

346.43 FARM ANIMALS EXCLUDED.

Sections 346.35 to 346.44 do not apply to the care or treatment of an agricultural or farm animal which is used for food or other products or any other agricultural use.

History: *1983 c 358 s 9*

346.44 PENALTIES.

Except where otherwise indicated, a person found guilty of failure to comply with a provision of sections 346.36 to 346.42 is guilty of a misdemeanor.

History: *1983 c 358 s 10*

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/21/15

Re: Public Works Cellphone

You may be wondering why this is on the agenda, AGAIN. Loren and I, not long after the Nov. council meeting, learned how our SCADA alarm notification system actually works. To change the number being notified you have to click all of two buttons and type in a new phone number. You can also add up to 8 phone numbers. So, for example, Loren's number would be the first 4 numbers, and then Mike could be the 5th, Rodney be the 6th, Vern be the 7th, Adri be the 8th (again, only for example sake). If Loren were not to answer after 4 tries it would then call Mike, if Mike didn't answer it would go to Rodney and so on, until some acknowledged the alarm.

One concern a council member had was the answering machine. It will have Loren's phone number on it, but if he is ever going to be gone, I can always change the answering machine message to recite a different phone number to be used in case of an emergency.

Here's my suggestion, in the Personnel Policy add a "Cellphone" section that states the public works director be given \$40 per month for cellphone usage. I came up with \$40 because that is right around what we would be paying to get a whole new phone.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/21/15

Re: Pay Equity Report

Here is the pay equity report we will be submitting as soon as the council approves it. I supplied Kathleen Murphy with the information and she will be submitting it for us.

Minnesota Pay Equity Management System - Freeport(16-No Submission)

[Home](#)[Utilities](#)[Go To](#)[Log Out](#)

Pay Equity Implementation Form

Information entered on this page is not saved until you click "sign and submit." This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

Part A: Jurisdiction Identification

Jurisdiction: Freeport
125 Main Street East
Freeport

Jurisdiction Type: CITY - City

Contact: Name	Title	Phone	Email
Adrianna Hennen	Clerk-Treasurer	320-836-2112	cityfrpt@albanytel.com

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.
The system used was: ☒

Describe: (*less than 240 characters)

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and
 and female classes are not at a disadvantage.

3. An official notice has been posted at:

(prominent location) (*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

(governing body) (*less than 60 characters)

(chief elected official)(*less than 60 characters)

(title) (*less than 60 characters)

- ☒ Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the Jurisdiction has final budgetary authority are included

Part C: Total Payroll

is the annual payroll for the calendar year just ended December 31.

[Sign & Submit](#)[Return to Test Results](#)

We have worked to ensure this product is accessible and compliant with the standard WCAG 2.0 level AA. We have tested accessibility using the JAWS software from Freedom Scientific. We found it to work correctly for us. If you find errors in accessibility, please let us know at pay.equity@state.mn.us so that we can follow up.
Thank you.

Job Class Data Entry Verification List

Freeport
LGID 1192

Case: 2016DATA

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Maintenance Assistant	2	0	M	111	\$1,626.00	\$2,114.00	0.00	0.50	
2	Deputy Treasurer	0	1	F	178	\$2,605.00	\$3,516.00	0.00	0.50	
3	Public Works Directot	1	0	M	256	\$2,946.00	\$4,852.00	0.00	0.20	
4	Clerk-Treasurer	0	1	F	292	\$3,466.00	\$5,338.00	0.00	2.50	

Job Number Count: 4



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 2015-24

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE CONSTRUCTION OF AN ELEMENTARY GYMNASIUM AND AFTER CARE FACILITY

WHEREAS, Church of the Sacred Heart/Sacred Heart School (Applicant) has submitted a request for a conditional use permit in accordance with Freeport City Code Section 500.25, subd. 4, number 3;

WHEREAS, the property is located on (see attached A-1 document for full legal description) informally known as the area directly behind Sacred Heart School.

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 R-1 Residential; 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 December 29, 2015 to accept public input on the conditional use permit; and,

WHEREAS, The City Council has reviewed and considered the Conditional Use 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 Elementary Gymnasium and After Care Facility at the location (see attached legal description) informally known the area directly behind Sacred Heart School is hereby approved.

