

COUNTY OF STEARNS

Department of Highways

PO Box 246 • St Cloud, MN 56302
(320) 255-6180 • FAX (320) 255-6186

JODI TEICH, P.E.
Highway Engineer

JEFF MILLER, P.E.
Asst. Highway Engineer

CHUCK WEIMAN
Maintenance Superintendent

November 17, 2014

Public Notice

Stearns County is in the process of updating their Transportation Plan. Transportation plans are used to help identify long-term transportation needs and their relationship to other planning activities, while respecting community values and assets. The purpose of this study is to update the 2008 Plan, which was developed as a section of the Stearns County Comprehensive Plan. As part of this effort, Stearns County is seeking your input. Please join us on December 10, 2014 at Albany City Hall (400 Railroad Ave., Albany, MN 56307) from 5:00 p.m. to 7:00 p.m. for an open house format with a brief presentation at 5:30 p.m. to review future roadway system elements, as well other important components of the plan, such as traffic forecasts, goals and objectives, and potential trail, transit, freight, safety and roadway improvements. Project staff will be on hand to seek your ideas, input and answer questions. For more information, please visit the project website at <http://co.stearns.mn.us/PropertyRoads/TransportationPlanStudy>.

Notice of Construction - CD 15 & 26

This notification is to all landowners within the benefitted properties of County Ditch 26 and County Ditch 15. Construction is planned in three phases, currently Phase I is approximately 90% completed. Phase II and III are scheduled to be completed over the next 10 months.

Phase I of the project was awarded to New Look Construction. The remaining construction in Oak Township sections 24, 26, 27, 28, and 33. The contractor will make every effort to notify landowners in advance of activities which will be occurring on their property. If you have sensitive areas on your property you would like avoided or known issues within the ditch on your property, please contact the District to make arrangements.

Phase II awarded to Blackstone consists of the remainder of CD 26. Phase III awarded to Geise Tiling and Excavating consists of all of CD 15. These phases will be conducted once Phase I is complete.

If you would like additional information or to schedule an office visit, please contact Zach Gutknecht at the Sauk River Watershed District office by phone (320-352-2231) or email (zach@srwdmn.org).



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

RESOLUTION 2014-032

A RESOLUTION TO CLOSE FUND 413 ENTITLED “CITY HALL CAPITAL” AND FUND 414 ENTITLED “PUBLIC WORKS CAPITAL” AND TRANSFER THE BALANCES TO FUND 101 ENTITLED “GENERAL FUND”

WHEREAS; Fund 413 entitled City Hall Capital has no pending activity; and

WHEREAS; Fund 414 entitled Public Works Capital has no pending activity; and

WHEREAS; the balance of Funds 413 and 414 will be transferred to Fund 101 entitled General Fund; and

THEREFORE; The Freeport City Council hereby approves transferring the balance of Fund 413 entitled City Hall Capital and Fund 414 entitled Public Works Capital to Fund 101 entitled General Fund.

Dated this 25th Day of November, 2014

Motion by:

Second by:

Council members 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



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RESOLUTION 2014-033

A RESOLUTION REPEALING AND REPLACING RESOLUTION 2014-028 ENTITLED “DISBURSEMENT AND PAYMENT OF CLAIMS POLICY”

Disbursement and Payment of Claims Policy

Expenditures

In order for an expenditure of public funds to be lawful, it should meet both of the following standards:

Public purpose

There must be a public purpose for the expenditure. The Minnesota Supreme Court has generally concluded that “public purpose” means an activity that meets all of the following standards:

- The activity will benefit the community as a body.
- The activity is directly related to functions of government.
- The activity does not have as its primary objective the benefit of a private interest.

The Minnesota Supreme Court has also held that the general objective of a public purpose is to promote the following for all of a city’s residents:

- Public health
- Safety
- General welfare
- Security
- Prosperity
- Contentment

Authority

There must be specific or implied authority for the expenditure in statute. Specific authority is usually fairly clear. In contrast, whether authority is implied by a particular statute is subject to interpretation. The city should consult with its city attorney as to whether authority for a specific expenditure is implied.

