



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

December 18, 2018 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Open Public Forum
- III. Consent Agenda
 - a. November 13, 2018 Special Meeting Minutes (1)
 - b. November 27, 2018 Meeting Minutes (2-4)
 - c. Claims 3431 – 3456 (5-9)
 - d. Sheriff Report (10)
- IV. Reports
 - a. Clerk Report (11)
 - b. Treasurer Report (N/A)
 - c. Public Works Report (12-13)
 - d. Engineer Report (N/A)
 - e. Attorney Report (14)
 - f. Fire Department Report (N/A)
- V. Old Business
 - a. Resolution 2018-14 2019 Budget (15-39)
 - b. Fire Department Fund/Turnout Gear (40-42)
 - c. Expert T Billing (43-44)
 - d. Nuisance Ordinance (45-52)
 - e. Ordinance 500.475 (53-55)
 - f. Loehrer Property (56)
- VI. New Business
 - a. Resolution 2018-12 Designating a Polling Place (57)
 - b. Misdemeanor Criminal Prosecution Contract Bid (58-61)
 - c. 2018-13 Fire Department Officer Appointment (62)
- VII. Adjourn

Swearing: January 10, 2019 @ 7pm
Next Regular Meeting: January 29, 2019



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

November 13, 2018 – Meeting Minutes

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

Staff in attendance: Clerk-Treasurer Adrianna Hennen

Others in attendance:

Andrea Ramacher (720 1st Ave N)

Canvassing Election Results

T. Hennen moved to approve Resolution 2018-10 Certifying the Local Results of the November 6, 2018 General Elections, seconded by Ertle. Atkinson-yes, Ertle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 5-0.

Ajourn

Ertle moved to adjourn, seconded by T. Hennen. Motion carried 5-0.

Mayor, Rodney Atkinson

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

November 27, 2018 – Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00pm by Acting Mayor Tim Hennen, and councilmembers Mike Eveslage, Ben Ertle and Jake Renneker, present.

Staff in attendance: Clerk-Treasurer Adrianna Hennen, Deputy Treasurer Joan Wall, Public Works Director Loren Goebel, City Engineer Dave Blommel, City Attorney Scott Dymoke, Fire Chief John Gilk, and Assistant Fire Chief Andy Grieve

Others in attendance:

Sarah Blake (1012 3rd Ave SE)

Andrea Ramacher (720 1st Ave N)

Approve Agenda

Renneker moved to approve the agenda, seconded by Ertle. Motion carried 4-0.

Public Hearing – 2019 Budget

T. Hennen opened the public hearing at 7:04pm. No comment was given. The public hearing was closed at 7:06pm.

Open Public Forum

No comment was given.

Consent Agenda

Eveslage requested that A. Hennen look into getting Freeport a credit card through the Freeport Gas. Ertle moved to approve the consent agenda, seconded by Eveslage. Motion carried 4-0.

Reports

Clerk Report

A. Hennen asked that the council approve moving the date of the regular December meeting from December 25th to December 18th. Ertle moved to move the regular December meeting to December 18th, seconded by Renneker. Motion carried 4-0.

Treasurer Report

No report was given.

Public Works Report

No report was given.

Engineer Report

No report was given.

Attorney Report

Dymoke explained he worked on the rental housing ordinance the past month.

Fire Department Report

Council agreed that they would like to see the balances of the Fire Department fund so they can determine where money should be allocated for the equipment and building fund. These funds will then include funds for turnout gear in the event the fire department is not awarded the FEMA grant. John Gilk informed the council that they should know by about May or June if they will get the grant. The council also agreed that a memo should be included in the packet for the area fire service meeting so that the City's and Townships know what is going on before they attend the meeting.

Ettle moved to approve Resolution 2018-11 Stearns County Fire Chiefs Association Mutual Aid Agreement, seconded by Renneker. Motion carried 4-0.

Old Business

2019 Budget Items

Wall presented the 2019 budget to council and showed them how to use a spread sheet to help determine what they want the final 2019 budget to be depending on net tax capacity rate or the general fund levy. A. Hennen stated that Atkinson wanted each council member to email A. Hennen where they would like to see the final budget for the December council meeting.

Xcel Easement Money

T. Hennen explained the reason behind the EDA's recommendation to keep the \$93,000 in the EDA fund. It was stated that the EDA would like to keep it in the event the city has to develop an area for housing. The idea isn't to try to spend the \$93,000 on getting land but using it wisely in that area. Eveslage moved to put the \$93,000 in the EDA fund, seconded by Ettle. Ettle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 4-0.

Ordinance 2018-04 Rental Ordinance

It was questioned if the city should be passing an unfit for habitation ordinance or if the rental ordinance had enough "teeth" in it to uphold the rules. Dymoke explained the rental ordinance should be enough since if the house does not pass inspection it cannot be rented out, thus leaving the owner either having to get it up to passing inspection or not able to rent it out. It was also discussed if there should be a per unit rental fee so that a single family house isn't paying the same fee as the manor. Dymoke explained that can be all discussed and worked out during the time when the fee schedule is reviewed and these items are added, which normally happens at the January meeting. Eveslage moved to approve Ordinance 2018-04, seconded by Renneker. Motion carried 4-0.

Ordinance 2018-05 Rental Ordinance Summary

Renneker moved to approve Ordinance 2018-05, seconded by Ettle. Ettle-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 4-0.

Parking Ordinance

After some discussion it was decided that trailers should be added to accessory vehicles and that there should be a limit on the number of vehicles parked outside of a home along with a limit on accessory vehicles parked outside in residential. Council asked if they could see what some of their ideas looked like

inside of the current ordinance.

New Business

Hoeschen Rental

Dymoke did not think that this was a use in Industrial. Council agreed that it doesn't go along with Atkinson's normal trade so it shouldn't be allowed.

Ajourn

Ettle moved to adjourn, seconded by Eveslage. Motion carried 4-0.

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen

12/11/18
10:10:18

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/18

Page: 1 of 3
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3431		15 ALBANY MUTUAL TELEPHONE	250.63					
	10330603	12/01/18 836-2411/2413	76.07*			225 42200	320	10100
	10330966	12/01/18 836-7158	38.85			101 41000	320	10100
	10330757	12/01/18 836-2685	22.21			601 43225	320	10100
	10330757	12/01/18 836-2685	22.20			602 43250	320	10100
	10330471	12/01/18 836-2112	91.30			101 41000	320	10100
		Total for Vendor:	250.63					
3432		25 AMERIPRIDE LINEN & APPAREL	63.06					
	2201126957	11/30/18 Monthly rug service	63.06*			101 41000	410	10100
		Total for Vendor:	63.06					
3433		70 CENTERPOINT ENERGY	88.07					
	11/21/18	Maintenance bldg	37.65			101 43100	382	10100
	11/21/18	Fire hall	50.42			225 42200	382	10100
		Total for Vendor:	88.07					
3434		76 CENTRAL MINNESOTA CREDIT UNION	514.55					
	11/30/18	Stearns Cnty Beacon fee	1.00			101 41000	433	10100
	11/30/18	Food for election workers	20.63			101 41450	210	10100
	11/30/18	Krazy glue	2.35			101 41000	210	10100
	11/30/18	US flags	52.42			101 43100	210	10100
	11/30/18	Utility billing postage	70.00*			601 43225	200	10100
	11/30/18	Utility billing postage	70.00			602 43250	200	10100
	11/30/18	General postage	100.00			101 41000	200	10100
	11/30/18	Water sample postage	3.75*			601 43225	200	10100
	11/30/18	Lunch during water conference	19.50			601 43225	335	10100
	11/30/18	City Hall supplies	9.98			101 41000	210	10100
	11/30/18	Light bulbs	10.96			101 43100	210	10100
	11/30/18	Heaters	153.96			101 43100	210	10100
		Total for Vendor:	514.55					
3435		636 DHIA LABORATORIES	237.00					
	80583	11/05/18 Pre-discharge 717827	79.00			602 43250	460	10100
	80860	11/12/18 Discharge 719423	79.00			602 43250	460	10100
	80861	11/12/18 Discharge 719424	79.00			602 43250	460	10100
		Total for Vendor:	237.00					

12/11/18
10:10:18

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/18

Page: 2 of 3
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3436		145 FINKEN WATER SOLUTIONS	23.00					
	1118219	12/01/18 Water softener rental	15.00*			101 41000	410	10100
	1118220	12/01/18 Maintenance water cooler	8.00			101 43100	410	10100
		Total for Vendor:	23.00					
3437		387 RAHNS OIL & PROPANE, INC	442.58					
	3155	11/30/18 Fire dept fuel	28.29			225 42200	215	10100
	3155	11/30/18 Public Works fuel	362.58*			101 43100	215	10100
	3155	11/30/18 Election fuel	26.00			101 41450	335	10100
	3155	11/30/18 EDA meal	25.71			300 46500	210	10100
		Total for Vendor:	442.58					
3438		437 STAR PUBLICATIONS LLC	14.64					
	173836	11/30/18 Notice of public hearing	14.64*			101 41000	350	10100
		Total for Vendor:	14.64					
3439		510 VERIZON WIRELESS	59.33					
	9819474213	12/01/18 Cell phone - Dec	59.33			101 43100	320	10100
		Total for Vendor:	59.33					
3440		525 XCEL ENERGY	2,614.49					
	617386202	12/03/18 Street lights	730.24			101 43160	381	10100
	617573628	12/04/18 302188142	185.06			601 43225	381	10100
	617573628	12/04/18 302252262	97.23			101 43160	381	10100
	617573628	12/04/18 302290398	207.73			101 41000	381	10100
	617573628	12/04/18 302679657	89.87			101 43100	381	10100
	617573628	12/04/18 302700297	24.28*			602 43250	381	10100
	617573628	12/04/18 302947044	208.81			601 43225	381	10100
	617573628	12/04/18 303193187	39.10*			602 43250	381	10100
	617573628	12/04/18 303616049	164.54			225 42200	381	10100
	617573628	12/04/18 303936749	49.78			101 43160	381	10100
	617573628	12/04/18 303956738	470.88			101 43160	381	10100
	617573628	12/04/18 303963984	275.15			101 43160	381	10100
	617573628	12/04/18 303985901	38.53			101 43160	381	10100
	617573628	12/04/18 304083816	12.45			101 43160	381	10100
	617573628	12/04/18 304098414	20.84*			602 43250	381	10100
		Total for Vendor:	2,614.49					
		# of Claims	10	Total:				4,307.35

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3441		52 BLACK MOUNTAIN SOFTWARE, INC.	4,621.00					
	24030	12/01/18 UB annual maintenance	501.50*			601 43225	433	10100
	24030	12/01/18 UB annual maintenance	501.50*			602 43250	433	10100
	24030	12/01/18 UB email bills annual maint	37.50*			601 43225	433	10100
	24030	12/01/18 UB email bills annual maint	37.50*			602 43250	433	10100
	24030	12/01/18 UB ACH annual maint	116.50*			601 43225	433	10100
	24030	12/01/18 UB ACH annual maint	116.50*			602 43250	433	10100
	24030	12/01/18 UB AMR interface	101.50*			601 43225	433	10100
	24030	12/01/18 UB AMR interface	101.50*			602 43250	433	10100
	24030	12/01/18 UB rate analysis annual maint	12.50*			601 43225	433	10100
	24030	12/01/18 UB rate analysis annual maint	12.50*			602 43250	433	10100
	24030	12/01/18 Accounting annual maintenance	1,420.00*			101 41000	433	10100
	24030	12/01/18 Budget Prep annual maintenance	569.00*			101 41000	433	10100
	24030	12/01/18 Payroll annual maintenance	993.00*			101 41000	433	10100
	24030	12/01/18 ACH direct deposit annual main	100.00*			101 41000	433	10100
		Total for Vendor:	4,621.00					
3442		123 DYMOKE LAW OFFICE, P. A.	425.00					
	11/30/18	Rental ordinance	149.00*			101 41000	302	10100
	11/30/18	Special assessments	161.00*			101 41000	302	10100
	11/30/18	City Council meeting	115.00*			101 41000	302	10100
		Total for Vendor:	425.00					
3443		134 EMERGENCY APPARATUS MAINTENANCE,	868.45					
	103042	11/13/18 Truck #406 maintenance	868.45*			225 42200	401	10100
		Total for Vendor:	868.45					
3444		752 EXPERT T BILLING	81.00					
	5215	12/09/18 3 fire calls billed Nov	81.00*			225 42200	300	10100
		Total for Vendor:	81.00					
3445		727 FLOW MEASUREMENT AND CONTROL	492.00					
	8493	11/19/18 Certify 1st open ch flow meter	375.00			602 43250	300	10100
	8493	11/19/18 Partial per diem charge	32.00			602 43250	300	10100
	8493	11/19/18 Universal handheld programmer	85.00			602 43250	210	10100
		Total for Vendor:	492.00					

