



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

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

Call to Order

- I. Approve Agenda
- II. Meals on Wheels Proclamation (1-2)
- III. Dave Bentrud Presentation (7:30/7:45)
- IV. Open Public Forum
- V. Consent Agenda
 - a. Sept. 25, 2018 Meeting Minutes (3-5)
 - b. Claims 3355-3394 (6-13)
 - c. Sheriff's Report (14)
 - d. Sacred Heart School Gambling Permit (Prime & Wine) (15)
 - e. Sacred Heart School Gambling Permit (Youth Group Bingo) (16)
- VI. Reports
 - a. Clerk Report (17)
 - b. Treasurer Report (18-36)
 - c. Public Works Report (37-39)
 - d. Engineer Report (40-45)
 - e. Attorney Report (46)
 - f. Fire Department Report
- VII. Old Business
 - a. 2019 Budget Items (47-49)
 - b. Charlie's Café Grease Trap (50)
 - c. Rental Housing (51-60)
 - d. Unfit for Habitation (61-66)
 - e. Public Nuisance by Zone (67-75)
 - f. Parking Nuisance/ Ordinance 500.475 (76-78)
 - g. Loehrer Update (79)
- VIII. New Business
 - a. EDA Appointment (80)
 - b. Loren Goebel Performance Review (81-84)
- IX. Adjourn

Next Meeting: November 27, 2018

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 10/22/18

Re: Meals on Wheels Proclamation

Following this memo is a copy of the proclamation that will be presented to Meals on Wheels group. Here is a list of the Freeport volunteers and their years of service that we will be honoring.

Art Vanheel, delivering since 2002 – 2018 (*note – he is retiring this year)

Walter & Loura Beuning 2005 -2007 and then 2015-2018

Eddie Overman 2002 to 2018

Marilyn Bergmann - 8 years

Judy Hennen - 5 years

Gerald & Mary Mayers - 4 years

Betty Atkinson 3- years

Cyrilla Michael 5 - years

Stephanie Hennen 4 - years

Al & Mary Williams 2 - years

Arnie & Mary Jane Blommel 1.5 years

Marlene Herdering 6 months

Marcene Austing new

Dennis Toebe new

PROCLAMATION

WHEREAS, Meals on Wheels has been guided by a single goal since the first known U.S. delivery by a small group of Philadelphia citizens in 1954, to support our senior neighbors to extend their independence; and

WHEREAS, what started as a compassionate idea has grown into one of the largest and most effective social movements in America; and

WHEREAS, Meals on Wheels is currently helping nearly 2.4 million seniors annually in virtually every community in the county; and

WHEREAS, the Freeport route began back in 2001 and has been serving the community ever since; and

WHEREAS, every one of the volunteers, at one time or another, has went above and beyond. For that we are grateful and thankful for their service.

THEREFORE, I, Rodney Atkinson, Mayor of the City of Freeport, Stearns County, Minnesota, do hereby proclaim the week of October 29, 2018 to November 2, 2018 as Meals on Wheels Week.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the City of Freeport this 30th day of October 2018.

Rodney Atkinson, Mayor

(S E A L)

ATTEST: _____
Adrianna Hennen, City Clerk-Treasurer



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September 25, 2018 – Meeting Minutes

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

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

Absent: Ben Ettle

Others in attendance:

Sarah Blake (1012 3rd Ave SE)

Chad Thielen (112 3rd St NW)

Andy Grieve (210 2nd Ave NE)

Andrea Ramacher & Vern Fuchs (720 1st Ave N)

Kyle Rademacher & Brooke Fleischhaker (212 2nd Ave NW)

Approve Agenda

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

Public Hearing – Ordinance 2018-02 Solar Energy

Public hearing opened at 7:01. No comment was given. Public hearing closed at 7:03

Open Public Forum

No comment was given.

Consent Agenda

Eveslage moved to approve the consent agenda, excluding claim 3319 and removing “then work getting completed” from the August meeting minutes, seconded by T. Hennen. Motion carried 4-0

Reports

Clerk Report

A. Hennen state Simon Hellermann has approached her about the City cutting the grass, which is technically state land, behind his gravel lot on Main Street. Council stated the city would cut it if Hellermann paid \$25 per grass cutting.

A. Hennen asked if the council would like to hire Atkinson Well & Pump to blow out the ballpark water lines for the same cost as last year which was \$245. T. Hennen moved to have Atkinson Well & Pump do the work, seconded by Renneker. Motion carried 3-0 with Atkinson abstaining.

Treasurer Report

No report was given.