DATED THIS 29th DAY OF DECEMBER, 2015

Motion by:

Seconded by:

Councilmembers voting in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen



CITY OF FREEPORT

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

CONDITIONAL USE PERMIT

OFFICE USE ONLY			
Date Submitted	Date Completed	Date of Public Hearing	Publication date
City Council Action (circle one) APPROVAL DENIAL		Date of Action	File with County Recorder:
Fee \$	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: Church of the Sacred Heart / Sacred Heart School Phone: 320-836-2143

Address: 303—2nd Street NE, PO Box 39
Freeport, MN 56331

1. Legal description of land affected by the application: See attached Schedule A-1
2. Present zoning of above described property: R-1
Construction of an Elementary Gymnasium & After Care Facility
3. Purpose of Conditional Use Permit: Gym 70'x102' - Storage 20'x50' - After Care 30'x50'
4. Is the proposed use compatible with land use(s) of the area? Please explain. Yes
Sacred Heart School already exists on the site, proposed gym would be connected to the school.
5. Will the proposed use depreciate the area in which it is proposed? Please explain. No
Our belief is it will enhance the area and the Church of the Sacred Heart Campus.
6. Can the proposed use be accommodated by existing City services (utility/facility capacity)? Please Explain. Yes, City services are available and adjacent to the proposed site, the projected gym seating capacity for school events is 300 - 400 people although during the normal school week 125 students would utilize the space on any given day.

The City of Freeport is an Equal Opportunity Provider

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

Local arteries currently available should accommodate all traffic as is the case now with church

services & school activities, current parking lot and street parking will provide adequate parking.

No access from 3rd Street NE will be provided.

8. Attach a written statement describing in detail the proposed use. See attached Schedule A-2

9. Attach additional information required by City See attached Schedule A-3

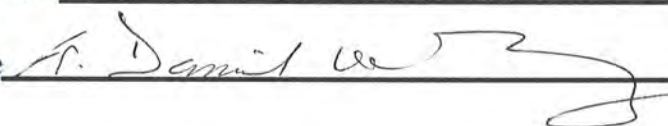
By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the applicant and property owner to be paid immediately upon receipt or the City may approve a special 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 Church of the Sacred Heart / Sacred Heart School

Date 11-24-15

Owner Signature 

Date 11-24-15

Sacred Heart School “Gymnasium Proposal”

- Construct a multi-purpose facility for physical education and athletic activities, school functions, Summer care activities, Tri-Parish youth activities and parish functions, with handicap accessibility.
- Although the current auditorium is not able to be used for physical education because of sound issues it will continue to be used for school assemblies.
- Architectural expenses & soil borings are being underwritten by a private donor.
- By reviewing the proposal we are hoping for your concurrence with the design concept.
- The building would consist of the following:
 - A steel structure with a 48” brick wainscoting front.
 - Building size – Gym 70’ x 102’
 - Basketball/Volleyball court, ceiling height 30 ft.
 - Existing portable stage and risers would be used.
 - Bleacher seating for 100/125
 - Storage area approximately 1,000 sq ft addition to the rear of the building (wood frame construction)
 - Handicap accessible restrooms.
 - Mechanical room.
 - Acoustic enhancements
 - Attached connection from school to the aftercare and gym.
- Mechanical Components

- Energy efficient, lighting, furnace (forced air/boiler heat), air conditioning, hot water heater, sensor urinals, toilets. Apply for grants, rebates wherever possible.
- Spray Foam/Batt Insulation
- Additional Features & Equipment
 - Proposed flooring for the following areas: (All areas sheetrock & painted)
 - Vestibule – Slate/Quarry tile floor
 - Lobby Area – Slate/Quarry tile floor
 - Restrooms – Slate/Quarry tile floor
 - Mechanical – Tile or Concrete
 - Main Storage Area – Tile or Concrete
 - Gym Flooring – Concrete base w/padding and wood floor, court striping.
 - Lower wall area, concrete block, ¾” plywood, other
 - Audience chairs – (Determine seating capacity)
 - Fire Prevention system may be needed if seating is over 300.
 - Chair carts, tables (limited number)
 - Basketball equipment, 2 Backboards (stationery/portable)
 - Volleyball equipment, 2 poles, net etc.
 - Phy Ed Equipment
 - Establish committee to solicit funds from corporate entities (Nike, etc.)
- Aftercare Building
 - Wood frame construction approximately 30’ x 50’ in size with kitchenette and cabinetry.
 - Design would accommodate 27/30 children
 - Restrooms