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/18

* ... Over spent expenditure

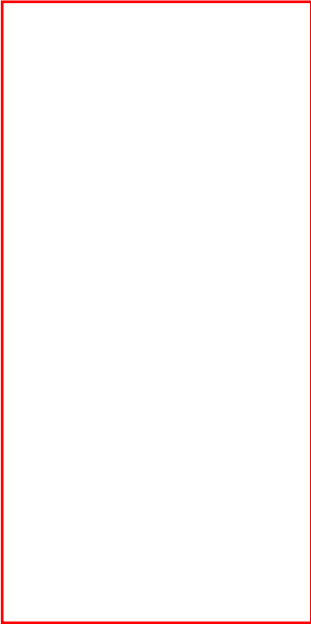
Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3446		641 FREEPORT ELECTRIC, INC	446.86					
	2629	11/21/18 Repair street lights	446.86*			101 43160	311	10100
		Total for Vendor:	446.86					
3447		174 GOPHER STATE ONE CALL, INC	9.45					
	8110390	11/30/18 7 email tickets	4.73			601 43225	300	10100
	8110390	11/30/18 7 email tickets	4.72			602 43250	300	10100
		Total for Vendor:	9.45					
3448		577 GREAT PLAINS FIRE, INC	72.56					
	5064	11/05/18 2 Tool ok	59.90			225 42200	220	10100
	5064	11/05/18 Freight	12.66			225 42200	220	10100
		Total for Vendor:	72.56					
3449		187 HAWKINS, INC	2,755.20					
	4406030	11/29/18 Chlorine	440.28			601 43225	440	10100
	4406030	11/29/18 Fuel surcharge	19.50			601 43225	440	10100
	4406030	11/29/18 Freight	25.00			601 43225	440	10100
	4406030	11/29/18 Hydrofluosilicic acid	353.23			601 43225	440	10100
	4406030	11/29/18 LPC-4	1,917.19			601 43225	440	10100
		Total for Vendor:	2,755.20					
3450		219 JOANN TIMP	126.00					
	12/08/18	3 cleanings (11/26/18-12/8/18)	126.00*			101 41000	300	10100
		Total for Vendor:	126.00					
3451		670 JOHNSON JET-LINE, INC	900.00					
	1936	12/04/18 Clean 2 lift stations	600.00*			602 43250	311	10100
	1936	12/04/18 Mobilization	300.00*			602 43250	311	10100
		Total for Vendor:	900.00					
3452		389 RAMLER TRUCK & TRAILER REPAIR,	2,139.85					
	RI046787	11/23/18 Plow truck DOT & maintenance	2,139.85			101 43100	401	10100
		Total for Vendor:	2,139.85					

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 12/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3453		542 SCHMIDTYS	28.31					
	2196	10/01/18 Fire Dept fuel	28.31			225 42200	215	10100
		Total for Vendor:	28.31					
3454		440 STEARNS CO AUDITOR/TREASURER	1,700.00					
	2018-00015	12/04/18 2018 election equip rental	1,500.00*			101 41450	210	10100
	2018-00015	12/04/18 2018 election poll pads	200.00*			101 41450	210	10100
		Total for Vendor:	1,700.00					
3455		554 SWANY WHITE FLOUR MILLS, LTD	1,492.23					
	12/01/18	TIF payment	1,495.23			265 46508	640	10100
	12/01/18	County TIF admin fee	-3.00			265 46508	640	10100
		Total for Vendor:	1,492.23					
3456		750 WASTE MANAGEMENT	174.46					
	6816367176	11/30/18 Maintenance bldg	140.25*			101 43100	383	10100
	6815552176	11/30/18 Fire hall	34.21			225 42200	383	10100
		Total for Vendor:	174.46					
		# of Claims	16	Total:	16,332.37			

FREEPORT CALLS - NOVEMBER 2018

<u>City</u>	<u>Date_Received</u>	<u>Call #</u>	<u>Description</u>	<u>Actual_Incid_Location</u>
FREEPORT	11/28/2018 13:10:30	18103454	AGENCY ASSIST	
FREEPORT	11/23/2018 21:46:10	18102057	ALCOHOL MINOR CONSUMP	
FREEPORT	11/06/2018 09:53:33	18096963	BUSINESS ASSIST	
FREEPORT	11/10/2018 02:40:08	18098086	CITIZEN CONTACT	
FREEPORT	11/26/2018 16:18:11	18102861	CITIZEN CONTACT	
FREEPORT	11/15/2018 14:19:44	18099609	COUNTERFEITING	
FREEPORT	11/26/2018 20:23:41	18102924	EXTRA PATROL	
FREEPORT	11/04/2018 17:37:43	18096559	LOUD MUSIC	
FREEPORT	11/25/2018 15:15:09	18102572	MEDICAL EMERGENCY	
FREEPORT	11/27/2018 08:13:13	18103021	PAPER SERVICE	
FREEPORT	11/23/2018 21:25:53	18102045	SPECIAL DETAIL	
FREEPORT	11/21/2018 13:10:18	18101238	THREATS COMPLAINT	
FREEPORT	11/22/2018 01:14:42	18101527	TRAFFIC STOP	
FREEPORT	11/23/2018 18:07:08	18101955	TRAFFIC STOP	
FREEPORT	11/30/2018 19:02:32	18104235	TRAFFIC STOP	
FREEPORT	11/16/2018 22:01:19	18100045	TRAFFIC STOP	
FREEPORT	11/26/2018 00:10:43	18102670	TRAINING ONLINE	
FREEPORT	11/20/2018 11:52:07	18100893	WARRANT	
FREEPORT	11/02/2018 11:23:51	18095949	WARRANT	
FREEPORT	11/06/2018 16:42:45	18097087	WARRANT	

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/11/18

Re: Clerk Report

The swearing in for incoming council will be held on January 10th at 7pm. Judge Mary Mahler has agreed to perform the swearing in. There will be coffee and cookies follow so feel free to invite your families and friends.

The date to submit assessments was November 30th. There would have been no way that we would have been able to get all of Loehrer's costs approved and to the county by that date unfortunately as I didn't have all of the invoices by then. You will be seeing these items for council approval within the next couple of meetings.

Job Duty	Date	Initial
Well, tower, 1st station, pond checks, gopher call, got (water samples)	Thur 11/15/18	JH
demonstrations, of banner enhancers to see if they will work,	"	JH
Fixed gate valves on 8 th st & by Al bestes house	"	me/JH
pond valves to get all to pond 3 & then leave 1 & 2	"	JH
open so they are both used during winter.	"	JH
Well, tower, pond checks, gate valve switch over	FRI 11/14/18	JH
at ponds, put wing on plow truck, worked on plow	"	JH
truck (latches that were rusted)	"	JH
Well, tower, pond checks	SAT 11/17/18	JH
Well, tower, pond checks	SUN 11/18/18	JH
Council Meeting		
Well, tower, lift station, pond checks, water samples, insulation on	MON 11/19/18	JH
pond influent & transfer systems, switched flags at Memorial &	"	JH
city hall, filed paperwork	"	JH
Well, tower, pond checks, stocked on flag poles, washed lawn	TUE 11/20/18	JH
mower - bagger, delivered packets,	"	JH
Well, tower pond checks, washed sweeper & cleaned	Wed 11/21/18	JH
that stall at shop.	"	JH
Well, tower, pond checks, 1st station, water samples, (HOLIDAY)	Thur 11/22/18	JH
Well, tower, pond checks, (HOLIDAY)	FRI 11/23/18	JH
Well, tower, pond checks	SAT 11/24/18	JH
Well, tower, pond checks	SUN 11/25/18	JH
Well, tower, pond, lift station checks, water samples, plugged	MON 11/26/18	JH
xmas lights in, painted sweeper & plow truck beds,	"	JH
worked on Creechey well house heater. <i>garbage</i>	"	JH
Well, tower pond checks, water sampling shipped & to DHTA,	TUE 11/27/18	JH
Flushed hydrants	"	JH
Well, tower, pond checks, meeting in St White park & got supplies	Wed 11/28/18	JH
Well, tower, 1st station, pond checks, water samples, Johnson	Thur 11/29/18	JH
Setting & cleaned 2 1st stations & 1. Influent at ponds,	"	JH
worked on well house with Farmcenter to put new line	"	JH
in, old one got a hole in it. 2:30-6:30 plowd snow	"	JH
Well, tower, pond checks, meter "Water" readings, cleaned	FRI 11/30/18	JH
at City hall. <i>garbage</i>	"	JH
Well, tower, pond checks	SAT 12/1/18	JH
Well, tower, pond checks	SUN 12/2/18	JH

Job Duty	Date	Initial
Well, tower, lift station, pond checks, water samples, Fixed lights (x mas)	MON 12/3/18	dy
paperwork -	"	dy
Well, tower, pond checks, put more pond covers on valve accesses, fixed	Tue 12/4/18	dy
couple x mas lights bulbs, cleaned Conference room & shop	"	dy
Well, tower, pond checks, put new thermostat in heater at Creamery well,	Wed 12/5/18	dy
took lawnmower deck off lawn mower & put snow blower on, got hose for	"	dy
winter rec out.	"	dy
Well, tower, lift station, pond checks, water samples, got Flouride & phos	Thu 12/6/18	dy
& chlorine at well houses,	"	dy
Well, tower, pond checks, got city hall ready for Santa Day, put	FRI 12/7/18	dy
cones outside for City hall for horse rides, task unlocked & loaded	"	dy
decks later	"	dy
Well, tower, pond checks, (Dog complaint went to cisiding)	SAT 12/8/18	dy
Well, tower, pond checks	SUN 12/9/18	dy
Well, tower, pond, lift station checks, water samples, x mas light bulbs	Mon 12/10/18	dy
replace, clean city hall & set up conference rooms, met w/ Cocc	"	dy
& main about Creamery well, work work at shop	"	dy
Well, tower, pond checks, replaced lines at Creamery Well & ran	Tue 12/11/18	dy
to put back in service, work at shop on back pack sprayer & went	"	dy
thru equipment	"	dy
<hr/> <u>Council meeting</u> <hr/>	Wed	
	Wed 12/12/18	

Dymoke Law Office, P.A.
300 Riverside Avenue NW
Melrose, Minnesota 56352
Telephone (320) 256-4205
Fax (320) 256-7201

December 10, 2018

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 November 19, 2018 through December 10, 2018, we have given significant attention to the following projects on behalf of the City of Freeport.

- Nuisance and Storage Ordinances
Prepared drafts of amendments to nuisance ordinance and outdoor storage ordinance for review and approval by the City Council.
- Xcel Easement Funds
Reviewed 2012 Bond package and prepared opinion advising City Council and Freeport EDA that funds from Xcel Easement do not have to be applied to bond payments.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

Memo

From: Joan Wall, Deputy Treasurer

To: Freeport City Council

Date: December 13, 2018

Re: 2019 Final Budget

The following budget pages show the 2019 approved preliminary budget and changes made to arrive at the final budget for your approval. A proposed resolution to adopt the final budget & levy is included with this packet (after the budget pages).

2016-2019 Levy Rate Comparison

Freeport City	Payable 2016	Payable 2017	Payable 2018	TNT Payable 2019	Increase (Decrease)	Percentage Change
Estimated Market Value	\$56,868,400	\$56,927,700	\$60,825,100	\$63,698,000	\$2,872,900	4.72%
JobZone Market Value	\$262,800	\$0	\$0	\$0	\$0	0.00%
Taxable Market Value	\$42,926,800	\$44,064,900	\$47,494,100	\$50,301,300	\$2,807,200	5.91%
JobZone Taxable Market Value	\$262,800	\$0	\$0		\$0	0.00%
Tax Capacity	\$537,682	\$554,242	\$593,282	\$624,319	\$31,037	5.23%
Power Line	(\$17)	(\$17)	(\$17)	(\$16)	\$1	-5.88%
TIF Captured	(\$2,010)	(\$2,026)	(\$2,060)	(\$2,064)	(\$4)	0.19%
Adjusted Tax Capacity	\$535,655	\$552,199	\$591,205	\$622,239	\$31,034	5.25%
JobZone Tax Capacity	\$4,891	\$0	\$0	\$0	\$0	0.00%
Rural Service District	(\$11,337)	(\$11,318)	(\$4,409)	(\$4,453)	(\$44)	1.00%
2012 Bonds	\$90,000	\$95,000	\$100,000	\$105,000	\$5,000	5.00%
2013 Bonds	\$92,500	\$93,500	\$94,500	\$95,500	\$1,000	1.06%
EDA	\$10,000	\$10,000	\$10,000	\$12,000	\$2,000	20.00%
Revenue	\$238,500	\$246,800	\$260,000	\$300,000	\$40,000	15.38%
Total Property Tax Levy	\$431,000	\$445,300	\$464,500	\$512,500	\$48,000	10.33%
Tax Capacity Rate						
2012 Bonds	16.64983%	17.20394%	16.91461%	16.87454%	-0.04006%	-0.24%
2013 Bonds	17.11233%	16.93230%	15.98430%	15.34780%	-0.63650%	-3.98%
EDA	1.86687%	1.81094%	1.691461%	1.928519%	0.23706%	14.02%
Revenue	45.48766%	45.62926%	44.308452%	48.560505%	4.25205%	9.60%
Total Tax Capacity Rate	81.11669%	81.57645%	78.898822%	82.711370%	3.81255%	4.83%