Public Works Report

Goebel stated he got an estimate from Jesse James Plumbing and Phil Osendorf. Melrose Plumbing didn't want to give an estimate. The purpose of the grease trap is to prevent grease that is coming from Charlie's Café from entering the City sewer line. The Council discussed how the grease trap should be paid for. Some members thought cost sharing would be appropriate since Jesse Job would have to maintain the grease trap and it would be benefiting Job and the City from backups and extra maintenance on the line. Some members didn't feel it should be on the burden of the tax payers to help pay for something that doesn't benefit them. It was finally recommended to ask the EDA their opinion since this was more of a business assistance situation.

Engineer Report

Blommel stated that MPCA has released the Draft General Permit for Pond Wastewater Treatment Facilities. Blommel said that as of right now nothing is really changing for Freeport.

Attorney Report

Dymoke stated most of his items were coming up in Old Business. Dymoke gave the Loehrer update during his report. He stated he filed Council's order with the court and filed a notice of lis pendens with the County Recorder. He now has to wait five business days to schedule the hearing and file the motion papers.

Fire Department Report

John Gilk stated that they didn't get the FEMA grant again this year. Council questioned whether we should get a new person to write these grants. Gilk said that anyone else will cost around \$1500 where Neil, the person we have now costs \$400. Atkinson asked if Neil has gotten grants for anyone else lately. Gilk said he got Chain of Lakes one this year, and Albany and Avon within the last three years. Atkinson thought it might be worth looking into someone new. Gilk said he would like to give Neil one more try this year. Gilk asked if Atkinson wanted to be at the meeting with Neil when they went over the grant application. Atkinson didn't think it would be appropriate for him to be there since he will no longer be on council soon. T. Hennen said he would attend the meeting.

Gilk said they are in dire need of turnout gear now that they haven't gotten the FEMA grant. He said the Relief Association has half of the \$55,000 funds. Gilk said he has intentions of talking with the Freeport and St. Rosa Lions and the St. Rosa Jaycees to see if they would donate towards the turnout gear. Atkinson said to wait on doing that because the Fire Department account might have unallocated dollars in the fund that have been accumulating that could be used towards the turnout gear. It was also mentioned that the building and equipment fund had \$19,000.

Gilk also said that Mid Central is getting him an estimate on the cost of putting in a commercial dehumidifier and A/C unit in the Fire Hall since they are having major mold issues.

Old Business

Ordinance 2018-02 Solar Energy

T. Hennen moved to approve Ordinance 2018-02, seconded by Eveslage. Atkinson-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 4-0.

Ordinance 2018-03 Solar Energy Summary

Renneker moved to approve Ordinance 2018-03, seconded by Atkinson. Atkinson-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 4-0.

Rental Housing

Dymoke explained at the August meeting Council reviewed New Munich's ordinance and council agreed at that time that it was too much for Freeport. Dymoke explained he broke up the information in different parts, rental housing and unfit for habitation. Council agreed they liked where the rental housing ordinance. Atkinson stated he wanted to see a specific area that outlined parking in the rental ordinance. Potentially requiring the owner to submit a parking plan and only allow a certain number of vehicles. Something to prevent perpetual on street parking by the people renting the property.

Unfit for Habitation

T. Hennen liked the rental ordinance and felt the city would be able to enforce it. T. Hennen stated that the unfit for habitation is something that the city can adopt, but will not be able to enforce. T. Hennen stated when he spoke with building inspector Harren during the Loehrer house inspection and Harren stated he had no red sticker to stick on unfit homes. A. Hennen stated she would speak with Harren to see if this is something he could or would feel comfortable trying to enforce.

Parking Nuisance/Ordinance 500.475

Council decided to talk more about this next month.

Public Nuisance by Zone

Atkinson wanted to know where the grass cutting height requirement was located in the City Code and questioned if it should be combined with the nuisance ordinance. Atkinson stated #3 under 2010.01 should be clarified since it could mean required retention ponds. #11 under 2010.01 was questioned since no one knew what it meant. #23 under 2010.05 was thought to be segregated away from commercial/industrial properties. Council thought "fence" under 2010.06, Subd. 1 should be removed.

Loehrer Update

Was given during Attorney Report.

New Business

2019 Preliminary Budget

Council went page by page and asked any questions that arose about the budget. It was recommended to bring up Mike Elfering's wages during the October meeting since he has never had an increase. Council wanted the percentages of bills collected with the new billing company for the Fire Department to determine if it was successful. Council decided to increase 602.43250.311 to \$20,000. Atkinson stated we needed to ask Jeff Johnson what new or increased valuation has come to Freeport to determine how much they can increase the levy without negatively affecting most households and businesses. Eveslage moved to increase the General Levy on Resolution 2018-10 from \$275,000 to \$300,000. Atkinson-yes, Eveslage-yes, T. Hennen-yes, Renneker-yes. Motion carried 4-0. Atkinson moved to approve Resolution 2018-10, seconded by T. Hennen. Motion carried 4-0.

