



## CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116  
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service [www.freeportmn.org](http://www.freeportmn.org)

**January 31, 2017** - Regular Meeting Agenda  
Freeport City Hall - 7:00 pm

### Call to Order

- I. Approve Agenda – *Motion to approve*
- II. Open Public Forum
- III. Consent Agenda – *Motion to approve*
  - a. Claims 2614–2660 (1-11)
  - b. December 27, 2016 Meeting Minutes (12-13)
  - c. January 9, 2017 Special Meeting Minutes (14)
  - d. Temp. On-Sale Liquor License (Freeport Festival) (15)
  - e. Gambling Permit (Freeport Festival) (16)
- IV. Reports
  - a. Clerk Report (17)
  - b. Deputy Treasurer Report (18-35)
  - c. Public Works Report (36-38)
  - d. Engineer Report (39)
  - e. Attorney Report (40)
  - f. Fire Department Report (N/A)
- V. New Business
  - a. 2017 Appointments (41-42)
  - b. Resolution 2017-01 FSB as Official Depository (43-44)
  - c. Resolution 2017-02 CMCU as Official Depository (45-46)
  - d. Resolution 2017-03 2016 Donations (47)
  - e. Resolution 2017-04 Off-Site Gambling Permit (48)
  - f. Goals 2017-2019 (49)
- VI. Adjourn

*Next meeting: February 28, 2017*

01/10/17  
14:54:10

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/17

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Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
*** Claim from another period (12/16) ****									
2614		15 ALBANY MUTUAL TELEPHONE	272.35						
	10261771	01/01/17 836-2411/2413	73.25			225 42200	320	10100	
	10262156	01/01/17 836-7158	37.72			101 41000	320	10100	
	10261934	01/01/17 836-2685	18.77			601 43225	320	10100	
	10261934	01/01/17 836-2685	18.77			602 43250	320	10100	
	10261633	01/01/17 836-2116	69.87			101 41000	320	10100	
	10261632	01/01/17 836-2112	53.97			101 41000	320	10100	
		Total for Vendor:	272.35						
*** Claim from another period (12/16) ****									
2615		25 AMERIPRIDE LINEN & APPAREL	54.60						
	2200858646	12/09/16 Monthly rug service	54.60			101 41000	410	10100	
		Total for Vendor:	54.60						
*** Claim from another period (12/16) ****									
2616		70 CENTERPOINT ENERGY	285.54						
	12/21/16	Maintenance bldg	89.21			101 43100	382	10100	
	12/21/16	Fire hall	196.33			225 42200	382	10100	
		Total for Vendor:	285.54						
*** Claim from another period (12/16) ****									
2617		76 CENTRAL MINNESOTA CREDIT UNION	192.76						
	12/31/16	Cleaning supplies	7.80			101 41000	210	10100	
	12/31/16	Utility billing postage	68.00			601 43225	200	10100	
	12/31/16	Utility billing postage	68.00			602 43250	200	10100	
	12/31/16	Fire dept fuel	41.16			225 42200	215	10100	
	12/31/16	Postage - mail gas meter	6.80			101 41000	200	10100	
	12/31/16	Stearns Cnty Beacon fees	1.00			101 41000	433	10100	
		Total for Vendor:	192.76						
*** Claim from another period (12/16) ****									
2618		636 DHIA LABORATORIES	54.00						
	57434	12/08/16 Influent 640405	54.00			602 43250	460	10100	
		Total for Vendor:	54.00						
*** Claim from another period (12/16) ****									
2619		145 FINKEN WATER CENTERS	23.00						
	4344652	01/01/17 Water softener rental	15.00			101 41000	410	10100	
	4344662	01/01/17 Maintenance water cooler	8.00			101 43100	410	10100	
		Total for Vendor:	23.00						

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
*** Claim from another period (12/16) ****									
2620		257 LEAGUE OF MN CITES INSURANCE	176.69						
	0200019334	01/01/17 Natascha Hennen injury	176.69			225 42200	361	10100	
		Total for Vendor:	176.69						
2621		637 NORTHLAND TRUST SERVICES INC	337,058.75						
	FREEP12A	12/13/16 Bond series 2012A principal	160,000.00			331 47000	600	10100	
	FREEP12A	12/13/16 Bond series 2012A interest	9,323.75			331 47000	610	10100	
	FREEP12A	12/13/16 Bond series 2012A agent fee	495.00			331 47000	620	10100	
	FREEP13A	12/13/16 Bond series 2013A principal	115,000.00			326 47000	600	10100	
	FREEP13A	12/13/16 Bond series 2013A principal	25,000.00			602 22500		10100	
	FREEP13A	12/13/16 Bond series 2013A principal	15,000.00			601 22500		10100	
	FREEP13A	12/13/16 Bond series 2013A interest	6,050.00			326 47000	610	10100	
	FREEP13A	12/13/16 Bond series 2013A interest	1,950.00			602 43250	610	10100	
	FREEP13A	12/13/16 Bond series 2013A interest	3,745.00			601 43225	610	10100	
	FREEP13A	12/13/16 Bond series 2013A agent fee	495.00			326 47000	620	10100	
		Total for Vendor:	337,058.75						
*** Claim from another period (12/16) ****									
2622		387 RAHNS OIL & PROPANE, INC	459.78						
	91568	12/31/16 Fire dept fuel	109.49			225 42200	215	10100	
	91568	12/31/16 Public Works fuel	317.12			101 43100	215	10100	
	91568	12/31/16 EDA food	33.17			300 46500	210	10100	
		Total for Vendor:	459.78						
2623		510 VERIZON WIRELESS	58.69						
	9777956378	01/01/17 Cell phone - Jan	58.69			101 43100	320	10100	
		Total for Vendor:	58.69						
*** Claim from another period (12/16) ****									
2624		525 XCEL ENERGY	3,051.22						
	528267007	12/19/16 Water tower	150.52			601 43225	381	10100	
	529628224	01/03/17 Street lights	685.84			101 43160	381	10100	
	529872183	01/04/17 302188142	155.79			601 43225	381	10100	
	529872183	01/04/17 302252262	108.64			101 43160	381	10100	
	529872183	01/04/17 302290398	271.87			101 41000	381	10100	
	529872183	01/04/17 302679657	138.28			101 43100	381	10100	
	529872183	01/04/17 302700297	26.57			602 43250	381	10100	
	529872183	01/04/17 302947044	218.76			601 43225	381	10100	

01/10/17  
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Claim Approval List  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$							Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
	529872183	01/04/17 303193187	37.69			602		43250	381		10100
	529872183	01/04/17 303616049	170.86			225		42200	381		10100
	529872183	01/04/17 303936749	54.76			101		43160	381		10100
	529872183	01/04/17 303956738	623.03			101		43160	381		10100
	529872183	01/04/17 303963984	326.20			101		43160	381		10100
	529872183	01/04/17 303985901	41.95			101		43160	381		10100
	529872183	01/04/17 304083816	13.22			101		43160	381		10100
	529872183	01/04/17 304098414	27.24			602		43250	381		10100
		Total for Vendor:	3,051.22								
		# of Claims	11	Total:							
											341,687.38

01/12/17  
08:36:15

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2625		486 TRI-COUNTY ABSTRACT & TITLE	5,754.64					
	1451243	01/12/17 Land (lot 8) sold to Carr's T	5,754.64*			300 46500	430	10100
		Total for Vendor:	5,754.64					
		# of Claims	1	Total:		5,754.64		