Payable 2016---2012 Bonds: $\$90,000/(\$535,655+\$4,891) = \$90,000/\$540,546 = 0.1664983$
 Payable 2017---2012 Bonds: $\$95,000/(\$552,199+\$0) = \$95,000/\$552,199 = 0.1720394$
 Payable 2018---2012 Bonds: $\$100,000/(\$591,205+\$0) = \$100,000/\$591,205 = 0.1691461$
 Payable 2019---2012 Bonds: $\$105,000/(\$622,239+\$0) = \$105,000/\$622,239 = 0.1687454$
 Payable 2016---2013 Bonds: $\$92,500/(\$535,655+\$4,891) = \$92,500/\$540,546 = 0.1711233$
 Payable 2017---2013 Bonds: $\$93,500/(\$552,199+\$0) = \$93,500/\$552,199 = 0.1693230$
 Payable 2018---2013 Bonds: $\$94,500/(\$591,205 +\$0) = \$94,500/\$591,205 = 0.1598430$
 Payable 2019---2013 Bonds: $\$95,500/(\$622,239+\$0) = \$95,500/\$622,239 = 0.1534780$
 Payable 2016---EDA: $\$10,000/\$535,655 = 0.0186687$
 Payable 2017---EDA: $\$10,000/\$552,199 = 0.0181094$
 Payable 2018---EDA: $\$10,000/\$591,205 = 0.01691461$
 Payable 2019---EDA: $\$12,000/\$622,239 = 0.01928519$
 Payable 2016---Revenue: $\$238,500/(\$535,655-\$11,337) = \$238,500/\$524,318 = 0.4548766$
 Payable 2017---Revenue: $\$246,800/(\$552,199-\$11,318) = \$246,800/\$540,881 = 0.4562926$
 Payable 2018---Revenue: $\$260,000/(\$591,205 - \$4,409) = \$260,000/\$586,796 = 0.44308452$
 Payable 2019---Revenue: $\$300,000/(\$622,239 - \$4,453) = \$300,000/\$617,786 = 0.48560505$

**City of Freeport
Levy Comparisons
2018 Final vs 2019 Proposed**

Levy Description	Final 2018	Prelim 2019	Change		Net Tax Capacity Rate
			Amount	%	
General Fund Levy (Fund 101)	260,000	300,000	40,000	15.38%	
EDA Levy (Fund 300)	10,000	12,000	2,000	20.00%	
2013 GO Bonds Levy (Fund 326)	94,500	95,500	1,000	1.06%	
2012 GO Bonds Levy (Fund 331)	100,000	105,000	5,000	5.00%	
Total Levy	464,500	512,500	48,000	10.33%	82.71%

Levy Description	Final 2018	Proposed 2019	Change		Net Tax Capacity Rate
			Amount	%	
General Fund Levy (Fund 101)	260,000	276,400	16,400	6.31%	
EDA Levy (Fund 300)	10,000	12,000	2,000	20.00%	
2013 GO Bonds Levy (Fund 326)	94,500	95,500	1,000	1.06%	
2012 GO Bonds Levy (Fund 331)	100,000	105,000	5,000	5.00%	
Total Levy	464,500	488,900	24,400	5.25%	78.89%

(little to no change in tax due - same % increase in Adjusted Tax Capacity)

Levy Description	Final 2018	Proposed 2019	Change		Net Tax Capacity Rate
			Amount	%	
General Fund Levy (Fund 101)	260,000	285,000	25,000	9.62%	
EDA Levy (Fund 300)	10,000	12,000	2,000	20.00%	
2013 GO Bonds Levy (Fund 326)	94,500	95,500	1,000	1.06%	
2012 GO Bonds Levy (Fund 331)	100,000	105,000	5,000	5.00%	
Total Levy	464,500	497,500	33,000	7.10%	80.28%

Levy Description	Final 2018	Proposed 2019	Change		Net Tax Capacity Rate
			Amount	%	
General Fund Levy (Fund 101)	260,000	295,000	35,000	13.46%	
EDA Levy (Fund 300)	10,000	12,000	2,000	20.00%	
2013 GO Bonds Levy (Fund 326)	94,500	95,500	1,000	1.06%	
2012 GO Bonds Levy (Fund 331)	100,000	105,000	5,000	5.00%	
Total Levy	464,500	507,500	43,000	9.26%	81.90%

CITY OF FREEPORT
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2019

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget

101 General Fund											
41000 GENERAL GOVERNMENT											
200	Postage	687	195	431	407	10,000	4%	1,000		1,000	10%
210	Operating Supplies	2,457	1,153	1,418	1,533	2,000	77%	2,000		2,000	100%
220	Repair & Maint. Supplies	478	214	287	524	750	70%	750		750	100%
300	Professional Services	15,172	6,902	3,378	7,420	6,000	124%	8,700	-2,200	6,500	108%
Cleaning \$1,875 + Ehlers continuing disclosure bond report \$800 + Web hosting \$400 + Carpet & tile cleaning \$1,200 + Computer services + Kathleen Murphy + SEH 2015 was high due to outside help from Kathleen Murphy (hiring), KDV (consulting & training), and Schlenner Wenner (payroll) when former clerk terminated April 2015. 2016 also had some of the above outside services. 2018 includes \$2,200 to Computer Help Svcs & \$1,200 to SEH											
302	Legal Consulting	10,884	5,335	5,106	5,913	5,000	118%	5,500		5,500	110%
305	Legal Prosecution					500	0%	500		500	100%
320	Telephone	1,991	1,965	1,529	1,442	1,550	93%	1,550		1,550	100%
2017 removed fax line from budget											
350	Notices & Publication	1,849	734	854	1,212	1,000	121%	1,000		1,000	100%
2015 includes employee hiring announcements, etc.											
351	Periodicals	223	38	240		0	0%			0	0%
2017: removed St Cloud Times \$240, added Beacon & Herald \$260; Beacon & Herald pd for 3 yrs in 2017											
361	Liability Insurance	7,327	7,137	7,208	4,868	7,600	64%	7,600		7,600	100%
381	Electric	1,897	2,207	1,694	1,706	2,300	74%	2,300		2,300	100%
410	Rentals	2,034	2,022	2,093	2,334	2,200	106%	2,200	100	2,300	105%
Ameripride \$700, Copier \$1,400, Finken \$200											
430	Miscellaneous	112	500	12	10	350	3%	350		350	100%
2016 was to Girl Scouts											
433	Dues	3,244	3,945	3,467	3,631	3,450	105%	3,450	470	3,920	114%
Black Mountain \$3,300, Stearns Cnty Beacon \$30, MAOSC \$440, Freeport Chamber \$150 2016 includes 1-time charge of \$630 for Black Mountain payroll setup											
434	League Dues	812	840	840	843	870	97%	870		870	100%
700	Transfers				93,000	0	***%			0	0%
2018 includes \$93,000 from Xcel Energy for power line easement											
Account:		49,167	33,187	28,557	124,843	43,570	287%	37,770	-1,630	36,140	83%

41100 Legislative (Council/Board)											
100	Wages and Salaries	5,090	4,670	3,255	2,395	4,320	55%	4,320		4,320	100%
Regular mtgs \$65 x 4 members x 12 mtgs = \$3,120 Special mtgs \$50 x 4 members x 6 mtgs = \$1,200											
121	Cities FICA 6.2%	316	290	202	148	268	55%	268		268	100%
101. 41100.100 x 6.2%											
122	Cities Share MED 1.45%	74	68	47	35	63	56%	63		63	100%
101. 41100.100 x 1.45%											
330	Training	903		884		890	0%	890	-445	445	50%
Newly elected officials training											

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
335	Mileage & Reimb Exp	160		151		287	0%	287	-142	145	51%
	Newly elected officials training										
360	Workers Comp Insurance	59	23	7	22	50	44%	50		50	100%
	Account:	6,602	5,051	4,546	2,600	5,878	44%	5,878	-587	5,291	90%
41300	Executive (Mayor/Manager)										
100	Wages and Salaries	1,825	1,405	1,215	1,005	1,590	63%	1,590		1,590	100%
	Regular mtgs \$95 x 12 mtgs = \$1,140										
	Special mtgs \$75 x 6 mtgs = \$450										
121	Cities FICA 6.2%	113	87	75	62	99	63%	99		99	100%
	101.41300.100 x 6.2%										
122	Cities Share MED 1.45%	26	20	18	15	23	65%	23		23	100%
	101.41300.100 x 1.45%										
330	Training					300	0%	300		300	100%
335	Mileage & Reimb Exp					110	0%	110		110	100%
433	Dues	30	30		30	35	86%	35		35	100%
	MN Mayors Membership Dues										
	Account:	1,994	1,542	1,308	1,112	2,157	52%	2,157	0	2,157	100%
41400	Clerk										
100	Wages and Salaries	48,294	44,631	46,781	44,378	47,943	93%	48,267		48,267	101%
103	Assistant's Wages	16,836	19,311	18,723	14,890	21,321	70%	33,697		33,697	158%
105	Misc Compensation	8,701	5,646	5,053	6,144	5,102	120%	8,618		8,618	169%
	Add'l wages for health insurance										
120	Cities Share PERA	3,717	4,795	4,805	4,555	5,195	88%	6,147		6,147	118%
121	Cities FICA 6.2%	4,230	4,314	4,283	4,146	4,611	90%	5,616		5,616	122%
122	Cities Share MED 1.45%	989	1,009	1,002	970	1,078	90%	1,313		1,313	122%
130	Health Insurance	833	3,679	3,938	4,199	3,898	108%	4,381		4,381	112%
131	Life Insurance	29	24	26	20	24	83%	24		24	100%
140	Unemployment Compensation	9,367	1,653			0	0%			0	0%
	Former Clerk who terminated April 2015										
330	Training	2,034	1,845	20	295	2,465	12%	2,465	20	2,485	101%
	LMC conf x 2 (Reg \$500 + Hotel \$1200), LMC regional mtgs (Reg \$45), MCFOA conf x 2 (Reg \$600), MCFOA region 3 mtgs (Reg \$120)										
335	Mileage & Reimb Exp	516	411		101	550	18%	550	218	768	140%
	LMC conf (\$414), LMC regional mtgs (\$55), LMC Safety & Loss Control Workshop (\$32), MCFOA conf (\$153), MCFOA region 3 mtgs (\$114)										
360	Workers Comp Insurance	501	389	431	324	700	46%	700		700	100%
433	Dues	190	250	240	90	270	33%	270	-170	100	37%
	MCFOA \$100										
	Account:	96,237	87,957	85,302	80,112	93,157	86%	112,048	68	112,116	120%
41450	Elections										
105	Misc Compensation		1,669		1,847	1,792	103%			0	0%
	2019 not an election year										
210	Operating Supplies	415	476	427	1,740	1,570	111%	1,570	-70	1,500	96%
	Election equipment maintenance is annual county charge. County is purchased new election equipment & we will be charged \$1500 per year from now on.										
335	Mileage & Reimb Exp		320		322	350	92%			0	0%
	2019 not an election year										

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
350	Notices & Publication		388		230	400	58%			0	0%
	2019 not an election year										
	Account:	415	2,853	427	4,139	4,112	101%	1,570	-70	1,500	36%
41500	Auditor										
300	Professional Services	12,944	3,825	150	500	1,000	50%	1,000		1,000	100%
	BerganKDV & Schlenner Wenner assistance, Stearns County Treasurer audit confirmations										
301	Audit	12,750	14,650	13,550	14,380	13,960	103%	14,805		14,805	106%
	Schlenner Wenner audit svcs										
302	Legal Consulting	110	110			115	0%	115	-115	0	0%
	Account:	25,804	18,585	13,700	14,880	15,075	99%	15,920	-115	15,805	105%
41550	Assessor										
304	Assessing Fees	4,422	4,696	4,833	4,797	5,000	96%	5,000		5,000	100%
	Account:	4,422	4,696	4,833	4,797	5,000	96%	5,000	0	5,000	100%
41800	Planning / Zoning										
300	Professional Services	60				1,000	0%	1,000		1,000	100%
350	Notices & Publication					250	0%	250		250	100%
429	County Recording Fees		138			0	0%			0	0%
	Account:	60	138			1,250	0%	1,250	0	1,250	100%
42050	Building Official										
310	Contractor	2,262	13,483	4,732		4,000	0%	4,000		4,000	100%
	2016 includes unusually large building permits: Sacred Heart gym and Albany Stone										
436	State Surcharge	78	571	521	227	600	38%	600		600	100%
	2016 includes unusually large building permits: Sacred Heart gym and Albany Stone										
	Account:	2,340	14,054	5,253	227	4,600	5%	4,600	0	4,600	100%
42200	Fire & Rescue										
700	Transfers	42,225	40,224	39,924	40,207	40,207	100%	42,056		42,056	105%
	City's fire protection contract										
	Account:	42,225	40,224	39,924	40,207	40,207	100%	42,056	0	42,056	105%
43000	Public Works										
100	Wages and Salaries	48,413	41,428	42,526	41,186	42,119	98%	43,856	1,240	45,096	107%
103	Assistant's Wages	27,211	2,983	1,813	2,208	5,360	41%	3,120	281	3,401	63%
105	Misc Compensation	12,611			8,625	0	***%	9,000		9,000	****%
	Add'l wages for health insurance										
120	Cities Share PERA	4,543	3,331	2,557	3,161	3,159	100%	3,289	93	3,382	107%
121	Cities FICA 6.2%	4,738	2,753	2,736	3,331	2,944	113%	3,471	94	3,565	121%
122	Cities Share MED 1.45%	1,108	644	640	779	689	113%	812	22	834	121%
130	Health Insurance	1,667	10,227	9,000		9,000	0%			0	0%
131	Life Insurance	15	26	19	20	24	83%	24		24	100%
240	Clothing Replacement	624	241		211	200	106%	200		200	100%
330	Training	290			20	100	20%	100	-50	50	50%
	LMC Safety & Loss Control Workshop + other possible trainings										