Payment of Claims

Pursuant to Minnesota Statute § 412.271, subd.1, no disbursement of city funds shall be made except by an order drawn by the mayor and clerk- treasurer. Except when issued for the payment of judgments, salaries and wages previously fixed by the City Council or by statute, principal and interest on obligations, rent and other fixed charges, the exact amount of which has been previously determined by contract authorized by the City Council, no order shall be issued until the claim to which it relates has been audited and allowed by the City Council.

Prompt Payment of Claims

Minnesota Statute § 471.425 requires that cities pay each vendor obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period unless the city in good faith disputes the obligation.

The following requirements must be met:

- For cities who have regularly scheduled council meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

The City of Freeport is an Equal Opportunity Provider

- A city shall calculate and pay interest to a vendor if the city has not paid the obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period.
- The rate of interest calculated and paid by the city on the outstanding balance of the obligation not paid according to the terms of the contract or during the standard payment period shall be 1.5 percent per month or part of a month.
- No interest penalties may accrue against a purchaser who delays payment of a vendor obligation due to a good faith dispute with the vendor regarding the fitness of the product or service, contract compliance, or any defect, error or omission related thereto. If such delay undertaken by the city is not in good faith, the vendor may recover costs and attorney's fees.
- The minimum monthly interest penalty payment that a city shall calculate and pay a vendor for the unpaid balance for any one overdue bill of \$100 or more is \$10. For unpaid balances of less than \$100, the city shall calculate and pay the actual interest penalty due the vendor.

Immediate Payment of Claims

Pursuant to Minnesota Statute § 412.271, subd. 4, when payment of a claim based on contract cannot be deferred until the next City Council meeting without loss to the city through forfeiture of discount privileges or otherwise, it may be made immediately if the itemized claim is endorsed for payment by at least a majority of all the members of the City Council. The claim shall be acted upon formally at the next City Council meeting in the same manner as if it had not been paid, and the earlier payment shall not affect the right of the city or any taxpayer to challenge the validity of the claim.

Cash Disbursement Guidelines

The Clerk-Treasurer will be responsible for implementing and providing internal control for all disbursements.

1. General Guidelines

- a. All general disbursements will be approved in advance by the City Council. The following exceptions may be made upon approval of the Mayor and Clerk-Treasurer:
 - i. Debt service payments, including principal, interest, and fiscal agent fees
 - ii. Payroll and related liability payments
 - iii. Investment purchases
 - iv. Sales tax payments
 - v. Postage replenishment
 - vi. Contract or other payments that have specific City Council pre-approved payment instructions
 - vii. Payments to the following vendors:
 1. Albany Mutual Telephone
 2. Ameripride Linnen & Apparel
 3. Centerpoint Energy
 4. Central MN Credit Union
 5. DHIA Laboratories
 6. Finken Water Centers
 7. League of Minnesota Cities Insurance Trust (LMCIT)
 8. Rahn's Oil & Propane, Inc.
 9. Star Publications LLC.
 10. Verizon Wireless
 11. Xcel Energy
- b. All general disbursements, other than from payroll, petty cash, or made electronically, will be made by pre-numbered checks.
- c. In accordance with Minnesota Statutes § 471.38 and § 471.391, checks by which claims are paid may have printed on their reverse side, above the space for endorsement thereof, the following statement: "The undersigned payee, in endorsing this check declares that the same is received in payment of a just and correct claim against the city, and that no part of it has heretofore been paid." When endorsed by the payee named in the check, such statement shall operate and shall be deemed sufficient as the required declaration of the claim.
- d. Under no circumstances will blank checks be signed in advance.
- e. Paying off of vendor statements (rather than invoices) will be prohibited.

- f. Electronic claims will be utilized for all general disbursements.
- g. Unpaid invoices will be maintained in a file by the Administrative Assistant.

