



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

May 26, 2015 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

Public Hearing – Franklin Billboard Conditional Use Permit Request

- I. Public Forum
- II. Approve Agenda – *Motion to approve*
- III. Consent Agenda – *Motion to approve*
 - a. Claim 1877 – 1904
 - b. April 28, 2015 Regular City Council Meeting Minutes
 - c. Clerk-Treasurer Report
 - d. Public Works Director Report
- IV. Old Business
 - a. Industrial Park Street Lights
 - b. Maintenance Building
 - c. Digital Speed Limit Signs
 - d. 204 1st Ave N Public Nuisance Property Update (*Sheldon Peterson property*)
 - e. 515 Main St E Public Nuisance Property Update (*James Beutz property*)
- V. New Business
 - a. Girl Scouts – Amy Hoeschen
 - b. Health Insurance – Fritz Hoeschen
 - c. Resolution 2015-11 Approving Conditional Use Permit for Franklin Properties LLC
 - d. Resolution 2015-12 Public Hearing on Ordinance 2015-02 “Repealing & Replacing Section 500.45 of the City Code”
 - e. Resolution 2015-13 Approving Liquor Licensing
- VI. Adjourn – *Motion to adjourn...*

Next Meetings: June 30, 2015

05/08/15
11:40:39

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 5/15
For Pay Date: 05/08/15

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
1877		525 XCEL ENERGY	2,288.50						
	455293486	05/04/15 Street Lights	655.01			101	43160	381	10100
	455278910	05/04/15 302188142	151.68			601	43225	381	10100
	455278910	05/04/15 302252262	76.16			101	43160	381	10100
	455278910	05/04/15 302290398	150.95			101	41000	381	10100
	455278910	05/04/15 302679657	121.55			101	43100	381	10100
	455278910	05/04/15 302700297	21.13			602	43250	381	10100
	455278910	05/04/15 302947044	156.74			601	43225	381	10100
	455278910	05/04/15 303193187	27.81			602	43250	381	10100
	455278910	05/04/15 303616049	203.36			225	42200	381	10100
	455278910	05/04/15 303936749	42.04			101	43160	381	10100
	455278910	05/04/15 303956738	405.29			101	43160	381	10100
	455278910	05/04/15 303963984	215.50			101	43160	381	10100
	455278910	05/04/15 303985901	31.89			101	43160	381	10100
	455278910	05/04/15 304083816	12.66			101	43160	381	10100
	455278910	05/04/15 304098414	16.73			602	43250	381	10100
1878		636 DHIA LABORATORIES	222.00						
	37601	04/30/15 Pre Discharge	74.00			602	43250	460	10100
	38028	04/30/15 Effluent Discharge	74.00			602	43250	460	10100
	37880	04/30/15 Discharge Efflu	74.00			602	43250	460	10100
1879		437 STAR PUBLICATIONS LLC	37.95						
	142348	04/30/15 Public Notice	37.95			101	41000	350	10100
1880		387 RAHNS OIL & PROPANE, INC	238.48						
		04/30/15 FFD	148.15			225	42200	215	10100
		04/30/15 City	90.33			101	43100	215	10100
1881		145 FINKEN WATER CENTERS	76.14						
	77113TE	05/01/15 Fire Hall	22.34			225	42200	210	10100
	3553452	05/01/15 Water Softener	15.00			101	41000	410	10100
	3553462	05/01/15 Maintenance Shop	38.80			101	43100	410	10100
1882		25 AMERIPRIDE LINEN & APPAREL	45.95						
	22011160	05/01/15 Monthly Service	45.95			101	41000	410	10100
1883		15 ALBANY MUTUAL TELEPHONE	344.08						
	10202296	05/01/15 836-2278	65.76			101	43100	320	10100
	10202520	05/01/15 836-2685	18.17			601	43225	320	10100
	10202520	05/01/15 836-2685	18.16			602	43250	320	10100
	10202204	05/01/15 836-2112	61.70			101	41000	320	10100
	10202205	05/01/15 836-2116	69.49			101	41000	320	10100
	10202759	05/01/15 836-7158	37.64			101	41000	320	10100
	10202353	05/01/15 836-2411/2413	73.16			225	42200	320	10100

05/08/15
11:40:39

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Page: 2 of 4
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Claim	Vendor #/Name/		Document \$/	Disc \$				Cash	
	Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
1884		76 CENTRAL MINNESOTA CREDIT UNION	808.54						
	04/01/15	Beacon	2.80			101 41000	433	10100	
	04/05/15	PWD Shirts	161.74			101 43000	240	10100	
	04/02/15	UB Postage	68.00			601 43225	200	10100	
	04/02/15	UB Postage	68.00			602 43250	200	10100	
	04/02/15	Stamps	49.00			101 41000	200	10100	
	04/08/15	FFD Uniforms	459.00*			225 42200	240	10100	
		# of Claims	8	Total:					4,061.64

05/08/15
11:40:39

CITY OF FREEPORT
Fund Summary for Claims
For the Accounting Period: 5/15

Page: 3 of 4
Report ID: AP110

Fund/Account	Amount
101 General Fund	
10100 Cash	\$2,387.21
225 AFSA Fund	
10100 Cash	\$906.01
601 Water	
10100 Cash	\$394.59
602 Waste Water	
10100 Cash	\$373.83
Total:	\$4,061.64