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	%
		2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
333	Physicals			75		0	0%		75	75	****%
335	Mileage & Reimb Exp	173	98		100	100	100%	100	50	150	150%
360	Workers Comp Insurance	5,822	2,585	3,366	1,306	3,000	44%	3,000		3,000	100%
700	Transfers		10,000	10,000	10,000	10,000	100%	10,000		10,000	100%
	Set aside funds for future equipment purchases										
	Account:	107,215	74,316	72,732	70,947	76,695	93%	76,972	1,805	78,777	103%
43100	Highways, Streets & Roadways										
210	Operating Supplies	1,485	983	1,276	1,011	2,000	51%	2,000		2,000	100%
215	Gas & Oil	2,925	3,184	3,734	4,237	4,000	106%	4,000		4,000	100%
220	Repair & Maint. Supplies	2,522	887	7,689	684	2,500	27%	2,500		2,500	100%
	2017 includes \$6,400 for 8th Street road repair										
225	Street Materials	7,563	10,633	5,693	1,371	6,300	22%	6,300	100	6,400	102%
	Crack sealing \$5,000, dust control \$800, road patch \$600										
	2016 includes \$5,328 for shoulder seal coat done by County										
300	Professional Services		1,812	91	1,894	0	***%		2,000	2,000	****%
	2016: SEH fees for Industrial Park paving project										
	2018: SEH fees for Industrial Park paving & tiling										
311	Outside Maintenance	233	773	9,212	1,095	5,000	22%	5,000		5,000	100%
	2017: \$3400 mow brush around holding pond, \$2700 new lab room @ maint shop, \$2176 clean out ditch & add topsoil										
320	Telephone	2,219	712	706	715	750	95%	750	570	1,320	176%
	Public Works cell phone										
350	Notices & Publication	116		30		0	0%			0	0%
361	Liability Insurance	2,058	2,035	2,185	1,689	2,400	70%	2,400		2,400	100%
381	Electric	1,222	1,166	1,220	1,179	1,500	79%	1,500		1,500	100%
382	Heating Gas	700	554	744	693	1,500	46%	1,500		1,500	100%
383	Garbage	1,506	1,712	1,643	1,896	1,680	113%	1,680		1,680	100%
	\$140 x 12 months										
401	Truck Repairs	12,318	4,108	3,186	4,313	4,500	96%	4,500	2,500	7,000	156%
	Vehicles are getting older, expect more repairs.										
	2015 includes repairs on Public Works truck										
410	Rentals	152	96	88	108	250	43%	250	430	680	272%
	Water cooler rental, rent lift for Christmas garland & lights										
430	Miscellaneous	13,000	6,696	4,556		950	0%	950		950	100%
	2015 was for Sauk River Watershed District assessments										
	2016 was for Christmas banners & garland - offset by Lions donation in 101.36230										
	2017 \$557 is for 'Welcome to Freeport' banners, \$3999 is for Sauk River Watershed District assessment										
431	Permits/License	345	345	345	384	345	111%	400	-35	365	106%
	Annual permit fee to Minnesota Pollution Control \$345, Tax exempt license plate fee \$20										
433	Dues		107	106	-106	150	-71%	150	-150	0	0%
	Annual vehicle registration now under Permits/License										
580	Other Equipment					0	0%	3,000		3,000	****%
	Electronic speed limit sign										
700	Transfers		70,000	70,000	72,000	72,000	100%	72,000		72,000	100%
	Set aside funds for future street improvement										
	Account:	48,364	105,803	112,504	93,163	105,825	88%	108,880	5,415	114,295	108%

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

Account Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
43160 Street Lighting										
300 Professional Services	32	32	578	210	300	70%	300		300	100%
311 Outside Maintenance	1,261	905	430	2,300	1,200	192%	1,200		1,200	100%
381 Electric	19,059	19,572	19,314	17,331	20,000	87%	20,000		20,000	100%
700 Transfers			10,000	30,000	30,000	100%	30,000		30,000	100%
Set aside funds for future street light purchases										
Account:	20,352	20,509	30,322	49,841	51,500	97%	51,500	0	51,500	100%
45100 Recreation										
210 Operating Supplies				1,413	3,000	47%	3,000		3,000	100%
Winter rec program										
Account:				1,413	3,000	47%	3,000	0	3,000	100%
45200 Parks										
210 Operating Supplies	4,765	48	2,646	71	500	14%	500		500	100%
Paper towels, toilet paper, soap										
2015 includes bagger/thatcher										
220 Repair & Maint. Supplies	2,447	2,372	32,741	1,682	2,500	67%	2,500		2,500	100%
2017 includes Lions Park work - offset by donations in 101.36230										
260 Park Maintenance		273	451	96	1,000	10%	1,000		1,000	100%
Mulch, playground equipment										
361 Liability Insurance	5,239	5,342	5,209	3,819	5,400	71%	5,400		5,400	100%
435 SR Citizen Building	525	1,732	3,557	1,194	3,000	40%	3,000		3,000	100%
2017 Vinyl plank flooring & water heater										
700 Transfers			5,000	5,000	5,000	100%	5,500		5,500	110%
Set aside funds for future south end park										
2019 increase by 10%										
Account:	12,976	9,767	49,604	11,862	17,400	68%	17,900	0	17,900	103%
Fund:	418,173	418,682	449,012	500,143	469,426	107%	486,501	4,886	491,387	105%
%										
Grand Total :	418,173	418,682	449,012	500,143	469,426		486,501	4,886	491,387	

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

101 General Fund										
Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
31000 General Property Taxes	194,203	236,666	246,329	259,448	260,000	100%	300,000		300,000	115%
Group:	194,203	236,666	246,329	259,448	260,000	100%	300,000	0	300,000	115%
31800 Other Taxes										
31810 Franchise Fees	3,539	5,137	5,336		3,000	0%	3,000		3,000	100%
Group:	3,539	5,137	5,336		3,000	0%	3,000	0	3,000	100%
32100 Liquor Licenses										
32100 Liquor Licenses	8,115	8,090	8,130	8,135	8,100	100%	8,100		8,100	100%
Group:	8,115	8,090	8,130	8,135	8,100	100%	8,100	0	8,100	100%
32200 Special Events										
32200 Special Events		40	769		0	0%			0	0%
32210 Building Permits	2,759	15,172	7,626	5,987	500	***%	500		500	100%
32230 Zoning Permit	125	575	75	300	200	150%	200		200	100%
32231 Pet License	88	60	55	73	25	292%	25		25	100%
Group:	2,972	15,847	8,525	6,360	725	877%	725	0	725	100%
32300 Gambling Licenses										
32300 Gambling Licenses	125	230	100	165	100	165%	100		100	100%
Group:	125	230	100	165	100	165%	100	0	100	100%
33400 State Grants & Aid/PERA										
33400 State Grants & Aid/PERA	410	410	410	205	410	50%	410		410	100%
33401 LGA (Local Gov't Aid)	110,589	111,311	111,640	57,646	115,291	50%	115,558		115,558	100%
33402 HACA (Homestead Credit)	670	852	846	415	400	104%	800		800	200%
33431 Small City Transportation	14,466				0	0%			0	0%
During 2017 session, legislature funded 2017 & 2018. Recorded those years in 417.33431 Street Improvements Fund.										
Group:	126,135	112,573	112,896	58,266	116,101	50%	116,768	0	116,768	100%
34000 Charges for Services										
34000 Charges for Services	665	835	880	150	100	150%	100		100	100%
Group:	665	835	880	150	100	150%	100	0	100	100%
35100 Fines										
35100 Fines	2,075	1,933	1,364	801	1,500	53%	1,500		1,500	100%
Group:	2,075	1,933	1,364	801	1,500	53%	1,500	0	1,500	100%

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

101 General Fund

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
36100 Special Assessments	2,739				0	0%			0	0%
Group:	2,739				0	0%	0	0	0	0%
36200 Miscellaneous Revenues	311	1,885	100	93,008	1,140	***%	100		100	8%
2016 includes \$1875 from Albany Mutual Telephone										
2018 includes \$93,000 from Xcel Energy for power line easement										
36210 Interest Earnings	2,938	3,009	3,920	6,649	3,000	222%	3,000		3,000	100%
36220 Rents and Royalties	1,500	1,500		1,500	1,500	100%	1,500		1,500	100%
36230 Donations - Private		6,696	32,000	600	0	***%			0	0%
2016: from Lions for Christmas decorations										
2017: from Lions for Lions Park										
36240 Insurance Claims	678				0	0%			0	0%
36250 Insurance Dividends	6,286	9,459	2,276		5,000	0%	2,200		2,200	44%
Group:	11,713	22,549	38,296	101,757	10,640	956%	6,800	0	6,800	63%
39100 Transfer From AFSA	3,500	3,500	3,500	3,500	3,500	100%	3,500		3,500	100%
Group:	3,500	3,500	3,500	3,500	3,500	100%	3,500	0	3,500	100%
39200 Transfer from other funds	1,696				0	0%			0	0%
2015 was to close remainder of fund 315 to fund 101										
Group:	1,696				0	0%	0	0	0	0%
39500 Transfer from EDA	5,000	5,000	5,000	5,000	5,000	100%	5,000		5,000	100%
Group:	5,000	5,000	5,000	5,000	5,000	100%	5,000	0	5,000	100%
39700 Transfer from Water	40,000	40,000	41,000	41,000	41,000	100%	41,000		41,000	100%
Group:	40,000	40,000	41,000	41,000	41,000	100%	41,000	0	41,000	100%
39800 Transfer From WasteWater	40,000	40,000	41,000	41,000	41,000	100%	41,000		41,000	100%
Group:	40,000	40,000	41,000	41,000	41,000	100%	41,000	0	41,000	100%
Fund:	442,477	492,360	512,356	525,582	490,766	107%	527,593	0	527,593	107%
Grand Total :	442,477	492,360	512,356	525,582	490,766		527,593	0	527,593	

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

225 AFSA Fund		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
		2015	2016	2017	2018	2018	2018	19	19	19	19
42200	Fire & Rescue										
100	Wages and Salaries	7,752	6,396	7,380	7,788	7,000	111%	4,400		4,400	63%
115	Drills	7,638	11,172	9,552	17,274	12,000	144%	10,000		10,000	83%
	Every other year there are more drills										
116	Fire Calls	5,700	7,416	5,472	3,240	5,000	65%	7,000		7,000	140%
117	Rescue Calls	5,340	5,832	7,596	7,524	6,500	116%	6,500		6,500	100%
121	Cities FICA 6.2%	1,629	1,911	1,860	2,221	1,900	117%	1,736		1,736	91%
	28000 Est Wages x FICA rate										
122	Cities Share MED 1.45%	381	447	435	520	450	116%	406		406	90%
	28000 estimated wages x Medicare rate										
210	Operating Supplies	9,339	12,762	2,008	9,963	8,000	125%	9,000		9,000	113%
	2018: \$4,672 is offset by Albany Telephone donation from 2017 (B&E Fund)										
215	Gas & Oil	1,142	1,565	1,424	1,418	2,500	57%	2,500		2,500	100%
220	Repair & Maint. Supplies	1,213	2,070	1,107	784	3,000	26%	3,000		3,000	100%
240	Clothing Replacement	3,552		9	230	2,000	12%	2,000		2,000	100%
245	Radio/Pager Repair	336	1,499	713	568	1,500	38%	1,500		1,500	100%
300	Professional Services	400	670	1,104	2,196	400	549%	800		800	200%
	FEMA grant writer										
301	Audit		3,790	3,815	3,995	3,800	105%	3,850		3,850	101%
302	Legal Consulting	3,728				500	0%	500		500	100%
315	Fire Dept Aid 2%	19,118	19,603	19,281	19,578	14,226	138%	16,500		16,500	116%
	= to amount budgeted to receive from State (225.33400) + annual relief association contribution										
320	Telephone	877	881	1,248	1,133	900	126%	1,100		1,100	122%
330	Training	2,435	3,000	3,375	2,700	3,500	77%	4,000		4,000	114%
332	State/Chief Conference	250	600	600	600	750	80%	900		900	120%
333	Physicals	545	565	540	1,075	600	179%	600		600	100%
335	Mileage & Reimb Exp		766	843	1,175	750	157%	800		800	107%
360	Workers Comp Insurance	3,823	3,650	3,802	3,074	5,000	61%	5,000		5,000	100%
361	Liability Insurance	3,441	3,032	2,683	1,990	6,000	33%	6,000		6,000	100%
381	Electric	1,823	1,632	1,759	1,963	2,250	87%	2,250		2,250	100%
382	Heating Gas	891	982	1,281	1,209	1,750	69%	1,750		1,750	100%
383	Garbage	339	647	353	337	350	96%	400		400	114%
384	Water				492	0	***%			0	0%
401	Truck Repairs	5,518	9,187	3,179	6,979	5,000	140%	5,000		5,000	100%
430	Miscellaneous	82	2,733	1,000	1,300	500	260%	500		500	100%
433	Dues	270	278	558	55	350	16%	500		500	143%
550	Motor Vehicles			424,822		0	0%			0	0%
	2017 new fire truck										
560	Furniture and Fixtures			9,108		0	0%			0	0%
	2017 washer for turnout gear										
580	Other Equipment	591				0	0%			0	0%
700	Transfers	3,500	3,500	3,500	3,500	3,500	100%	3,500		3,500	100%
	Transfer to the Fire Contract revenue account 225.34202										
	Account:	91,653	106,586	520,407	104,881	99,976	105%	101,992	0	101,992	102%
	Fund:	91,653	106,586	520,407	104,881	99,976	105%	101,992	0	101,992	102%
	Grand Total:	91,653	106,586	520,407	104,881	99,976		101,992	0	101,992	