Ajourn

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

Mayor, Rodney Atkinson

City Clerk-Treasurer, Adrianna Hennen

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Claim Approval List
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
3355		15 ALBANY MUTUAL TELEPHONE	252.09						
	10324305	10/01/18 836-2411/2413	76.81*			225 42200	320	10100	
	10324671	10/01/18 836-7158	39.71			101 41000	320	10100	
	10324459	10/01/18 836-2685	19.47			601 43225	320	10100	
	10324459	10/01/18 836-2685	19.46			602 43250	320	10100	
	10324170	10/01/18 836-2112	96.64			101 41000	320	10100	
		Total for Vendor:	252.09						
3356		25 AMERIPRIDE LINEN & APPAREL	63.06						
	2201104669	10/05/18 Monthly rug service	63.06			101 41000	410	10100	
		Total for Vendor:	63.06						
3357		76 CENTRAL MINNESOTA CREDIT UNION	457.09						
	09/30/18	Indeed Treasurer job ad	10.06*			101 41000	350	10100	
	09/30/18	Washer fluid	7.12			101 43100	210	10100	
	09/30/18	City Hall light bulbs	29.47			101 41000	210	10100	
	09/30/18	City Hall light bulbs	32.97			101 41000	210	10100	
	09/30/18	Truck #409 battery	121.47			225 42200	401	10100	
	09/30/18	RWA exam refresher	127.50*			601 43225	330	10100	
	09/30/18	RWA exam refresher	127.50			602 43250	300	10100	
	09/30/18	Stearns Cnty Beacon fee	1.00			101 41000	433	10100	
		Total for Vendor:	457.09						
3358		636 DHIA LABORATORIES	158.00						
	78442	09/10/18 Discharge Eff 710615	79.00			602 43250	460	10100	
	78443	09/10/18 Eff Discharge 710616	79.00			602 43250	460	10100	
		Total for Vendor:	158.00						
3359		145 FINKEN WATER SOLUTIONS	23.00						
	1110385	10/01/18 Water softener rental	15.00			101 41000	410	10100	
	1110386	10/01/18 Maint water cooler	8.00			101 43100	410	10100	
		Total for Vendor:	23.00						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3360		387 RAHNS OIL & PROPANE, INC	523.00					
	2968	09/30/18 Fire Dept fuel	228.21			225 42200	215	10100
	2968	09/30/18 Public Works fuel	290.70			101 43100	215	10100
	2968	09/30/18 Public Works supplies	4.09			101 43100	210	10100
		Total for Vendor:	523.00					
3361		437 STAR PUBLICATIONS LLC	23.79					
	171922	09/29/18 Public Hearing notice	23.79*			101 41000	350	10100
		Total for Vendor:	23.79					
3362		510 VERIZON WIRELESS	59.33					
	9815693502	10/01/18 Cell phone - Oct	59.33			101 43100	320	10100
		Total for Vendor:	59.33					
		*** Claim from another period (9/18) ****						
3351		525 XCEL ENERGY	4,277.14					
	588906301	04/20/18 Water tower	156.62			601 43225	381	10100
	592720444	05/21/18 Water tower	117.45			601 43225	381	10100
	596570698	06/20/18 Water tower	93.84			601 43225	381	10100
	600410855	07/20/18 Water tower	105.97			601 43225	381	10100
	604223708	08/20/18 Water tower	100.98			601 43225	381	10100
	608076622	09/19/18 Water tower	98.28			601 43225	381	10100
	590544531	05/03/18 Street lights	718.59			101 43160	381	10100
	594348202	06/04/18 Street lights	722.46			101 43160	381	10100
	598188585	07/03/18 Street lights	720.89			101 43160	381	10100
	602229650	08/03/18 Street lights	721.18			101 43160	381	10100
	606042665	09/04/18 Street lights	720.88			101 43160	381	10100
3363		525 XCEL ENERGY	2,338.18					
	609697285	10/02/18 302188142	138.22			601 43225	381	10100
	609697285	10/02/18 302252262	92.44			101 43160	381	10100
	609697285	10/02/18 302290398	171.09			101 41000	381	10100
	609697285	10/02/18 302679657	83.62			101 43100	381	10100
	609697285	10/02/18 302700297	23.88			602 43250	381	10100
	609697285	10/02/18 302947044	138.32			601 43225	381	10100
	609697285	10/02/18 303193187	29.13			602 43250	381	10100
	609697285	10/02/18 303616049	125.77			225 42200	381	10100

