, experience, specialized skills, training, problem solving and so on), EFFORT (both physical demand and mental demand), RESPONSIBILITY (for supervision of others, for decisions made, for budgets, for safety, for confidential information and so on) and WORKING CONDITIONS (work environment, environmental conditions, exposure to hazards, and so on)
- Based on content of the job, not the performance or qualifications of the person doing the job
- Allows each employer to determine its own 'internal equity' or 'value'

### YOU CAN:

- Design your own system
- Use a consultant's system
- Use another jurisdiction's system
- Use the State Match

## STATE JOB MATCH

- **Match your positions to positions at the State that have already been evaluated utilizing the Hay System**

### Hay System

- **KNOW HOW** (a 'skill' factor)
  - **Substantive Know How**
  - **Managerial Know How**
  - **Human Relations Know How**
- **PROBLEM SOLVING** ( a 'skill' factor)
  - **Degree of Structure**
  - **Degree of Challenge or Difficulty of Problems**
- **ACCOUNTABILTY** (a 'responsibility' factor)
  - **Degree of Discretion**
  - **Magnitude Measured by Dollars Affected**
  - **Directness of Impact**
- **WORKING CONDITIONS** (an 'effort' and 'working conditions' s factor)
  - **Physical Effort**
  - **Disagreeableness of Environment and Hazards**

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### Kind of Matches

- **Match**
- **Close Match**
- **Matches to more than one job**
- **No match**
  - **School districts utilizing the State Match system match the position of 'teacher' to the follow position within the State Match:**

**TEACHER**                      **Special Teacher: under general supervision, instructs State institution residents in standard elementary and secondary school subjects including home economics, industrial arts, music, physical and health education**

**STATE POINT RATING: 282      POSSIBLE POINT RANGE: 275-298**

- **Evaluators can select any point value within the range of 275-298 points, including the 'points given' of 282**
- **Notice that the State Match uses different wording in describing the position than a school district would describe a classroom teacher position**
- **Do the best you can to find a match that 'works'**

## **JOB EVALUATION INCLUDES:**

- **Evaluation of job duties as assigned**
- **Comparison to jobs as relates to job duties**
- **Internal comparison only**
- **Evaluation of requirements as outlined**

## **JOB EVALUATION DOES NOT INCLUDE:**

- **The amount of education a particular person brings to the job**  
Susan may have a Master's degree in psychology, but her job as Production Coordinator of the print shop does not require this level of education
- **The longevity or seniority of a person doing a job**  
Bob may have been a Senior Engineer for 10 years, but the Senior Engineer position could be filled by someone who has never worked for the employer before. Seniority is a characteristic of Bob, not of the engineer job. (Bob may have a contract which provides him with longevity pay, but this is not a part of the job evaluation determination for this position)
- **The performance level of a person doing a job**  
Lisa may do an outstanding job as a Licensed Practical Nurse, but that should not be a factor in deciding the value of the licensed practical nurse job. (Lisa's employer may have a performance plan in place that will pay higher for higher performance, but that is not a part of the job evaluation determination for this position)
- **Current actual salaries being paid within the jurisdiction**
- **Current salary ranges in place within the jurisdiction**
- **Competitive (market) salary information**
- **Supply and demand for people for the position**
- **How another public employer has evaluated the same job within their jurisdiction**
- **How 'busy' or 'hard-working' a person in the job is**
- **Whether a job is female-dominated, male-dominated, or gender balanced**
- **Whether a position is under a collective bargaining agreement**

## **THE LAW DOES NOT REQUIRE:**

- **Job descriptions**
- **That all jurisdictions use the same job evaluation system**
- **Salary ranges**
- **Steps**
- **Positions with the same points or comparable points to have the same salary range**
- **A pay for points system**
- **Any resemblance to any other jurisdiction, even one that is similar (another school district, another city, another county) or one geographically close**
- **A 'committee' approach to job evaluation**
- **Employee involvement in job description development or job evaluation**
- **An appeals process**

## AS AN 'EVALUATOR'

- **Job evaluation is an art, not a science**
- **Job evaluation is not always 'black' or 'white'; there is some subjectivity**
- **Step back and look at the job being evaluated in the context of the job itself, the job family of positions it belongs to, the combination of positions at the job's building site, comparable positions at other sites, and finally the ENTIRE JURISDICTION**
- **Apply what the factor 'says', then-**
- **Compare the application of the factor to how other positions are evaluated**
- **Look at the overall placement of the position within the jurisdiction**
- **Remove 'yourself' from the process**
- **Do not 'lobby' for your position, for a position at your building site or in your department**
- **Look at the position as if the position is vacant and then evaluate the position with the concept of an incumbent who possesses the desired education and experience, has completed the necessary training/probation period, is turned loose to perform the job, and is a 'satisfactory' employee**