- Storage
- Mechanical Room
 - Heating component – in floor or forced air heat, air conditioning
- Flooring
 - Slate/Quarry Tile
 - Carpet
- Siding, Doors, Windows and roofing to be determined
- Relocating the current aftercare room would create additional space in school for a music & art room.
- Location of Gymnasium to be determined
 - Proposed facility would be located north of the cemetery approach.
 - Lift station & additional sewer lines/man holes pose an issue.
 - Additional parking lot w/turn around area, sidewalk and lighting would be provided.
 - Also look to utilize current parish parking lot and street parking.
 - Estimated cost of construction \$800,000.00/\$900,000.00.
- Contractors
 - Design Acceptance, Soil Borings, Survey
 - Solicit bids from local contractors and possible donated labor.
 - Water/Sewer (Possible option, discuss with city for a major reduction in the monthly cost of water/sewer charge as a result of the lift station and lines installed on parish property.)
- Student Projections
 - Enrollment census (classroom size)
 - **Tuition will not be impacted by this project.**

- **Parish subsidies will also not be impacted by this project.** (Diocese of St. Cloud

Policy on Inter-parish school subsidy is attached (see pg 12))

- Funding Campaign – Administration and School Board lead, along with Parent Committees
 - Create a campaign with the School Centennial theme (2016).
 - Fundraising effort in our local community.
 - Contact Sacred Heart Alumni/Alumnae.
 - Contact Catholic United Financial (\$15,000.00 awarded to a school in ND).
 - In kind support.
 - Apply for grant funding from corporate entities.
 - Donor Board recognizing all contributors.
- **Projected Start Date Spring 2016**

Diocese of Saint Cloud**POLICY****INTERPARISH SCHOOL SUBSIDY PLAN FOR THE DIOCESE OF ST. CLOUD**

All parochial schools of the Diocese of St. Cloud are to develop a financial support plan endorsed by all parishes whose students enroll in the school. This plan, along with its projected figures for school year 1997-1998, is to be submitted to Bishop John Kinney by February 15, 1997. In subsequent years, the plan, along with projected financial figures for the following school year, is to be submitted to the Catholic Education Ministry Office by February 15 of each year. The plan will be periodically reviewed by the Bishop.

Recommended guidelines for developing such a plan:

Families of neighboring parishes are responsible for the payment of tuition for their children. Parishes in which those families are enrolled on guarantors of such tuition and will provide any tuition deficits at the end of the fiscal year.

1. Families of students who do not receive tax supported transportation are responsible for making arrangements for transportation, including costs.
2. Families are to notify their parish of their intention to enroll their children in a particular Catholic School. Parishes have the prerogative of giving final approval for a parishioner to be enrolled. A written agreement describing the financial arrangement is to be signed. Decisions are to be made in sufficient time to allow for appeal.
3. Inability to pay tuition shall never be of a reason for denying enrollment in the school.
4. Minimum subsidy for neighboring parishes is to be the cost-per-student less tuition. ***Cost-per-student is to be based on what, in standard practice, are considered the actual about operating costs of the school. Capital expenditures are not to be included in the calculation unless agreed to by the neighboring parishes.
5. In the case of incorporated schools, parishes identified as corporate participants are free to arrive at their own subsidy arrangement; however, non-corporate members are bound by the provisions of this policy.

****Cost-per-student is the total operational cost of the school divided by the total number of students. For the purposes of this policy capital expenditures are not included as an operational cost. Tuition is the cost levied against families for each of their children attending the school. Subsidy is what a parish provides to the school for its support. Tuition + Subsidy = Cost-per-student (this formula is not exact, because frequently schools have a graded tuition based on the number of children from a family attending.)*

November 27, 1996

Bishop John F. Kinney, Bishop of Saint Cloud

Sacred Heart Parish and School

106 3rd Ave. N.E. PO Box 155

Freeport, MN 56331

Explanation of how Tuition and Parish Subsidy is determined.