05/08/15
11:40:39

CITY OF FREEPORT
Claim Approval Signature Page
For the Accounting Period: 5/15

Page: 4 of 4
Report ID: AP100A

Approved

Date

05/19/15
12:00:59

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 5/15
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Page: 1 of 2
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	
1885	179 GRANITE ELECTRONICS, INC.	216.88						
457265	04/28/15 Parts/Earpiece	58.88			225 42200	220	10100	
457257	05/01/15 Battery	110.00			225 42200	210	10100	
253136	05/06/15 Pager repair	48.00			225 42200	245	10100	
1886	640 MUNICIAPL EMERGENCY SERVICES -	1,469.73						
00626637	04/29/15 PLUS Foam Concentrate	760.00			225 42200	210	10100	
00628766	05/05/15 Barricade tape	46.04			225 42200	210	10100	
00630080	05/08/15 Fire hose	663.69			225 42200	210	10100	
1887	107 DANNY'S DISPOSAL & RECYCLING,	141.96						
05/01/15	Fire Hall	29.41			225 42200	383	10100	
05/01/15	City	112.55			101 43100	383	10100	
1888	174 GOPHER STATE ONE CALL, INC.	11.60						
135704	04/30/15 Email Tickets	5.80			601 43225	300	10100	
135704	04/30/15 Email Tickets	5.80			602 43250	300	10100	
1889	123 DYMOKE LAW OFFICE, P.A.	3,058.00						
05/01/15	Data Practice/Separt agreement	3,058.00*			101 41000	302	10100	
1890	544 COMPUTER HELP SERVICES	65.00						
05/04/15	Password-front desk computer	65.00*			101 41000	300	10100	
1891	413 SCHLENNER WENNER & CO.	445.00						
179691	04/30/15 Travel to/resolve- closed day	445.00*			101 41000	300	10100	
1892	397 RINKE-NOONAN, LTD	260.20						
240360	05/06/15 Peterson Nuisance Prosecution	260.20*			101 41000	302	10100	
1893	516 WEBER PRINTING	95.00						
314555	05/08/15 Council/Staff page edits	25.00*			101 41000	300	10100	
314555	05/08/15 Treasurer Ad/Application form	70.00*			101 41000	300	10100	
1894	199 HILTNER COMPANY, INC	1,532.40						
04/30/15	Truck repairs/maintenance	1,532.40			225 42200	401	10100	
1895	155 FREEPORT FARM CENTER, INC	3,590.33						
12821	05/08/15 Tractor Mower maintenance	199.78			101 45200	220	10100	
93257	05/08/15 Oil Filter	11.55			101 43100	210	10100	
93403	05/08/15 Bagger/Thatcher	3,379.00*			101 45200	210	10100	

05/19/15
12:00:59

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Cl ai m	Vendor #/Name/	Document \$/	Disc \$					Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
1896	662 DIJITAL MAJIK COMPUTERS	297.32						
351427	05/04/15 Data Recovery	297.32*			101 41000	300	10100	
1897	597 KDV, LTD	870.00						
218220	04/30/15 Audi t prep	870.00*			101 41000	300	10100	
1898	615 MAOSC	404.40						
05/01/15	2015-2016 Dues	404.40			101 41000	433	10100	
1899	526 YES CO OF AVON, INC	196.95						
15032	05/12/15 Fire Extingui sher Maintenance	56.00			101 43100	220	10100	
15032	05/12/15 Fire Extingui sher Maintenance	16.00*			101 45200	435	10100	
15031	05/12/15 Fire Extingui sher Maintenance	108.95			225 42200	220	10100	
15031	05/12/15 Fire Extingui sher Maintenance	16.00			101 41000	210	10100	
1900	588 ECM PUBLISHERS, INC.	108.00						
217191	05/10/15 Deputy Treasurer Ad	108.00			101 41000	350	10100	
1901	523 WORMS LUMBER & READY MIX INC	47.50						
1124657	04/13/15 Concrete Bag (manhole repair)	47.50			101 43100	225	10100	
1902	336 MUNI CIPAL DEVELOPMENT GROUP,	60.00						
051415	05/14/15 Bi ll board Advi sement	60.00			101 41800	300	10100	
1903	258 LEAGUE OF MN CIT IES	55.00						
217634	05/11/15 Clerk' s Conference	55.00			101 41400	330	10100	
1904	658 UNI FORMS UNLI MI TED, INC.	112.92						
247046	05/07/15 Uni form-Notch	112.92*			225 42200	240	10100	
# of Cl ai ms 20		Total :	13,038.19					



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April 28, 2015 – Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00pm by Mayor Rodney Atkinson with Councilmembers Mike Eveslage, Ken Goebel, Tim Hennen, and Ben Ettle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Public Works Director Jon Stueve, City Engineer Dave Blommel.

Residents in attendance:

Carrie Goebel (207 3rd Ave SE)
Becky Wimmer (305 10th St SE)
Andrea Ramacher & Vernon Fuchs (720 1st Ave N)
Gary Pierskalla (324 8th St SE)
Craig Timp (213 2nd Ave NW)

Stephanie Hennen (303 3rd St SE)
Al Williams (308 2nd Ave NW)
Dan Roering (119 6th St NE)
Wendy Atkinson (310 8th St NE)

Local Board of Appeal and Equalization

K. Goebel recommended all appeals go in front of the county board.

Property owner of 316 2nd Ave NE sent a letter to Kathy Korte expressing concern for the evaluation on his property. There was discussion about how the property was assessed.

K. Goebel motioned to leave the taxation as established by Kathy Korte, County Assessor, seconded by B. Ettle. Motion carried 5-0.

R. Atkinson moved to adjourn the Local Board of Appeal and Equalization at 7:35, seconded by B. Ettle. Motion carried 5-0.

Public Forum

No comments

Approve Agenda

B. Ettle moved to change claim number from 1854-1872 to 1845-1876 and to add k) Al William-Skating Rink Update under Old Business, seconded by M. Eveslage. Motion carried 5-0.