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Claim/	Check	Vendor #/Name/		Document \$/	Disc \$						Cash	
		Invoice #/Inv	Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
	609697285	10/02/18	303936749	43.78			101		43160	381		10100
	609697285	10/02/18	303956738	455.68			101		43160	381		10100
	609697285	10/02/18	303963984	248.66			101		43160	381		10100
	609697285	10/02/18	303985901	37.21			101		43160	381		10100
	609697285	10/02/18	304083816	12.58			101		43160	381		10100
	609697285	10/02/18	304098414	17.14			602		43250	381		10100
	609885493	10/03/18	Street lights	720.66			101		43160	381		10100
		Total for Vendor:		6,615.32								
		# of Claims	10	Total:	8,174.68							

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3364		617 ADRIANNA HENNEN	26.16					
	10/11/18	Mileage for election training	26.16			101 41450	335	10100
		Total for Vendor:	26.16					
3365		38 ATKINSON WELL & PUMP LTD.	245.00					
	32843 10/17/18	Winterize ball park	245.00			101 45200	220	10100
		Total for Vendor:	245.00					
3366		40 AUTO VALUE-ALBANY	21.27					
	26275159 10/08/18	Water sample shipping	21.27			601 43225	200	10100
		Total for Vendor:	21.27					
3367		758 BRANDON ROERING	91.56					
	09/22/18	Mileage, 1st responder refresh	91.56			225 42200	335	10100
		Total for Vendor:	91.56					
3368		84 CITI LITES, INC	42.00					
	59226 09/30/18	Mark streetlight wires	42.00			101 43160	300	10100
		Total for Vendor:	42.00					
3369		88 CITY OF MELROSE	205.12					
	1403 10/09/18	Medical supplies	205.12*			225 42200	210	10100
		Total for Vendor:	205.12					
3370		123 DYMOKE LAW OFFICE, P.A.	1,337.00					
	09/30/18	Parking & nuisance regulations	46.00			101 41000	302	10100
	09/30/18	Unfit housing ordinance	184.00			101 41000	302	10100
	09/30/18	Rental ordinance	161.00			101 41000	302	10100
	09/30/18	Xcel franchise agreement	57.50			101 41000	302	10100
	09/30/18	Loehrer nuisance	425.50			101 41000	302	10100
	09/30/18	Loehrer nuisance filing fees	348.00			101 41000	302	10100
	09/30/18	City council meeting	115.00			101 41000	302	10100
		Total for Vendor:	1,337.00					

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3371		611 EMERGENCY RESPONSE SOLUTIONS	221.12					
	11595	08/28/18 Lenses for various trucks	221.12*			225 42200	401	10100
		Total for Vendor:	221.12					
3372		641 FREEPORT ELECTRIC, INC	567.93					
	2531	09/22/18 Repair street lights	567.93*			101 43160	311	10100
		Total for Vendor:	567.93					
3373		155 FREEPORT FARM CENTER, INC	111.94					
	100386	09/14/18 Lawnmower deck belt	111.94			101 45200	220	10100
		Total for Vendor:	111.94					
3374		174 GOPHER STATE ONE CALL, INC	60.75					
	8070388	07/31/18 23 email tickets	15.52			601 43225	300	10100
	8070388	07/31/18 23 email tickets	15.53			602 43250	300	10100
	8090390	09/30/18 22 email tickets	14.85			601 43225	300	10100
	8090390	09/30/18 22 email tickets	14.85			602 43250	300	10100
		Total for Vendor:	60.75					
3375		195 HENRYS WATERWORKS, INC	794.34					
	19849	09/25/18 2 1" bronze bare meters	376.00*			601 43225	210	10100
	19849	09/25/18 2 1" Orion radios	367.50*			601 43225	210	10100
	19849	09/25/18 Pair adapter	25.00*			601 43225	210	10100
	19849	09/25/18 1-1/2" meter flange gasket	2.25*			601 43225	210	10100
	19849	09/25/18 Shipping/handling	23.59*			601 43225	210	10100
		Total for Vendor:	794.34					
3376		199 HILTNER COMPANY, INC	378.40					
	90828	09/10/18 Truck #405 maintenance	137.38*			225 42200	401	10100
	90832	09/10/18 Truck #407 maintenance	82.33*			225 42200	401	10100
	90833	09/10/18 Truck #409 maintenance	158.69*			225 42200	401	10100
		Total for Vendor:	378.40					