2. General Disbursement Process

- a. All invoices received by the city will be generally opened and date stamped by the Administrative Assistant, who will:
 - i. Verify that the goods and/or services were received
 - ii. Verify that the amount of the invoice is correct
 - iii. Attach packing slips or bills of lading
 - iv. Complete an electronic claim, including:
 - 1. Vendor name and address
 - 2. Invoice number
 - 3. Account coding
 - 4. Description of invoice
 - 5. Amounts
 - v. Present a Claim Approval List and attached invoices to the Clerk-Treasurer
- b. The Clerk/Treasurer processes all authorized payments by:
 - i. Verifying that all amounts due and account codes are accurate
 - ii. Reviewing application of sales tax on each invoice for propriety
 - iii. Initialing the Claim Approval List to indicate approval
 - iv. Copying any specific invoices for the City Council's review
 - v. Providing a copy of the Claims Listing report to the City Council for approval during the regularly scheduled City Council meetings
 - vi. Providing explanation to the City Council for all disbursements within the accounts payable report
- c. Checks will be signed and mailed on the day following City Council approval of the Claims Listing and accounts payable reports:
 - i. Two authorized signers (Mayor and Clerk-Treasurer) will sign all approved checks, while verifying that all checks are accurate by comparing the check and amount to the approved Claim Approval List and invoices
 - ii. After authorized signatures are obtained, the Administrative Assistant will mail the approved disbursements:
 - 1. A check including stub will be mailed to the vendor
 - 2. A check stub will be attached to the invoice, which will then be filed

Electronic Disbursement Process

- d. Electronic or wire transfers will generally be for:
 - i. Debt service payments, including principal, interest, and fiscal agent fees
 - ii. Payroll and related liability payments
 - iii. Investment purchases
 - iv. Sales tax payments

The Clerk-Treasurer will be responsible for implementing and providing internal control for all electronic or wire transfer disbursements by documenting the process and anticipating the funds to be wired to the designated depository on a particular date and time as well as preparing appropriate general ledger transactions, including payments and adjusting journal entries.

Credit Cards

In accordance with Minnesota Statute § 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city. If a city officer or employee makes or directs a purchase by credit card that is not approved by the City Council, the officer or employee is personally liable for the amount of the purchase. A purchase by credit card must otherwise comply with all statutes, rules, or city policy applicable to city purchases.

Dated This 25th Day of November, 2014

10/28/14
08:47:42

CITY OF FREEPORT
Budget Transfer Document

Page: 1 of 1
Report ID: L100A

Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	19					
				Separating-out the annual blak mountain software dues		
	1	602	43250	210 Sewage Collection and Disposal	625.00	
	2	602	43250	433 Sewage Collection and Disposal		625.00
				Grand Total	625.00	625.00

10/28/14
09:07:05

CITY OF FREEPORT
Budget Transfer Document

Page: 1 of 1
Report ID: L100A

Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	20					
				Increasing allocation for liability insurance by using unused/overbudgeted account budgets		
	1	602	43250	361 Sewage Collection and Disposal		650.00
	2	602	43250	302 Sewage Collection and Disposal	500.00	
	3	602	43250	210 Sewage Collection and Disposal	150.00	
				Grand Total	650.00	650.00

11/07/14
14:29:24

CITY OF FREEPORT
Budget Transfer Document

Page: 1 of 1
Report ID: L100A

Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	21					
				Divided-out \$10,000 Park Capital Outlay budget		
	1	101	45200	510 Parks	10,000.00	
	2	101	43160	300 Street Lighting		1,500.00
	3	101	43160	311 Street Lighting		2,650.00
	4	101	45200	220 Parks		950.00
	5	101	43100	401 Highways, Streets & Roadways		1,100.00
	6	101	43100	361 Highways, Streets & Roadways		750.00
	7	101	43000	360 Public Works		700.00
	8	101	41500	302 Auditor		75.00
	9	101	41500	300 Auditor		2,275.00
				Grand Total	10,000.00	10,000.00

11/07/14
14:30:58

CITY OF FREEPORT
Budget Transfer Document

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Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	22					
				Divided-out Civil Defence budgets		
	1	101	42800	310 Civil Defense	1,000.00	
	2	101	42800	335 Civil Defense	250.00	
	3	101	41500	300 Auditor		1,250.00
				Grand Total	1,250.00	1,250.00