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
225 AFSA Fund										
33400 State Grants & Aid/PERA	17,020	19,863	17,098	17,352	12,000	145%	12,250		12,250	102%
All funds received are paid back out to the relief association - see 225.42200.315										
33420 State Fire Dept Aid		7,208	3,800	3,628	4,000	91%	4,250		4,250	106%
Training & education reimbursements										
Group:	17,020	27,071	20,898	20,980	16,000	131%	16,500	0	16,500	103%
33600 Grants & Aids from Local Government										
33621 County Fire Dept Aid			200		0	0%			0	0%
Group:			200		0	0%	0	0	0	0%
34200 Public Safety										
34202 Fire Contract	89,700	85,084	84,448	85,047	85,048	100%	88,960		88,960	104%
Our auditors now require that the City of Freeport's portion is recorded as a revenue transfer instead of on this line. See also 225.39400.										
34203 Fire Revenues	2,880	3,233	3,669	2,722	500	544%	500		500	100%
34205 Rescue Revenues	11,650	8,990	9,781	6,752	5,250	129%	5,250		5,250	100%
Group:	104,230	97,307	97,898	94,521	90,798	104%	94,710	0	94,710	104%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues	3,275			5,126	1,000	513%	1,000		1,000	100%
2018 sold fire truck										
36210 Interest Earnings	2,640	3,927	9,097	3,237	1,000	324%	1,000		1,000	100%
Majority of cash will be used to purchase fire truck in 2017, therefore interest will be less in 2018										
36230 Donations - Private	3,200	6,717	23,717	23,700	3,000	790%	3,000		3,000	100%
Group:	9,115	10,644	32,814	32,063	5,000	641%	5,000	0	5,000	100%
39400 Transfer from General										
39400 Transfer from General	42,225	40,224	39,924	40,207	40,207	100%	42,056		42,056	104%
Our auditors now require that the City of Freeport's portion is recorded as a revenue transfer instead of on the Fire Contract line. See also 225.34202.										
Group:	42,225	40,224	39,924	40,207	40,207	100%	42,056	0	42,056	104%
Fund:	172,590	175,246	191,734	187,771	152,005	124%	158,266	0	158,266	104%
Grand Total:	172,590	175,246	191,734	187,771	152,005		158,266	0	158,266	

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

601 Water		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
		2015	2016	2017	2018	2018	2018	19	19	19	19

43225 Water											
200	Postage	592	705	766	778	725	107%	800		800	110%
210	Operating Supplies	4,827	1,444	460	2,162	2,000	108%	2,000		2,000	100%
220	Repair & Maint. Supplies	166	769	563	421	650	65%	650		650	100%
300	Professional Services	199	652	148	94	300	31%	300	5,635	5,935	1978%
Gopher State One Call, SEH, Preferred Controls plus											
\$5635 for PFA loan/grant application prepared by SEH for 2nd & 3rd Street SE project											
311	Outside Maintenance		8,358	1,500		4,000	0%	4,000	-1,000	3,000	75%
Water tower maint \$2,500, Other \$500											
2016 includes \$7500 for water tower tank mixing system											
320	Telephone	616	233	243	221	300	74%	300		300	100%
330	Training		465	115	115	125	92%	125	125	250	200%
MRWA Technical Conference (half)											
335	Mileage & Reimb Exp				35	50	70%	50	50	100	200%
350	Notices & Publication		384	373	827	500	165%	850	-350	500	100%
361	Liability Insurance	809	781	767	569	825	69%	825		825	100%
381	Electric	4,235	5,836	5,600	5,657	6,000	94%	6,000		6,000	100%
420	Depreciation	29,615	71,080	71,080		71,080	0%	71,080		71,080	100%
2016: needed to include depreciation that has been allocated to Fund 415 USDA in prior years. Fund 415 was merged into Fund 601 at the end of 2015.											
430	Miscellaneous	25		100		250	0%	250		250	100%
431	Permits/License	1,716	1,950	1,878	2,092	2,500	84%	2,500		2,500	100%
433	Dues	2,117	1,693	1,332	2,220	2,125	104%	2,125	175	2,300	108%
Black Mountain \$800, MRWA \$300, City well facility fees \$200, Badger Meter renewal \$1,000											
440	Chemical Purification	3,568	4,589	1,578	3,417	4,000	85%	4,000		4,000	100%
450	Sales Tax			1,368	1,124	1,000	112%	1,000		1,000	100%
For water sold to commercial customers											
600	Bond Principal				40,000	40,000	100%	41,000		41,000	103%
USDA loan \$26,000 + 2013A \$15,000											
610	Bond Interest		33,051	32,111	32,160	32,160	100%	31,360		31,360	98%
USDA loan \$24,620 + 2013A \$6,740											
700	Transfers	81,601	53,867	54,867	54,867	54,867	100%	54,867		54,867	100%
2015: Includes \$41,601 transfer to USDA Water Fund for 2013-2015.											
2016: Transfer to General Fund \$40,000; Transfer to USDA Water Reserve Fund \$13,867.											
2017-2019: Transfer to General Fund \$41,000; Transfer to USDA Water Reserve Fund \$13,867.											
Account:		130,086	185,857	174,849	146,759	223,457	66%	224,082	4,635	228,717	102%
Fund:		130,086	185,857	174,849	146,759	223,457	66%	224,082	4,635	228,717	102%
%											
Grand Total:		130,086	185,857	174,849	146,759	223,457		224,082	4,635	228,717	

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
601 Water										
31300 General Sales and Use Tax			1,080	877	0	***%			0	0%
Group:			1,080	877	0	***%	0	0	0	0%
33400 State Grants & Aid/PERA				2,625	0	***%			0	0%
Group:				2,625	0	***%	0	0	0	0%
34000 Charges for Services	160,675	158,027	118,635	101,008	114,280	88%	119,000		119,000	104%
34050 Hook-up fee	2,300			3,600	1,200	300%	1,200		1,200	100%
Group:	162,975	158,027	118,635	104,608	115,480	91%	120,200	0	120,200	104%
36100 Special Assessments	604	10,953	7,330	28,674	9,900	290%	14,000		14,000	141%
Group:	604	10,953	7,330	28,674	9,900	290%	14,000	0	14,000	141%
36210 Interest Earnings	2,260	3,310	4,066	3,012	4,000	75%	4,000		4,000	100%
Group:	2,260	3,310	4,066	3,012	4,000	75%	4,000	0	4,000	100%
39200 Transfer from other funds	498,199				0	0%			0	0%
Group:	498,199				0	0%	0	0	0	0%
Fund:	664,038	172,290	131,111	139,796	129,380	108%	138,200	0	138,200	106%
603 Water - USDA Reserve										
39700 Transfer from Water	41,601	13,867	13,867	13,867	13,867	100%	13,867		13,867	100%
Group:	41,601	13,867	13,867	13,867	13,867	100%	13,867	0	13,867	100%

12/13/18
13:19:30

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Page: 2 of 2
Report ID: B250B

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
	2018	2018	2018	2018	2018	2018	19	19	19	19
Fund:	41,601	13,867	13,867	13,867	13,867	100%	13,867	0	13,867	100%
Grand Total :	705,639	186,157	144,978	153,663	143,247		152,067	0	152,067	

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

602 Waste Water		Actuals				Current	%	Prelim.	Budget	Final	% Old
Account	Object	2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
		2015	2016	2017	2018	2018	2018	19	19	19	19
43250 Sewage Collection and Disposal											
200	Postage	537	822	645	643	800	80%	800		800	100%
210	Operating Supplies	180	4,232	2,163	2,264	2,300	98%	2,300		2,300	100%
Bill cards \$400, Misc \$100, Lagoon bugs & aquatic weed kill \$1,800											
220	Repair & Maint. Supplies				942	1,000	94%	1,000		1,000	100%
2018 plan to purchase hose & fittings											
300	Professional Services	14,924	1,586	4,112	916	2,000	46%	2,000	3,701	5,701	285%
Gopher State One Call, SEH plus \$3701 for PFA loan/grant application prepared by SEH for 2nd & 3rd Street SE project											
2015 includes \$11,200 for sewer televising & SEH review											
311	Outside Maintenance		2,348	19,401	19,930	7,500	266%	20,000		20,000	267%
2017: Johnson Jet-Line (yr 1 of 5 yr contract) \$5,325, sanitary sewer by school \$13,425											
2018: Johnson Jet-Line (yr 2 of 5 yr contract) \$5,325 + extra services \$2,650, Tri-State annual inspection of 3 lift stations \$1,365, Pond rock repair \$8,900, Other maintenance \$700											
2019: Johnson Jet-Line (yr 3 of 5 yr contract) \$5,325, Johnson Jet-Line add'l service \$1,675, Tri-State annual inspection of 3 lift stations \$1,400, Other maintenance \$11,600											
320	Telephone	218	233	243	221	250	88%	250		250	100%
330	Training	250	113	115	115	125	92%	125	125	250	200%
MRWA Technical Conference (half)											
335	Mileage & Reimb Exp			100	16	100	16%	100		100	100%
361	Liability Insurance	1,972	1,552	1,497	988	1,700	58%	1,700		1,700	100%
381	Electric	651	911	750	912	900	101%	900		900	100%
420	Depreciation	61,632	61,632	61,632		61,632	0%	61,632		61,632	100%
430	Miscellaneous	26				0	0%			0	0%
431	Permits/License	1,570		100		30	0%	30	70	100	333%
Wastewater certification renewal											
2015: WWTR Permit Application \$330, 5 yr permit \$1,240											
2017: Loren's exam & initial certificate											
433	Dues	1,439	1,493	728	1,745	1,600	109%	1,600	200	1,800	113%
Black Mountain \$800, Badger Meter renewal \$1,000											
460	Lab Testing	1,149	902	882	957	1,000	96%	1,000		1,000	100%
600	Bond Principal				25,000	25,000	100%	25,000		25,000	100%
2013 GO refunding bonds											
610	Bond Interest	3,805	2,368	1,986	3,150	3,150	100%	2,650		2,650	84%
2013 GO refunding bonds											
620	Fiscal Agents Fees	165				0	0%			0	0%
700	Transfers	48,400	42,800	43,800	43,800	43,800	100%	43,800		43,800	100%
2015: Includes \$8,400 transfer to USDA Waste Water Fund for 2013-2015.											
2016: Transfer to General Fund \$40,000; Transfer to USDA Waste Water Reserve Fund \$2,800.											
2017-2019: Transfer to General Fund \$41,000; Transfer to USDA Waste Water Reserve Fund \$2,800.											
Account:		136,918	120,992	138,154	101,599	152,887	66%	164,887	4,096	168,983	111%
Fund:		136,918	120,992	138,154	101,599	152,887	66%	164,887	4,096	168,983	111%

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
602 Waste Water										
34000 Charges for Services										
34000 Charges for Services	79,244	87,911	134,886	108,279	135,800	80%	136,000		136,000	100%
Sewer rates were raised by 10% beginning July 2016. Rate change effective Jan 1, 2017 - shift utility charges more to sewer & less to water.										
34050 Hook-up fee	1,200			3,600	1,200	300%	1,200		1,200	100%
Group:	80,444	87,911	134,886	111,879	137,000	82%	137,200	0	137,200	100%
36100 Special Assessments										
36100 Special Assessments	-462				0	0%			0	0%
Group:	-462				0	0%	0	0	0	0%
36200 Miscellaneous Revenues										
36210 Interest Earnings	662	188	429	441	200	221%	500	50	550	275%
Group:	662	188	429	441	200	221%	500	50	550	275%
Fund:	80,644	88,099	135,315	112,320	137,200	82%	137,700	50	137,750	100%
604 Waste Water - USDA Reserve										
39800 Transfer From WasteWater										
39800 Transfer From WasteWater	8,400	2,800	2,800	2,800	2,800	100%	2,800		2,800	100%
Reserve fund required by USDA										
Group:	8,400	2,800	2,800	2,800	2,800	100%	2,800	0	2,800	100%
Fund:	8,400	2,800	2,800	2,800	2,800	100%	2,800	0	2,800	100%
Grand Total :	89,044	90,899	138,115	115,120	140,000		140,500	50	140,550	

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget

265 TIF Swany White											
46508 TIF District Swany											
640	TIF Payment	2,744	2,915	2,986	2,984	3,000	99%	3,000		3,000	100%
	Account:	2,744	2,915	2,986	2,984	3,000	99%	3,000	0	3,000	100%
	Fund:	2,744	2,915	2,986	2,984	3,000	99%	3,000	0	3,000	100%