### PAY EQUITY TESTS:

- **MEET THE FILING DEADLINE**
  - **SUBMIT COMPLETE THE AND ACCURATE PAY ROLL DATA**
  - **STATISTICAL ANALYSIS TEST**
    - **Maximum Column**
      - **Maximum Salary**
      - **Additional Cash Compensation**
      - **Benefits (Health Insurance)**
  - **SALARY RANGE TEST**
    - **Number of Years to Reach Maximum Salary**
  - **EXCEPTIONAL SERVICE PAY TEST**
    - **Payments That Place Salary Above the Salary Range Maximum**
      - **Longevity**
      - **Performance**
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The Pay Equity Law requires that from 1984 forward, the primary consideration in setting wages is to be the results of the points determined from the job evaluation process utilized.

# Memo

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From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: September 5, 2014

Re: Updated costs for F/T Public Works Assistant position

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During the August city council meeting, cost estimates were questioned. The following is a more accurate estimate of additional yearly costs:

Wages	\$12,896
PERA (7.25%)	935
<i>MN State Retirement System (MSRS) – 5% employee contribution; remaining taxable wages is \$12,251</i>	
Social Security (6.2% after MSRS)	760
Medicare (1.45% after MSRS)	177
Health Insurance	10,000
Life Insurance	24
Worker's Compensation Premium	1,555
Cell Phone	480
	<hr/>
	26,827 (previous estimate was \$24,400, increase of \$2,427)

Furthermore, during the August city council meeting, no decision was made on whether or not to change the Public Works Assistant position to full-time.

Consider:

Presently the Public Works Director is on-call 24-hours per day, 7-days a week, 52-weeks a year.

Question

**Does the city want the Public Works Assistant position changed to full-time status?**

The following pages are examples of how other cities have taken steps to address setting property maintenance standards in their city code. Review each city code and identify parts within each that you think might best serve Freeport. During the upcoming meeting, council members can provide direction on what they want in a Freeport Property Maintenance Ordinance.

### Albany

Section 65.07: GENERAL REQUIREMENTS. No person shall occupy as owner, occupant or let to another for occupancy a dwelling or dwelling unit, for the purpose of living in it which does not comply with the following requirements:

Subd. 1: Foundations, Exterior Walls and Roofs. The foundation, exterior walls and exterior roof shall be substantially water tight and protected against vermin and rodents and shall be kept in sound condition and repair. The foundation element shall adequately support the building at all points. Every exterior wall shall be free of deterioration, holes, breaks, loose or rotting boards or timbers, and any other condition which might admit rain or dampness to the interior portion of the walls or to the exterior spaces of the dwelling. The roof shall be tight and have no defects which admit rains, and roof drainage shall be adequate to prevent rain water from causing dampness in the walls. All exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by paint or other protective covering or treatment. If 25% or more of the exterior surface of such wood surface is unpainted or determined by the Compliance Official to be paint blistered, the surface shall be painted. If 25% or more of the exterior of the painting of any brick, block or stone wall is loose or has fallen out, the surface shall be repaired.

Subd. 2: Windows, Doors and Screens. Every window, exterior door, and hatchway shall be substantially tight and shall be kept in sound condition and repair. Every window, other than a fixed window or storm window, shall be capable of being easily opened. Every window, door and frame shall be constructed and maintained in such relation to the adjacent wall construction as to completely exclude rain, wind, vermin and rodents from entering the building. Every openable window or other device required by this Ordinance shall be supplied with 16 mesh screens during the insect season.

## CHAPTER 6: GENERAL REGULATIONS

Subd. 3: Floors, Interior Walls and Ceilings. Every floor, interior wall, and ceiling shall be adequately protected against the passage and harborage of vermin and rodents, and shall be kept in sound condition and good repair. Every floor shall be free of loose, warped, protruding or rotted flooring materials. Every interior wall and ceiling shall be free of holes and large cracks and loose plaster and shall be maintained in a tight weatherproof condition. Toxic paint and materials with a lasting toxic effect shall not be used. Every toilet room and bathroom floor surface shall be capable of being easily maintained in a clean and sanitary condition.

Subd. 4: Rodent Proof. Every dwelling and accessory structure and the premises upon which located shall be maintained in a rodent free and rodent proof condition. All openings in the exterior walls, foundations, basements, ground or first floor, and roofs which have a 2" diameter or larger opening shall be rodent proofed in an approved manner. Interior floors or basements, cellars and other areas in contact with the soil shall be paved with concrete or other rodent impervious material.