11/07/14
14:37:24

CITY OF FREEPORT
Budget Transfer Document

Page: 1 of 1
Report ID: L100A

Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	23					
				Divided-out excess Building Official budget		
	1	101	42050	310 Building Official	5,700.00	
	2	101	41500	300 Auditor		4,100.00
	3	101	41400	433 Clerk		40.00
	4	101	41400	360 Clerk		175.00
	5	101	41000	433 GENERAL GOVERNMENT		45.00
	6	101	41000	430 GENERAL GOVERNMENT		500.00
	7	101	41000	351 GENERAL GOVERNMENT		150.00
	8	101	43000	130 Public Works		690.00
				Grand Total	5,700.00	5,700.00

11/10/14
09:09:39

CITY OF FREEPORT
Budget Transfer Document

Page: 1 of 1
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Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	24					
				Reallocated unused budget		
	1	101	41100	330 Legislative (Council/Board)	1,230.00	
	2	101	41000	305 GENERAL GOVERNMENT		1,230.00
				Grand Total	1,230.00	1,230.00

11/10/14
09:13:19

CITY OF FREEPORT
Budget Transfer Document

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Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	25					
				Reallocated unused budgets		
	1	101	41800	302 Planning / Zoning	1,500.00	
	2	101	43000	130 Public Works		1,500.00
	3	101	42000	316 Public Safety	100.00	
	4	101	43000	130 Public Works		100.00
	5	101	41800	429 Planning / Zoning	200.00	
	6	101	43000	130 Public Works		200.00

11/17/14
09:02:30

CITY OF FREEPORT
Budget Transfer Document

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Document #	Line #	Fund Org Account	Object	Description Fund Account	Decrease Amount	Increase Amount
BT	26					
				Divided-out excess budgets		
	1	601	43225	450 Water		1,750.00
	2	601	43225	430 Water		100.00
	3	601	43225	381 Water		500.00
	4	601	43225	382 Water	500.00	
	5	601	43225	300 Water	1,950.00	
	6	601	43225	361 Water		100.00
				Grand Total	2,450.00	2,450.00

					Description	Decrease	Increase	
Document #	Line #	Fund	Org	Account	Object	Fund Account	Amount	Amount
<hr/>								
BT	27							
Divided-out excess budgets								
	1	602		43250	210	Sewage Collection and Disposal	750.00	
	2	602		43250	361	Sewage Collection and Disposal		600.00
	3	602		43250	460	Sewage Collection and Disposal		150.00
Grand Total							750.00	750.00

PUBLIC WORKS REPORT

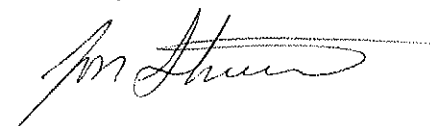
Good evening:

As you all seen we got hit pretty hard with a lot of snow but the cleanup went very well. The new plow truck works amazing and I felt it does a lot better job scraping the roads. Also I did not hit any curb boxes or manholes with the blade so Sam and I must have done a proper job lowering them this fall. The shop works more efficiently and safer now with the extra overhead door and more room to park vehicles. Before the snow came we flushed all the hydrants around town and drained the ones that needed to be drained before freeze up. Garbage's around town are checked twice a week, usually Monday and Thursday. We cannot help it when a truck driver unloads his truck or a person unloads there vehicle and fills them up overnight. We do the best we can with them to keep the town looking nice.

The Hanson residence had low water pressure last week so I pulled there meter and flushed the rust out of it and that fixed the problem. They were very happy with the way the problem was handled and that it got fixed in a timely fashion.

Any questions or concerns feel free to contact me @ 1320 333 8904.

Thank you

A handwritten signature in black ink, appearing to read 'Jon Stueve', with a long horizontal flourish extending to the right.