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3377		219 JOANN TIMP	180.00					
	10/22/18	5 cleanings (9/24-10/22)	180.00*			101 41000	300	10100
		Total for Vendor:	180.00					
3378		225 JOHN GILK	30.00					
	49700	Stearns Chiefs Assn Lunch	30.00			225 42200	335	10100
		Total for Vendor:	30.00					
3379		243 KOTZER EXCAVATING, INC	150.00					
	3528	10/03/18 1.5 hrs spread 2 loads class 5	150.00			101 43100	311	10100
		Total for Vendor:	150.00					
3380		257 LEAGUE OF MN CITES INSURANCE	18,286.00					
	40001528	10/09/18 Municipal property	10,078.50			101 15500		10100
	40001528	10/09/18 Municipal property	714.50			225 15500		10100
	40001528	10/09/18 Municipal property	767.00			601 15500		10100
	40001528	10/09/18 Municipal property	313.00			602 15500		10100
	40001528	10/09/18 Municipal liability	2,947.00			101 15500		10100
	40001528	10/09/18 Municipal liability	921.00			602 15500		10100
	40001528	10/09/18 Auto liability	364.00			101 15500		10100
	40001528	10/09/18 Auto liability	2,181.00			225 15500		10100
		Total for Vendor:	18,286.00					
3381		529 LOREN GOEBEL	72.65					
	10/10/18	Mileage Rural Water exam refre	15.53			601 43225	335	10100
	10/10/18	Mileage Rural Water exam refre	15.53			602 43250	335	10100
	10/19/18	Antifreeze for ballpark	16.59			101 45200	220	10100
	10/19/18	Motion light for ballpark	12.82			101 45200	220	10100
	10/19/18	Shop vac filter	12.18			101 43100	220	10100
		Total for Vendor:	72.65					
3382		615 MAOSC	419.25					
	2018-2019	membership dues	419.25			101 41000	433	10100
		Total for Vendor:	419.25					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3383		294 MID CENTRAL HEATING & A/C, INC	106.25					
	193052	09/21/18 Fix A/C at City Hall	106.25*			101 41000	300	10100
		Total for Vendor:	106.25					
3384		309 MINNESOTA LIFE INSURANCE CO	7.40					
	09/14/18	Goebel	1.70			101 43000	131	10100
	09/14/18	Hennen	2.00			101 41400	131	10100
	10/12/18	Goebel	1.70			101 43000	131	10100
	10/12/18	Hennen	2.00			101 41400	131	10100
		Total for Vendor:	7.40					
3385		713 NATL FIN SVCS FBO FREEPT FIRE	17,351.98					
	10/01/18	2018 Fire state aid	14,016.76*			225 42200	315	10100
	10/01/18	2018 Supplement fire state aid	3,335.22*			225 42200	315	10100
		Total for Vendor:	17,351.98					
3386		622 NIEL MEIERHOFER	400.00					
	2018-03	10/15/18 Equip grant application 2018	400.00*			225 42200	300	10100
		Total for Vendor:	400.00					
3387		748 NORTHWEST RESPIRATORY SERVICES,	70.00					
	10071150	09/08/18 3 Oxygen D cylinder contents	30.00*			225 42200	210	10100
	10177665	10/04/18 4 Oxygen D cylinder contents	40.00*			225 42200	210	10100
		Total for Vendor:	70.00					
3388		389 RAMLER TRUCK & TRAILER REPAIR,	289.97					
	RI046173	09/17/18 Truck #408 repairs	248.85*			225 42200	401	10100
	CI025335	09/19/18 Truck #406 repairs	41.12*			225 42200	401	10100
		Total for Vendor:	289.97					
3389		413 SCHLENNER WENNER & CO	50.00					
	225880	07/31/18 Relief Assn Q2 payroll rpt	50.00*			225 42200	300	10100
		Total for Vendor:	50.00					

10/24/18
11:18:36

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 10/18

Page: 5 of 5
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
3390		418 SEH, INC	409.00					
	357138	10/10/18 Ind Pk paving, WWTF permit	409.00*			101 41000	300	10100
		Total for Vendor:	409.00					
3391		432 ST CLOUD TECHNICAL & COMMUNITY	150.00					
	338584	09/22/18 9/22/18 EMR refresher	150.00			225 42200	330	10100
		Total for Vendor:	150.00					
3392		759 TRI STA MIELKE	20.00					
		Refund rescue overpayment	20.00			225 34205		10100
		Total for Vendor:	20.00					
3393		750 WASTE MANAGEMENT	174.46					
	6788493176	09/27/18 Maintenance bldg	140.25			101 43100	383	10100
	6788154176	09/27/18 Fire hall	34.21			225 42200	383	10100
		Total for Vendor:	174.46					
3394		525 XCEL ENERGY	111.33					
	611908718	10/18/18 Water tower	111.33			601 43225	381	10100
		Total for Vendor:	111.33					
		# of Claims	31	Total:	42,380.88			