Consent Agenda

B. Ettle moved to approve the consent agenda, seconded by M. Eveslage. Motion carried 5-0.

Old Business

January 27, 2015 Regular City Council Meeting Minutes

T. Hennen moved to approve the minutes, seconded by M. Eveslage. Motion carried 5-0.

February 24, 2015 Regular City Council Meeting Minutes

M. Eveslage moved to approve the minutes, seconded by B. Ettle. T. Hennen abstained. Motion carried 4-0.

February 24, 2015 Area Fire Service Meeting Minutes

B. Ettle moved to approve the minutes, seconded by M. Eveslage. T. Hennen abstained. Motion carried 4-0.

Public Works Director Report

Jon gave council a summary of what he and assistant Sam Eichers have been accomplishing. Council thanked him.

Main Street Lights

Dan Roering (Freeport Electric) discussed with council the options they had. One option was keeping the existing poles and redoing the wiring which requires digging up sidewalks. Another option Roering suggested was waiting until the light poles themselves began to crumble, as they have done in the past, and at that point looking into replacing all of the poles. The poles are not easily replaced since the whole pole is cement and goes underground. Council directed to keep the light poles in mind when planning/budgeting for the next five years. No formal action was taken.

Bagger and Thatcher for Lawn Mower

R. Atkinson moved to purchase the bagger as long as the City wasn't paying sales tax, if the City has to pay sales tax J. Stueve would have to come back to the May meeting and request the bagger to be purchased with sales tax. Seconded by K. Goebel. Motion carried 5-0.

Industrial Park Street Lights

It was discussed where there are currently wood poles to put lights on and if other poles are needed. Council directed G. Pierskalla and D. Roering to decide where lights needed to be and present that to council next month. R. Atkinson moved, seconded by T. Hennen. Motion carried 5-0.

Sheldon Peterson Property

This was strictly an update from Rinke-Noonan stating Peterson is working on paying the court fees. No action was taken.

Maintenance Feasibility

This was strictly informational and was established for future reference in the event the City decided to rebuild a maintenance building in the industrial park.

Remaining 2015 Appointments

M. Eveslage moved and R. Atkinson seconded a motion to make Bob Potratz the legal prosecutor. According to EDA Bylaws R. Atkinson being mayor is appointed to the EDA. R. Atkinson moved to appoint T. Hennen as an EDA member, seconded by B. Ettle. Motion carried 5-0.

B. Ettle moved to leave the Lake Wobegon Trail representative seat open, seconded by M. Eveslage. Motion carried 5-0

B. Ettle moved to appoint R. Atkinson to be the Wellhead Protection representative, seconded by M. Eveslage. Motion carried 4-0, R. Atkinson abstaining.

Al William Skating Rink Update

Williams asked questions regarding estimates. T. Hennen recommended they put a more temporary skating rink down and determine what the usage is before putting up permanent rinks and buildings. Other discussion was had on well usage and other maintenance.

No action was taken

New Business

City Code-Fence Ordinance

B. Ettle moved to direct A. Hennen to draft a new fence ordinance, seconded by M. Eveslage. It was discussed that the new ordinance should state that the resident has to find the property pins, or a survey must need to be done before being able to erect a fence. Also, that the new fence ordinance should follow the examples, provided to council, of other cities' fence ordinance.

Outsource Payroll

R. Atkinson moved to table this line item until after c. and d. had been discussed, seconded by T. Hennen. Motion carried 5-0.

Wages/hours for Acting City Clerk

Discussion was held as to what a fair wage would be. R. Atkinson expressed somewhere between \$17-\$20/hour. M. Eveslage suggested \$16.50. K. Goebel questioned and supported posting the position for a new Clerk-Treasurer so as to keep progressing forward after other matters have been resolved. M. Eveslage and B. Ettle disagreed and supported the idea of appointing A. Hennen to the Clerk-Treasurer position. Resident Wendy Atkinson suggested back pay to A. Hennen from the time she assumed the Acting Clerk-Treasurer role.

M. Eveslage moved to increase the Acting Clerk-Treasurer's wages to \$16.50/hour, to back pay for the time A. Hennen has assumed the role as Acting Clerk-Treasurer, and to remove Acting from A. Hennen's title to make her the City Clerk-Treasurer. B. Ettle seconded the motion. A roll call vote was taken: B. Ettle-yes, T. Hennen-abstain, K. Goebel-yes, M. Eveslage-yes, R. Atkinson-yes. Motion carried 4-0.

Separating Clerk-Treasurer Position

A. Hennen explained a suggestion from City Attorney Scott Dymoke regarding this line item. Dymoke suggested not splitting up the title as that would require changing the ordinance, but instead hiring a Deputy Treasurer who would be responsible for the finance and accounting duties. The Clerk-Treasurer would keep that title and all of this could be done with a resolution. B. Ettle expressed that he understood from a check's and balances view that this would be a good idea. A. Hennen explained this person would be able to develop 5-10 year plans, which the City currently doesn't have. This would also alleviate some of the workload off of the Clerk-Treasurer as we wouldn't be hiring an administrative assistant.

M. Eveslage moved to have A. Hennen begin the process of working with Kathleen Murphy in hiring a Deputy Treasurer, seconded by K. Goebel. Motion carried 5-0.

Outsource Payroll

Discussion was had as to having Schlenner Wenner take over payroll to help fix the ongoing problems that have incurred within the last year with doing payroll in-house. Then, after hiring a Deputy Treasurer, the option of having payroll done in-house again is there.

B. Ettle moved to have Schlenner Wenner conduct payroll and to have A. Hennen try to negotiate down the \$350/month payroll fees, seconded by M. Eveslage. Motion carried 5-0

Laptop Computer Analysis

M. Eveslage moved to have Dijital Majik conduct the forensics on the City owned laptop computer, up to \$300, seconded by B. Ettle. Motion carried 5-0.

Letter from Sara Hoppe, Freeport Girl Scout Troop 252 Cadette

Council stated that the City does not own the Freeport Co-op building as Sara stated in her letter, but instead is owned by the Freeport Co-op. Council directed A. Hennen to contact Sara and suggest that she get approval from the Freeport Co-op Board. Council expressed that they thought Sara did a very nice job on the plaque. No formal action was taken.