Jon Stueve

Public Works Director

11/20/14
13:13:04

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/14

Page: 1 of 4
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
1635	257 LEAGUE OF MN CITES INSURANCE	20,687.00					
48261 10/28/14	Bonds	200.50			101 41000	361	10100
48261 10/28/14	Bonds	200.50*			225 42200	361	10100
48261 10/28/14	Sched.> 25K	369.00*			101 43100	361	10100
48261 10/28/14	Unshed. < 25K	208.00*			101 43100	361	10100
48261 10/28/14	Auto Liability	2,361.00*			225 42200	361	10100
48261 10/28/14	Auto Liability	816.00			101 41000	361	10100
48261 10/28/14	Municipal Liability	3,856.00			101 41000	361	10100
48261 10/28/14	Municipal Liability	1,726.00*			602 43250	361	10100
48261 10/28/14	Property Liability	1,454.00			101 41000	361	10100
48261 10/28/14	Property Liability	602.00*			225 42200	361	10100
48261 10/28/14	Property Liability	814.00			601 43225	361	10100
48261 10/28/14	Property Liability	4,168.00*			101 45200	361	10100
48261 10/28/14	Property Liability	445.00*			101 43100	361	10100
48261 10/28/14	Various	1,046.00			101 41000	361	10100
48261 10/28/14	Various	1,046.00*			101 45200	361	10100
48261 10/28/14	Various	1,045.00*			101 43100	361	10100
48261 10/28/14	Property Liability	330.00*			602 43250	361	10100
1636	187 HAWKINS, INC.	232.03					
3657532 10/20/14	PVC Valce Assy'	67.26			601 43225	210	10100
3662590 11/03/14	PVD Valve Assy'	164.77			601 43225	210	10100
1637	70 CENTERPOINT ENERGY	48.57					
10/22/14	Maintenance Building	35.11			101 43100	382	10100
10/22/14	Fire Hall	13.46*			225 42200	382	10100
1638	581 ALEX AIR APPARATUS, INC	228.18					
26503 10/28/14	Kockek, Elbow, Swivel	228.18*			225 42200	210	10100
1639	25 AMERIPRIDE LINEN & APPAREL	45.95					
2200576925 10/31/14	Monthly Service	45.95*			101 41000	410	10100
1640	510 VERIZON WIRELESS	117.19					
9734032671 10/19/14	Cell Phone	117.19			101 43100	320	10100
1641	15 ALBANY MUTUAL TELEPHONE	349.42					
10184664 11/01/14	836-2411/2413	72.85			225 42200	320	10100
10184664 11/01/14	836-2116	69.44			101 41000	320	10100
10184664 11/01/14	836-2685	18.01			601 43225	320	10100
10184664 11/01/14	836-2685	18.00			602 43250	320	10100
10184664 11/01/14	836-2278	65.68			101 43100	320	10100
10184664 11/01/14	836-2112	67.37			101 41000	320	10100
10184664 11/01/14	836-7158	38.07			101 41000	320	10100

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CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/14

