



CITY OF FREEPORT

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

January 30, 2018 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Public Hearing – Zoning Ordinance Amendment
- III. Open Public Forum
- IV. Consent Agenda
 - a. December 19, 2018 Meeting Minutes (1-3)
 - b. Claims 3025 – 3071 (4-11)
 - c. Sheriff's Report (12)
 - d. Sacred Heart Parish Gambling Permit (Festival) (13)
 - e. Sacred Heart Parish Liquor License (Festival) (14)
- V. Reports
 - a. Clerk Report (N/A)
 - b. Deputy Treasurer Report (15-32)
 - c. Public Works Report (33-36)
 - d. Engineer Report (37-39)
 - e. Attorney Report (40)
 - f. Fire Department Report (N/A)
- VI. Old Business
 - a. Ordinance 2018-01- Repealing and Replacing That Part of Section 500.25, Subdivision 6 of Chapter V of the City Code Relating to Accessory Use (41-42)
- VII. New Business
 - a. 2018 Appointments (43-44)
 - b. Resolution 2018-01 – Appointing FSB as Official Depository (45-46)
 - c. Resolution 2018-02 – Appointing CMCU as Official Depository (47-48)
 - d. Resolution 2018-03 – Approving Donations Received in 2017 (49)
 - e. Resolution 2018-04 – City of Freeport's Authority to Procure Stearns Electric Loan (50)
 - f. Wellhead Protection Plan (51)
- VIII. Adjourn

Next Meeting: Feb 27, 2018



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

December 19, 2017 – Meeting Minutes

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

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Deputy Treasurer Doug Petersen, Public Works Director Loren Goebel, City Engineer Dave Blommel, City Attorney Scott Dymoke, and Fire Chief John Gilk.

Others in attendance: None

Approve Agenda

A. Hennen stated the only addition was Resolution 2017-15 – By City of Freeport Promoting the Use of Intrastate Mutual-Aid Agreements.

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

Public Hearing – 2018 Budget and Levy

Public hearing was opened at 7:00. No comment was given. Ettle moved to close the public hearing at 7:03, seconded by Eveslage. Motion carried 5-0.

Open Public Forum

No public comment was given.

Consent Agenda

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

Reports

Clerk Report

A. Hennen informed the council that the City could not increase current medical coverage above the \$2,500 limit per person.

A. Hennen informed the council that the City is not required to perform background checks on individuals running the winter rec program, but it would be good practice.

Public Works Report

No report was given.

Engineer Report

No report was given.

Attorney Report

No report was given.

Fire Department Report

Gilk asked permission to purchase new hose from the New Munich fire department. The hose is still in the packaging and has never been used and they are selling it at a lower rate than Gilk has been able to find from other companies.

Renneker moved to purchase the hose, seconded by T. Hennen. Motion carried 5-0.

Old Business

Resolution 2017-12 – A Resolution Adopting the Final 2018 Budget and Tax Levy

T. Hennen moved to lower the General Fund Levy from the proposed \$275,000 to \$260,000, seconded by Eveslage. Atkinson-yes, Ertle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 5-0.

Ertle moved to approve Resolution 2017-12 with the updated change to the General Fund Levy, making the Total Tax Levy \$464,500, seconded by T. Hennen. Atkinson-yes, Ertle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 5-0.

Accessory Structures

After discussing and reviewing what surrounding City's rules and regulations are regarding accessory structures, Ertle moved to reduce side and rear setbacks for 120 square foot and smaller structures to five feet, seconded by Eveslage. Atkinson-yes, Ertle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Council was informed that they would have to hold a public hearing at the next council meeting and pass a new ordinance for this to go into effect since they are changing the zoning ordinance.

New Business

Xcel Energy

The council was informed that the EDA met with Xcel and told Xcel to come back to the City when they had spoken with every property owner this proposed line would be affecting. A. Hennen and EDA members Atkinson and T. Hennen also stated they suggested to Xcel many other routes to take versus the one they are proposing.

Resolution 2017-13 – Fire Department Personnel Policy

After much discussion council advised Gilk that the fire department needs to determine a very specific definition of what "response time" means so that there is no confusion or grey area in the future, before the council was going to approve that change.

Resolution 2017-14 – Fire Department 2018 Officer Appointment

Renamed to "Resolution 2017-13". T. Hennen moved to approve Resolution 2017-13 – Fire Department 2018 Officer Appointment, seconded by Ertle. Motion carried 5-0.