Repainting Clerk-Treasurer Office

Ken moved to have Bob Timp repaint the Clerk office, seconded by B. Ettle. Motion carried 5-0.

Adjourn

K. Goebel moved to adjourn the meeting at 8:55pm, seconded by B. Ettle. Motion carried 5-0.

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Clerk-Treasurer Report

Payroll...Payroll has turned out to be even more of a process than expected. Fortunately working with Schlenner Wenner has been a dream and we're slowly getting everything organized and figured out. A lot of my time has been spent working with them on this. We had a big milestone in having them print our first payroll checks and everything went well with those. Now we're just making sure that everything has been reported correctly and set up correctly that reporting continues to get recorded correctly. Happy days ☺

Clerk's Conference...I will be attending the annual Clerk's conference in Duluth from June 24-26. I have to be there very early on the 24th so I will be heading to Duluth on the 23rd. I was very easily able to change everything from Mason's registration to my own. The hotel was a different story. Being it is so close to the conference...in Duluth...in the summer, the hotels that the League had blocked off were sparse so I ended up having to pay more for the room, which is really unfortunate.

Day-to-day life...Everyday I'm learning something new and a different situation is presented to me. It's fun and challenging all at the same time. I feel everything is going well though and that we are making good progress in the office. It's interesting to realize how many different hats you have to wear every day.

Deputy Treasurer position...We have had one applicant, yes, one. Kathy Murphy and I are a bit shocked that we have only had one, but continue to be hopeful. We have had to change the pay range and the total hours in the job ad to make it look more desirable. I'm not saying that is what has to be offered, but it at least gives us the opportunity to have the conversation with the applicant. Luckily, the one applicant we do have is a great applicant. We have put a cutoff date of May 25 to apply to the position.

PUBLIC WORKS REPORT

Good evening:

Water: Doing quarterly Bacteria samples, Fluoride, Water Quality Parameters, and Minnesota Department of Health monthly reporting. Flushing hydrants on a regular basis, and I'm looking into chlorinating the water tower/cleaning it. Can cost around 1500 bucks usually but is something that should be done considering tower has been in use for almost 3 years now.

Wastewater: Pond 3 is full; Pond 1 empty, pond 2 has 44 inches of water in it. We discharged once this spring and that should be sufficient with the lack of ground water this year.

Maintenance: I'd like to thank the LIONS club for purchasing new flags for the city. We've been busy mowing grass, blading alleys and roads, street repairs, a lot of spring clean-up and maintenance on the equipment. If there is anything you would like seen done that we haven't yet feel free to call me. Still waiting for the temperatures to rise for the pothole filling and soon the crack fillers will be in town.