FREEPORT CALLS - SEPTEMBER 2018

City	Date_Received	Call #	Description	Actual_Incid_Location
FREEPORT	09/26/2018 07:52:10	18084469	24 HOUR PARKING VIOLATIO	
FREEPORT	09/28/2018 09:12:33	18085304	AGENCY ASSIST	
FREEPORT	09/22/2018 12:09:11	18083204	ALARM	
FREEPORT	09/17/2018 23:10:13	18081568	CITIZEN CONTACT	
FREEPORT	09/07/2018 17:24:19	18078315	FOUND PROPERTY	
FREEPORT	09/19/2018 09:14:58	18082130	HARASSMENT COMPLAINT	
FREEPORT	09/28/2018 09:08:59	18085303	JUVENILE/PROBLEM WITH	
FREEPORT	09/26/2018 07:26:02	18084456	MEDICAL EMERGENCY	
FREEPORT	09/10/2018 17:14:28	18079319	MEDICAL EMERGENCY	
FREEPORT	09/22/2018 18:20:08	18083295	PAPER SERVICE	
FREEPORT	09/12/2018 19:59:24	18079962	SUSPICIOUS PERSON	
FREEPORT	09/12/2018 23:39:47	18080049	TRAFFIC STOP	
FREEPORT	09/12/2018 05:38:18	18079764	TRAFFIC STOP	
FREEPORT	09/02/2018 14:35:30	18076514	TRAFFIC STOP	
FREEPORT	09/08/2018 13:16:37	18078578	TRAFFIC STOP	
FREEPORT	09/08/2018 13:27:07	18078581	TRAFFIC STOP	
FREEPORT	09/08/2018 13:38:22	18078585	TRAFFIC STOP	
FREEPORT	09/07/2018 00:59:13	18078089	TRAINING ONLINE	
FREEPORT	09/19/2018 16:42:19	18082267	WARRANT	
FREEPORT	09/14/2018 20:33:56	18080633	WELFARE CHECK	
FREEPORT	09/15/2018 07:41:39	18080761	WELFARE CHECK	
FREEPORT	09/01/2018 17:49:22	18076150	WELFARE CHECK	

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

11/17
 Page 1 of 2

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

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

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

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Sacred Heart Parish Previous Gambling Permit Number: X-73011-18-023
 Minnesota Tax ID Number, if any: 8570263 Federal Employer ID Number (FEIN), if any: 41-0790156
 Mailing Address: 106 3rd Ave NE
 City: Freeport State: MN Zip: 56331 County: Stearns
 Name of Chief Executive Officer (CEO): Father Dan Walz
 CEO Daytime Phone: 320-836-2143 CEO Email: frwalz@catholic-centered.org
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103

Listed in Catholic Directory
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Freeport Community Center

Physical Address (do not use P.O. box): 307 7th St. SE

Check one:
☒ City: Freeport Zip: 56331 County: Stearns
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): January 26, 2019

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

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

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

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: St. Rose of Lima Church Previous Gambling Permit Number: X-73079
 Minnesota Tax ID Number, if any: 7894353 Federal Employer ID Number (FEIN), if any: 41-071467
 Mailing Address: PO Box 177
 City: Freeport State: MN Zip: 56331 County: Stearns
 Name of Chief Executive Officer (CEO): Fr. Daniel Walz
 CEO Daytime Phone: 320-836-2143 CEO Email: frwalz@catholic-centered.org
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): ahoeschene@catholic-centered.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

- ☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- ☐ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

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

Physical Address (do not use P.O. box): 106 3rd Ave NE

Check one:
☒ City: Freeport Zip: 56331 County: Stearns
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): _____

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

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☐ Raffle

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

Memo

From: Adrianna Hennen, Clerk-Treasurer

To: Freeport City Council

Date: 10/19/18

Re: Clerk Report

I found out on Thursday, October 16th that we were awarded the Source Water Protection Plan Implementation Grant. I am currently waiting on Kris Wenner to develop the grant agreement. We cannot begin any work or incur any expenses until after we have received an executed the grant agreement signed by us and the State of Minnesota. I will keep council updated on when those items are completed and when we can begin work.