Fire Department – New Member Approval

Renneker moved to approve the four proposed individuals, upon them passing background checks and health physicals, seconded by Ertle. Motion carried 5-0.

Resolution 2017-15 – By City of Freeport Promoting the Use of Intrastate Mutual-Aid Agreements

Renamed to "Resolution 2017-14". Ertle moved to approve Resolution 2017-14, seconded by Eveslage. Motion carried 5-0.

Adjourn

Ettle moved to adjourn, seconded by Renneker. Motion carried 5-0.

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen

01/25/18
11:55:37

CITY OF FREEPORT
Claim Details by Posted Date
For Claims from 01/01/18 to 01/10/18

Page: 1 of 4
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
3025	19847S 15 ALBANY MUTUAL TELEPHONE	249.75							
1	010118ST 01/01/18 320-836-7158	46.26			101 41000	320	10100		
2	010118ST 01/01/18 320-836-2112	90.05			101 41000	320	10100		
3	011818ST 01/01/18 320-836-2685	19.16			601 43225	320	10100		
4	010118ST 01/01/18 320-836-2685	19.16			602 43250	320	10100		
5	010118ST 01/01/18 320-836-2411/2413	75.12			225 42000	320	10100		
3027	19848S 70 CENTERPOINT ENERGY	261.63							
1	122017 12/20/17 FIREHALL	163.03			225 42200	382	10100		
2	122017 12/20/17 MAINTENANCE BLDG	98.60			101 43100	382	10100		
3028	19850S 145 FINKEN WATER SOLUTIONS	23.00							
1	010118 01/01/18 CITY HALL WATER SOFTENER	15.00			101 41000	410	10100		
2	010118 01/01/18 PW GARAGE	8.00			101 43100	410	10100		
3030	19852S 387 RAHNS OIL & PROPANE, INC	444.09							
1	2034 12/31/17 CITY HALL	421.09			101 43100	215	10100		
2	2034 12/31/17 FIRE DEPT	23.00			225 42200	215	10100		
3033	19853S 437 STAR PUBLICATIONS LLC	14.22							
1	165023 12/07/17 NOTICE OF PUBLIC HEARING	14.22			101 41000	350	10100		
3034	19854S 510 VERIZON WIRELESS	59.26							
1	9799098248 01/01/18 320-828-7167	59.26			101 43100	320	10100		
3035	19855S 525 XCEL ENERGY	3,100.78							
1	573515403 12/18/17 WATER TOWER	143.58			601 43225	381	10100		
2	575115211 01/03/18 STREET LIGHTS	731.77			101 43160	381	10100		
3	575113281 01/03/18 302188142	198.66			601 43225	381	10100		
4	575113281 01/03/18 302252262	109.08			101 43160	381	10100		
5	575113281 01/03/18 302290398	169.75			101 41000	381	10100		
6	5751132813 01/03/18 302679657	155.21			101 43100	381	10100		
7	575113281 01/03/18 302700297	24.24			602 43250	381	10100		
8	575113281 01/03/18 302947044	251.98			601 43225	381	10100		
9	575113281 01/03/18 303193187	46.83			602 43250	381	10100		
10	575113281 01/03/18 303616049	206.23			225 42200	381	10100		
11	575113281 01/03/18 303936749	49.31			101 43160	381	10100		
12	575113281 01/03/18 303956738	617.24			101 43160	381	10100		
13	575113281 01/03/18 303963984	317.26			101 43160	381	10100		
14	575113281 01/03/18 303985901	43.15			101 43160	381	10100		
15	575113281 01/03/18 304083816	12.36			101 43160	381	10100		
16	575113281 01/03/18 304098414	24.13			602 43250	381	10100		

01/25/18
11:55:37

CITY OF FREEPORT
Claim Details by Posted Date
For Claims from 01/01/18 to 01/10/18