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11:39:41

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/16) ****								
2626		650 ALL STAR TROPHY & AWARDS INC.	60.00					
	45262	12/05/16 Ken Goebel plaque	60.00			101 41000	210	10100
		Total for Vendor:	60.00					
*** Claim from another period (12/16) ****								
2627		40 AUTO VALUE-ALBANY	10.99					
	26210880	11/30/16 #408 mini lamp	10.99			225 42200	210	10100
		Total for Vendor:	10.99					
*** Claim from another period (12/16) ****								
2628		647 BADGER METER INC	1,594.56					
	1139355	12/28/16 Trimble service renewal	272.28			601 43225	433	10100
	1139355	12/28/16 Trimble service renewal	272.28			602 43250	433	10100
	1139355	12/28/16 Readctr service renewal	525.00			601 43225	433	10100
	1139355	12/28/16 Readctr service renewal	525.00			602 43250	433	10100
		Total for Vendor:	1,594.56					
*** Claim from another period (12/16) ****								
2629		107 DANNY'S DISPOSAL & RECYCLING,	168.66					
	01/01/17	Maintenance bldg	139.25			101 43100	383	10100
	01/01/17	Fire hall	29.41			225 42200	383	10100
		Total for Vendor:	168.66					
2630		122 DVS RENEWAL	106.00					
	01/01/17	00 Ford plate YAL7314	106.00			101 43100	433	10100
		Total for Vendor:	106.00					
*** Claim from another period (12/16) ****								
2631		123 DYMOKE LAW OFFICE, P.A.	55.00					
	01/03/17	Council meeting	55.00			101 41000	302	10100
		Total for Vendor:	55.00					
*** Claim from another period (12/16) ****								
2632		611 EMERGENCY RESPONSE SOLUTIONS	29.40					
	7722	12/19/16 Fasteners, mounting, 4" fronts	24.72			225 42200	210	10100
	7722	12/19/16 Shipping	4.68			225 42200	210	10100
		Total for Vendor:	29.40					

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/16) ****								
2633		626 FIRE SAFETY USA, INC	244.00					
	92891	09/07/16 Cairns helmet with faceshield	229.00			225 42200	210	10100
	92891	09/07/16 Shipping	15.00			225 42200	210	10100
		Total for Vendor:	244.00					
2634		155 FREEPORT FARM CENTER, INC	31.33					
	97245	01/04/17 Massey snowblower parts	31.33			101 43100	220	10100
		Total for Vendor:	31.33					
*** Claim from another period (12/16) ****								
2635		174 GOPHER STATE ONE CALL, INC	1.35					
	6120379	12/31/16 1 email ticket	0.68			601 43225	300	10100
	6120379	12/31/16 1 email ticket	0.67			602 43250	300	10100
2636		174 GOPHER STATE ONE CALL, INC	100.00					
	7000379	01/31/17 2017 annual fee	50.00			601 43225	300	10100
	7000379	01/31/17 2017 annual fee	50.00			602 43250	300	10100
		Total for Vendor:	101.35					
*** Claim from another period (12/16) ****								
2637		194 HENNEN LUMBER CO, INC	33.87					
	16044	11/28/16 City hall keys	2.78			101 41000	220	10100
	16264	12/07/16 4 bags yellow salt	27.52			101 41000	220	10100
	16509	12/20/16 C batteries for water tester	2.18			601 43225	210	10100
	16232	12/06/16 Key for St Rosa church	1.39			225 42200	220	10100
		Total for Vendor:	33.87					
*** Claim from another period (12/16) ****								
2638		199 HILTNER COMPANY, INC	1,104.17					
	88864	08/31/16 Echo chain saw maintenance	98.49			101 45200	220	10100
	88865	08/31/16 Echo blower maintenance	10.00			101 45200	220	10100
	88922	09/21/16 Echo chain saw maintenance	102.50			101 45200	220	10100
	2860	11/16/16 00 Ford F350 repair	418.68			101 43100	401	10100
	89220	12/23/16 Echo chain saw maintenance	57.50			101 45200	220	10100
	89206	12/17/16 #407 2000 GMC batteries	417.00			225 42200	401	10100
		Total for Vendor:	1,104.17					

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/16) ****								
2639		219 JOANN TIMP	72.00					
	12/30/16	2 cleanings 12/23/16-12/30/16	72.00			101 41000	300	10100
2640		219 JOANN TIMP	72.00					
	01/16/17	2 cleanings 1/9/17-1/16/17	72.00			101 41000	300	10100
		Total for Vendor:	144.00					
2641		248 LAKE REGION FIREFIGHTERS ASSN	40.00					
	01/01/17	2017 membership dues	40.00*			225 42200	433	10100
		Total for Vendor:	40.00					
2642		258 LEAGUE OF MN CITIES	650.00					
	248724 01/03/17	New elected leadership confrnc	650.00			101 41100	330	10100
		Total for Vendor:	650.00					
*** Claim from another period (12/16) ****								
2643		696 LITTLE FALLS MACHINE, INC	315.53					
	59526 12/29/16	11 ft rev plow blade	290.41			101 43100	220	10100
	59526 12/29/16	13 plow bolts	17.08			101 43100	220	10100
	59526 12/29/16	13 5/8" nuts	8.04			101 43100	220	10100
		Total for Vendor:	315.53					
2644		529 LOREN GOEBEL	12.83					
	01/12/17	Mail box	12.83			101 43100	220	10100
		Total for Vendor:	12.83					
*** Claim from another period (12/16) ****								
2645		293 MID MINNESOTA CODE ENFORCEMENT,	5,542.82					
	12/23/16	2016 2nd half permits thru #17	5,542.82			101 42050	310	10100
		Total for Vendor:	5,542.82					
*** Claim from another period (12/16) ****								
2646		309 MINNESOTA LIFE INSURANCE CO	3.70					
	12/14/16	Goebel	1.70			101 43000	131	10100
	12/14/16	Hennen	2.00			101 41400	131	10100



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CITY OF FREEPORT  
Claim Approval List  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2647		309 MINNESOTA LIFE INSURANCE CO	3.70					
	01/13/17	Goebel	1.70			101 43000	131	10100
	01/13/17	Hennen	2.00			101 41400	131	10100
		Total for Vendor:	7.40					
2648		313 MINNESOTA POLLUTION CONTROL	55.00					
	01/01/17	Goebel Class D wastewater exam	55.00*			602 43250	431	10100
		Total for Vendor:	55.00					
2649		316 MINNESOTA STATE FIRE CHIEFS	207.00					
	01/01/17	2017 membership dues	207.00*			225 42200	433	10100
		Total for Vendor:	207.00					
2650		654 MINNESOTA STATE FIRE DEPT	148.00					
	01/01/17	2017 MSFDA membership dues	148.00*			225 42200	433	10100
		Total for Vendor:	148.00					
2651		328 MN RURAL WATER ASSOCIATION	275.00					
	12/29/16	Membership 2017-2018	275.00			601 43225	433	10100
2652		328 MN RURAL WATER ASSOCIATION	230.00					
	01/01/17	2017 MRWA technical conference	115.00			601 43225	330	10100
	01/01/17	2017 MRWA technical conference	115.00			602 43250	330	10100
		Total for Vendor:	505.00					
2653		385 QUILL	123.16					
	3567815 01/17/17	Toilet paper	65.98			101 41000	210	10100
	3567815 01/17/17	Mr. Clean magic eraser	7.19			101 41000	210	10100
	3612059 01/18/17	Copy paper	49.99			101 41000	210	10100
		Total for Vendor:	123.16					
		*** Claim from another period (12/16) ****						
2654		543 SAFEGUARD BUSINESS SYSTEMS	389.68					
	C74KN8 12/09/16	Utility postcards	194.84			601 43225	210	10100
	C74KN8 12/09/16	Utility postcards	194.84			602 43250	210	10100
		Total for Vendor:	389.68					

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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2655		651 STATE OF MINNESOTA DEPT OF	200.00					
	M82844	01/09/17 Facility ID 11415 city well #1	100.00			601 43225	433	10100
	M82847	01/09/17 Facility ID 11418 city well #2	100.00			601 43225	433	10100
		Total for Vendor:	200.00					
2656		440 STEARNS CO AUDITOR/TREASURER	427.28					
	2017-00015	01/11/17 2017 election equip mainte	394.00*			101 41450	210	10100
	2017-00085	01/17/17 2016 election chargebacks	33.28*			101 41450	210	10100
		Total for Vendor:	427.28					
2657		513 VIKING INDUSTRIAL CENTER	408.50					
		Gas meter to go down manholes, CO detector, etc.						
	3097951	01/06/17 Safety equipment	408.50			101 43100	210	10100
		Total for Vendor:	408.50					
		*** Claim from another period (12/16) ****						
2658		715 WATER TOWER CLEAN & COAT, INC	7,500.00					
	WT77995	12/28/16 Install tank mixing system	7,500.00			601 43225	311	10100
		Total for Vendor:	7,500.00					
2659		516 WEBER PRINTING	50.00					
	316623	01/11/17 Update website	50.00			101 41000	300	10100
		Total for Vendor:	50.00					
2660		525 XCEL ENERGY	203.73					
	532005142	01/20/17 Water tower	203.73			601 43225	381	10100
		Total for Vendor:	203.73					
# of Claims			35	Total :	20,469.26			