Subd. 5: Fence Maintenance. All fences supplied by the owner or agent on the premises and all fences erected or caused to be erected by an occupant on the premises shall consist of metal, wood, masonry, other decay resistant material. Fences shall be maintained in good condition both in appearance and in structure. Wood material, or other than decay resistant varieties, shall be protected against decay by use of paint or other preservatives.

Subd. 6: Accessory Structures. Accessory structures supplied by the owner, agent or tenant occupant on the premises of a dwelling shall be structurally sound, and be maintained in good repair and appearance. The exterior of such structures shall be made weather resistance through the use of decay resistant materials such as paint or other preservatives.

Subd. 7: Safe Building Elements. Every foundation, roof, floor, exterior and interior walls, ceilings, inside and outside stair, every porch and balcony, and every appurtenance thereto, shall be safe to use and capable of supporting loads that normal use may cause to be placed thereon.

Subd. 8: Facilities to Function. Every supplied facility, piece of equipment or utility, required under City Ordinances and every chimney and flue shall be installed and maintained and shall function effectively in a safe, sound and working condition.

Subd. 9: Yard Cover. Every yard of a premises on which a dwelling stands shall be provided with lawn or combined ground cover or vegetation, garden, hedges, shrubbery, and related decorative materials and such yard shall be maintained consistent with prevailing community standards.

Subd. 10: Discontinuance of Service or Facilities. No owner, operator, or occupant shall cause any service, facility, equipment or utility which is required under this ordinance, to be removed from or shut off from or discontinued for any occupied dwelling or dwelling unit let or occupied by him, except for such temporary interruptions as may be necessary while actual repairs or alterations are in process, or during temporary emergencies.

- (17) Buildings, fences, and other structures that have been so poorly maintained that their physical condition and appearance detract from the surrounding neighborhood are declared to be public nuisances because they are unsightly, decrease adjoining landowners' and occupants' enjoyment of their property and neighborhood, and adversely affect property values and neighborhood patterns. Standards to be considered in this determination shall include:
- (A) All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.
  - (B) All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.
  - (C) Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight. All glazing materials shall be maintained free from cracks and holes.
  - (D) All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units and guestrooms shall tightly secure the door.
  - (E) All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.
  - (F) The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water may not be discharged in a manner that creates a public nuisance.
  - (G) All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
  - (H) All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.

## **Mahnomen**

### **§ 150.06 GENERAL REQUIREMENTS RELATING TO THE SAFE AND SANITARY MAINTENANCE OF PARTS OF DWELLINGS AND DWELLING UNITS.**

No person shall occupy as owner/occupant or let to another for occupancy any dwelling or dwelling unit, for the purpose of living therein, which does not comply with the following requirements:

- Every foundation, floor, wall, ceiling, and roof shall be reasonably weather tight, reasonably watertight, and rodent proof; shall be capable of affording privacy; and shall be kept in good repair.
- Every window, exterior door, and basement hatchway shall be reasonably weather tight, watertight, and rodent proof; and shall be kept in sound working condition and good repair.
- Every inside and outside stair, every porch and every appurtenance thereto shall be so constructed as to be safe to use and capable of supporting the load that normal use may cause to be placed thereon; and shall be kept in sound condition and good repair.
- Every plumbing fixture and water and waste pipe shall be properly installed and maintained in good sanitary working condition, free from defects, leaks, and obstructions.
- Every water closet compartment, floor surface and bathroom floor surface shall be constructed and maintained so as to be reasonably impervious to water and so as to permit such floor to be easily kept in a clean and sanitary condition.
- Every supplied facility, piece of equipment, or utility which is required under this chapter shall be so constructed or installed that it will function safely and effectively, and shall be maintained in satisfactory working condition.
- No owner shall occupy or let to any other occupant any vacant dwelling unit unless it is clean, sanitary, and fit for human occupancy.

**§ 95.07 BUILDING MAINTENANCE AND APPEARANCE.**

(A) *Declaration of nuisance.* Buildings, fences, and other structures that have been so poorly maintained that their physical condition and appearance detract from the surrounding neighborhood are declared to be public nuisances because they (a) are unsightly, (b) decrease adjoining landowners and occupants' enjoyment of their property and neighborhood, and (c) adversely affect property values and neighborhood patterns.

(B) *Standards.* A building, fence, or other structure is a public nuisance if it does not comply with the following requirements.