Page: 2 of 4
Report ID: AP100

* ... Over spent expenditure

Claim	Vendor #/Name/	Document \$/	Disc \$						Cash
Line #	Check Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account		
3036	19849S 76 CENTRAL MINNESOTA CREDIT UNION	323.38							
1	123117STMT 12/31/17 Beacon /QPUBLIC.NET	1.00			101 41000	433	10100		
2	123117STMT 12/31/17 USPS POSTAGE UTILITY WATER	132.00			601 43225	200	10100		
3	123117STMT 12/31/17 USPS POSTAGE UTILITY SEWER	132.00			602 43250	200	10100		
4	123117STMT 12/31/17 INDEED.COM	58.38			101 41000	350	10100		
3037	19851S 637 NORTHLAND TRUST SERVICES INC	173,738.75							
1	2012A-2017 12/13/17 BOND SERIES 2012A PRINCIPA	165,000.00			331 47000	600	10100		
2	2012A-2017 12/13/17 BOND SERIES 2012A INTEREST	8,243.75			331 47000	610	10100		
3	2012A-2017 12/31/17 BOND SERIES 2012A AGENT FE	495.00			331 47000	620	10100		
3038	19851S 637 NORTHLAND TRUST SERVICES INC	170,690.00							
1	2013A-2017 12/13/17 BOND SERIES 2013A PRINCIPA	120,000.00			326 47000	600	10100		
2	2013A-2017 12/13/17 BOND SERIES 2013A PRINCIPA	25,000.00			602 22500		10100		
3	2013A-2017 12/13/17 BOND SERIES 2013A PRINCIPA	15,000.00			601 22500		10100		
4	2013A-2017 12/13/17 BOND SERIES 2013A INTEREST	4,900.00			326 47000	610	10100		
5	2013A-2017 12/13/17 BOND SERIES 2013A INTEREST	1,700.00			602 43250	610	10100		
6	2013A-2017 12/13/17 BOND SERIES 2013A INTEREST	3,595.00			601 43225	610	10100		
7	2013A-2017 12/13/17 BOND SERIES 2013A AGENT FE	495.00			326 47000	620	10100		
3039	19856S 25 AMERIPRIDE LINEN & APPAREL	58.40							
1	2201002017 01/05/18 RUG SERVICE	58.40			101 41000	410	10100		
		# of Claims	11	Total:		348,963.26			

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

Fund/Account	Amount
101 General Fund	
10100 Cash	\$3,075.39
225 AFSA Fund	
10100 Cash	\$467.38
326 Bonds, 2013 (Refunding of Main St	
10100 Cash	\$125,395.00
331 Bonds, 2012 (Refunding of Industrial	
10100 Cash	\$173,738.75
601 Water	
10100 Cash	\$19,340.38
602 Waste Water	
10100 Cash	\$26,946.36
Total:	\$348,963.26

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 1/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3063		739 24-HOUR HYDRO JETTING, INC	500.00					
	122217	12/22/17 Clear sewer line - Charlies	500.00			602 43250	311	10100
		Total for Vendor:	500.00					
3049		694 ALBANY FLEET SUPPLY	11.78					
	123117ST	12/31/17 WATER SOFTENER SALT	11.78			225 42200	210	10100
		Total for Vendor:	11.78					
3042		40 AUTO VALUE-ALBANY	34.47					
	26249615	01/09/18 UPS-Water Sample Shipping	21.27			601 43225	200	10100
	26249867	01/11/18 Partsmaster 20" Wiper	13.20			101 43100	401	10100
		Total for Vendor:	34.47					
3043		716 CITY OF ST CLOUD	129.00					
	AR009615	01/19/18 2018 CMWEA MEMBERSHIP FEE	129.00			601 43225	433	10100
		Total for Vendor:	129.00					
3050		123 DYMOKE LAW OFFICE, P. A.	115.00					
	121917STMT	12/19/17 CITY COUNCIL MEETING	115.00			101 41000	302	10100
		Total for Vendor:	115.00					
3044		153 FREEPORT CHAMBER OF COMMERCE	100.00					
	2018STMT	01/19/18 2018 ASSOCIATE MEMBERSHIP FE	100.00			101 41000	433	10100
		Total for Vendor:	100.00					
3045		641 FREEPORT ELECTRIC, INC	685.17					
	Main Street,	Applewood Addition, Industrial Park						
	2172	01/22/18 St Light Repairs	685.17			101 43160	311	10100
3052		641 FREEPORT ELECTRIC, INC	322.31					
	2114	12/26/17 SKATING RINK LIGHT INSTALL	322.31			101 45200	210	10100
		Total for Vendor:	1,007.48					