01/05/17  
10:55:09

CITY OF FREEPORT  
Liability Check Detail

Page: 1 of 1  
Report ID: W120

Liability Check    19398 BLUE CROSS BLUE SHIELD    1243.15

Check #	Employee	Pay Date	Empl. Amount	Empr. Amount	Total Amount
19342	Goebel, Loren C.	12/07/16	0.00	0.00	0.00
-89163	Goebel, Loren C.	12/31/16	-219.04	0.01	-219.03
-89169	Goebel, Loren C.	12/28/16	193.68	375.00	568.68
-89176	Goebel, Loren C.	12/14/16	193.68	375.00	568.68
-89184	Goebel, Loren C.	11/30/16	0.00	0.00	0.00
-89162	Hennen, Adrianna M.	12/31/16	0.00	45.31	45.31
-89168	Hennen, Adrianna M.	12/28/16	0.00	139.76	139.76
-89175	Hennen, Adrianna M.	12/14/16	0.00	139.75	139.75
-89183	Hennen, Adrianna M.	11/30/16	0.00	0.00	0.00
Total Detail:			168.32	1074.83	1243.15

01/26/17  
07:51:21

CITY OF FREEPORT  
Liability Check Detail

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Liability Check    19412 BLUE CROSS BLUE SHIELD    1243.15

Check #	Employee	Pay Date	Empl. Amount	Empr. Amount	Total Amount
-89154	Goebel, Loren C.	01/25/17	84.16	375.01	459.17
-89161	Goebel, Loren C.	01/11/17	84.16	375.00	459.16
-89153	Hennen, Adrianna M.	01/25/17	0.00	162.41	162.41
-89160	Hennen, Adrianna M.	01/11/17	0.00	162.41	162.41
Total Detail:		4	168.32	1074.83	1243.15



## **CITY OF FREEPORT**

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116  
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service [www.freeportmn.org](http://www.freeportmn.org)

### **December 27, 2016 – Meeting Minutes**

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

Members not in attendance: Tim Hennen

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Deputy Treasurer Joan Wall, City Attorney Scott Dymoke, City Engineer Dave Blommel, and Public Works Director Loren Goebel

Others in attendance:

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

Jake Renneker (107 9<sup>th</sup> St SE)

### **Approve Agenda**

Eveslage moved to approve the agenda, seconded by K. Goebel. Motion carried 4-0.

### **Open Public Forum**

No comment was given

### **Consent Agenda**

K. Goebel moved to approve the consent agenda, seconded by Ettle. Motion carried 4-0.

### **Reports**

#### Clerk Report

A. Hennen updated the council on the swearing in ceremony to be held on January 9<sup>th</sup>.

Atkinson presented K. Goebel with a plaque thanking him for his service to Freeport as a councilmember.

#### Deputy Treasurer Report

No report was given.

#### Public Works Report

No report was given.

#### Engineer Report

No Report was given.

#### Attorney Report

No report was given.

Fire Department Report

No report was given.

**Old Business**

Resolution 2016-16 – 2017 Final Budget

Eveslage moved to approve Resolution 2016-16, seconded by Ettle. Roll-call vote was requested: Atkinson-yes, Ettle-yes, Eveslage-yes, K. Goebel-yes. Motion carried 4-0.

Public Works Performance/Pay

Eveslage moved to give Loren Goebel a raise to \$18 immediately, followed by a raise to \$20 with the completion of his wastewater license, seconded by Ettle. Motion carried 4-0.

Compost Site

Council agreed this would be an ongoing topic and something to keep discussing.

**New Business**

Resolution 2016-14 – Fire Department Officer Appointment

Eveslage moved to approve Resolution 2016-14, seconded by Ettle. Motion carried 4-0.

Resolution 2016-15 – Fire Department Personnel Policy

Ettle moved to approve Resolution 2016-15, seconded by K. Goebel. Motion carried 4-0.

**Adjourn**

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Mayor, Rodney Atkinson

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City Clerk-Treasurer, Adrianna Hennen



## **CITY OF FREEPORT**

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116  
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service [www.freeportmn.org](http://www.freeportmn.org)

### **January 9, 2017 – Meeting Minutes**

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

Staff in attendance: Clerk-Treasurer Adrianna Hennen, City Attorney Scott Dymoke, and Public Works Director Loren Goebel

The girl scouts presented the colors. Following the presentation of colors Judge Mary Mahler administered oaths for Councilmember Jake Renneker, Councilmember Mike Eveslage, and Mayor Rodney Atkinson. Following the oath's of office, the Freeport Lions sang "America the Beautiful". A social followed.

Atkinson closed the meeting at 7:45pm.

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Mayor, Rodney Atkinson

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City Clerk-Treasurer, Adrianna Hennen



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <u>Sacred Heart Church</u>		Date organized <u></u>	Tax exempt number <u>ES21269</u>
Address <u>106 3<sup>rd</sup> Ave NE</u>	City <u>Freeport</u>	State <u>MN</u>	Zip Code <u>56331</u>
Name of person making application <u>Deana Middendorf</u>		Business phone <u>320-333-5312</u>	Home phone <u>320-836-7068</u>
Date(s) of event <u>7/15/17 - 7/16/17</u>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name <u>Fr. Daniel Walz</u>	City <u>Freeport</u>	State <u>MN</u>	Zip Code <u>56331</u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>

Location where permit will be used. If an outdoor area, describe.  
Sacred Heart Church Grounds, behind church.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

C & L Distributing

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Sacred Heart Church Previous Gambling Permit Number: X-73011-11  
 Minnesota Tax ID Number, if any: 8570263 Federal Employer ID Number (FEIN), if any: 410790156  
 Mailing Address: 106 3<sup>rd</sup> Ave NE  
 City: Freeport State: mn Zip: 56331 County: Stearns  
 Name of Chief Executive Officer (CEO): Fr. Daniel Walz  
 Daytime Phone: 320-836-2143 Email: Triparish@Albanytel.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
 651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Sacred Heart Church

Address (do not use P.O. box): 106 3<sup>rd</sup> Ave NE

City or Township: Freeport Zip: 56331 County: Stearns

Date(s) of activity (for raffles, indicate the date of the drawing): July 15, 2017 and July 16, 2017

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☒ Pull-Tabs ☐ Tipboards

☒ Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$ \_\_\_\_\_)

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

# Memo

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From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 1/26/17

Re: Clerk Report

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My schedule for the month of February:

- I will be in Maryland Feb 17-20. City Hall will be closed Friday the 17<sup>th</sup>. City Hall will be closed the 20<sup>th</sup> for Presidents Day.
  - I will be in Chicago Feb 23-26. Joan will be here Thursday the 23<sup>rd</sup> and City Hall will be closed Friday the 24<sup>th</sup>. I will be back Monday.
    - I will have the agenda packet out the 22<sup>nd</sup> for the February 28<sup>th</sup> meeting.
- 

January 9<sup>th</sup> Special Meeting – Since we had to consider the January 9<sup>th</sup> meeting a special meeting to prevent open meeting law violations and no business was conducted, does the council want to get paid the special meeting pay rate? If not, I will need a unanimous vote against.