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

Thank you

Jon Stueve

Public Works Director

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

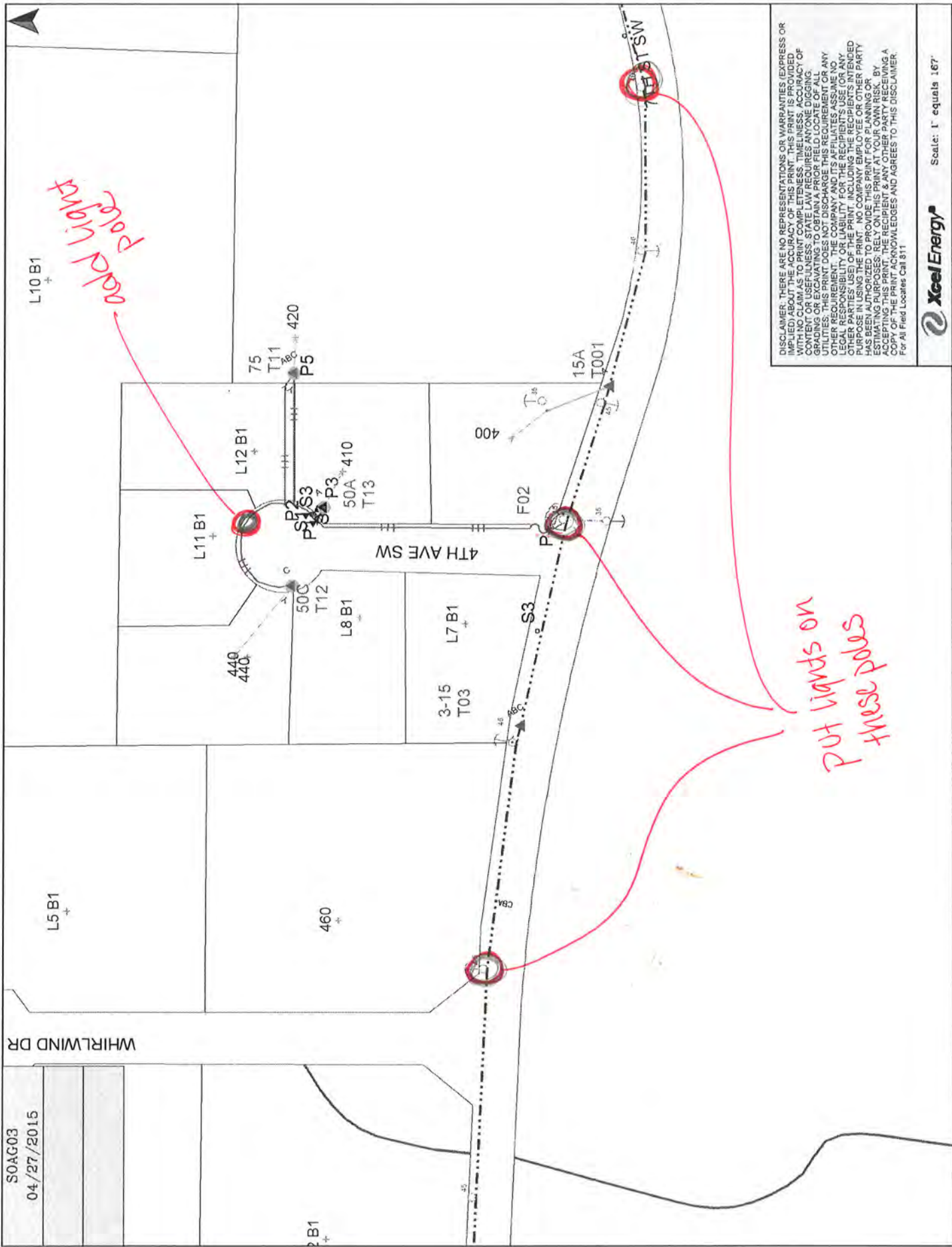
Date: 5/18/2015

Re: Industrial Park Street Lights

As an update.... Gary Pieskalla and I drove to the industrial park on May 15 to determine where street lights should be added. We found 3 poles along 7th street where we thought lights could be added to the already existing poles. We also determined that one pole at the end of the cul-de-sac on 4th Ave (between Carr's and Dan Roering's) would be sufficient. I sent this information off to Xcel and they are going to get back to me on the upfront costs.

I have attached a map indicating where Gary and I determined where the lights and pole should go.

No action is needed on this item at this time.



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Scale: 1" equals 167'



Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/18/2015

Re: Maintenance Building

At the last council meeting we were shown a feasibility study of the maintenance building. The business that initially stated they were interested in buying the maintenance shed haven't reached out to me. My question is after knowing what the cost would be to redevelop a maintenance building in the industrial park, would we even consider selling the current maintenance shed at this time? Should I be contacting the previously interested business to see if they are still interested?

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/18/2015

Re: Digital Speed Limit Signs

At the March meeting it was brought up that a digital speed limit sign would be nice to have on the East side of town. I did some checking with Stearns Co. and it looks like the cost of a sign like that is around the \$2,000-\$3,000.

<http://www.tapconet.com/store/products/blinkerradar-economy-7-segment-radar-feedback-sign/c/Tgab>

Here is the link if you would like to look at the website that Stearns Co. buys their signs from.

At this time I don't know if Freeport can spend the money on something like this, but I definitely think it could be something that we budget for in the future.

An action will be needed on this item.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Public Nuisance Properties

I'm attaching updates from Matt Luven on both of our active Public Nuisance properties in town. One is 204 1st Ave N (Sheldon Peterson) and the other is 515 Main St E (James Beutz).



May 18, 2015

Direct Dial: 320-656-3510
Mloven@RinkeNoonan.com

James Beutz
515 Main Street East
Freeport, MN 56331

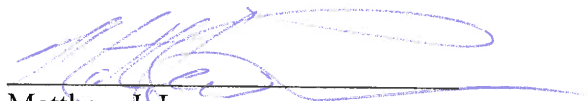
Re: State of Minnesota vs. James Matthew Beutz
Court File No. 73-CR-14-7254
Our File No. 22426-0001

Dear Mr. Beutz:

This letter is in follow up to the Hearing on November 17, 2014 with regard to the above referenced matter. At the Hearing, you plead guilty to Misdemeanor Public Nuisance, agreed to pay a \$300.00 fine and \$87.00 in fees and surcharges for a total of \$387.00. Further, we agreed to stay the remaining \$700.00 fine and 10 days jail conditioned upon you abating the nuisance with either adequate fencing or removal of the woodpiles by May 31, 2015. We have received confirmation from the City that as of today's date you have failed to comply with the Court's Order, a copy of which is enclosed.

If you have not complied by the Court's Order **on or before May 31, 2015**, then we will notify the Court of your failure to comply and the Court will impose the remaining fine and jail sentence. Please contact me to confirm when you have complied with this Order.

Sincerely,


Matthew J. Loven
MJL/lmh

Enclosure

cc: Adrianna Hennen (via email)

STATE OF MINNESOTA
COUNTY OF STEARNS

IN DISTRICT COURT
SEVENTH JUDICIAL DISTRICT

STATE OF MINNESOTA

CASE NUMBER 73

CR-14-7254

☐ PETTY / ☐ MISDEMEANOR / ☐ GROSS MISDEMEANOR
CRIMINAL JUDGMENT/WARRANT OF COMMITMENT

TERMS AND CONDITIONS OF SENTENCE

Date of Plea/Verdict: 11-17-14

Count	Charge Resulting in Plea or Finding of Guilt	Minn. Stat. §	Amended Minn. Stat. §
Count	Charge Resulting in Plea or Finding of Guilt	Minn. Stat. §	Amended Minn. Stat. §
Agency ID # MN		ICR #	Date of Offense

Non-conviction dispositions: Count(s): ☐ Dismissed ☐ Acquitted ☐ Merge
☐ Continue for dismissal ☐ Dismiss if conditions met.
☐ Stay adjudication for ☐ Dismiss if conditions met.
☐ After review, the defendant is ☐ found ☐ admits to be in violation of the Court's Order.
☐ Upon motion of ☐ Execute sentence ☐ Dismiss violation ☐ Enter Conviction ☐ Vacate Stay

☐ Stay of Imposition for _____ year(s) OR ☒ Sentence to 10 days (10 days stayed) for 1 year(s).
☐ Ordered to jail for _____ days at ☐ Stearns ☐ Benton County jail. ☐ Report by _____
☐ _____ days may be served as STS / EMS / CSW, if approved.
☐ Serve with Huber release privileges as approved by the Sheriff. **Report immediately for screening process**
☐ Credit for time served _____
☐ STS in lieu of fine/jail while in custody ☐ Concurrent/Consecutive to _____ days
☐ Furlough for _____
☐ Report immediately for Fingerprinting/Booking at Stearns County Jail ☐ Served on consecutive weekends