300 EDA											
46500 EDA Operations											
210	Operating Supplies	409	380	131	189	400	47%	150		150	38%
	EDA meeting meals										
300	Professional Services	1,565	440	3,669	17,923	560	***%	3,850	-50	3,800	679%
	2015 \$1448 land sale closing costs, \$117 SEH										
	2016 Strack Consulting										
	2017 \$1,589 land sale closing costs, \$2,080 SEH										
	2018 \$5,000 housing study, \$923 SEH, \$12,000 Ehlers set up TIF district										
302	Legal Consulting	1,934	826	192	848	2,000	42%	1,000		1,000	50%
335	Mileage & Reimb Exp					100	0%	100	-10	90	90%
360	Workers Comp Insurance	42	19			50	0%	50		50	100%
429	County Recording Fees		46			50	0%	50		50	100%
430	Miscellaneous	12,000		21,666		2,000	0%	2,000		2,000	100%
	2015 value of land sold to MarVin Enterprises										
	2017 value of land sold to Carr's										
700	Transfers	43,552	5,000	5,000	5,000	5,000	100%	5,000		5,000	100%
	\$5000 transfer to General Fund										
	2015 includes \$38,552 for land sale proceeds transferred to bond fund 331										
	Account:	59,502	6,711	30,658	23,960	10,160	236%	12,200	-60	12,140	119%
	Fund:	59,502	6,711	30,658	23,960	10,160	236%	12,200	-60	12,140	119%

326 Bonds, 2013 (Refunding of Main St Improvements)											
47000 Debt Service											
600	Bond Principal		110,000	115,000	120,000	120,000	100%	120,000		120,000	100%
610	Bond Interest	7,150	13,200	10,950	8,600	8,600	100%	6,200		6,200	72%
620	Fiscal Agents Fees	165	495	495	495	495	100%	495		495	100%
	Account:	7,315	123,695	126,445	129,095	129,095	100%	126,695	0	126,695	98%
	Fund:	7,315	123,695	126,445	129,095	129,095	100%	126,695	0	126,695	98%

CITY OF FREEPORT
Expenditure Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Object	Actuals				Current	%	Prelim.	Budget	Final	% Old
		2015	2016	2017	2018	Budget	Exp.	Budget	Changes	Budget	Budget
331 Bonds, 2012 (Refunding of Industrial Park)											
47000 Debt Service											
600	Bond Principal	20,000	160,000	160,000	165,000	165,000	100%	170,000		170,000	103%
610	Bond Interest	20,603	19,568	17,568	15,209	15,209	100%	12,443		12,443	82%
620	Fiscal Agents Fees	495	495	495	495	495	100%	495		495	100%
700	Transfers				93,000	0	***%			0	0%
	Account:	41,098	180,063	178,063	273,704	180,704	151%	182,938	0	182,938	101%
	Fund:	41,098	180,063	178,063	273,704	180,704	151%	182,938	0	182,938	101%
412 North End Park Fund											
45200 Parks											
220	Repair & Maint. Supplies			50		0	0%			0	0%
	Account:			50		0	***%	0	0	0	0%
	Fund:			50		0	0%	0	0	0	0%
417 Street Improvements											
43100 Highways, Streets & Roadways											
225	Street Materials				1,050	0	***%			0	0%
300	Professional Services			29		0	0%		25,664	25,664	****%
	PFA loan/grant application prepared by SEH for 2nd & 3rd Street SE project										
311	Outside Maintenance			10,251	53,342	0	***%			0	0%
	Account:			10,280	54,392	0	***%	0	25,664	25,664	****%
	Fund:			10,280	54,392	0	***%	0	25,664	25,664	****%
Grand Total :		110,659	313,384	348,482	484,135	322,959		324,833	25,604	350,437	

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget

265 TIF Swany White										
31100 Bond Levy										
31150 Tax Increments	2,744	2,915	2,986	2,984	3,000	99%	3,000		3,000	100%
Group:	2,744	2,915	2,986	2,984	3,000	99%	3,000	0	3,000	100%
Fund:	2,744	2,915	2,986	2,984	3,000	99%	3,000	0	3,000	100%
300 EDA										
31000 General Property Taxes										
31000 General Property Taxes	9,988	9,916	9,971	9,968	10,000	100%	12,000		12,000	120%
Group:	9,988	9,916	9,971	9,968	10,000	100%	12,000	0	12,000	120%
36200 Miscellaneous Revenues										
36210 Interest Earnings	174	196	267	133	160	83%	200	-60	140	87%
36290 Sale Land/Property	40,000		14,383		0	0%			0	0%
Group:	40,174	196	14,650	133	160	83%	200	-60	140	87%
39200 Transfer from other funds										
39200 Transfer from other funds				93,000	0	***%			0	0%
Group:				93,000	0	***%	0	0	0	0%
Fund:	50,162	10,112	24,621	103,101	10,160	***%	12,200	-60	12,140	119%
326 Bonds, 2013 (Refunding of Main St Improvements)										
31000 General Property Taxes										
31000 General Property Taxes		91,688	93,161	94,179	94,500	100%	95,500		95,500	101%
Group:		91,688	93,161	94,179	94,500	100%	95,500	0	95,500	101%
36100 Special Assessments										
36100 Special Assessments		11,591	7,557	10,011	8,281	121%	8,281		8,281	100%
Group:		11,591	7,557	10,011	8,281	121%	8,281	0	8,281	100%
36200 Miscellaneous Revenues										
36210 Interest Earnings	1,080	593	410	127	473	27%	346	-171	175	36%
Group:	1,080	593	410	127	473	27%	346	-171	175	36%

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
326 Bonds, 2013 (Refunding of Main St Improvements)										
39200 Transfer from other funds										
39200 Transfer from other funds	157,877					0	0%			0
2015 transfer was from Fund 325, which was closed										
Group:	157,877					0	0%	0	0	0
Fund:	158,957	103,872	101,128	104,317	103,254	101%	104,127	-171	103,956	100%
331 Bonds, 2012 (Refunding of Industrial Park)										
31000 General Property Taxes										
31000 General Property Taxes	69,352	89,183	94,616	99,636	100,000	100%	105,000		105,000	105%
Group:	69,352	89,183	94,616	99,636	100,000	100%	105,000	0	105,000	105%
36100 Special Assessments										
36100 Special Assessments			21,666			0	0%			0
2017: From Industrial Park lot sale										
Group:			21,666			0	0%	0	0	0
36200 Miscellaneous Revenues										
36210 Interest Earnings	3,313	2,538	2,150	1,168	1,216	96%	935	265	1,200	98%
Group:	3,313	2,538	2,150	1,168	1,216	96%	935	265	1,200	98%
39200 Transfer from other funds										
39200 Transfer from other funds	421,755			93,000		0	***%			0
2015 transfer was from Fund 330, which was closed										
2018 includes \$93,000 from Xcel Energy for power line easement										
Group:	421,755			93,000		0	***%	0	0	0
Fund:	494,420	91,721	118,432	193,804	101,216	191%	105,935	265	106,200	104%
407 2006 Small Cities Grant										
36100 Special Assessments										
36101 Principal on Note	7,887	2,549	1,146	1,428	1,428	100%	1,428		1,428	100%
36102 Penalties and Interest	201	66	11	29	29	100%	14		14	48%
Group:	8,088	2,615	1,157	1,457	1,457	100%	1,442	0	1,442	98%

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget

407 2006 Small Cities Grant										
36200 Miscellaneous Revenues										
36210 Interest Earnings	572	702	803	574	750	77%	750	50	800	106%
Group:	572	702	803	574	750	77%	750	50	800	106%
Fund:	8,660	3,317	1,960	2,031	2,207	92%	2,192	50	2,242	101%
410 South End Park Fund										
36200 Miscellaneous Revenues										
36210 Interest Earnings	12	13	42	57	50	114%	60	40	100	200%
Group:	12	13	42	57	50	114%	60	40	100	200%
39400 Transfer from General										
39400 Transfer from General			5,000	5,000	5,000	100%	5,000		5,000	100%
2017 Set aside funds for future south end park										
Group:			5,000	5,000	5,000	100%	5,000	0	5,000	100%
Fund:	12	13	5,042	5,057	5,050	100%	5,060	40	5,100	100%
412 North End Park Fund										
36200 Miscellaneous Revenues										
36210 Interest Earnings	12	14	23	16	20	80%	20		20	100%
36230 Donations - Private			1,000		0	0%			0	0%
Group:	12	14	1,023	16	20	80%	20	0	20	100%
Fund:	12	14	1,023	16	20	80%	20	0	20	100%
416 Bucket Fund - Old Tower Preservation										
36200 Miscellaneous Revenues										
36210 Interest Earnings	36	41	46	32	45	71%	45		45	100%
Group:	36	41	46	32	45	71%	45	0	45	100%
Fund:	36	41	46	32	45	71%	45	0	45	100%

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
417 Street Improvements										
33400 State Grants & Aid/PERA										
33431 Small City Transportation			8,980	4,592	8,980	51%			0	0%
During 2017 session, legislature funded 2017 & 2018. In 2015, \$14,466 received & was recorded in 101.33431. Legislature has not yet funded this for 2019, so \$0 budgeted.										
Group:			8,980	4,592	8,980	51%	0	0	0	0%
36200 Miscellaneous Revenues										
36200 Miscellaneous Revenues				420	0	***%			0	0%
36210 Interest Earnings		470	1,004	1,084	1,000	108%	1,200	600	1,800	180%
Group:		470	1,004	1,504	1,000	150%	1,200	600	1,800	180%
39400 Transfer from General										
39400 Transfer from General		70,000	70,000	72,000	72,000	100%	72,000		72,000	100%
Set aside funds for future street improvement										
Group:		70,000	70,000	72,000	72,000	100%	72,000	0	72,000	100%
Fund:		70,470	79,984	78,096	81,980	95%	73,200	600	73,800	90%
418 Capital Equipment										
36200 Miscellaneous Revenues										
36210 Interest Earnings		70	142	154	150	103%	180	90	270	180%
Group:		70	142	154	150	103%	180	90	270	180%
39400 Transfer from General										
39400 Transfer from General		10,000	10,000	10,000	10,000	100%	10,000		10,000	100%
Set aside funds for future equipment purchases										
Group:		10,000	10,000	10,000	10,000	100%	10,000	0	10,000	100%
Fund:		10,070	10,142	10,154	10,150	100%	10,180	90	10,270	101%
419 Street Lights										
36200 Miscellaneous Revenues										
36210 Interest Earnings			55	157	80	196%	150	200	350	437%
Group:			55	157	80	196%	150	200	350	437%

CITY OF FREEPORT
Revenue Budget Report -- Multi Year Actuals
For the Year: 2019

Account	Actuals				Current	%	Prelim.	Budget	Final	% Old
	2015	2016	2017	2018	Budget	Rec.	Budget	Change	Budget	Budget
	2018	2018	2018	2018	2018	2018	19	19	19	19

419 Street Lights										
39400 Transfer from General										
39400 Transfer from General			10,000	30,000	30,000	100%	30,000	_____	30,000	100%
Set aside funds for future street light purchases										
Group:			10,000	30,000	30,000	100%	30,000	0	30,000	100%
Fund:			10,055	30,157	30,080	100%	30,150	200	30,350	100%
Grand Total :	715,003	292,545	355,419	529,749	347,162		346,109	1,014	347,123	



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

RESOLUTION 2018-14

A RESOLUTION ADOPTING THE FINAL 2019 BUDGET AND TAX LEVY

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

WHEREAS; Minnesota State Statutes require that all local units of government formally adopt a final tax for the proceeding fiscal year on or before December 28, 2018; and

WHEREAS; The Freeport City Council and City staff have done an analysis of the demands for goods, services and other debt obligations to be provided for the City in 2019 and has attached such budget in Appendix A; and

THEREFORE; The Freeport City Council has determined that the 2019 final tax levy shall be set at \$512,500 and directs the City Clerk to notify the Stearns County Auditor of this levy amount.

General Fund Levy	\$300,000
EDA Levy	\$12,000
2013 GO Bond Levy	\$95,500
<u>2012 GO Bond Levy</u>	<u>\$105,000</u>
Total Tax Levy	\$512,500

DATED THIS 18TH DAY OF DECEMBER, 2018

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/11/18

Re: Fire Department Funds/Turnout Gear

At the last council meeting council requested to see the fire department fund balance, with each sinking fund broken a part. This was to help with separating the building and equipment fund into two separate sinking funds. Along with that it was discussed that the amount for the turnout gear might be allocated to the equipment fund, in the event the fire department is not awarded with FEMA grant, they would still be able to purchase new sets of turnout gear.

Following this page is a breakdown prepared by Joan of the fire department fund.