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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	
1642		437 STAR PUBLICATIONS LLC	100.05						
	138569	10/31/14 2015 budget	13.80			101 41000	350		10100
	138569	10/31/14 Ord 2014-004	34.50			101 41000	350		10100
	138569	10/31/14 Public Hearing	17.25			101 41000	350		10100
	138569	10/31/14 Test Voting Machines	20.70			101 41450	350		10100
	138569	10/31/14 Public Hearing Sales Tax	13.80			101 41000	350		10100
1643		194 HENNEN LUMBER CO, INC.	4,993.63						
	89822	10/31/14 Maintenance Building	4,993.63*			101 43100	510		10100
1644		525 XCEL ENERGY	2,185.75						
	433473726	11/03/14 Street Lights	669.33*			101 43160	300		10100
	433658174	11/04/14 302188142	166.74*			601 43225	381		10100
	433658174	11/04/14 302252262	81.16			101 43160	381		10100
	433658174	11/04/14 302290398	83.16			101 41000	381		10100
	433658174	11/04/14 302679657	126.39			101 43100	381		10100
	433658174	11/04/14 302700297	21.50			602 43250	381		10100
	433658174	11/04/14 302947044	149.63*			601 43225	381		10100
	433658174	11/04/14 303193187	22.94			602 43250	381		10100
	433658174	11/04/14 303616049	78.61			225 42200	381		10100
	433658174	11/04/14 303936749	44.83			101 43160	381		10100
	433658174	11/04/14 303956738	438.91			101 43160	381		10100
	433658174	11/04/14 303963984	241.08			101 43160	381		10100
	433658174	11/04/14 303985901	32.50			101 43160	381		10100
	433658174	11/04/14 304083816	12.71			101 43160	381		10100
	433658174	11/04/14 304098414	16.26			602 43250	381		10100
1645		145 FINKEN WATER CENTERS	23.00						
	3306262	11/01/14 Softener Rental	15.00*			101 41000	410		10100
	3306272	11/01/14 Cooler Rental	8.00*			101 43100	410		10100
1646		636 DHIA LABORATORIES	148.00						
	32093	10/31/14 Effluent Fecal	74.00			602 43250	460		10100
	32207	10/31/14 Discharge Efflu	74.00			602 43250	460		10100
1647		387 RAHNS OIL & PROPANE, INC	580.54						
	10/31/14	EDA	20.90			300 46500	210		10100
	10/31/14	FFD	323.72			225 42200	215		10100
	10/31/14	City	235.92			101 43100	215		10100
1648		76 CENTRAL MINNESOTA CREDIT UNION	331.62						
	10/31/14	UB Stamps	68.00			601 43225	200		10100
	10/31/14	UB Stamps	68.00			602 43250	200		10100
	10/31/14	Stamps	49.00			101 41000	200		10100
	10/31/14	lubricant/blades	14.95			101 43100	210		10100
	10/31/14	Clothing	62.43			101 43000	240		10100

11/20/14
13:13:04

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/14

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Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	10/31/14	Peterson Notice		4.00			101 41000	200	10100
	10/31/14	Beacon		1.40*			101 41000	433	10100
	10/31/14	Revering Notice		3.79			101 41000	200	10100
	10/31/14	Street Maintenance		32.05			101 43100	220	10100
	10/31/14	Water Samples		10.77			601 43225	200	10100
	10/31/14	Schieffer Notice		3.30			101 41000	200	10100
	10/31/14	Blank CD's		13.93			101 41000	210	10100
1649			596 MASON SCHIRMER	261.44					
	10/29/14	Unemploy Ins Training		29.12			101 41400	330	10100
	10/30/14	LMC Regional Mtg		23.52			101 41400	330	10100
	11/04/14	Election Day-Judge supplies		10.00			101 41450	210	10100
	11/04/14	Election Day-Mileage		38.64			101 41450	335	10100
	11/18/14	Aug-Dec Phone (\$10/mo)		50.00*			101 41400	320	10100
	10/29/14	LBAE Train Registration		20.00			101 41400	330	10100
	10/29/14	LBAE Training Mileage		30.24			101 41400	335	10100
	11/01/14	Election Supplies		40.32			101 41450	335	10100
	11/19/14	LWTA Mtg		19.60			101 41400	335	10100
1650			134 EMERGENCY APPARATUS MAINTENANCE,	2,426.84					
	77148 10/27/14	Engine 405 Repairs		744.57			225 42200	220	10100
	77498 11/13/14	Engine 405 Servicing		1,682.27			225 42200	220	10100
1651			611 EMERGENCY RESPONSE SOLUTIONS	1,953.97					
	2994 11/07/14	Nightfighter, AA Batt, STD		1,245.04*			225 42200	210	10100
	2973 11/05/14	Gear & Install		119.38*			225 42200	210	10100
	2916 10/24/14	Transmitter & Install		589.55*			225 42200	210	10100
1652			523 WORMS LUMBER & READY MIX INC	1,154.25					
	10/30/14	Concrete-manhole repairs		1,154.25*			101 43100	225	10100
1653			123 DYMOKE LAW OFFICE, P.A.	44.00					
	11/03/14	Beutz Nusiance Remedy Options		44.00*			101 41000	302	10100
1654			544 COMPUTER HELP SERVICES	54.50					
	11/03/14	Network/Router establishment		54.50*			101 41000	300	10100
1655			463 TEAM LABORATORY CHEMICAL CORP.	1,244.50					
	98565 10/30/14	Mega Bugs for Lagoons		769.50*			602 43250	210	10100
	98565 10/30/14	Super Bugs		475.00*			602 43250	210	10100
1656			640 MUNICIAPL EMERGENCY SERVICES -	3,610.85					
	00573252 11/06/14	Safety RIT PAK		2,528.65*			225 42200	210	10100
	00573252 11/06/14	CYL & Valve Carbon		1,082.20*			225 42200	210	10100