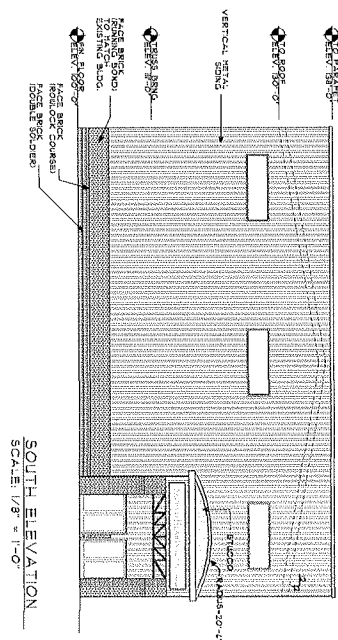
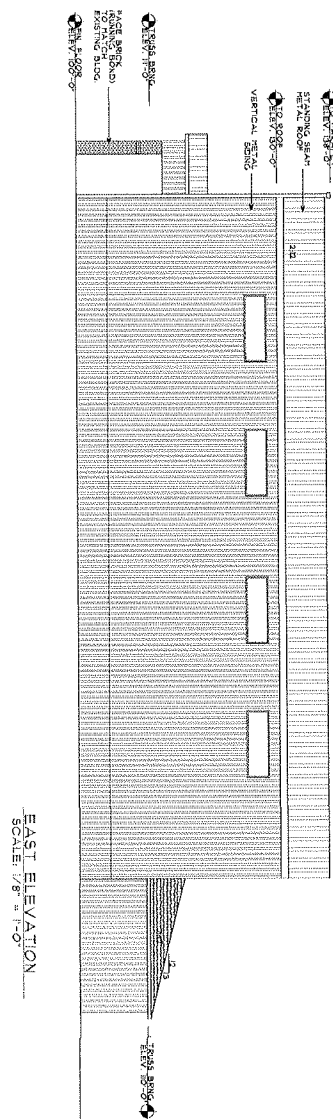
Based on Cost Per Student.....

- ⇒ Cost-per-student is the total operational cost of the school divided by the total number of students (K-6) (Capital expenditures not included)
 - All families are responsible for paying tuition.
 - Parishes in which those families are enrolled, are guarantors of such tuition. (inability to pay tuition will not deny enrollment in catholic school)
 - Sacred Heart School has a **Tuition assistance** fund set up to help with tuition if needed.
- ⇒ Minimum subsidy for neighboring parishes is the cost-per-student less tuition.
 - Sacred Heart School's fundraising efforts also have an impact on determining the parish subsidy and tuition amounts.