City of Freeport
All Funds Summary
For the Nine Months Ended September 30, 2018 (Unaudited)

	General Fund	AFSA Fund	TIF Swany White	EDA Fund	Bonds, 2013 Main Street Refunding	Bonds, 2012 Indust Park Refunding	2006 Small Cities Grant	South End Park Fund	North End Park Fund	Bucket Fund Old Tower Preservation	Street Improv Fund	Capital Equip Fund	Street Lights Fund	Water Fund	Waste Water Fund	Water USDA Reserve	Waste Water USDA Reserve	Total YTD Amount
REVENUES:																		
Property Taxes																		
Property Tax Levy	141,077			5,418	51,196	54,148												251,839
Other Taxes	0		1,492															1,492
General Sales and Use Tax														686				686
Special Assessments	0				4,602	0								21,636	0			26,238
Licenses and Permits	12,953																	12,953
State Grants & Aid	57,851	3,628									4,592			2,625				68,695
Grants & Aids from Local Governmental Units		0																0
Charges for Services	100													78,660	84,346			163,107
Public Safety		91,251																91,251
Fines and Forfeitures	554																	554
Loan Payments Received							1,457											1,457
Miscellaneous	97,689	32,063		133	127	1,168	574	57	16	32	1,084	154	157	3,012	441			136,706
Total Revenues	310,223	126,941	1,492	5,551	55,925	55,316	2,030	57	16	32	5,676	154	157	106,618	84,788	0	0	754,977
EXPENDITURES:																		
General Government	22,662																	22,662
Legislative (Council/Board)	1,831																	1,831
Executive (Mayor/Manager)	805																	805
Clerk	55,135																	55,135
Elections	1,407																	1,407
Auditor	14,805																	14,805
Assessor	4,797																	4,797
Planning / Zoning	0																	0
Building Official	227																	227
Public Works	46,322																	46,322
Highways, Streets & Roadways	15,813										1,050							16,863
Street Lighting	13,246																	13,246
Recreation	1,413																	1,413
Parks	6,193								0									6,193
Salaries & Benefits		0																0
Supplies		11,948		116										2,271	3,754			18,089
Professional Services		4,902		18,770							5,560			55	19,500			48,787
Fire Dept Aid		2,226																2,226
Training		4,295												115	115			4,525
Insurance		5,064												569	988			6,621
Utilities		4,342												4,599	836			9,777
Repairs		4,857																4,857
Water/Waste Water Treatment														3,727	1,479			5,206
Debt Service					129,095	180,704								72,160	28,150			410,109
Miscellaneous		1,847	1,492	0										1,525	0			4,865
Total Expenditures	184,655	39,482	1,492	18,886	129,095	180,704	0	0	0	0	6,610	0	0	85,021	54,822	0	0	700,767
Excess of Revenues																		
Over (Under) Expenditures	125,568	87,460	0	(13,335)	(73,170)	(125,388)	2,030	57	16	32	(934)	154	157	21,597	29,965	0	0	54,210
OTHER SOURCES (USES):																		
Transfers In	90,500	40,207	0	0	0	93,000	0	5,000	0	0	72,000	10,000	30,000	0	0	13,867	2,800	357,374
Transfers Out	(250,207)	(3,500)	0	(5,000)	0	0	0	0	0	0	0	0	0	(54,867)	(43,800)	0	0	(357,374)
Total Other Sources (Uses)	(159,707)	36,707	0	(5,000)	0	93,000	0	5,000	0	0	72,000	10,000	30,000	(54,867)	(43,800)	13,867	2,800	0
Excess of Revenues & Other Sources																		
Over (Under) Expenditures & Other Uses	(34,139)	124,167	0	(18,335)	(73,170)	(32,388)	2,030	5,057	16	32	71,066	10,154	30,157	(33,270)	(13,835)	13,867	2,800	54,210
FUND BALANCES:																		
January 1	580,840	167,857	(0)	131,087	106,502	305,350	93,699	6,760	2,727	5,326	140,174	20,212	10,055	1,957,945	2,036,483	69,335	14,000	5,648,352
September 30	546,701	292,024	(0)	112,751	33,332	272,962	95,729	11,817	2,743	5,358	211,240	30,366	40,213	1,924,675	2,022,649	83,202	16,800	5,702,562
CASH:																		
	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018	Balance 2018
January 1	576,173	154,140	(0)	28,909	105,809	304,953	93,699	6,760	2,727	5,326	140,174	20,212	10,055	456,954	64,914	69,335	14,000	2,054,139
Increase (Decrease) in Cash	(30,067)	488,354	0	(18,335)	(73,170)	(32,388)	2,030	5,057	16	32	71,066	10,154	30,157	(17,028)	4,238	13,867	2,800	456,784
September 30	546,106	642,493	0	10,574	32,639	272,565	95,729	11,817	2,743	5,358	211,240	30,366	40,213	439,926	69,153	83,202	16,800	2,510,923

City of Freeport
Budget Variance Explanations
For the Nine Months Ended September 30, 2018 (Unaudited)