11/20/14
13:13:04

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/14

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Report ID: AP100

* ... Over spent expenditure

Claim	Check	Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1657		11/01/14 City	107 DANNY'S DISPOSAL & RECYCLING,	296.58 267.49*			101 43100	383	10100
		11/01/14 Fire Hall		29.09			225 42200	383	10100
1658		7443810 10/30/14 Blank dvd-R	385 QUILL	35.99 35.99			101 41000	210	10100
1659		11/04/14 Election Judge	570 JEANETTE THELEN	66.00 66.00			101 41450	105	10100
1660		10/31/14 Public Accuracy Test	274 MARY ANN LAING	283.50 14.00			101 41450	105	10100
		10/06/14 Judge Training		14.00			101 41450	105	10100
		11/04/14 Election Day		227.50			101 41450	105	10100
		10/06/14 Training Mileage		28.00			101 41450	335	10100
1661		10/30/14 Public Accuracy Test	230 JOYCE HOESCHEN	183.00 12.00			101 41450	105	10100
		11/04/14 Election Day		171.00			101 41450	105	10100
1662		11/04/14 Election Day	167 GAIL OSENDORF	168.00 168.00			101 41450	105	10100
1663		92607 10/28/14 New sprocket on blower	155 FREEPORT FARM CENTER, INC	101.10 101.10			101 43100	220	10100
1664		110714 11/06/14 Memo re: 2ft elev fence	336 MUNICIPAL DEVELOPMENT GROUP,	80.00 80.00			101 41800	300	10100
1665		11/14/14 New heater-creamery wellhouse	412 SCHERPING ELECTRIC INC	82.90 82.90			601 43225	220	10100
1666		205135 11/18/14 Elected Officials-Ettle	258 LEAGUE OF MN CITIES	315.00 315.00*			101 41100	330	10100
1667		266304591 11/16/14 Contract Payment (Dec-Mar)	269 MARCO, INC.	342.99 342.99*			101 41000	410	10100
1668		11/14/14 Qrtly Service Connection Fee	562 MINNESOTA DEPARTMENT OF HEALTH	429.00 429.00*			601 43225	431	10100
# of Claims 34 Total:				43,205.34					
				43,205.34					

11/25/14
13:14:13

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/14

Page: 1 of 1
Report ID: AP100

For Doc # = 1638
* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$				Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
1638	581 ALEX AIR APPARATUS, INC	269.89					
26503	10/28/14 Kockek, Elbow, Swivel	228.18*			225 42200	210	10100
26584	11/18/14 SCBA Fill Adapter	41.71*			225 42200	210	10100
# of Claims 1		Total:	269.89				
			269.89				

11/25/14
13:13:41

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/14

Page: 1 of 1
Report ID: AP100

For doc #s from 1669 to 1700
* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$				Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account
1670	219 JOANN TIMP	176.00					
	11/25/14 (10/27)-(11/24)~ 5 cleanings	176.00*			101 41000	300	10100
1671	433 ST. CLOUD TIMES	210.02					
	11/25/14 12/01/14-11/30/15	210.02*			101 41000	351	10100
1672	525 XCEL ENERGY	109.07					
	435205968 11/17/14 Water Tower	109.07*			601 43225	381	10100
1673	309 MINNESOTA LIFE INSURANCE CO.	4.00					
	11/14/14 Mason Schirmer	2.00			101 41400	131	10100
	11/14/14 Jon Stueve	2.00			101 43000	131	10100
1674	277 MAYERS EXCAVATING, INC.	1,752.00					
	3859 10/31/14 Dig up & Lower 14 manholes	1,752.00*			602 43250	311	10100
1675	54 BOND TRUST SERVICES CORPORATION	2,970.00					
	23602 11/21/14 Interest Pmt 8-1-14	2,970.00			330 47000	610	10100
# of Claims 6		Total:	5,221.09				

5,221.09



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

Findings of Fact and Decision

Brief Description of Request

Rodney Atkinson, 126 7th St S, requested that the city permit the construction of a slated wood fence, elevated 2' above ground.