FAILURE TO REPORT AT THE DATE AND TIME INDICATED IS A VIOLATION OF ANY STAYED SENTENCE

☐ Probation to ☐ Stearns ☐ Benton County Community Corrections Department. Pay Supervision/Program Fees.
☐ Payment of supervision fee is not a condition of probation. ☐ Supervision fees are waived.
☐ Reinstated on all original terms and conditions. ☐ Close file. ☐ Extend Jurisdiction

FINANCIAL CONDITIONS

Fine Imposed \$ 1,000- Fine Stayed \$ 700-
☐ Public Defender \$ _____ co-pay/\$ _____
☒ Fine \$ 300.00
☒ Surcharge \$ 75.00
☒ Law Library \$ 12.00
☐ Court Costs \$ _____
☐ Chemical Surcharge \$ _____ ☐ Waived
☐ Prosecution Costs \$ _____
☐ Restitution \$ _____
☐ Restitution Study to be performed by probation
☐ If amount of restitution is disputed a hearing may be requested within _____ days of notice.
☐ Restitution joint/several
☐ Apply payments to Restitution first
☐ Apply cash bail to fine/release balance
☐ CSW in lieu of fine.
☐ Vacate fines/fees.

ADDITIONAL CONDITIONS

☐ Valid Driver License by _____ and provide verification
☐ DIC Clinic
☐ Commit no same/similar/ _____ violations
☐ Remain law abiding
☐ No misdemeanor or greater violations

* Abate nuisance with adequate fencing or removal of woodpiles by 5-31-15

Date: 11-17-14

By: KIS Courtroom Deputy

COURT USE ONLY:

Distribution: ☐ Pros ☐ Dfd Atty ☐ CC
☐ Stearns/Benton Co Jail
☐ SAM/Paid in Full on _____
☐ Processed on _____ by: _____

CONDITIONS- If any boxes are checked below, you are placed on probation. Your level of supervision will be determined by the Corrections Department.

☐ Complete these evaluations/programs and follow recommendations:

☐ Chemical Dependency ☐ Alcohol Assessment
☐ Psychological ☐ Psychiatric
☐ Domestic Abuse ☐ Anger Management
☐ Individual Counseling ☐ DUI Education Program
☐ MADD Victim Impact Panel

☐ Medication compliant
☐ Abstain from all mood altering chemicals. Random UA's.

☐ AA ☐ NA weekly attendance with verification

☐ Sign releases of information

☐ No contact with the victim(s) _____

☐ Register as Predatory Offender

☐ No unsupervised contact with females/males under age 18 without prior approval of agent/therapist

☐ Follow conditions of any existing Order for Protection or Harassment Restraining Order

☐ _____ hours community service as set by agent

☐ _____
☐ _____
☐ _____

Sentencing Judge: _____
I understand the terms and conditions of my sentence:

Defendant: _____

Send Payment to: Court Administration
815 Courthouse Square
St. Cloud MN 56303

Amd 08/2013

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Girl Scouts

Amy Hoeschen is asking to come to the meeting to present to Council. The first item she will present is her daughter, Alyssa's plaque information on the City Hall. The second item will be a money donation request for the Girl Scouts' Silver Award Project. So far they have received \$1000 from the Freeport Lions, \$100 from the Freeport Rec Club and \$500 from St. Rosa Jaycees.

I have attached Alyssa's plaque and the donation letter request.



Historical Freeport, MN

Freeport Girl Scout Troop 252

Silver Award Project 2015

Freeport City Hall



Freeport was incorporated as a village in 1892 and held its first official meeting on September 5th. The original council had a village marshal, street commissioner, village officers, a treasurer, and trustees. In spring of 1974 Freeport's status changed from village to city.

The city started with 16 blocks. In 1894, the city attained more land to build its first village hall for \$694. The first city hall had jail cells along with city office space. It was located on the corner of Main Street and Micklish Avenue, currently 1st Avenue. In 1968, this building was torn down and turned into a parking lot.

In 1916, the village marshal changed to village constable. In 1938, Ben Ballman was appointed to this position. His role as a constable was similar to that of a modern day police officer in a small town. He carried a gun and was responsible for seeing that residents obeyed traffic regulations or curfews. In 1966, Ben retired. After his retirement, Freeport did not have any type of law enforcement until the mid 1970s when it hired its first full time police officer. Currently the cities law enforcement is covered by Stearns County Sheriffs Department.

In 1967, a firehall/city hall was built. It housed room for two fire trucks, one tanker, village snowplow, tractor, pick up truck and fire equipment storage. It also housed city offices and a meeting room. This building is located on the corner of 4th Street 1st Avenue North. It is currently the home of the Freeport Fire Department.

In _____, the city hall was built on the north side of Main Street. The city currently employs a Clerk/Treasurer, Public Works Director, Public Works Assistant and an Administrative Assistant. The city council consists of a mayor and four council members. The city currently covers 1.151 mi².

April 2015

Dear _____,

We are Freeport Girl Scout Troop 252. We are Cadettes and have been in Girls Scouts for over 6 years. This year we are working on our Silver Award. This award is meant to show our dedication to improving our community.

We identified issues in our community that we cared about most. Our strongest feelings as a troop were about sharing the history of Freeport, replacing and planting trees in our area, pollution, and keeping our community clean. Our Silver Award plan involves the further beautification of Freeport.

1. We have been researching the history of Freeport and will have small historical plaques created to put around town. This has required us to learn more from our families and research Freeport's history. Each Girl Scout has chosen a business based on family history or individual memories. These plaques will be placed by the business if possible, but a few we will be asking Freeport State Bank if we can put in their park area. The plaques need to be weather resistant. Each of these plaques would have a title, a small picture and a paragraph or two of historical information.