General Fund Revenue

Property Taxes & State Funds	These funds come in late June or July and December
Other Taxes:	
Franchise Fees	The City receives this in December
Licenses and Permits	The City has received more building permit revenue than budgeted
Miscellaneous:	
Miscellaneous	Received \$93,000 from Xcel for power line easement that wasn't budgeted - transferred to Industrial Park bond fund
Insurance Dividends	The City receives this in December

General Fund Expenditures

Transfers Out	Received \$93,000 from Xcel for power line easement that wasn't budgeted - transferred to Industrial Park bond fund
---------------	---

AFSA Fund Revenue

State Grants & Aid/PERA	These funds were received in October
Miscellaneous:	
Donations - Private	From various donors

AFSA Fund Expenditures

Salaries	Paid out annually in December
Professional Services	Decided to hire Expert T Billing after the budget was done
Fire Dept Aid	To be paid out to Fire Relief Assn in October
Miscellaneous	Meat raffle & Ham BBQ donation

EDA Fund Revenue

Property Taxes & State Funds	These funds come in late June or July and December
------------------------------	--

EDA Fund Expenditures

Professional Services	Housing assessment, Welle 4, create TIF district
-----------------------	--

Bonds, 2013 (Refunding of Main St Improvements) Expenditures

Debt Service	There is only one large principal payment per year on this bond
--------------	---

Bonds, 2012 (Refunding of Industrial Park) Revenue

Transfers In	Received \$93,000 from Xcel for power line easement that wasn't budgeted
--------------	--

Bonds, 2012 (Refunding of Industrial Park) Expenditures

Debt Service	There is only one large principal payment per year on this bond
--------------	---

Street Improvements Fund Expenditures

Professional Services	Cul-de-sac project
Highways, Streets & Roadways	Cul-de-sac project

Water Fund Revenue

Special Assessments	The City received prepayments of special assessments
---------------------	--

Water Fund Expenditures

Debt Service	There is only one large principal payment per year on these bonds
Miscellaneous	Depreciation is posted during year end process

Waste Water Fund Expenditures

Professional Services	Sewer jetting & pond rock repair
Debt Service	There is only one large principal payment per year on this bond
Miscellaneous	Depreciation is posted during year end process

City of Freeport
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances
For the Nine Months Ended September 30, 2018 (Unaudited)

	Final Budget 2018	Year-to-Date Amount 9/30/18	Year-to-Date % of Budget 9/30/18	Variance With Final Budget
REVENUES:				
Property Taxes				
Property Tax Levy	260,000	141,077	54.3%	(118,923)
Other Taxes	3,000	0	0.0%	(3,000)
Licenses and Permits	8,925	12,953	145.1%	4,028
State Grants & Aid	116,101	57,851	49.8%	(58,251)
Charges for Services	100	100	100.0%	0
Fines and Forfeitures	1,500	554	37.0%	(946)
Miscellaneous	10,640	97,689	918.1%	87,049
Total Revenues	400,266	310,223	77.5%	(90,043)
EXPENDITURES:				
General Government	43,570	22,662	52.0%	(20,908)
Legislative (Council/Board)	5,878	1,831	31.1%	(4,047)
Executive (Mayor/Manager)	2,157	805	37.3%	(1,352)
Clerk	93,157	55,135	59.2%	(38,022)
Elections	4,112	1,407	34.2%	(2,705)
Auditor	15,075	14,805	98.2%	(270)
Assessor	5,000	4,797	95.9%	(203)
Planning / Zoning	1,250	0	0.0%	(1,250)
Building Official	4,600	227	4.9%	(4,373)
Public Works	66,695	46,322	69.5%	(20,373)
Highways, Streets & Roadways	33,825	15,813	46.7%	(18,012)
Street Lighting	21,500	13,246	61.6%	(8,254)
Recreation	3,000	1,413	47.1%	(1,587)
Parks	12,400	6,193	49.9%	(6,207)
Total Expenditures	312,219	184,655	59.1%	(127,564)
Excess of Revenues Over (Under) Expenditures	88,047	125,568	142.6%	37,521
OTHER SOURCES (USES):				
Transfers In	90,500	90,500	100.0%	0
Transfers Out	(157,207)	(250,207)	159.2%	(93,000)
Total Other Sources (Uses)	(66,707)	(159,707)	239.4%	(93,000)
Excess of Revenues & Other Sources Over (Under) Expenditures & Other Uses	21,340	(34,139)	-160.0%	(55,479)

FUND BALANCES:

January 1	580,840
September 30	546,701

	Balance 2017	Balance 2018
CASH:		
January 1	509,962	576,173
Increase (Decrease) in Cash	66,211	(30,067)
December 31, 2017/September 30, 2018	576,173	546,106