City of Freeport  
All Funds Summary  
For the Twelve Months Ended December 31, 2016 (Unaudited)

	General Fund	AFSA Fund	TIF Swany White	EDA Fund	Bonds, 2013 Main Street Refunding	Bonds, 2012 Indust Park Refunding	2006 Small Cities Grant	South End Park Fund	North End Park Fund	Bucket Fund Old Tower Preservation	Street Improv Fund	Capital Equip Fund	Water Fund	Waste Water Fund	Water USDA Reserve	Waste Water USDA Reserve	Total YTD Amount
REVENUES:																	
Property Taxes																	
Property Tax Levy	235,693			9,876	91,322	88,826											425,717
Other Taxes	1,415		2,915														4,330
General Sales and Use Tax													1,892				1,892
Special Assessments	0				11,591								34,613	0			46,204
Licenses and Permits	24,367																24,367
State Grants & Aid	112,573	27,071															139,644
Charges for Services	835												141,938	72,596			215,369
Public Safety		96,672															96,672
Fines and Forfeitures	1,540																1,540
Loan Payments Received							1,158										1,158
Miscellaneous	24,813	9,494		130	352	1,771	500	10	10	29	321	47	2,247	104			39,827
Total Revenues	401,234	133,237	2,915	10,006	103,265	90,597	1,657	10	10	29	321	47	180,690	72,700	0	0	996,719
EXPENDITURES:																	
General Government	32,930																32,930
Legislative (Council/Board)	5,050																5,050
Executive (Mayor/Manager)	1,542																1,542
Clerk	86,651																86,651
Elections	2,852																2,852
Auditor	18,585																18,585
Assessor	4,696																4,696
Planning / Zoning	138																138
Building Official	14,053																14,053
Public Works	63,504																63,504
Highways, Streets & Roadways	35,803										0						35,803
Street Lighting	20,317																20,317
Parks	9,671																9,671
Salaries & Benefits		33,173															33,173
Supplies		18,140		380									2,919	5,054			26,492
Professional Services		4,460		692							0		9,010	3,934			18,096
Fire Dept Aid		19,603															19,603
Training		4,931											465	113			5,509
Insurance		6,682											781	1,552			9,015
Utilities		4,142											6,069	1,143			11,354
Repairs		9,187															9,187
Water/Waste Water Treatment													8,232	2,395			10,628
Debt Service					123,695	180,063							57,740	4,200			365,698
Miscellaneous		3,011	2,915	65									2,064	0			8,055
Total Expenditures	295,794	103,330	2,915	1,137	123,695	180,063	0	0	0	0	0	0	87,280	18,391	0	0	812,604
Excess of Revenues																	
Over (Under) Expenditures	105,440	29,907	(0)	8,869	(20,430)	(89,465)	1,657	10	10	29	321	47	93,411	54,309	0	0	184,115
OTHER SOURCES (USES):																	
Transfers In	88,500	40,224	0	0	0	0	0	0	0	0	70,000	10,000	0	0	13,867	2,800	225,391
Transfers Out	(120,224)	(3,500)	0	(5,000)	0	0	0	0	0	0	0	0	(53,867)	(42,800)	0	0	(225,391)
Total Other Sources (Uses)	(31,724)	36,724	0	(5,000)	0	0	0	0	0	0	70,000	10,000	(53,867)	(42,800)	13,867	2,800	0
Excess of Revenues & Other Sources																	
Over (Under) Expenditures & Other Uses	73,716	66,631	(0)	3,869	(20,430)	(89,465)	1,657	10	10	29	70,321	10,047	39,544	11,509	13,867	2,800	184,115
FUND BALANCES:																	
January 1	443,813	427,870	0	133,722	151,642	453,322	88,421	1,704	1,740	5,239	0	0	2,015,251	2,072,213	41,601	8,400	5,844,939
December 31	517,530	494,501	(0)	137,591	131,212	363,857	90,079	1,713	1,750	5,268	70,321	10,047	2,054,795	2,083,722	55,468	11,200	6,029,055
CASH:																	
January 1	430,650	420,813	0	26,894	150,654	452,793	88,421	1,704	1,740	5,239	0	0	393,271	42,562	41,601	8,400	2,064,743
Increase (Decrease) in Cash	83,276	65,336	(0)	3,977	(19,442)	(88,936)	1,657	10	10	29	70,321	10,047	52,769	(7,048)	13,867	2,800	188,673
December 31	513,925	486,149	(0)	30,871	131,212	363,857	90,079	1,713	1,750	5,268	70,321	10,047	446,040	35,514	55,468	11,200	2,253,416

**City of Freeport**  
**Budget Variance Explanations**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

General Fund Revenue

Licenses & Permits:

Building Permits	Building permits from Worms Lumber, Marvin Enterprise, Mid Central Heating & AC, and MKI Enterprise
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Miscellaneous:

Interest Earnings	Interest is now being allocated to appropriate funds every quarter instead of sitting in Gen Fund until year end
Rents and Royalties	FSB sign rent not yet received - came in Dec last year
Donations	Donation rec'd from Lions for Christmas decorations - offset by Misc expense under Streets

General Fund Expenditures

Building Official	Offset by high building permit revenue
Auditor	Under budget - less need for consultant due to hiring Deputy Treasurer
Planning & Zoning Prof Svcs	Under budget - no land use proposal done
Public Works Asst Wages	Under budget - more budgeted than needed
Public Works Workers Comp	Under budget - ???
Streets Outside Maint	Under budget - more budgeted than needed

AFSA Fund Revenue

State Grants & Aid:

State Grants & Aid/PERA	Offset by check written to Relief Assn
Fire Dept Aid	Reimbursements for training costs and supplemental benefits for retired firefighter

AFSA Fund Expenditures

Operating Supplies	Spending over budget
Truck Repairs	Truck repairs needed
Miscellaneous	Suppl benefit pmt reimb to Relief Assn - offset by revenue

Water Fund Expenditures

Miscellaneous	Depreciation is posted during year end process
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Waste Water Fund Expenditures

Operating Supplies	Lagoon bugs and weed killer weren't budgeted
Miscellaneous	Depreciation is posted during year end process

**City of Freeport**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
Property Taxes				
Property Tax Levy	238,500	235,693	98.8%	(2,807)
Other Taxes	3,000	1,415	47.2%	(1,585)
Special Assessments	675	0	0.0%	(675)
Licenses and Permits	8,925	24,367	273.0%	15,442
State Grants & Aid	112,121	112,573	100.4%	452
Charges for Services	100	835	835.0%	735
Fines and Forfeitures	1,500	1,540	102.7%	40
Miscellaneous	17,640	24,813	140.7%	7,173
Total Revenues	382,461	401,234	104.9%	18,773
<b>EXPENDITURES:</b>				
General Government	32,622	32,930	100.9%	308
Legislative (Council/Board)	5,756	5,050	87.7%	(706)
Executive (Mayor/Manager)	2,003	1,542	77.0%	(461)
Clerk	91,472	86,651	94.7%	(4,821)
Elections	2,950	2,852	96.7%	(98)
Auditor	25,260	18,585	73.6%	(6,675)
Assessor	5,000	4,696	93.9%	(304)
Planning / Zoning	6,250	138	2.2%	(6,112)
Building Official	4,200	14,053	334.6%	9,853
Public Works	93,377	63,504	68.0%	(29,873)
Highways, Streets & Roadways	38,761	35,803	92.4%	(2,958)
Street Lighting	20,500	20,317	99.1%	(183)
Parks	10,511	9,671	92.0%	(840)
Total Expenditures	338,662	295,794	87.3%	(42,868)
Excess of Revenues Over (Under) Expenditures	43,799	105,440	240.7%	61,641
<b>OTHER SOURCES (USES):</b>				
Transfers In	88,500	88,500	100.0%	0
Transfers Out	(120,224)	(120,224)	100.0%	0
Total Other Sources (Uses)	(31,724)	(31,724)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	12,075	73,716	610.5%	61,641

**FUND BALANCES:**

January 1	443,813
December 31	517,530

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	430,650	415,047
Increase (Decrease) in Cash	83,276	15,603
December 31, 2016/December 31, 2015	513,925	430,650