These are the 8 businesses or historical locations we have chosen for the plaques:

- a. Charlie's Café
 - b. Sacred Heart Church
 - c. Swany White
 - d. Freeport Farm Center
 - e. Freeport City Hall
 - f. Wobegon Trail
 - g. Corner Store
 - h. Freeport Co-operative Creamery/Feed Store
2. We want to touch on the history of all the businesses in Freeport, too. We would like to create a city directory to place in the Freeport public gazebo; something similar to a mall directory map. Again this would be placed outside and would need to be weather resistant. The index for the map would include the current business name in that location followed by their years of operation.

3. We would also like to clean up the landscaping around Main Street gazebo. This area seems to have become overgrown and needs some attention. Since it is in the middle of our Main Street and visited often by Wobegon Trail bikers, we feel it needs to showcase our community in a more positive manner. May we note that any litter seen will be picked up and thrown away or recycled in an effort to keep Freeport as clean and beautiful as possible!
4. Another part of our project is to plant trees by the plaques or directory if possible, or just around the town or on the Wobegon. The trees have been donated by Randy and Donna Klaphake of Baker Lake Nursery. They will donate 20 pine & evergreen trees (Black Hill, Norway, White Pine or Red Pine) to our project. Our troop would plant and provide water care for these trees in their first crucial growing year.
5. Finally, we have gathered estimates for our project costs. We were lucky to find an Environmental Class at SJU that was looking for map projects. A Melrose Grad (Austin Van Beck) is the SJU student who is creating the map file for our business directory. This will save the project hundreds of dollars in design costs. These are the estimates we have thus far:
Landscaping around gazebo on Main Street = \$550.00
Sign Design Sauk Centre (plaques and business directory) = \$300.00
Frames and stands for plaques and business directory = \$1350.00

We would greatly appreciate any money your organization could invest toward our project. Thank you!

We hope to complete this project by May 2016 to fulfill our Silver Award deadline. Although we do not all live in the Freeport city limits, we are all members of the surrounding community. We all went to Sacred Heart School and have a strong dedication to the beautification of Freeport. Thank you for your time!

Sincerely, Freeport Girl Scout Troop 252 Members

Cienna Bertram	Laura Funk	Hannah Hasse	Alyssa Hoeschen
Sara Hoppe	Vanessa Pung	Amber Roerick	Natalie Wilwerding

Troop Leader and Co-leader: Amy Hoeschen 836-2986 and Mary Hoppe 837-5272

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Health Insurance

I don't have something to show regarding Health Insurance right now. I have had meetings with Fritz along with Sam and Jon and we have given more specific ideas to Fritz so he can put a few different plans together to show you. Fritz and I are meeting Thursday May 21 to get something put together for him to present to you at the Tuesday meeting. As soon I receive information from Fritz I will get all of you copies before the meeting.

Jon and Sam both plan on being at the meeting to discuss this item.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Franklin Properties Billboard

Franklin Properties currently has property and a billboard located right in the corner of Rodney's lot near the Industrial Park facing I-94. They would like to take that billboard down and replace it with a new, more structurally sound billboard. The new billboard will be smaller than the existing one. This is really a procedural item. They have the right to put up a new billboard in that spot since it is allowed as a conditional use in an industrial zoned area, we just have to go through the motions. I have attached all of the plans they are proposing so you can get a visual for what the new billboard will look like.



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

CONDITIONAL USE PERMIT

OFFICE USE ONLY			
Date Submitted <u>5/7/2015</u>	Date Completed	Date of Public Hearing <u>5/26/2015</u>	Publication date
City Council Action (circle one) APPROVAL DENIAL		Date of Action <u>5/26/2015</u>	File with County Recorder:
Fee \$ <u>150.00</u>	Paid	Receipt #	Date

I/We, the undersigned, as owners of the property described hereby appeal to the City Council of Freeport, to grant a Conditional Use Permit. Applicants have the responsibility of checking all applicable ordinances and complying with all ordinance requirements.

Name: Franklin Properties LLC Phone: 320-558-3000

Address: 20092 Edison Circle East, PO Box 188 Clearwater, MN 55320

1. Legal description of land affected by the application: Lot 4, Y2K Addition lot 004 Block 001 of Y2K
2. Present zoning of above described property: Industrial Quadrant
3. Purpose of Conditional Use Permit: Repair, replace and improve the existing billboard
4. Is the proposed use compatible with land use(s) of the area? Please explain. Yes billboards are permitted in the Industrial zoned property
5. Will the proposed use depreciate the area in which it is proposed? Please explain. NO
The new sign will be an overall improvement for the surrounding area. The aesthetics will improve.
New structure will upgrade safety and OSHA requirements. A
single steel pole will replace 10 old wooden poles creating a cleaner appearance
6. Can the proposed use be accommodated by existing City services (utility/facility capacity)? Please Explain. Yes, only electricity and possibly internet service would be needed

7. Are local streets capable of handling traffic which is generated by the proposed use? Please Explain.

Not applicable, there will be no additional traffic generated with this proposal

8. Attach a written statement describing in detail the proposed use.

9. Attach additional information required by City

By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the applicant and property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes Section 429.081 as amended. All fees and expenses are due whether the application is approved or denied.

I, the undersigned hereby apply for the considerations described above and declare that the information and materials in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge.

I understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes Section 15.99 as amended, at such a time as it is determined to be completed. Pursuant to Minnesota Statutes Section 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of an incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.

Application Signature 

Date 5-6-15

Owner Signature 

Date 5/7/15



20092 Edison Circle East Clearwater, MN 55320
320.558.3000 • 800.221.4144 • fax 320.558.3004
"Outdoor Advertising **SELLS** for you all day, every day."

