



## CITY OF FREEPORT

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### September 29, 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 Eittle present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Deputy Treasurer Joan Wall, City Attorney Scott Dymoke, City Engineer Dave Blommel, and Maintenance Assistant Vernon Fuchs.

#### Residents in attendance:

Andrea Ramacher (720 1<sup>st</sup> Ave N)

Craig Timp (213 2<sup>nd</sup> Ave NW)

Dean Jungles (211 2<sup>nd</sup> Ave NE)

Heidi Hollenkamp (211 3<sup>rd</sup> St NE)

Gary Pierskalla (207 3<sup>rd</sup> Ave SE)

Loren Goebel (324 8<sup>th</sup> St SE)

#### Public Forum

No Comments were made.

#### Approve Agenda

Atkinson moved to approve the agenda with the changes of switching *a.* and *b.* under *Old Business*, seconded by T. Hennen. Motion carried 5-0.

#### Consent Agenda

Goebel moved, seconded by T. Hennen to approve the consent agenda. Motion carried 5-0.

#### Reports

##### Engineer Report

Blommel stated he had received previous public works director Jon Stueve's sump pump report. He was in the process of finding information from previous checks and hopefully combining the two would give a better picture. A. Hennen stated Stueve's report wasn't overly detailed so that is why more information needs to be gathered.

##### Attorney Report

Dymoke explained that the items he had spent this past month working on the most were preparing for the land sale between the EDA and MarVin Enterprise. Dymoke also stated that he had put together a memo addressing conflicts of interest during the hiring process.

#### Old Business

##### 2016 Budget

At the September 22, 2015 special meeting Atkinson asked how a raise in the levy would impact the tax payers of Freeport. A. Hennen presented an explanation from Vikki Dullinger of Stearns County this question and it was concluded, with using rough numbers, that they council could raise the levy to about 396,822 without the tax payers seeing an increase in taxes. These numbers had been compared the 2015 rates, but Atkinson also wanted these number compared to the 2014 rates. Deputy Treasurer Wall explained that there was a fund that was overlooked that showed special assessments coming in that the council was also questioning at the last special meeting. Wall explained to council that she is working on making sense out of all of the bonds and will hopefully have more information at the next meeting.

### Public Works Director Position

A. Hennen started by reading an email she had received an email from applicant Backes that morning, stating that he was willing to be part time to offer funds to a more responsible assistant and that there were a missing pieces that should be in the job description to improve the job.

A. Hennen also stated that she had brought up the idea of People Services as a temporary option before, but it could always be looked at as a permanent option.

There was minimal discussion regarding the applicants. Ertle stated he would like to see Loren Goebel in the position since he is in town and could obtain the necessary licenses for the job. K. Goebel stated that he was leaning towards Backes, but after hearing the email he wasn't sure about him anymore. Atkinson stated that if you look at the applicants and the qualifications, the answer is obvious; you would choose the one with the licenses and the experience. Eveslage stated that if they were to hire Loren Goebel the probationary period would have to be longer than normal. Eveslage suggested 15 months. A. Hennen stated that the policy is normally six months, if council wanted to take that into consideration. K. Goebel stated to do a 18 month probationary period. One year to get the licenses and then the normal six months to see how he does in the position with the certifications. K. Goebel moved to hire Loren Goebel with a 18 month probationary period, seconded by Ertle. Rodney asked that A. Hennen call for a rollcall vote. Ertle-yes, T. Hennen-yes, Atkinson-no, K. Goebel-yes, Eveslage-yes. Motion carried 4-1.

Council directed A. Hennen to find out the exact time frame L. Goebel would be able to take his water and wastewater operator tests and the timeframe L. Goebel could get his class B driver's license.

Council discussed what they should offer L. Goebel as an hourly pay. Atkinson asked what previous public works assistant Sam Eichers' points were since L. Goebel is coming in with the same amount of experience that Sam had and what Sam was paid. A. Hennen stated Sam had 154 points which put him roughly in the \$13-\$18 range. Atkinson thought that since Freeport would still need the help of Brian Zapzalka of Holdingford with certification at a rate of about \$3.00/hour since Zapzalka is getting paid a flat rate of \$500/month, they should offer L. Goebel \$17.00/ hour. Atkinson's reason behind it is because if L. Goebel had certifications that would put him in the \$20/ hour range for pay. Meaning, if you took the \$20.00-\$3.00 for Zapzalka that gives you \$17.00/hour, which is right where Sam was being paid as well. Eveslage moved to offer L. Goebel \$17.00/hour for the Public Works Position, seconded by T. Hennen. Atkinson asked that A. Hennen call for a rollcall vote; Ertle-yes, T. Hennen-yes, Atkinson-yes, Goebel-yes, Eveslage-yes. Motion carried 5-0. Loren Goebel accepted the position.

### Girl Scouts-City Hall Plaque

Ertle moved to have a standing frame for City Hall's plaque that could be located outside, seconded by Eveslage. Motion carried 5-0.

### **New Business**

Resolution 2015-15 MarVin Enterprise Minor Subdivision

It was explained by attorney Dymoke that Eickhoff's only needed two acres so the EDA asked that the lot be split to accommodate. According to the attached maps Tract A would be Eickhoff's new property at two acres. Then, Tract B would be connected to Lot 6 since Freeport Ordinance states that no lot can be less than one acre and Tract B is .96 acres. This also removes the concern of potentially having remnant pieces of land between sold properties. Engineer Blommel said to keep in mind that with how the lots were developed, once Tract B is combined with Lot 6, if that entire lot isn't sold like that, or is split we will have to dig into the road to add more utility hook-ups. A. Hennen said that information would be relayed back to the EDA for future land sales. Etle moved to approve Resolution 2015-15, seconded by T. Hennen. Motion carried 5-0.

#### Fire Department Officer Elections

Fire Chief Dean Jungles explained that at the last Fire Drill Meeting the Department asked why the election process had changed and if they would be able to revert back to the old way. Attorney Dymoke had provided information on this topic. Back in 2012 the State Auditor released an opinion stating that local fire departments are required to be either a municipal fire department or an independent corporation. Freeport is a municipal fire department meaning they have to act as another department of the City with financing and personnel decisions controlled by the Council. Eveslage asked that if this just an opinion and not a law if it actually needs to be followed. Dymoke explained that they League follows these new guidelines as well so it could cause problems if the election process was reverted back to the old way. Atkinson stated that we will figure out whatever we can so that the fire department can elect who they want to be their officers and the council will bless it. Dymoke and Hennen are to work to find a new way to elect officers.

#### Limited Liability Coverage – Waiver Form

Council asked that someone from the insurance agency come in to explain this and be able to tell council what additional insurance would cost if the city did waive the monetary limits.

#### BergdenKDV Engagement Letter

Council asked that A. Hennen check on hourly rate billing from Joe Rigdon. Goebel moved, seconded by T. Hennen to approve the engagement letter with BergdenKDV. Motion carried 5-0.

Atkinson asked if anyone had anything they would like on next month's agenda. Etle wants A. Hennen to look at outside bulletin boards to hand meeting notices.

Atkinson said he would like to bring up the \$3,500 previous clerk Schirmer paid without council approval.

#### **Adjourn**

T. Hennen moved to adjourn at 9:00, seconded by Eveslage. Motion carried 5-0.

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Mayor, Rodney Atkinson

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City Clerk-Treasurer, Adrianna Hennen