**City of Freeport**  
**AFSA Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
State Grants & Aid	12,000	27,071	225.6%	15,071
Public Safety	90,583	96,672	106.7%	6,089
Miscellaneous	4,000	9,494	237.4%	5,494
Total Revenues	106,583	133,237	125.0%	26,654
<b>EXPENDITURES:</b>				
Salaries & Benefits	35,526	33,173	93.4%	(2,353)
Supplies	15,250	18,140	119.0%	2,890
Professional Services	4,400	4,460	101.4%	60
Fire Dept Aid	12,000	19,603	163.4%	7,603
Training	4,600	4,931	107.2%	331
Insurance	11,000	6,682	60.7%	(4,318)
Utilities	5,225	4,142	79.3%	(1,083)
Repairs	3,000	9,187	306.2%	6,187
Miscellaneous	1,350	3,011	223.0%	1,661
Total Expenditures	92,351	103,330	111.9%	10,979
Excess of Revenues Over (Under) Expenditures	14,232	29,907	210.1%	15,675
<b>OTHER SOURCES (USES):</b>				
Transfers In	40,224	40,224	100.0%	0
Transfers Out	(3,500)	(3,500)	100.0%	0
Total Other Sources (Uses)	36,724	36,724	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	50,956	66,631	130.8%	15,675

**FUND BALANCES:**

January 1	427,870
December 31	494,501

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	420,813	355,308
Increase (Decrease) in Cash	65,336	65,505
December 31, 2016/December 31, 2015	486,149	420,813

**Cash Breakdown:**

Truck Fund	336,333	284,647
Bldg/Equip Fund	5,833	4,620
Operating	143,983	131,546
	486,149	420,813



**City of Freeport**  
**TIF Swany White Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
Tax Increments	3,000	2,915	97.2%	(85)
Total Revenues	3,000	2,915	97.2%	(85)
<b>EXPENDITURES:</b>				
TIF Payment	3,000	2,915	97.2%	(85)
Total Expenditures	3,000	2,915	97.2%	(85)
Excess of Revenues Over (Under) Expenditures	0	(0)	N/A	(0)
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	(0)	N/A	(0)
<b>FUND BALANCES:</b>				
January 1		0		
December 31		(0)		

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	0	1,445
Increase (Decrease) in Cash	(0)	(1,445)
December 31, 2016/December 31, 2015	(0)	0

**City of Freeport**  
**EDA Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
General Property Taxes	10,000	9,876	98.8%	(124)
Miscellaneous	0	130	N/A	130
Total Revenues	10,000	10,006	100.1%	6
<b>EXPENDITURES:</b>				
Supplies	800	380	47.5%	(420)
Professional Services	2,000	692	34.6%	(1,308)
Miscellaneous	2,200	65	3.0%	(2,135)
Total Expenditures	5,000	1,137	22.7%	(3,863)
Excess of Revenues Over (Under) Expenditures	5,000	8,869	177.4%	3,869
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	(5,000)	(5,000)	100.0%	0
Total Other Sources (Uses)	(5,000)	(5,000)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	3,869	N/A	3,869
<b>FUND BALANCES:</b>				
January 1		133,722		
December 31		137,591		

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	26,894	24,219
Increase (Decrease) in Cash	3,977	2,675
December 31, 2016/December 31, 2015	30,871	26,894



**City of Freeport**  
**Bonds, 2013 (Refunding of Main St Improvements)**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
General Property Taxes	92,500	91,322	98.7%	(1,178)
Special Assessments	8,281	11,591	140.0%	3,310
Miscellaneous	702	352	50.1%	(350)
Total Revenues	101,483	103,265	101.8%	1,782
<b>EXPENDITURES:</b>				
Debt Service	123,603	123,695	100.1%	92
Total Expenditures	123,603	123,695	100.1%	92
Excess of Revenues				
Over (Under) Expenditures	(22,120)	(20,430)	92.4%	1,690
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources				
Over (Under) Expenditures & Other Uses	(22,120)	(20,430)	92.4%	1,690

**FUND BALANCES:**

January 1	151,642
December 31	131,212

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	150,654	0
Increase (Decrease) in Cash	(19,442)	150,654
December 31, 2016/December 31, 2015	131,212	150,654

**City of Freeport**  
**Bonds, 2012 (Refunding of Industrial Park)**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
General Property Taxes	90,000	88,826	98.7%	(1,174)
Miscellaneous	1,847	1,771	95.9%	(76)
Total Revenues	91,847	90,597	98.6%	(1,250)
EXPENDITURES:				
Debt Service	180,018	180,063	100.0%	45
Total Expenditures	180,018	180,063	100.0%	45
Excess of Revenues				
Over (Under) Expenditures	(88,171)	(89,465)	101.5%	(1,294)
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources				
Over (Under) Expenditures & Other Uses	(88,171)	(89,465)	101.5%	(1,294)
FUND BALANCES:				
January 1		453,322		
December 31		363,857		

	Balance 2016	Balance 2015
CASH:		
January 1	452,793	0
Increase (Decrease) in Cash	(88,936)	452,793
December 31, 2016/December 31, 2015	363,857	452,793

**City of Freeport**  
**2006 Small Cities Grant**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
Loan Payments Received	0	1,158	N/A	1,158
Miscellaneous	0	500	N/A	500
Total Revenues	0	1,657	N/A	1,657
<b>EXPENDITURES:</b>				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	1,657	N/A	1,657
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	1,657	N/A	1,657

**FUND BALANCES:**

January 1	88,421
December 31	90,079

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	88,421	79,760
Increase (Decrease) in Cash	1,657	8,661
December 31, 2016/December 31, 2015	90,079	88,421

**City of Freeport**  
**South End Park Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	10	N/A	10
Total Revenues	0	10	N/A	10
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	10	N/A	10
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	10	N/A	10

FUND BALANCES:

January 1	1,704
December 31	1,713

	Balance 2016	Balance 2015
CASH:		
January 1	1,704	1,692
Increase (Decrease) in Cash	10	12
December 31, 2016/December 31, 2015	1,713	1,704

**City of Freeport**  
**North End Park Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	10	N/A	10
Total Revenues	0	10	N/A	10
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	10	N/A	10
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	10	N/A	10

FUND BALANCES:

January 1	1,740
December 31	1,750

	Balance 2016	Balance 2015
CASH:		
January 1	1,740	1,729
Increase (Decrease) in Cash	10	12
December 31, 2016/December 31, 2015	1,750	1,740

**City of Freeport**  
**Bucket Fund - Old Tower Preservation**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	29	N/A	29
Total Revenues	0	29	N/A	29
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	29	N/A	29
OTHER SOURCES (USES):				
Transfers In	0	0	N/A	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	0	0	N/A	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	0	29	N/A	29

FUND BALANCES:

January 1	5,239
December 31	5,268

	Balance 2016	Balance 2015
CASH:		
January 1	5,239	5,204
Increase (Decrease) in Cash	29	36
December 31, 2016/December 31, 2015	5,268	5,239

**City of Freeport**  
**Street Improvements Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
Miscellaneous	0	321	N/A	321
<b>Total Revenues</b>	<b>0</b>	<b>321</b>	<b>N/A</b>	<b>321</b>
<b>EXPENDITURES:</b>				
Professional Services	0	0	N/A	0
Highways, Streets & Roadways	0	0	N/A	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>0</b>
Excess of Revenues Over (Under) Expenditures	0	321	N/A	321
<b>OTHER SOURCES (USES):</b>				
Transfers In	70,000	70,000	100.0%	0
Transfers Out	0	0	N/A	0
<b>Total Other Sources (Uses)</b>	<b>70,000</b>	<b>70,000</b>	<b>100.0%</b>	<b>0</b>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u>70,000</u>	<u>70,321</u>	<u>100.5%</u>	<u>321</u>
<b>FUND BALANCES:</b>				
January 1		<u>0</u>		
December 31		<u><u>70,321</u></u>		

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	0	0
Increase (Decrease) in Cash	<u>70,321</u>	<u>0</u>
December 31, 2016/December 31, 2015	<u><u>70,321</u></u>	<u><u>0</u></u>

**City of Freeport**  
**Capital Equipment Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
Miscellaneous	0	47	N/A	47
Total Revenues	0	47	N/A	47
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	47	N/A	47
OTHER SOURCES (USES):				
Transfers In	10,000	10,000	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	10,000	10,000	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	10,000	10,047	100.5%	47
FUND BALANCES:				
January 1		0		
December 31		10,047		
CASH:				
January 1	0	0		
Increase (Decrease) in Cash	10,047	0		
December 31, 2016/December 31, 2015	10,047	0		