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 1/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3046		155 FREEPORT FARM CENTER, INC	59.70					
	99122	12/21/17 Lawnmover Deck	22.30			101 45200	220	10100
	99150	12/28/17 ATT 220 OIL	37.40			101 43100	215	10100
		Total for Vendor:	59.70					
3047		669 FREEPORT SCREEN PRINTING	131.00					
		EMBROIDER HATS, TSHIRTS AND HOODED SWEATSHIRTS						
	14554	01/08/18 EMBROIDER HATS, TSHIRTS HOODS	131.00			101 43000	240	10100
		Safety vests hoodies						
		Total for Vendor:	131.00					
3053		174 GOPHER STATE ONE CALL, INC	6.75					
	7120387	12/31/17 EMAIL TICKETS	3.37			601 43225	300	10100
	7120387	12/31/17 EMAIL TICKETS	3.38			602 43250	300	10100
3064		174 GOPHER STATE ONE CALL, INC	50.00					
	8000387	01/31/18 2018 Facility Operator Fee	25.00			601 43225	300	10100
	8000387	01/31/18 2018 Facility Operator Fee	25.00			602 43250	300	10100
		Total for Vendor:	56.75					
3054		194 HENNEN LUMBER CO, INC	224.16					
	28905	12/15/17 4X8X2 STYROFOAM	27.23			602 43250	210	10100
	29036	12/15/17 TAPE MEASURE	8.05			602 43250	210	10100
	29166	12/15/17 LATHE, WIRE, REROD SKATE RINK	147.60			101 45200	210	10100
	29170	12/21/17 WATER SOFTENER SALT-CITY HALL	20.64			101 41000	210	10100
		WATER SOFTENER SALT-SHOP	20.64			101 43100	210	10100
		Total for Vendor:	224.16					
3055		199 HILTNER COMPANY, INC	75.00					
	90125	12/19/17 REPAIR OVERDRIVE SWITCH SHORT	75.00			101 43100	401	10100
		Total for Vendor:	75.00					
3065		209 INTERNATIONAL INSTITUTE OF	185.00					
	010118Stmn	01/01/18 2018 Mbrship Fee	185.00		T	101 41400	433	10100
		Total for Vendor:	185.00					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3048		225 JOHN GILK	35.00					
	010918ER	01/09/18 STEARN CHIEF DUES	15.00			225 42200	433	10100
	010918ER	01/09/18 STEARNS CHIEF MTG MEALS	20.00			225 42200	335	10100
		Total for Vendor:	35.00					
3066		734 KEEPRS, INC.	229.73					
	366653	01/15/18 Ertle, Ben-Uni form set	174.74			225 42200	240	10100
	369266	01/15/18 Williams, Cargo pants	54.99			225 42200	240	10100
		Total for Vendor:	229.73					
3056		248 LAKE REGION FIREFIGHTERS ASSN	40.00					
	010118STMT	01/01/18 2018 MEMBERSHIP DUES	40.00			225 42200	433	10100
		Total for Vendor:	40.00					
3071		529 LOREN GOEBEL	39.38					
	122317ER	12/23/17 Oil Filter	11.40			101 43100	220	10100
	122317ER	12/23/17 Oil	27.98			101 43100	215	10100
		Total for Vendor:	39.38					
3057		293 MID MINNESOTA CODE ENFORCEMENT,	4,731.67					
	122717STMT	12/27/17 2017 BILLING (ENTIRE YEAR)	4,731.67*			101 42050	310	10100
		Total for Vendor:	4,731.67					
3051		666 MIKE EVESLAGE	69.98					
	122017ER	12/20/17 ICE RING SUPPLIES-METAL HCKY	69.98			101 45100	210	10100
		Total for Vendor:	69.98					
3058		309 MINNESOTA LIFE INSURANCE CO	7.40					
	121417	12/14/17 GOEBEL, JAN LIFE INS	1.70			101 43000	131	10100
	121417	12/14/17 HENNEN, JAN LIFE INS	2.00			101 41400	131	10100
	011218	01/12/18 GOEBEL, FEB LIFE INS	1.70			101 43000	131	10100
	011218	01/12/18 HENNEN, FEB LIFE INS	2.00			101 41400	131	10100
		Total for Vendor:	7.40					