May 5, 2015

Adrianna Hennen
City of Freeport
125 East Main Street
Freeport, MN 56331

RE: Billboard

Dear Ms Hennen,

This letter shall serve as notice of our request to rebuild and repair our existing billboard on a parcel (Lot 4, Y2K Addition) owned by Franklin Properties LLC. The existing wooden pole 12'x60' billboard has suffered damage by recent high winds. The proposed new sign shall be a steel, single pole 14'x48' up to 40' in height. Enclosed are photos and engineered drawing of the proposed structure. The upgrade in quality and addition of catwalks will improve the safety of the sign, increase the visibility below the sign and be an overall improvement to the property and surrounding area.

Also enclosed are a Building Permit Application, a Conditional Use Permit Application, and a previously approved variance and resolution. It is our intent to begin this project immediately upon your approval.


If you have any questions or need further information please contact me at 320-558-3000. Thank you for your time and anticipated cooperation.

Respectfully,


A handwritten signature in black ink that reads "Steven L. Anderson". The signature is written in a cursive, flowing style.

Steven L. Anderson

bp



24 HR. PAY AT PUMP
TRUCK PARKING
PET EXERCISE AREA
CLEAN RESTROOMS
NEXT RIGHT



← Proposed

← Existing

Sh



BP



BLEND



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

CITY OF FREEPORT, MINNESOTA RESOLUTION 2015-11

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE CONSTRUCTION OF A NEW BILLBOARD ON LOT 004 BLOCK 001 OF Y2K QUADRANT

WHEREAS, Franklin Properties, LLC. (Applicant) has submitted a request for a conditional use permit in accordance with Freeport City Code Section 500.35 Subd. 11 to construct a new billboard; and,

WHEREAS, the property is located at Lot One (004), Block One (001) of Y2K Quadrant.

WHEREAS, A notice of the time, place and purpose of a hearing on the proposed conditional use permit 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 proposed for public viewing; and,

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

WHEREAS, The property is zoned I-1 Industrial District; and,

WHEREAS, the City council is the Board of Adjustment in Freeport (Separate from Planning Commission doesn't exist); and,

WHEREAS, A public hearing was conducted by the City Council on May 26, 2015 to accept public input on the conditional use permit; and,

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

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FREEPORT THAT: The conditional use permit for the construction of an off-premise sign (billboard) at location of Lot Four (004), Block One (001) of Y2K Quadrant is hereby approved.

DATED THIS 26TH DAY OF MAY, 2015

Motion by:

Seconded by:

Councilmembers voting in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Resolution for Public Hearing on Changing the Fence Ordinance

After last meeting and looking into procedures it seems we have to slow down a little on the changing the fence ordinance. First, we have to pass a resolution to hold a public hearing at the June 30 meeting. At the June meeting we can also approve the ordinance change once we have the public hearing. I was just getting a little ahead of myself thinking that we could change it this month already.

Attached you will see the Resolution that needs to be approved to hold the public hearing for the June meeting.



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 2015-12

A RESOLUTION CALLING FOR A PUBLIC HEARING ON ORDINANCE 2015-02, ENTITLED “AN ORDINANCE REPEALING AND REPLACING SECTION 500.45 OF THE CITY CODE RELATING TO FENCING, SCREENING, AND LANDSCAPING”

WHEREAS, the City of Freeport (the “City”) desires to consider amendments to Chapter V, Section 500.45, Subsection 1, 5b.; and

WHEREAS, the City Council has reviewed the recommended changes from City Clerk Adrianna Hennen; and

WHEREAS, Minnesota law requires the City to hold a public hearing before the City adopts or amends a zoning ordinance.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Freeport, Minnesota, as follows:

1. Public Hearing. The City shall hold a public hearing to consider adopting Ordinance 2015-002, on June 30, 2015, in the Freeport City Hall Council Chambers during the regular City Council Meeting which begins at 7:00pm.
2. Notice of Public Hearing. The City Clerk-Treasurer is authorized and directed to cause notice of the hearing to be published once in the official newspaper of the City at least 10 days prior to June 30, 2015. The publication is included as Appendix A of this Resolution.

DATED THIS 26TH DAY OF MAY, 2015

Motion by:

Second by:

Councilmembers in favor:

Opposed or abstained:

Mayor Rodney Atkinson

ATTEST:

Adrianna Hennen, Clerk-Treasurer

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 5/19/2015

Re: Resolution 2015-13 Approving Liquor Licensing

Another procedural item, really. Just needs to approve this Resolution so that I can finish the process of getting the four entities their liquor license renewal.



CITY OF FREEPORT

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For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service www.freeportmn.org

RESOLUTION 2015-13

RESOLUTION APPROVING ANNUAL LIQUOR LICENSE RENEWALS

It is hereby resolved by the City of Freeport, Minnesota that:

WHEREAS; the City of Freeport Ordinance 1200 regulates licensing of liquor establishments within the City;

WHEREAS; all licenses are approved contingent on a clear background check performed by the Stearns County Sheriff's Department;

THEREFORE; Freeport City Council approves the renewal of the following licenses subject to the terms set for in the Minnesota Statutes and Freeport City Code 1200 for the period of July 1, 2015 to June 30, 2016:

Licensee name	Trade Name	Licensed Address	Licenses Approved
Ackie's Pioneer Inn Inc.	Ackie's Pionner Inn	123 Main St E (includes outdoor patio area)	Off-Sale, On-Sale, Sunday
Freeport Black Sox	Freeport Black Sox	1000 1 st Ave S	3.2% On-Sale
Freeport Softball Club	Freeport Recreational Club	3077 th St SE	On-Sale, Sunday
Middendorf, Janet Mae	Corner Pub & Grill	103 1 st Ave N	Off-Sale, On-Sale, Sunday

DATED THIS 26TH DAY OF MAY, 2015

Motion by:

Second by:

Council members in favor:

Council member opposed or abstained:

Rodney Atkinson, Mayor