City of Freeport
AFSA Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Twelve Months Ended December 31, 2018 (Unaudited)

	Final Budget 2018	Year-to-Date Amount 12/12/18	Year-to-Date % of Budget 12/12/18	Variance With Final Budget
REVENUES:				
State Grants & Aid	16,000	20,980	131.1%	4,980
Grants & Aids from Local Governmental Units	0	0	N/A	0
Public Safety	90,798	94,521	104.1%	3,723
Miscellaneous	5,000	32,063	641.3%	27,063
Total Revenues	<u>111,798</u>	<u>147,563</u>	<u>132.0%</u>	<u>35,765</u>
EXPENDITURES:				
Salaries & Benefits	32,850	38,567	117.4%	5,717
Supplies	17,000	12,963	76.3%	(4,037)
Professional Services	4,700	6,191	131.7%	1,491
Fire Dept Aid	14,226	19,578	137.6%	5,352
Training	5,600	5,550	99.1%	(50)
Insurance	11,000	5,064	46.0%	(5,936)
Utilities	5,250	5,134	97.8%	(116)
Repairs	5,000	6,979	139.6%	1,979
Miscellaneous	850	1,355	159.4%	505
Total Expenditures	<u>96,476</u>	<u>101,382</u>	<u>105.1%</u>	<u>4,906</u>
Excess of Revenues Over (Under) Expenditures	<u>15,322</u>	<u>46,181</u>	<u>301.4%</u>	<u>30,859</u>
OTHER SOURCES (USES):				
Transfers In	40,207	40,207	100.0%	0
Transfers Out	(3,500)	(3,500)	100.0%	0
Total Other Sources (Uses)	<u>36,707</u>	<u>36,707</u>	<u>100.0%</u>	<u>0</u>
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	<u><u>52,029</u></u>	<u><u>82,888</u></u>	<u><u>159.3%</u></u>	<u><u>30,859</u></u>

FUND BALANCES:

January 1	<u>167,857</u>
December 12	<u><u>250,745</u></u>

	Balance 2017	Balance 2018
CASH:		
January 1	487,498	154,140
Increase (Decrease) in Cash	(333,358)	445,264
December 31, 2017/December 12, 2018	<u><u>154,140</u></u>	<u><u>599,403</u></u>

Cash Breakdown:

Truck Fund	(29,785)	45,715
Bldg/Equip Fund	18,907	15,622
Operating	<u>165,018</u>	<u>538,067</u>
	<u><u>154,140</u></u>	<u><u>599,403</u></u>

Stearns Elec
Loan

45,715
15,622
(360,000)
<u><u>178,067</u></u>
<u><u>239,403</u></u>

EMERGENCY RESPONSE SOLUTIONS

4817 Viking Blvd NE
 East Bethel, MN 55092
 651-464-1010

Quote

Date	Estimate #
10/2/2018	3966

Name / Address
Freeport Vol Fire Dept PO Box 151 Freeport, MN 56331

Project

Item	Description	Qty	Rate	Total
FIRDEX FX-R F...	FIRE DEX FX-R Turn Out Coat and Pant per Freeport gear specs	25	2,138.67	53,466.75
MSA 1010FSB	HELMET FIRE, 1010, TUFF FACE SHIELD, BLACK, STANDARD	25	275.09	6,877.25
MSA F-27 6" Stan...	Cairns F-27 Standard 6" Front	25	38.16	954.00
MSA 10059814	ESS Interzone Goggles 1 & 2 Replacement Strap Kit	25	30.88	772.00
FIRDEX FDXL 1...	Fire Dex FDXL 100 Red Leather Boot; NFPA 1971 Current Edition. Choice of Size.	25	290.00	7,250.00
FIRDEX G2LLG	Fire Dex G2 Dex-Pro 3D Black Leather Glove, Gauntlet Cuff - Size Large	50	82.50	4,125.00
FIRDEX H41PSN...	Fire-Dex H41 Quilted Interceptor Hood with Nomex Nano Flex Particulate Barrier, Size Large (Head circumference 22.1" - 24") ****DOES NOT INCLUDE SHIPPING CHARGES****	50	131.25	6,562.50

Quote Valid for 30 Days	Total	\$80,007.50
-------------------------	--------------	-------------

Memo

From: Joan Wall, Deputy Treasurer

To: Freeport City Council

Date: December 13, 2018

Re: Fire Department Payments – Expert T Billing

The following page shows Fire Department payment data from 2015 to the present. It compares billing and payment data from when the City sent out bills itself and now that the City is using Expert T Billing.

The City has paid Expert T Billing a total of \$1,296.00 for admin fees so far. I estimate that we have received \$837.00 in admin fee payments, so we have made a net investment in this billing process of \$459.00. I expect that we will receive more payments in the near future, since it can take 2-3 months for payments to come in.

Advantages of using Expert T Billing:

- Expert T Billing is able to handle questions from insurance companies better than we can because they work with them on a regular basis.
- Expert T Billing also does the billing for the Melrose ambulance, so they are able to fill in missing information for our bills from the information they have from the Melrose ambulance.

**City of Freeport
AFSA Fund
Payment Analysis**

	Bills sent by City of Freeport			Expert T Billing	
	2015	2016	2017	2017	2018
# of calls billed	52	55	41	15	51
Amount of calls billed	\$15,330.00	\$16,707.50	\$10,685.00	\$6,992.50	\$18,331.66
Amount of payment received	\$10,805.00	\$13,882.90	\$4,870.00	\$4,256.00	\$10,092.66
Percentage collected	70.5%	83.1%	45.6%	60.9%	55.1%

Advantages of using Expert T Billing:

- > Expert T Billing is able to handle questions from insurance companies better than we can because they work with them on a regular basis.
- > Expert T Billing also does the billing for the Melrose ambulance, so they are able to fill in missing information for our bills from the information they have from the Melrose ambulance.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/11/18

Re: Nuisance Ordinance Section 2010

Following is a draft of the nuisance ordinance we have discussed with proposed changes for the council to review.

1 **Section 2010 – Public Nuisances**

2

3 **2010.01 Public Nuisances Affecting Health**

4 Whoever by his act or failure to perform a legal duty intentionally maintains or permits any of the
5 following conditions is guilty of maintaining a nuisance affecting the health, comfort and repose of the
6 public, which is a misdemeanor:

- 7 1. Exposed accumulation of decayed or unwholesome food or vegetable matter;
- 8 2. All diseased animals running at large;
- 9 3. All ponds or pools of stagnant water;
- 10 4. Carcasses of animals not buried or destroyed within 24 hours after death;
- 11 5. Unreasonable accumulations of manure, refuse or other debris;
- 12 6. Privy vaults and garbage cans which are not rodent-free or fly-tight or which are so maintained as
13 to constitute a health hazard or to emit foul and disagreeable odors;
- 14 7. The pollution of any public well or cistern, stream or lake, canal or body of water by sewage,
15 industrial waste or other substances;
- 16 8. All noxious weeds and other rank growths of vegetation upon public or private property;
- 17 9. Dense smoke, noxious fumes, gas and soot, or cinders, in unreasonable quantities;
- 18 10. All public exposure of people having a contagious disease;
- 19 11. Any offensive trade or business as defined by law not operating under local license.

20

1 **2010.03 Public Nuisances Affecting Morals and Decency**

2 Whoever by his act or failure to perform a legal duty intentionally maintains or permits any of the
3 following conditions is guilty of maintaining a public nuisance affecting morals and decency, which is
4 a misdemeanor:

- 5 1. All gambling devices, slot machines and punch boards, except as otherwise authorized by federal,
6 state or local law;
- 7 2. Betting, bookmaking, and all apparatus used in those occupations;
- 8 3. All house kept for the purpose of prostitution or promiscuous sexual intercourse, gambling houses,
9 houses of ill fame and bawdy houses;
- 10 4. All places where intoxicating liquors is manufactured or disposed of in violation of law or where,
11 in violation of law, people are permitted to resort for the purpose of drinking intoxicating liquor,
12 or where intoxicating liquor is kept for sale or other disposition in violation of law, and all liquor
13 and other property used for maintaining that place;
- 14 5. Any vehicle used for the unlawful transportation of intoxicating liquor, or for promiscuous sexual
15 intercourse, or any other immoral or illegal purpose.

16

1 **2010.05 Public Nuisances Affecting Peace and Safety**

2 Whoever by his act or failure to perform a legal duty intentionally maintains or permits any of the
3 following conditions is guilty of maintaining a public nuisance affecting peace and safety, which is a
4 misdemeanor:

- 5 1. All snow and ice not removed from public sidewalks 24 hours after the snow or other precipitation
6 causing the condition has ceased to fall;
- 7 2. All trees, hedges, billboards or other obstructions which prevent people from having a clear view
8 of all traffic approaching an intersection;
- 9 3. All wires and limbs of trees which are so close to the surface of a sidewalk or street as to
10 constitute a danger to pedestrians or vehicles;
- 11 4. All obnoxious noises in violation of Minn. Rules Ch. 7030, as they may be amended from time to
12 time which are hereby incorporated by reference into this code;
- 13 5. The discharging of the exhaust or permitting the discharging of the exhaust of any stationary
14 internal combustion engine, motor boat motor vehicle, motorcycle, all-terrain vehicle, snowmobile
15 or any recreational devices except through a muffler or other device that effectively prevents loud
16 or explosive noises there-from and complies with all applicable state laws and regulations;
- 17 6. The using or operation or permitting the using or operation of any radio receiving set, musical
18 instrument, phonograph, paging system, machine or other device for producing or reproduction of
19 sound in a distinctly and loudly audible manner so as to disturb the peace, quiet and comfort of
20 any person nearby. Operation of any device referred to above between the hours of 10:00 p.m.
21 and 7:00 a.m. in a manner so as to be plainly audible at the property line of the structure or
22 building in which it is located, or at a distance of 50 feet if the source is located outside a structure
23 or building shall be prima facie evidence of a violation of this section;
- 24 7. The participation in a party or gathering of people giving rise to noise which disturbs the peace,
25 quiet or repose of the occupants of adjoining or other property;

- 1 8. Obstructions and excavations affecting the ordinary public use of streets, alleys, sidewalks or
2 public grounds, except under conditions as are permitted by Freeport City ordinance or other
3 applicable law;
- 4 9. Radio aerials or television antennae erected or maintained in a dangerous manner;
- 5 10. Any use of property abutting on a public street or sidewalk any use of a public street or sidewalk
6 which causes large crowds of people to gather, obstructing traffic and the free use of the street or
7 sidewalk;
- 8 11. All hanging signs, awnings and other similar structures over streets and sidewalks, so situated as
9 to endanger public safety, or not constructed and maintained as provided by Freeport City
10 ordinance and other applicable laws;
- 11 12. The allowing of rain water, ice or snow to fall from any building or structure upon any street or
12 sidewalk or to flow across any sidewalk;
- 13 13. Any barbed wire fence less than six feet above the ground and within three feet of a public
14 sidewalk or way;
- 15 14. All dangerous, unguarded machinery in any public place, or so situated or operated on private
16 property as to attract the public;
- 17 15. Waste water cast upon or permitted to flow upon streets or other public properties;
- 18 16. Accumulations in the open of discarded or disused machinery, household appliances, automobile
19 bodies, discarded or disused lumber or other building materials, wood, brush, yard waste, or other
20 material in a manner conducive to the harboring of rats, mice, snakes or vermin, or the rank
21 growth of vegetation among the items so accumulated, or in a manner creating fire, health or
22 safety hazards from accumulation;
- 23 17. Any well, hole or similar excavation which is left uncovered or in another condition as to
24 constitute a hazard to any child or other person coming on the premises where it is located;

- 1 18. Obstruction of the free flow of water in a natural waterway or a public street, drain, gutter or ditch
2 with trash or other materials;
- 3 19. The placing or throwing on any street, sidewalk or other public property of any glass, tacks, nails,
4 bottles or other substance which may injure any person or animal or damage any pneumatic tire
5 when passing over the substance;
- 6 20. The depositing of garbage or refuse on a public right-of-way or on adjacent property;
- 7 21. Interferes with, obstructs or renders dangerous for passage any public highway or right-of-way, or
8 waters used by the public; or
- 9 22. All other conditions or things which are likely to cause injury to the person or property of anyone.
- 10 23. Nothing in this section prohibits: i. the storage of machinery, auto bodies, or household appliances
11 within a non-residential building, or ii. the storage in the open of lumber, building materials, or
12 wood that is in the ordinary course of business or trade.:
- 13 ~~a. kept a minimum of 12 inches above the ground or other surface, and~~
- 14 ~~b. fully screened so as not to be visible from any adjoining properties, public street, right of way, or~~
15 ~~sidewalk.~~
- 16 24. Violations of Freeport City code Section 500.475 (Outdoor Storage)

1 **Section 2010.06 – Building Maintenance and Appearance**

2 **Subd. 1 Declaration of Nuisance.**

3 Buildings, fences and other structures that have been so poorly maintained that their physical condition
4 and appearance detract from the surrounding neighborhood are declared to be public nuisances because
5 they: (a) are unsightly, (b) decrease adjoining landowners and occupants’ enjoyment of their property
6 and neighborhood, and (c) adversely affect property values and neighborhood patterns.

7 **Subd. 2 Standards.**

8 A building, ~~fence~~ or other structure is a public nuisance if it does not comply with the following
9 requirements:

- 10 1. No part of any exterior surface may have deterioration, holes, breaks, gaps, loose or rotting boards
11 or timbers.
- 12 2. Every exterior surface that has had a surface finish such as paint applied must be maintained to
13 avoid noticeable deterioration of the finish. No wall or other exterior surface may have peeling,
14 cracked, chipped or otherwise deteriorated surface finish on more than 20% of:
 - 15 a. Any one wall or other flat surface; or
 - 16 b. All door and window moldings, eaves, gutters, and similar projections on any one side or
17 surface.
- 18 3. No glass, including windows and exterior light fixtures, may be broken or cracked, and no screens
19 may be torn or separated from moldings.
- 20 4. Exterior doors and shutters must be hung properly and have an operable mechanism to keep them
21 securely shut or in place.
- 22 ~~5. Cornices, moldings, lintels, sills, bay or dormer windows and similar projections must be kept in
23 good repair and free from cracks and defects that make them hazardous or unsightly.~~

- 1 6. Roof surfaces must be tight and have no defects that admit water. All roof drainage systems must
2 be secured and hung properly.
- 3 7. Chimneys, antennae, air vents, and other similar projections must be structurally sound and in good
4 repair. These projections must be secured properly, where applicable, to an exterior wall or exterior
5 roof.
- 6 8. Foundations must be structurally sound and in good repair.