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 1/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3059		328 MN RURAL WATER ASSOCIATION	275.00					
	011518STMT	01/15/18 FEB 2018-FEB 2019 MEMBERSH	275.00			601 43225	433	10100
		Total for Vendor:	275.00					
3060		736 NEW MUNICH FIRE DEPART.	540.00					
	010118	01/01/18 FIRE HOSE	540.00			225 42200	210	10100
		Total for Vendor:	540.00					
3061		385 QUI LL.COM	51.36					
	3184719	12/12/17 FILE FOLDERS	42.99			101 41000	210	10100
	3184719	12/12/17 TASK UNSCENTED WIPES	8.37			101 41000	210	10100
3067		385 QUI LL.COM	209.31					
	3892330	01/10/18 3 ring binders	122.35			101 41000	210	10100
	3661251	01/10/18 Misc folders, postits boxes	86.96			101 41000	210	10100
		Total for Vendor:	260.67					
3062		389 RAMLER TRUCK & TRAILER REPAIR,	36.00					
	23174	01/04/18 RESCUE VAN LENS	36.00			225 42200	401	10100
		Total for Vendor:	36.00					
3068		413 SCHLENNER WENNER & CO	50.00					
	213848	10/31/17 Fire Dept Relief Assn Qtrly PR	50.00			225 42200	300	10100
		Total for Vendor:	50.00					
3069		665 THOMAS VAN HOVE	2,850.00					
	00006	01/18/18 EMR REFRESHER	2,850.00			225 42200	115	10100
		Total for Vendor:	2,850.00					
3070		525 XCEL ENERGY	196.88					
	575735637	01/08/18 Christmas Lights / Street L	196.88			101 43160	381	10100
		Total for Vendor:	196.88					
		# of Claims	30	Total:				11,991.05

01/25/18
11:42:54

CITY OF FREEPORT
Fund Summary for Claims
For the Accounting Period: 1/18

Page: 5 of 6
Report ID: AP110

Fund/Account	Amount
101 General Fund	
10100 Cash	\$7,181.24
225 AFSA Fund	
10100 Cash	\$3,792.51
601 Water	
10100 Cash	\$453.64
602 Waste Water	
10100 Cash	\$563.66
Total :	\$11,991.05

FREEPORT CALLS - DECEMBER 2017

<u>City</u>	<u>Date_Received</u>	<u>Call #</u>	<u>Description</u>	<u>Actual_Incid_Location</u>
FREEPORT	12/09/2017 01:34:27	17102033	AGENCY ASSIST	161 / FREEPORT
FREEPORT	12/30/2017 19:08:22	17108088	AGENCY ASSIST	
FREEPORT	12/02/2017 21:18:25	17100187	ALCOHOL COMPLIANCE CHE	
FREEPORT	12/02/2017 21:27:45	17100188	ALCOHOL COMPLIANCE CHE	
FREEPORT	12/26/2017 14:04:02	17106999	ATV COMPLAINT	
FREEPORT	12/18/2017 15:10:06	17104795	BUSINESS ASSIST	
FREEPORT	12/07/2017 11:20:35	17101408	CAR SERVICE	
FREEPORT	12/26/2017 14:33:24	17107002	CAR SERVICE	
FREEPORT	12/09/2017 01:28:59	17102027	DRUNK DRIVER ARREST	
FREEPORT	12/08/2017 17:57:05	17101875	MATTER OF INFORMATION	
FREEPORT	12/22/2017 20:37:31	17106255	PAPER SERVICE	
FREEPORT	12/31/2017 02:46:21	17108198	STALLED VEHICLE	
FREEPORT	12/31/2017 16:28:30	17108271	STALLED VEHICLE	
FREEPORT	12/22/2017 20:14:33	17106244	TOBACCO COMPLIANCE CHE	
FREEPORT	12/22/2017 20:36:24	17106254	TOBACCO COMPLIANCE CHE	
FREEPORT	12/29/2017 23:19:26	17107902	TRAFFIC STOP	
FREEPORT	12/01/2017 23:25:26	17099899	TRAFFIC STOP	
FREEPORT	12/02/2017 21:37:05	17100192	TRAFFIC STOP	
FREEPORT	12/02/2017 22:44:51	17100211	TRAFFIC STOP	
FREEPORT	12/02/2017 22:56:26	17100216	TRAFFIC STOP	
FREEPORT	12/05/2017 02:19:11	17100744	TRAFFIC STOP	
FREEPORT	12/22/2017 20:11:58	17106243	TRAFFIC STOP	
FREEPORT	12/17/2017 06:28:59	17104500	TRAFFIC STOP	
FREEPORT	12/17/2017 17:27:31	17104580	TRAFFIC STOP	
FREEPORT	12/18/2017 04:50:46	17104669	TRAFFIC STOP	
FREEPORT	12/10/2017 13:12:42	17102409	TRAFFIC STOP	
FREEPORT	12/14/2017 20:48:25	17103617	TRAFFIC STOP	
FREEPORT	12/15/2017 11:07:09	17103839	TRAINING ONLINE	
FREEPORT	12/26/2017 10:33:17	17106945	TRAINING ONLINE	
FREEPORT	12/10/2017 12:39:41	17102404	VANDALISM TO VEHICLE	