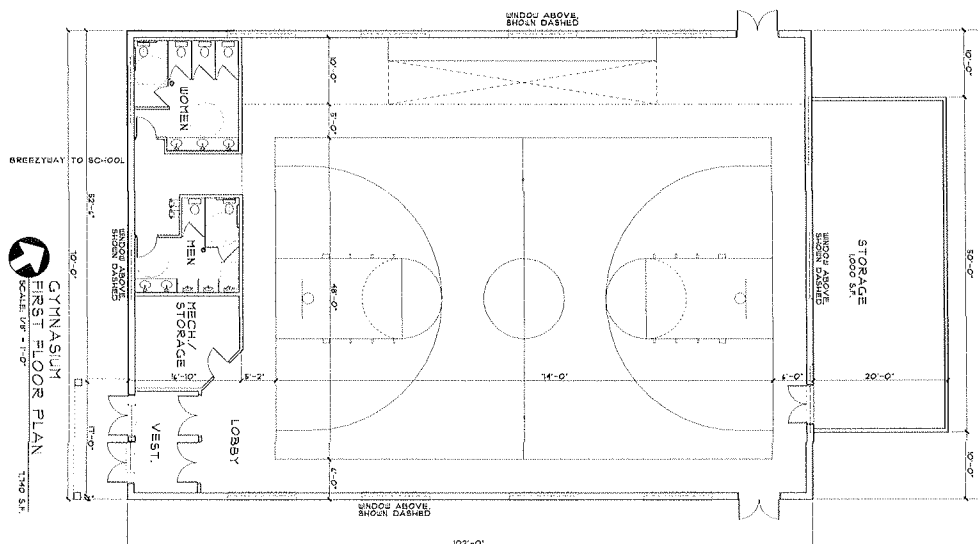
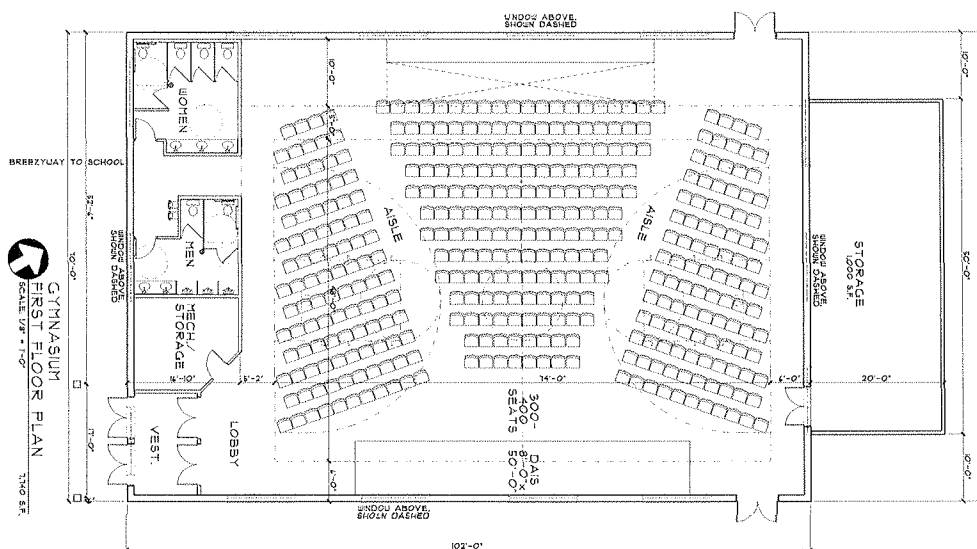
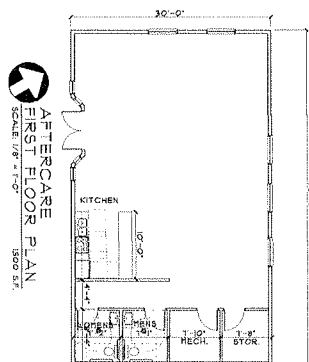
Below is an example of how Tuition and Parish subsidy is calculated...

• Estimated Cost-per-student	\$3,300.00
• Average Tuition per student	-\$1,200.00
• Fundraising dollars per student	-\$800.00
• Parish subsidy-per-student	-\$1,100.00
<hr/>	
• Total Remaining Cost-per-student	\$200.00

The Gymnasium proposal will NOT impact the tuition or subsidy amounts.



A3 OF 3	PROJECT NO. ISSUE DATE REVISIONS	A NEW GYMNASIUM FOR SACRED HEART CHURCH FREEPORT, MINNESOTA	These documents are not valid for building permit unless signed in ink and notarized. Copies are not valid. I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of MINNESOTA. Date: 12/22/20 Name: NORMAN H. COLE, Architect	COLE GROUP ARCHITECTS LLC 211 Main Avenue North Suite 102 Saint Cloud, MN 56301 (320) 461-1870 www.colegrouparchitects.com



DATE: 11-20-15
BY: JAC
PROJECT: SACRED HEART CHURCH
SHEET: A2
OF: 3

A NEW GYMNASIUM FOR:
SACRED HEART CHURCH
FREEPORT, MINNESOTA

These documents are not valid for building permits unless signed, sealed and stamped. Copies are not valid.
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of MINNESOTA.
Date: 11-20-15
New **NORMAN E. COLE** Registered

COLE GROUP
ARCHITECTS, LLC
311 Park Avenue South
Suite 102
Saint Cloud, MN 56301
(320) 464-4810
www.colegrouparchitects.com

9. Sewer line easements impact the entire Sacred Heart Parish Campus, presenting a challenge for any type of improvements. Working with the city engineering firm SEH we believe a possible solution exists to allow for the construction of the gym at the proposed site. The rerouting of one of the sanitary sewer lines and possibly the relocation of a manhole may be necessary.

In addition, soil subsurface testing provided by Independent Testing Technologists Inc. have concluded the proposed site for the gym is fairly well suited for the building and site improvements.

A land survey of the proposed site is scheduled for the week of December 4, 2015.



BITUMINOUS DRIVE
1300 S.Y.

SODDING
850 S.Y.

SEE
O.T.

NOTE

NOTE : INSTRUMENTATIC
WITH SANITARY SEWER