**City of Freeport  
Water Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
General Sales and Use Tax	2,000	1,892	94.6%	(108)
Charges for Services	156,200	141,938	90.9%	(14,262)
Miscellaneous	0	2,247	N/A	2,247
<b>Total Revenues</b>	<b>158,200</b>	<b>180,690</b>	<b>114.2%</b>	<b>22,490</b>
<b>EXPENDITURES:</b>				
Supplies	3,850	2,919	75.8%	(931)
Professional Services	4,300	9,010	209.5%	4,710
Training	200	465	232.6%	265
Insurance	798	781	97.9%	(17)
Utilities	6,300	6,069	96.3%	(231)
Water Treatment	8,175	8,232	100.7%	57
Debt Service	72,740	57,740	79.4%	(15,000)
Miscellaneous	73,830	2,064	2.8%	(71,766)
<b>Total Expenditures</b>	<b>170,193</b>	<b>87,280</b>	<b>51.3%</b>	<b>(82,913)</b>
Excess of Revenues Over (Under) Expenditures	<b>(11,993)</b>	<b>93,411</b>	<b>-778.9%</b>	<b>105,404</b>
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	(53,867)	(53,867)	100.0%	0
<b>Total Other Sources (Uses)</b>	<b>(53,867)</b>	<b>(53,867)</b>	<b>100.0%</b>	<b>0</b>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<b>(65,860)</b>	<b>39,544</b>	<b>-60.0%</b>	<b>105,404</b>

**FUND BALANCES:**

January 1	<u>2,015,251</u>
December 31	<u><u>2,054,795</u></u>

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	393,271	416,304
Increase (Decrease) in Cash	52,769	(23,033)
December 31, 2016/December 31, 2015	<u><u>446,040</u></u>	<u><u>393,271</u></u>

**City of Freeport  
Waste Water Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
<b>REVENUES:</b>				
Charges for Services	77,200	72,596	94.0%	(4,604)
Miscellaneous	0	104	N/A	104
Total Revenues	77,200	72,700	94.2%	(4,500)
<b>EXPENDITURES:</b>				
Supplies	1,112	5,054	454.5%	3,942
Professional Services	3,700	3,934	106.3%	234
Training	300	113	37.5%	(188)
Insurance	2,015	1,552	77.0%	(463)
Utilities	1,150	1,143	99.4%	(7)
Waste Water Treatment	2,020	2,395	118.6%	375
Debt Service	34,200	4,200	12.3%	(30,000)
Miscellaneous	62,525	0	0.0%	(62,525)
Total Expenditures	107,022	18,391	17.2%	(88,632)
Excess of Revenues Over (Under) Expenditures	(29,822)	54,309	-182.1%	84,131
<b>OTHER SOURCES (USES):</b>				
Transfers In	0	0	N/A	0
Transfers Out	(42,800)	(42,800)	100.0%	0
Total Other Sources (Uses)	(42,800)	(42,800)	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	(72,622)	11,509	-15.8%	84,131
<b>FUND BALANCES:</b>				
January 1		2,072,213		
December 31		2,083,722		

	Balance 2016	Balance 2015
<b>CASH:</b>		
January 1	42,562	68,522
Increase (Decrease) in Cash	(7,048)	(25,961)
December 31, 2016/December 31, 2015	35,514	42,562

**City of Freeport**  
**Water USDA Reserve**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
Total Revenues	0	0	N/A	0
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
OTHER SOURCES (USES):				
Transfers In	13,867	13,867	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	13,867	13,867	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	13,867	13,867	100.0%	0

FUND BALANCES:

January 1	41,601
December 31	55,468

	Balance 2016	Balance 2015
CASH:		
January 1	41,601	0
Increase (Decrease) in Cash	13,867	41,601
December 31, 2016/December 31, 2015	55,468	41,601

**City of Freeport**  
**Waste Water USDA Reserve**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Twelve Months Ended December 31, 2016 (Unaudited)**

	Final Budget 2016	Year-to-Date Amount 12/31/16	Year-to-Date % of Budget 12/31/16	Variance With Final Budget
REVENUES:				
Total Revenues	0	0	N/A	0
EXPENDITURES:				
Total Expenditures	0	0	N/A	0
Excess of Revenues Over (Under) Expenditures	0	0	N/A	0
OTHER SOURCES (USES):				
Transfers In	2,800	2,800	100.0%	0
Transfers Out	0	0	N/A	0
Total Other Sources (Uses)	2,800	2,800	100.0%	0
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	2,800	2,800	100.0%	0

FUND BALANCES:

January 1	8,400
December 31	11,200

	Balance 2016	Balance 2015
CASH:		
January 1	8,400	0
Increase (Decrease) in Cash	2,800	8,400
December 31, 2016/December 31, 2015	11,200	8,400

Job Duty	Date	Initial
Did water tower, well house, pond checks, cleaned storm main street + side walk city hall + divider.	TUE 12/13/16	LG
Did well house, water tower pond checks, garbage up town, did static draw down test with Atkinson Well, greased equipment	Wed 12/14/16	LG
Did well house, water tower, lift station, pond checks, met with Mike from Rural Water, Flushed hydrant by Industrial Lift station	THUR 12/15/16	LG
"had a fire" to clear up some yellow water, blew streets by whirlwind + scraped Elm from drifting snow, cleaned shop	"	LG
Did well house, water tower, pond checks, blew <sup>snow at</sup> city hall front + back. went thru equipment for the expected snow today	FRI 12/16/16	LG
Blew snow	"	LG
Did well house, water tower, pond checks	SAT 12/17/16	LG/ME
Did well house, water tower, pond checks, plowed streets	"	LG
Could not get on Saturday	SUN 12/18/16	LG
Did well house, water tower, pond, lift station checks	"	LG
did water sampling, plowed snow where snow had drifted over road, cleaned shop	Mon 12/19/16	LG
Did well house, water tower, pond checks, plowed drifted snow, cleaned up <sup>snow</sup> front of Firehall, garbage, filed paperwork	TUE 12/20/16	LG
<del>at shop</del>	<del>12/21/16</del>	<del>LG</del>
<del>~~~~~ council packet ~~~~~</del>		
Did well house, water tower, pond checks, cleaned at shop + city hall, scraped streets w/ belly scraper on plow truck, delivered packets, met with Brian Z.	Wed 12/21/16	LG
Did well house, water tower, lift station, pond checks, did water sampling, cleaned flow station chunk of grease was caught up in the reading area, cleaned shop, fixed blinker truck	THUR 12/22/16	LG
Did well house, water tower, pond checks	"	LG
Did well house, water tower, pond checks	FRI 12/23/16	LG
Did well house, water tower, pond checks	SAT 12/24/16	LG
Did well house, water tower, pond checks, <sup>filled plow truck w/ sand</sup> sanded streets	SUN 12/25/16	LG
Power outage 1:30 AM checked lift station, belly scraped streets	Mon 12/26/16	LG
Did well house, water tower, pond, lift station checks, did water sampling	"	LG
Did well house, water tower pond checks, set council room up for meeting from elections, sanded streets, worked on ton truck had blown fuses, filed paper work, ordered blade	TUE 12/27/16	LG
	"	LG
	"	LG