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

11/17
 Page 1 of 2

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-73011-17-021
 Minnesota Tax ID Number, if any: 8570063 Federal Employer ID Number (FEIN), if any: 410790156
 Mailing Address: 106 3rd Ave NE
 City: Freeport State: MN Zip: 56331 County: Stearns
 Name of Chief Executive Officer (CEO): Daniel Walz
 CEO Daytime Phone: 320-836-2143 CEO Email: Triparish@Albangtel.com
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): Triparish@Albangtel.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 Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 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 Grounds
 Physical Address (do not use P.O. box): 106 3rd Ave NE
 Check one:
 City: Freeport Zip: 56331 County: Stearns
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): July 14th + 15th 2018

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 and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.



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: Sacred Heart Church Date organized: 1887 Tax exempt number: 8570263

Address: 106 3rd Ave NE City: Freeport State: MN Zip Code: 56331

Name of person making application: Deana Middendorf Business phone: 320-333-5312 Home phone: 320-836-7068

Date(s) of event: July 14+15 2018 Type of organization: Club Charitable Religious Other non-profit

Organization officer's name: _____ City: _____ State: MN Zip Code: _____

Organization officer's name: _____ City: _____ State: MN Zip Code: _____

Organization officer's name: _____ City: _____ State: MN Zip Code: _____

Organization officer's name: _____ City: _____ State: MN Zip Code: _____

Location where permit will be used. If an outdoor area, describe.
Church Grounds, behind parish house and 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.
Catholic Mutual

APPROVAL

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

City of Freeport
City or County approving the license

\$25.00
Fee Amount

Date Fee Paid

Date Approved

Permit Date

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

City of Freeport
All Funds Summary
For the Twelve Months Ended December 31, 2017 (Unaudited)

	General Fund	AWSA 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	Street Lights Fund	Water Fund	Waste Water Fund	Water USDA Reserve	Waste Water USDA Reserve	Total YTD Amount
REVENUES:																		
Property Taxes																		
Property Tax Levy	245,275			9,929	92,770	94,219												442,193
Other Taxes	1,470		2,986															4,456
General Sales and Use Tax														1,080				1,080
Special Assessments	0				7,255	21,666								38,625	0			67,546
Licenses and Permits	16,755																	16,755
State Grants & Aid	112,896	20,898								8,980								142,774
Grants & Aids from Local Governmental Units		200																200
Charges for Services	880													102,561	117,017			220,459
Public Safety		93,739																93,739
Fines and Forfeitures	1,220																	1,220
Loan Payments Received							1,158											1,158
Miscellaneous	38,296	26,160		2,355	410	2,150	803	42	1,023	46	1,004	142	55	4,066	429			76,982
Total Revenues	416,791	140,997	2,986	12,284	100,435	118,035	1,961	42	1,023	46	9,984	142	55	146,332	117,447	0	0	1,068,560
EXPENDITURES:																		
General Government	32,362																	32,362
Legislative (Council/Board)	4,546																	4,546
Executive (Mayor/Manager)	1,308																	1,308
Clerk	83,720																	83,720
Elections	427																	427
Auditor	13,700																	13,700
Assessor	4,833																	4,833
Planning / Zoning	0																	0
Building Official	521																	521
Public Works	61,139																	61,139
Highways, Streets & Roadways	43,352									0								43,352
Street Lighting	18,245																	18,245
Parks	46,349							50										46,399
Salaries & Benefits		32,295																32,295
Supplies		5,225		131										1,658	2,641			9,654
Professional Services		4,594		8,615						10,280				1,645	23,010			48,143
Fire Dept Aid		19,281																19,281
Training		5,358												115	215			5,688
Insurance		7,477												1,335	2,467			11,279
Utilities		4,197												5,230	879			10,306
Repairs		3,143																3,143
Water/Waste Water Treatment														4,787	1,710			6,497
Debt Service					126,445	178,063								72,960	28,650			406,118
Miscellaneous		428,834	2,986	4,617										1,516	0			437,953
Total Expenditures	310,502	510,404	2,986	13,362	126,445	178,063	0	0	50	0	10,280	0	0	89,245	59,571	0	0	1,300,909
Excess of Revenues																		
Over (Under) Expenditures	106,289	(369,406)	0	(1,078)	(26,010)	(60,027)	1,961	42	973	46	(296)	142	55	57,087	57,875	0	0	(232,348)
OTHER SOURCES (USES):																		
Transfers In	90,500	39,924	0	0	0	0	0	5,000	0	0	70,000	10,000	10,000	0	0	13,867	2,800	242,091
Transfers Out	(134,924)	(3,500)	0	(5,000)	0	0	0	0	0	0	0	0	0	(54,867)	(43,800)	0	0	(242,091)
Total Other Sources (Uses)	(44,424)	36,424	0	(5,000)	0	0	0	5,000	0	0	70,000	10,000	10,000	(54,867)	(43,800)	13,867	2,800	0
Excess of Revenues & Other Sources																		
Over (Under) Expenditures & Other Uses	61,865	(332,982)	0	(6,078)	(26,010)	(60,027)	1,961	5,042	973	46	69,704	10,142	10,055	2,220	14,075	13,867	2,800	(232,348)
FUND BALANCES:																		
January 1	517,495	496,528	(0)	137,123	131,819	364,981	91,738	1,717	1,754	5,280	70,470	10,070	0	2,001,684	2,039,321	55,468	11,200	5,936,648
December 31	579,360	163,546	(0)	131,045	105,809	304,953	93,699	6,760	2,727	5,326	140,174	20,212	10,055	2,003,903	2,053,396	69,335	14,000	5,704,300
CASH:																		
January 1	509,962	487,498	0	32,437	131,453	364,624	91,738	1,717	1,754	5,280	70,470	10,070	0	447,135	35,621	55,468	11,200	2,256,427
Increase (Decrease) in Cash	66,211	(333,358)	(0)	(3,528)	(25,644)	(59,671)	1,961	5,042	973	46	69,704	10,142	10,055	9,819	29,294	13,867	2,800	(202,288)
December 31	576,173	154,140	(0)	28,909	105,809	304,953	93,699	6,760	2,727	5,326	140,174	20,212	10,055	456,954	64,914	69,335	14,000	2,054,139