(1) No part of any exterior surface may have deterioration, holes, breaks, gaps, loose or rotting boards or timbers.

(2) Every exterior surface that has had a surface finish such as paint applied must be maintained to avoid noticeable deterioration of the finish. No wall or other exterior surface may have peeling, cracked, chipped or otherwise deteriorated surface finish on more than 20% of:

(a) Any 1 wall or other flat surface; or

(b) All door and window moldings, eaves, gutters, and similar projections on any 1 side or surface.

(3) No glass, including windows and exterior light fixtures, may be broken or cracked, and no screens may be torn or separated from moldings.

(4) Exterior doors and shutters must be hung properly and have an operable mechanism to keep them securely shut or in place.

(5) Cornices, moldings, lintels, sills, bay or dormer windows, and similar projections must be kept in good repair and free from cracks and defects that make them hazardous or unsightly.

(6) Roof surfaces must be tight and have no defects that admit water. All roof drainage systems must be secured and hung properly.

(7) Chimneys, antennae, air vents, and other similar projections must be structurally sound and in good repair. These projections must be secured properly, where applicable, to an exterior wall or exterior roof.

(8) Foundations must be structurally sound and in good repair.

Penalty, see § 10.99.

# Mapleton

## 92.26 BUILDING MAINTENANCE AND APPEARANCE.

- A. Declaration of nuisance. Buildings, fences and other structures that have been so poorly maintained that their physical condition and appearance detract from the surrounding neighborhood are declared to be public nuisances because they:
  - a. Are unsightly;
  - b. Decrease adjoining landowners and occupants' enjoyment of their property and neighborhood; and
  - c. Adversely affect property values and neighborhood patterns.
- B. Standards. A building, fence or other structure is a public nuisance if it does not comply with the following requirements:
  - a. No part of any exterior surface may have deterioration, holes, breaks, gaps, loose or rotting boards or timbers;
  - b. Every exterior surface that has had a surface finish such as paint applied must be maintained to avoid noticeable deterioration of the finish. No wall or other exterior surface may have peeling, cracked, chipped or otherwise deteriorated surface finish on more than 20% of:
    - i. Any 1 wall or other flat surface; or
    - ii. All door and window moldings, eaves, gutters and similar projections on any 1 side or surface.
  - c. No glass, including windows and exterior light fixtures, may be broken or cracked, and no screens may be torn or separated from moldings;
  - d. Exterior doors and shutters must be hung properly and have an operable mechanism to keep them securely shut or in place;
  - e. Cornices, moldings, lintels, sills, bay or dormer windows and similar projections must be kept in good repair and free from cracks and defects that make them hazardous or unsightly;
  - f. Roof surfaces must be tight and have no defects that admit water. All roof drainage systems must be secured and hung properly;
  - g. Chimneys, antennae, air vents and other similar projections must be structurally sound and in good repair. These projections must be secured properly, where applicable, to an exterior wall or exterior roof; and
  - h. Foundations must be structurally sound and in good repair.



## 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)

### CITY OF FREEPORT, MINNESOTA RESOLUTION 2014-024

#### **A RESOLUTION APPROVING A VARIANCE OF TWO FEET REDUCING THE REQUIRED TWO FOOT REAR YARD SETBACK TO ZERO FEET AND A VARIANCE OF TWO FEET REDUCING THE REQUIRED TWO FOOT SIDE YARD SETBACK TO ZERO FEET TO ALLOW CONSTRUCTION OF A FENCE UPON THE LOT LINE AT 1009 THIRD AVENUE SOUTHEAST**

WHEREAS, Thomas Ryan (Applicant) has submitted a request for a variance of two (2) feet, reducing the rear yard setback from two (2) feet to zero (0) feet and a variance of two (2) feet, reducing the side yard setback from two (2) feet (2) to zero (0) feet to allow for construction of a fence upon the lot line at 1009 Third Avenue Southeast; and,

WHEREAS, 1009 Third Avenue Southeast is located at Lot One (001), Block Five (005) of Welle's Country Acres Plat Two.