Job Duty	Date	Initial
For plow, Met with Russ Stone, Water tower Mixing systems Inc.	Tue 12/27/16	LG
put in Air mixings in tower	"	LG
Did well house, water tower, pond checks, went up tower, spread salt/sand in Alleys + by Rinkler, Filled plow truck w/ sand	Wed 12/28/16	LG
Did water meter reading, Did well house, water tower, L.Ft station	THUR 12/29/16	LG
pond checks, did water sampling, checked lights in town for ones not working, garbages, did paperwork checked on blades for plow truck,	"	LG
	"	LG
Did well house, water tower, pond checks, Flushed dead ends, sanded some streets	FRI 12/30/16	LG
	"	LG
Did well house, water tower, pond checks, sanded	SAT 12/31/16	LG
Did well house, water tower, pond checks	Sun 1/1/17	LG
Did well house, water tower, pond, L.Ft station checks, water sampling	Mon 1/2/17	LG
	"	LG
Did well house, water tower, pond checks, blew snow	Tue 1/3/17	LG
Filled paperwork <sup>on computer</sup> with Adri for water & ponds, Filled paperwork at shop.	"	LG
	"	LG
Did well house, water tower, pond checks, cleaned vehicles,	Wed 1/4/17	LG
Fixed hydraulic hoses on Masey Blower, met with Brian Z	"	LG
Did well house, water tower, pond, L.Ft station checks, did water sampling, cleaned bathroom at shop, put hoses away from	Thur 1/5/17	LG
flushing hydrants, cleaned floor from washing vehicles, met with	"	LG
Alex Ugalde from Innovative support works on Manhole restoration	"	LG
Did well house, water tower, pond checks, met with Brandon	FRI 1/6/17	LG
Pederson from Viking Ind. center on gas monitor + demand how to use.	"	LG
	"	LG
Did well house, water tower, pond checks	SAT 1/7/17	LG
Did well house, water tower, pond checks	Sun 1/8/17	LG
Did well house, water tower, pond, lift station checks, did water sampling, did Influent + other water samples to	Mon 1/9/17	LG
get mail in, did water samples <sup>+</sup> brought to SAKK DHIA	"	LG
Did well house, water tower, pond checks, blew snow + sanded	Tue 1/10/17	LG
	"	LG
changed blade on plow truck	"	LG/ME
Did well house water tower, pond checks, blew snow	Wed 1/11/17	LG/ME
Blew snow clean main street	THUR 1/12/17	LG/ME

Job Duty	Date	Initial
cont. - Did well house, water tower, pond, 1.1t station checks did water sampling.	<del>THUR</del> 1/12/17	LG LG
Did well house, water tower, pond checks, Fixed mailboxes, pushed snow by 401 qth st person said I was not close enough to mailboxes, worked on ton truck	FRI 1/13/17 " "	LG LG LG
Did well house, water tower, pond checks	SAT 1/14/17	LG
Did well house, water tower, pond checks	SUN 1/15/17	LG
Did well house, water tower, pond checks, 1.1t station & water sampling	MON 1/16/17	LG
Did well house, water tower, pond check, hauled snow from behind city hall to ballpark, met with Rural water, used tractor & cleaned out around some fire hydrants.	TUE 1/17/17 " "	LG LG LG
Did well house, water tower, pond checks, changed blade on big snowblower, also change side guards, met with Brian Z.	WED 1/18/17 " "	LG LG LG
Did well house, water tower, pond, 1.1t station checks, did water sampling, got back room ready to put xmas lights away, took down lights & garland of street lights.	THUR 1/19/17 " " "	LG LG LG LG
Did well house, water tower, pond checks, emptied garbages up town, put garland away & finished putting lights away, sanded some streets	FRI 1/20/17 " "	LG LG LG
Did well house, water tower, pond checks	SAT 1/21/17	LG
Did well house, water tower, pond checks	SUN 1/22/17	LG
Did well house, water tower, 1.1t station, pond checks, did water sampling, figured out water usage & worked with Adri to enter them in computer, went & got a racoon out of a residents driveway & picked up some garbage on streets, met with some reps from Viking supply, worked in shop	MON 1/23/17 " " " "	LG LG LG LG LG
Did well house, water tower, pond checks, worked on replacing & repairing wires & lights that were out on plan truck did some Amending of reports w/ Adri that needed to be Adjusted, cleaned at shop	TUE 1/24/17 " " "	LG LG LG LG
Did well house, water tower, pond checks, worked on <del>cont</del> figuring out <del>how</del> ends to fit pumps so they can all be interchangeable, & worked on flag poles, clean shop, started	WED 1/25/17 " "	LG LG LG



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## MEMORANDUM

TO: Freeport Mayor and City Council  
c/o Adrianna Hennen

FROM: Dave Blommel, PE

DATE: January 23, 2017

RE: Council Update  
SEH No. FREEP GEN 14.00

There are a couple of ongoing projects I would like to discuss with the council at your January Meeting. I do not need formal action on either, but want to continue past discussions and establish a direction.

### **Industrial Park Drive**

Pavement on Industrial park drive is in very poor condition. In order to protect any new pavement that would be installed in the cul de sac, and to fix the problem that likely caused the pavement to fail initially, Loren did some drainage work downstream of the street to better dry the subgrade. Following the spring thaw, we will review the water levels and see if the downstream cleaning has improved the high water under the pavement surface. I would anticipate by the March (or potentially April if we have a late spring) meeting, we will be able to make more decisions on how to proceed. I would be happy to meet any, or all, of the council members on site at that time to review the conditions.

### **3<sup>rd</sup> St NE Sanitary Sewer (behind Sacred Heart School)**

We will need to push the school to install a new invert in the connection manhole to better handle the flows coming from the south. This work should have been completed with the connection, but is commonly done after the fact. Depending on the flow characteristics, the upsizing of the 8" pipe to a 10" or 12" can still be completed if necessary.

I plan to attend your meeting on January 31<sup>st</sup> for discussion.

dwb/mrb

p:\fj\freep\common\\_council mtg\2017\m council update 012317.docx

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**Short Elliott Hendrickson Inc.**, 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717  
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**Dymoke Law Office, P.A.**

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

January 24, 2017

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

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Ms. Hennen:

During the period from December 20, 2016 through January 24, 2017, we have not given significant attention any projects on behalf of the City of Freeport.

Respectfully submitted,  
Dymoke Law Office, P.A.

*Scott E. Dymoke*  
by Scott E. Dymoke



## CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116  
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service [www.freeportmn.org](http://www.freeportmn.org)

### 2017 Appointments

	2016	2017
Official Depositories	Freeport State Bank Central Minnesota Credit Union League of MN Cities	
Finance Committee	City Council	
Street Commissioners	City Council	
Legal Advisor	Dymoke Law Office	
Legal Prosecutor	Pottratz Law Office	
Park & Recreation Commissioner	<i>(Left undecided)</i>	
Acting Mayor	Tim Hennen	
EDA Council Rep.	Tim Hennen	
Weed Inspector	Loren Goebel, Public Works Director	
Health Officer	CentraCare Health-Melrose	
Assessor	Stearns County	
Newspaper	Melrose Beacon & Sauk Centre Herald	
Public Examiner	Schlenner Wenner & Co.	
Engineer	SEH, Inc.	
Building Inspector	Dan Marthaler- MidCentral Code Enforcement	
Emergency Management Director	Fire Department Chief	
Acting Emergency Management Director	Fire Department First Assistant Chief	

Zoning Administrator	Clerk-Treasurer
Zoning Officers	City Council
Data Practices Compliance Officer	Clerk-Treasurer
Liaison to Chamber of Commerce	Clerk-Treasurer
Wellhead Protection Committee	Clerk-Treasurer, Co-Wellhead Protection Managers Carrie Raber, Ad Hoc (Stearns County SWCD) Rodney Atkinson, City Council Member Denis Heidgerken, City Resident Peter Welle, Area Township Representative <i>(2015 members, left undecided in 2016)</i>



## CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116  
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service [www.freeportmn.org](http://www.freeportmn.org)

### RESOLUTION 2017-02

#### A RESOLUTION APPOINTING CENTRAL MINNESOTA CREDIT UNION AS OFFICIAL DEPOSITORY

The undersigned, Rodney Atkinson (Mayor) Adrianna Hennen (Clerk-Treasurer), each being first duly sworn, certifies, states and alleges the following so as to induce CENTRAL MINNESOTA CREDIT UNION (hereinafter “Credit Union”, which shall include Lender in any banking capacity, as the context may require) to enter into loans, security agreements, mortgages and other agreements related to lending and banking with CITY OF FREEPORT (hereinafter “the Corporation”).

1. That CITY OF FREEPORT, is a duly organized existing Corporation under the law of the state of Minnesota or if not incorporated under the law of the state of Minnesota, authorized to do business in the state of Minnesota; and
2. That there are no proceedings pending or threatened for dissolution or forfeiture of the Corporation’s charter or authority to act in the state of Minnesota, whether voluntarily or involuntarily; and
3. That the Corporation is in good standing with the state of Minnesota and is presently in compliance with all applicable statutes, laws and regulations relative to the Corporation’s charter to own, operate and do business of the nature it is presently transacting and will hereafter transact in the state of Minnesota; and
4. That there is no provision in the Corporation’s charter, or bylaws or articles of the Corporation limiting the power of the board of directors as which thereafter executes this certification and authorization.