**City of Freeport
Budget Variance Explanations
For the Twelve Months Ended December 31, 2017 (Unaudited)**

General Fund Revenue

Other Taxes:

Franchise Fees

Miscellaneous:

Donations

Lions' donation for Lions' Park

General Fund Expenditures

Highways, Streets & Roadways:

Outside Maintenance

\$3400 mow brush around holding ponds, \$2700 new lab room @ maint shop, \$2200 Kotzer ditch work, \$8,400 8th Street Repair (Precision Roadway)

Miscellaneous

\$4000 Sauk River Watershed District assessment

Parks:

Repair & Maint. Supplies

\$1980 JD6300 repairs-Lions Park

AFSA Fund Revenue

State Grants & Aid/PERA

City fire aid paid to Relief Association in October

Miscellaneous:

Donations - Private

From various donors

AFSA Fund Expenditures

Miscellaneous:

Motor Vehicles

Fire Truck Purchase

EDA Fund Revenue

Miscellaneous:

Sale Land/Property

Industrial Park lot sale

EDA Fund Expenditures

Miscellaneous

Industrial Park lot sale closing costs & remove land from our books

Bonds, 2013 (Refunding of Main St Improvements) Expenditures

Debt Service

There is only one large principal payment per year on this bond.

Bonds, 2012 (Refunding of Industrial Park) Revenues

Special Assessments

Received as part of Industrial Park lot sale

Bonds, 2012 (Refunding of Industrial Park) Expenditures

Debt Service

There is only one large principal payment per year on this bond.

North End Park Fund Revenue

Miscellaneous:

Donations - Private

Donation received

Street Improvements Fund Revenue

State Grants & Aid/PERA

Received Small City Transportation Assistance funds

Water Fund Expenditures

Debt Service

There is only one large principal payment per year on these bonds.

Miscellaneous

Depreciation is posted during year end process

Waste Water Fund Expenditures

Professional Services:

Professional Services

SEH engineering services for sanitary sewer by school

Outside Maintenance

Kotzer Excavating work for sanitary sewer by school

Debt Service

There is only one large principal payment per year on this bond.

Miscellaneous

Depreciation is posted during year end process