WHEREAS, A notice of the time, place and purpose of a hearing on the proposed variance was published once in the official newspaper of the municipality at least ten (10) days before the day of the hearing with a copy of the notice posted for public viewing; and,

WHEREAS, A copy of the application of the proposed variance was available at the City Offices for public review; and,

WHEREAS, The property is zoned R-1 Residential District; and,

WHEREAS, the City Council is the Board of Adjustment in Freeport (a separate Planning Commission doesn't exist); and,

WHEREAS, A public hearing was conducted by the City Council on September 30, 2014 to accept public input on the variance; and,

WHEREAS, The City Council has reviewed and considered the variance request in accordance with the following finding:

1. That there are exceptional or extraordinary circumstances or conditions applying to the property in question as to the intended use of the property that do not apply generally to other properties in the same zoning district. *In-ground irrigation was installed prior to adoption of code 500.45 which states a two foot setback is required.*
2. That such variance is necessary for the preservation and enjoyment of a substantial property right similar to that possessed by other properties in the same district and in the same vicinity. The possibility of increased financial return is not in itself deemed sufficient to warrant a variance. *These variances are necessary in order to allow the use of the property in a similar way to the other properties in the area.*

3. That the authorizing of such variance will not be substantial detriment to adjacent property and will not materially impair the intent and purpose of this code or the public interest. *The approval of the variances will not be a detriment to neighboring properties since the property abuts a city park to the rear and does not impact the property owner to the side. The granting of the variance does not change the essential character of the area since a fence will help identify park boundaries and prevent pets from impairing park use.*
4. That the condition or situation of specific piece of property, or the intended use of said property, or the intended use of said property for which the variance is sought, is not of so general or recurrent a nature as to make reasonably practicable the formulation of a general regulation for such conditions or situation. *The approval of the variances will not formulate a general regulation for similar conditions since the property has in-ground irrigation not common within the city.*
5. That in the case of a solar collection variance, the applicant is unable to utilize solar energy systems under the provisions of this code. *This does not apply.*
6. In granting a variance, the Board of Adjustment may impose conditions to insure compliance and to protect adjacent properties. The Board of Adjustment may not permit as a variance any use that is not permitted under this code for the property in the district where the affected person's land is located. *The proposed use is an allowed use under the zoning code of the City.*

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FREEPORT THAT: The variance reducing the rear yard setback from two (2) feet to zero (0) feet and a variance reducing the side yard setback from two (2) feet to zero (0) feet to allow for construction of a fence upon the lot line at 1009 Third Avenue Southeast is hereby approved.

DATED THIS 30TH DAY OF SEPTEMBER, 2014

Motion by:

Second by:

Council members voting in favor:

Opposed or abstained:

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

ATTEST:

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

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



## CITY OF FREEPORT

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 2014-025

#### **A RESOLUTION APPROVING ORDINANCE 2014-004 ENTITLED “AN ORDINANCE REPEALING AND REPLACING SECTION 205 AND SECTION 210 OF THE FREEPORT CITY CODE RELATING TO SALARIES OF ELECTED OFFICIALS AND CITY ELECTIONS” AND PROVIDING FOR AUTHORIZING SUMMARY PUBLICATION THEREOF**

**WHEREAS**, The City Council of the City of Freeport from time to time reviews the City Code for consistency with existing conditions and state and federal law; and,

**WHEREAS**, The City Council of the City of Freeport has found Section 205 and Section 210 of the Code relating to salaries of elected officials and city elections is outdated; and,

**WHEREAS**, The City Council of the City of Freeport has studied proposed updated language and finds the repeal and replacement of the earlier version of Section 205 and Section 210 of the City Code is warranted; and,

**WHEREAS**, The City Council of the City of Freeport held a public hearing on the proposed Ordinance on September 30, 2014 following publication and posting as required under state law; and,

**WHEREAS**, The City Council of the City of Freeport has determined the publication of the title and a summary of Ordinance 2014-004, entitled “An Ordinance Repealing and Replacing Section 205 and Section 210 of the Freeport City Code Relating to Salaries of Elected Officials and City Elections”; and,

**WHEREAS**, Pursuant to Minnesota Statutes 412.191, Subdivision 4, the Council may, by a majority vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Offices; and,

**WHEREAS**, Prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Freeport, Minnesota that the title and summary of Ordinance 2014-004 entitled, ‘An Ordinance Repealing and Replacing Section 205 and Section 210 of the Freeport City Code Relating to Salaries of Elected Officials and City Elections’ be published with notice that a printed copy is available for inspection by any person during regular office hours at the City Offices.

**BE IT FURTHER RESOLVED:** the publication shall read as follows:

"On September 30, 2014 the City Council of the City of Freeport approved Ordinance 2014-004, entitled, ‘An Ordinance Repealing and Replacing Section 205 and Section 210 of the Freeport City Code Relating to Salaries of Elected Officials and City Elections.’"

The following is a summary of Ordinance No. 2014-004, a copy of which is available in its entirety for review and/or photocopying during regular office hours at the City of Freeport, 125 Main Street East, Freeport MN.