Findings of Fact

What were the facts that lead council to the decision to approve?

Decision and Conclusion

The request to construct a wood slated fence, elevated 2' above ground was approved.

Dated This 25th Day of November, 2014

Motion by:

Second by:

Council members in favor:

Council members opposed or abstained:

Matthew Worms, Mayor

ATTEST:

Mason Schirmer, Clerk-Treasurer

Drafted by: City of Freeport, MN, 125 Main Street East, PO Box 301, Freeport, MN 56331

Memo

From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: November 20, 2014

Re: Main Street Trash Cans

On June 24th of this past year, council members mutually agreed to continue maintaining trash cans along main street (no formal motion was considered).

Council Member Ken Goebel is asking the city to consider a motion to discontinue providing trash can receptacles along the Main Street area and dispose of the trash cans.

Memo

From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: November 20, 2014

Re: 204 1st Ave North

During the Oct 28th meeting, city council was provided a copy of an email sent by the property owner requesting an extension until Nov 27th. Council agreed to the request.

Background

Notice was sent to the property owner on Oct 7th with a deadline of Oct 27th. On Oct 28th city council provided a deadline extension to Nov 25th.

Potential Actions

If the property is in compliance by the deadline no action will be necessary and the matter will be considered resolved; however, if the property remains out of compliance, the city could:

1. Authorize issuance of a citation for violating city code regarding maintaining a nuisance;
- OR
2. Provide another extension (only practical if the city receives a request for an extension).

Mason Schirmer

From: Michael Linn <michaellinn@charter.net>
Sent: Thursday, October 30, 2014 7:39 AM
To: Mason Schirmer
Subject: Re:

To Whom It May Concern;

I understand the Freeport City Council has granted my property located at 129 7th Street SW. a 30 day extension to address the remaining items listed on the violation letter. I would like to thank the Council for the extension, and would like to thank Mason for working with me and my renter Brian Kasten in addressing these issues.

Mason has always been professional and very helpful. He has made it clear what my obligation is, and what I need to do to clear these issues up. I do not live in the area, Mason has been my eyes in Freeport as to the progress of the clean-up and keeps me in the "loop" at all times. I have visited with Mason in his office and on the telephone numerous times and have always been treated with respect as a property owner. I look forward to continuing to work with Mason to address these final issues.

Thank you for you time and consideration.

Mike Linn
Flyinghaus Properties

Memo

From: Mason Schirmer, Clerk-Treasurer

To: Freeport City Council

Date: November 20, 2014

Re: 129 7th St SW

The following is an excerpt from the Oct 28th city council meeting minutes:

“Schirmer said the property is not in compliance; however, they are making progress. Schirmer asked Kasten if he wanted to propose a new deadline. Kasten said, “just set a date and we’ll have it done.” C. Goebel moved and K. Goebel seconded a motion to extend the deadline to the November 25, 2014 city council meeting. Motion carried 3-0 (Atkinson and Worms abstained).

As of the date of this memo, public nuisances remain at the property. I spoke with Brian Kasten him on the phone on Wednesday, Nov 19th and he said he considers his property “90%” done and said he still had some work to do. Kasten said he intends to have the property in compliance by Nov 25th.

Background

Notice was sent to the property owner on Sept 26th with a deadline of Oct 21st. On Oct 28th city council provided a deadline extension to Nov 25th.

Potential Actions

If the property is in compliance by the deadline no action will be necessary and the matter will be considered resolved; however, if the property remains out of compliance, the city could:

1. Authorize issuance of a citation for violating city code regarding maintaining a nuisance;

OR

2. Provide another extension (only practical if the city receives a request for an extension).