**RESOLVED**, that Credit Union is hereby designated as a depository for the funds of this corporation and any officer this corporation is hereby authorized to open or cause to be opened an account or accounts with Credit Union on such terms, conditions and agreements as shall be required by or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto.

**RESOLVED**, that any one of the following officers or successors are hereby authorized in the name of this Corporation to:

Rodney Atkinson as, Mayor  
Adrianna Hennen as, Clerk-Treasurer

and Credit Union is hereby authorized to charge to the account of the Corporation any checks, drafts or other withdrawal orders, so signed, in closing those payable to the individual order of the person signing the same and including also checks or other withdrawal orders payable to Credit Union or to any other person or entity, which are applied in payment of any other indebtedness owing to Credit Union from the person or persons who signed such checks or other withdrawal orders.

**RESOLVED**, that any two of the following:

Rodney Atkinson as, Mayor  
Adrianna Hennen as, Clerk-Treasurer

Be and hereby are authorized to borrow money or make application for and obtain for and obtain Letter of Credit for an behalf of the Corporation; to make any agreements in respect thereto; and to sign, execute and deliver promissory notes, acceptance or other evidences of indebtedness therefor, or in renewal thereof, in such amounts and for such time, at such rate of interest and upon such terms as they see fit; and are hereby authorized to endorse, assign, transfer, mortgage , or pledge to Credit Union the bills receivable, warehouse receipts, bills lading, stocks, bonds, real estate, or other property now or hereafter owned by the Corporation, and to discount the same, to unconditionally guarantee payment of any or all bills receivable so negotiated or discounted, and to waive demand, protest and notice of non-payment.

**RESOLVED**, all resolutions herein contained shall continue in force until express written notice of its recession or modification has been furnished to and received by Credit Union.

**RESOLVED**, that all transaction, if any, in respect to any deposits, withdrawals, rediscounts and borrowing by or in behalf of the Corporation with Credit Union prior to adoption of the resolutions herein contained be and the same hereby are in all things ratified, approved and confirmed.

**RESOLVED**, that any of the persons named above be and they are hereby authorized and empowered to make any and all other contracts, agreements, stipulations and order which they may deem advisable, from time to time, with Credit Union in respect to transactions between the Corporation and Credit Union in regard to funds deposited with Credit Union, money borrowed from Credit Union or any other business transacted by and between the Corporation and Credit Union.

**RESOLVED**, that any and all resolutions heretofore adopted by the City Council of the Corporation and certified to Credit Union as governing the operation of the corporation's account(s) with Credit Union, be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.

DATED THIS 31<sup>ST</sup> DAY OF JANUARY, 2017

Motion by:

Second by:

Council members in favor:

Opposed or abstained: None

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Rodney Atkinson, Mayor

ATTEST:

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Adrianna Hennen, Clerk-Treasurer

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



## **CITY OF FREEPORT**

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### **RESOLUTION 2017-01**

#### **A RESOLUTION APPOINTING FREEPORT STATE BANK AS OFFICIAL DEPOSITORY**

**RESOLVED**, That Freeport State Bank, is hereby designated as a depository for the funds of this corporation, and any officer or other person hereinafter named is hereby authorized for and on behalf of this corporation to open or to continue an account or accounts with said Bank and to execute and deliver to said Bank signature card or cards supplied by said Bank containing specimen signatures of the officers or other persons hereinafter named and agree to said Bank's Rules and Regulations Governing Bank Accounts, and that any officer of this corporation or any other person hereinafter named is hereby authorized, for and on behalf of this corporation, to endorse or cause to be endorsed, to negotiate or cause to be negotiated, and to deposit or cause to be deposited in such account or accounts from time to time checks, drafts and other instruments and funds payable to or held by this corporation.

**RESOLVED**, That checks, drafts or other withdrawal orders and any and all other directions and instructions of an charter with respect to funds of this corporation now or hereafter with said Bank may be signed by any two of the following:

Rodney Atkinson (Mayor) Adrianna Hennen (Clerk-Treasurer) and said Bank is hereby fully authorized to pay and charge to such account or accounts any checks, drafts or other withdrawal orders so signed, and to honor any directions or instructions so signed, whether or not payable to the individual order of or deposited to the individual account of or inuring to the benefit of any of the foregoing officers or persons.

**RESOLVED**, That any Two of the following: Rodney Atkinson, (Mayor) Adrianna Hennen, (Clerk-Treasurer) hereby is or are authorized, for and on behalf of this corporation, at any time or from time to time to borrow money from The Freeport State Bank in such amounts, for such times, at such rate or rates of interest and upon such terms as he or they may see fit; to execute and deliver notes or other evidences of indebtedness of this corporation therefor, and renewals and extensions thereof; to sell, assign, transfer, pledge, mortgage or otherwise hypothecate to said Bank any bills receivable, accounts, contracts, warehouse, receipts, bills of lading, stocks, bonds, chattels, real estate or other property of this corporation as security; to give guaranties and other undertakings to said Bank; to discontinue with said Bank bills receivable of this corporation and to authorize modifications and extensions with respect thereto and to waive demand, presentment, protest and notice of dishonor; and to do, authorize and agree to any and all other things at any time or from time to time in connection with any of the foregoing as or they may deem appropriate.

**RESOLVED**, That said Bank shall be entitled to rely upon a certified copy of these resolutions until written notice of modification or rescission has been furnished to and received by said Bank

(Confirmation continued on next page)

DATED THIS 31<sup>ST</sup> DAY OF JANUARY, 2017

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

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Rodney Atkinson, Mayor

ATTEST:

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Adrianna Hennen, Clerk-Treasurer

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



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### **RESOLUTION 2017-03**

#### **A RESOLUTION APPROVING DONATIONS RECEIVED IN 2016**

**WHEREAS**, Minnesota State Statute 465.03 requires that governing bodies must formally accept donations and contributions and that every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full; and

**WHEREAS**, The City seeks to properly accept and record donations and contributions in accordance with all state statute and state auditor requirements;

**NOW, THEREFORE**; The Freeport City Council formally accepts the following donations and any stipulations:

<b>Donor Name</b>	<b>Amount</b>	<b>Stipulation</b>
Freeport Lions	\$4,716.58	To Fire Department
St. Rosa Lions	\$1,000.00	To Fire Department
Freeport Lions	\$6,696.00	To General Fund for Christmas decorations
Stearns Electric	\$1,000.00	To Fire Department

DATED THIS 31<sup>ST</sup> DAY OF JANUARY, 2017

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

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Rodney Atkinson, Mayor

ATTEST:

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Adrianna Hennen, Clerk-Treasurer





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### **RESOLUTION 2017-04**

#### **AUTHORIZATION OF PERMIT FOR OFF-SITE CHARITABLE GAMBLING FOR THE CHRISTIAN MOTHER SOCIETY RAFFLE**

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

WHEREAS; The Freeport Lions have requested of the City of Freeport authorization for an off-site tax exempt gambling permit on March 26, 2017 at Sacred Heart Church (106 3<sup>rd</sup> Ave NE, Freeport, MN 56331) for the Christian Mother Society Raffle;

WEHREAS; The Freeport City Council has the authority to grant authorization for tax exempt gambling permits within Freeport City limits; and

WHEREAS; The Freeport City Council desires to support the ongoing efforts of area non-profit and community service organizations;

THEREFORE; The Freeport City Council grants the authorization to the Freeport Lions for an off-site permit for tax exempt gambling on March 26, 2017 at Sacred Heart Parish.

It is hereby certified that this resolution was formally adopted by the City Council of Freeport, Minnesota on this 31st Day of January 2017.

Motion by:

Second by:

Council members in favor:

Council members opposed or abstained:

ATTEST:

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Rodney Atkinson, Mayor

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Adrianna Hennen, City Clerk-Treasurer

# Memo

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From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 1/26/17

Re: 2017-2019 Goals

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Rodney wanted to spend a little time discussing any goals, or past projects that the council would like to discuss. This is also an opportunity to help Jake get up to speed on anything he might not be aware of. Before the council meeting, think about a few things you would like to share during this time.