DRAFT

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/11/18

Re: Ordinance 500.475

Following is the current vehicle parking ordinance with proposed changes that were discussed at the November meeting for the council to review.

1 **500.475 Outdoor storage**

2 **Subd.1 Residential Uses**

3 All outside storage of materials and equipment for residential uses shall be stored within a building or
4 fully screened so as not to be visible from adjoining properties, except for the following:

- 5 1. Clothes line pole and wire.
- 6 2. Parking of licensed and operable vehicles in compliance with this Ordinance (Off-street parking).
7 Junk vehicles as defined under Minnesota Statute 168B.011, Subd. 3, as may be amended, are
8 specifically and completely prohibited from being stored outdoors. The property owner has the
9 burden of proving a vehicle does not meet the ‘junk vehicle’ standard as set under the
10 aforementioned statute.
- 11 3. Any combination of five (5) or fewer licensed and operable recreational vehicles (RV’s, boats,
12 snowmobiles on a trailer, etc.) and/or seasonal automobiles may be parked or stored on property
13 outside a home, provided:
- 14 a. They are not stored within the front yard, except if parked on an approved driveway.
- 15 b. If stored within the side or rear yard, they are at least five feet from the property line, placed on
16 an improved surface (e.g. crushed rock, gravel, asphalt, concrete, etc.) and landscaped/screened
17 so as to be less visible from adjacent properties. Areas in which grass or weeds grow through
18 the surface shall not meet said ‘improved surface’ requirement. If stored on a corner lot said
19 storage must not interfere with motorist’s views from intersecting streets. Such items shall not
20 be stored on a turf surface.
- 21 c. Standards of the City’s Abandoned Car Ordinance are met.

22 4. Four (4) or fewer licensed and operable vehicles (not including recreational vehicles and/or
23 seasonal automobiles) may be parked or stored on property outside a home, provided:

24 a. They are not stored within the front yard, except if parked on an approved driveway.

1 b. If stored within the side or rear yard, they are at least five feet from the property line, placed on
2 an improved surface (e.g. crushed rock, gravel, asphalt, concrete, etc.) and landscaped/screened
3 so as to be less visible from adjacent properties. Areas in which grass or weeds grow through
4 the surface shall not meet said ‘improved surface’ requirement. If stored on a corner lot said
5 storage must not interfere with motorist’s views from intersecting streets. Such items shall not
6 be stored on a turf surface.

7 c. Standards of the City’s Abandoned Car Ordinance are met.

8 ~~45.~~ Parking of one (1) commercial motor vehicle of not over 32 feet in length used by the resident
9 occupant, ~~and parking of passenger cars,~~ but not including the storage of vehicles which are
10 inoperable or for sale or rent.

11 ~~56.~~ Construction and landscaping material currently being used on the premises for a period not to
12 exceed six (6) months of any given project start date.

13 ~~67.~~ Lawn furniture or furniture used and constructed explicitly for outdoor use.

14 ~~78.~~ Playground equipment.

15 ~~89.~~ Dog houses.

16 ~~910.~~ Rear or side yard exterior storage of not more than one cord of firewood which is for
17 consumption only by those inhabiting the property on which it is stored.

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 12/11/18

Re: Loehrer Property

It has been noticed by the City that the Loehrer property is beginning to accumulate excessive garbage again. Wondering how the council would like city staff to handle this? Begin sending out notices again?



CITY OF FREEPORT

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

RESOLUTION 2018-12

A RESOLUTION DESIGNATING A POLLING PLACE FOR THE YEAR 2019

WHEREAS, the Office of the Minnesota Secretary of State Elections Division requires municipalities to designate a polling place each year;

WHEREAS, the City of Freeport has to report the designated location to Stearns County by December 31, 2018

WHEREAS, the City of Freeport has been consistently holding elections at Freeport City Hall, 125 Main Street East, Freeport, Minnesota;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FREEPORT, MINNESOTA, that any 2019 election will be held at Freeport City Hall, 125 Main Street East, Freeport, Minnesota.

APPROVED this 18th day of December, 2018.

Rodney Atkinson, Mayor

ATTEST:

Adrianna Hennen, Clerk-Treasurer



JANELLE P. KENDALL

Stearns County Attorney

November 27, 2018

Adrianna Hennen
Clerk-Treasurer
City of Freeport
125 Main Street E.
PO Box 301
Freeport, MN 56331

Re: Misdemeanor Criminal Prosecution Contract Bid

Dear Ms. Hennen:

Pursuant to conversations with my office and per your request, I am writing to formally propose that the City of Freeport contract with the Stearns County Attorney's Office for misdemeanor criminal prosecution services as outlined below and in the attached contract. Should the city be in agreement, I would ask that the attached contract be adopted by your city council and returned to our office for approval by our county board.

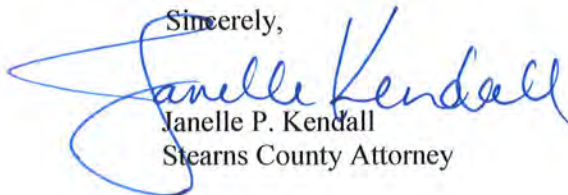
As you discussed with my Chief Deputy, a contract for prosecution services is necessary because the City of Freeport exceeds a population of 600. My understanding is that the city's former prosecutor is retiring. It also appears he has no active files so the change-over should be relatively simple.

This proposal for prosecution services includes coverage of all petty misdemeanor, misdemeanor, and gross misdemeanor state law violations that ordinarily fall within city jurisdiction. Those prosecution services include 24 hour per day and 7 day per week access to on-call attorneys, no cost access to all on-going peace officer training and advice, complete victim/witness services as mandated by Minn. Stat. § 611A, as well as all legal services related to civil forfeitures with distribution to occur pursuant to state statute. The Stearns County Attorney's Office would also defend any appeals and bring any necessary appeals that followed criminal court judgments or other criminal or forfeiture court orders from which appeal can be taken. Prosecution of city ordinance violations are excluded from this proposal.

My office will undertake your representation in these matters for the flat rate of \$1,500 per year for 2019 and 2020 effective January 1, 2019. This amount is based on your city's size and estimated number of cases to be prosecuted and is the lowest flat rate amount our office charges. This rate is similar to other cities of similar sizes and cases prosecuted that have contracted with us for service. As has been my practice, this rate is guaranteed not to increase through the duration of the proposed contract.

If you have any questions or concerns with which I may be of assistance, please do not hesitate to contact me or Chief Deputy Stearns County Attorney Michael Lieberg at the number below.

Sincerely,



Janelle P. Kendall
Stearns County Attorney

JPK/mjl
Enclosures

AGREEMENT FOR PROSECUTION SERVICES

THIS AGREEMENT is made and entered into by and between the COUNTY OF STEARNS and the STEARNS COUNTY ATTORNEY, hereinafter referred to as the "County," and the CITY OF FREEPORT, MINNESOTA, hereinafter referred to as the "Municipality;"

WHEREAS, the Municipality desires to engage the services of the County to prosecute petty misdemeanor, misdemeanor and gross misdemeanor criminal and traffic offenses, including criminal and traffic state law violations and criminal and traffic probation violations that arise under state law which occur within the jurisdiction of the Municipality;

WHEREAS, Minn. Stat. § 484.87, subd. 3, allows for a Municipality to enter into an Agreement with the County Board and the County Attorney for the County to provide such prosecution services for criminal offenses that occur within the Municipality. Said "Prosecution Services" include the following: (1) prosecuting petty misdemeanor, misdemeanor and gross misdemeanor criminal and traffic offenses arising under state law and criminal and traffic probation violations that occur within the jurisdiction of the Municipality; (2) giving advice and guidance on prosecution matters, procedures and policies to Municipal law enforcement relating to criminal prosecutions; (3) providing P.O.S.T. accredited law enforcement training for the Municipality law enforcement officers when such training is being provided or sponsored by the County; (4) providing victim assistance and/or services as mandated by Minn. Stat. § 611A; (5) completing criminal appeals before the Minnesota Court of Appeals and the Minnesota Supreme Court on matters arising under state law which occur within the jurisdiction of the Municipality; and, (6) providing administrative advice and assistance and legal services in district court and Minnesota's courts of appeal related to civil administrative and judicial forfeitures originated by the Municipality's law enforcement agency;

WHEREAS, logistically, functionally and financially such an Agreement is mutually beneficial to both the County and Municipality.

NOW, THEREFORE, in consideration of the mutual covenants and understandings contained herein, the County and Municipality enter into the following Agreement:

1. TERM AND COST OF THE AGREEMENT

- A) The County will provide the Municipality with the prosecution services above-referenced for cases that occur within the jurisdiction of the Municipality beginning January 1, 2019. This Agreement will continue for the calendar years 2019 and 2020. Any Agreement for prosecution services for future years will be finalized by November 1 of the year before such service is to commence. If such an Agreement is not reached, this Agreement will expire on January 1 of the following year.
 - i) Beginning January 1, 2019, the Municipality will pay \$1,500 (Fifteen hundred dollars) to the County, said money to be used to fulfill this Agreement, including the payment of salary, benefits, and other costs incurred by the County in performance of its obligations hereunder for calendar year 2019. Municipality will pay County one-half on May 15, 2019 and one-half on October 15, 2019.
 - ii) Beginning January 1, 2020, the Municipality will pay \$1,500 (Fifteen hundred dollars) to the County, said money to be used to fulfill this Agreement, including the payment of salary, benefits, and other costs

incurred by the County in performance of its obligations hereunder for calendar year 2020. Municipality will pay County one-half on May 15, 2020 and one-half on October 15, 2020.

- B) The County will provide all prosecution services, administrative services, overhead, secretary and paralegal support in fulfilling its obligations under and for the term of this Agreement. The Municipality will forward all law enforcement files to the County at no charge to the County.

2. **MODIFICATION**

Any alteration, modification, amendment or waiver of provisions of the Agreement shall be valid only when it has been reduced to writing and signed by representatives of all parties.

3. **TERMINATION OF AGREEMENT**

Either party may terminate this Agreement at any time, with or without cause, upon 90 days notice, in writing, delivered by certified mail or in person to the City Clerk for the Municipality or County Attorney for the County. During the term of this Agreement, the County will not increase the fees stipulated to in this Agreement. Unless a separate written agreement is reached, on expiration or termination of this contract, the Municipality's new attorney(s) will undertake representation of the Municipality in all matters then filed, pending, or otherwise before the Court as a result of the County's representation of the Municipality. On expiration or termination of this contract, at the Municipality's request, the County will electronically duplicate and deliver files that were the subject of representation pursuant to this agreement to the Municipality in the electronic format that suits the business needs and practices of the County.

4. **INTEGRATION**

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof.

5. **SERVICES SPECIFICALLY EXCLUDED**

The Parties acknowledge and agree that the County will not prosecute violations of local ordinances adopted by the Municipality. Local ordinance enforcement remains the sole responsibility of the Municipality. The Parties further acknowledge and agree that as a term or condition of this contract, the County will not provide representation to the Municipality on criminal prosecution related matters, if any, venued in any federal district or federal appellate court. Likewise, the County will not provide representation or advice or otherwise participate in any administrative citation process, regardless of statutory authorization for such programs.

6. **RELEASE AND INDEMNIFICATION**

The Parties further acknowledge and agree that the County will not indemnify in any way or defend civil claims for damages or any other cause(s) of action alleging wrongdoing by the County on behalf of the Municipality, whether in federal or state court, if any, arising in relation to any criminal prosecution or administrative or judicial forfeiture action undertaken

by the County on behalf of Municipality. The Municipality remains solely responsible for defense of such claims, including but not limited to civil litigation expenses, settlement costs, and court ordered awards.

IN WITNESS WHEREOF, the Municipality, by motion duly adopted by its governing body, caused this Agreement to be signed by its Mayor and attested by its Clerk; and the County of Stearns, by the County Board of Commissioners, has caused this Agreement to be signed by the Chair Person and Clerk of said Board, and by the Stearns County Attorney, effective on the date and for the duration as above-referenced.

Dated: _____

CITY OF FREEPORT

By: _____
Rodney Atkinson, Mayor

Attest: _____
Adrianna Hennen
City Clerk/Treasurer

Dated: _____

COUNTY OF STEARNS

By: _____
Jeffery H. Mergen, Chair
Stearns County Board

By: _____
Randy Schreifels
County Auditor/Treasurer

Dated: _____

STEARNS COUNTY ATTORNEY

By: _____
Janelle P. Kendall
County Attorney



CITY OF FREEPORT

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

RESOLUTION 2018-13

A RESOLUTION APPOINTING THE FREEPORT FIRE DEPARTMENT OFFICERS FOR THE YEAR 2019

WHEREAS, a notice for the position openings was posted at the first meeting in October of the Freeport Fire Department, by the current Chief, in a conspicuous place in the Fire Hall;

WHEREAS, applicants had six weeks after the notice was posted to apply for an officer position;

WHEREAS, the Freeport Fire Department reviewed the applications at the first Department meeting in December;

WHEREAS, the Freeport Fire Department submitted nominations for the officer position to the City Clerk;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FREEPORT THAT, the below named individuals are hereby appointed as the officers for the Freeport Fire Department for the year 2019:

1. Chief – John Gilk
2. First Assistant Chief – Andy Grieve
3. Second Assistant Chief – Chris Williams
4. Secretary – Loren Goebel

Dated this 18th Day of December, 2018

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

ATTEST:

Rodney Atkinson

Adrianna Hennen