



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

April 30, 2019 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

I. Approve Agenda

II. Open Public Forum

III. Consent Agenda

- a. March 7, 12, 19, 2019 Special Council Meeting Minutes (1-2)
- b. March 26, 2019 Council Meeting Minutes (3-5)
- c. Claims 3577-3612, BCBS claim (6-12)
- d. Sheriff's Report (13)

IV. Reports

- a. Clerk-Treasurer Report (14-34)
- b. Fire Department Report (35-36)
- c. Public Works Report (37-40)
- d. Engineer Report (41)
- e. Attorney Report (42)

V. Old Business

- a. Administrative Assistant Job Opening (N/A)

VI. New Business

- a. Elite Transport Group (43)
- b. Waste Management (44)
- c. City Hall Technology Updates (45-46)
- d. Update Pay Ranges (47)
- e. Senior Center Maintenance (48)
- f. Website Photo Update (49)
- g. Resolution 2019-07 Liquor License Renewals (50)
- h. Donation Request, Resolution 2019-08 Contribution to Freeport Chamber of Commerce (51-59)

VII. Adjourn

Next Regular Meeting: May 28, 2019



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March 7-19, 2019 – Meeting Minutes

A special meeting of the Freeport City Council was convened at 7:00pm by Acting Mayor Tim Hennen, and councilmembers Sarah Blake, Jake Renneker, and Ben Ettle

Absent: Mike Eveslage

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

Clerk Adrianna Hennen Resignation

A. Hennen announced she would be resigning and that her last day would be March 29th. Ettle moved to accept the resignation, seconded by Renneker. Motion carried 4-0.

Dymoke explained that a few things can happen now that there will be a position opening. What process does the council want to use to find a new clerk? Take the time to reevaluate the job description, retool before hiring? How to cover tasks before a new clerk is hired? Council agreed they wanted to see every application that came in and that they didn't want to hire a consultant to handle the hiring. They asked A. Hennen if they thought Treasurer Wall would be able to and/or want to be interim. A. Hennen thought that Wall would be okay with that. Council agreed they would have applications sent to Wall. They also agreed to look over the job description and make changes before posting it anywhere. Ettle moved to recess the meeting until March 12, 2019 at 6:00pm, seconded by Renneker. Motion carried 4-0.

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

Others in attendance: Rodney Atkinson, Jim Hemker, and Andrea Ramacher

Eveslage reconvened the meeting at 6:00pm on Tuesday, March 12, 2019. There was discussion regarding the background information of why the Clerk-Treasurer position was separated. A. Hennen explained it was upon her request to not have an administrative assistant, but instead a treasurer. Council went through the job description and made minor changes. Council discussed reworking the position back to a combined Clerk-Treasurer and with an administrative assistant. Council asked Wall if she was interested in taking over the entire job, and she said that she was interested. Council agreed that Eveslage and Renneker would meet with Wall to go over items pertaining to her potentially taking over the position. Ettle moved to recess the meeting until Tuesday, March 19, 2019 at 6:00pm, seconded by T. Hennen. Motion carried 5-0.

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

Others in attendance: Rodney Atkinson

Eveslage reconvened the meeting at 6:00pm on March 19, 2019. Eveslage stated he apologized for the last meeting in letting too much public comment derail the meeting and from council ultimately doing what is best for Freeport. It was asked again to Wall if she was still interested in taking over the entire position. Wall said she was still seriously interested in the position. Other items that were discussed during the meeting with Wall, Eveslage, and Renneker were 1) Getting a laptop; 2) Getting on the group health insurance plan; 3) Keeping the same office hours; 4) Getting an assistant to work 20-30 hours per week; 5) Have council be more as advocates and faces of the community instead of just city staff; 6) A starting pay range between \$22-\$26.40. A. Hennen presented the council with the current pay ranges that were established with extensive work by Kathleen Murphy, which is where the pay conversation originated from. Etle said he would be comfortable starting Wall a little bit lower to see how things go and then have a review in 60-90 days and reevaluate everything at that time. Councilmembers agreed that would be good. Some councilors thought \$22 starting was very low. Council decided to have everyone write down their starting pay and take the average. After completed the average was determined to be \$23.60. Eveslage moved to offer the position to Wall with a starting wage of \$23.60, seconded by Renneker. Roll call vote: Blake – yes, Etle – yes, Eveslage - yes, T. Hennen – yes, Renneker – yes. Motion carried 5-0. Wall was asked if she would take the position starting at \$23.60 with a 60 days review. Wall said she would accept the position with the idea that there would likely be a pay raise after the 60 days. It was asked if the city could get a cost from Kathleen Murphy to update the pay ranges. A. Hennen said she would get in contact with Kathleen. Etle moved to adjourn, seconded by T. Hennen. Motion carried 5-0.

Mayor, Mike Eveslage

City Clerk-Treasurer, Adrianna Hennen



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March 26, 2019 – Meeting Minutes

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

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

Others in attendance:

Stephanie Hennen (303 3rd St SE)
Sue & Troy Frieler (313 2nd St NW)
Matt Worms (124 9th St SE)

Rodney Atkinson (310 8th St SE)
Andrea Ramacher (720 1st Ave N)
Fritz Hoeschen (324 7th St SE)

Approve Agenda

Wall explained the following additions to the agenda: item c. under consent agenda was changed to include claims 3547-3576; added item e. March 7-19, 2019 Special Council Meeting Minutes to consent agenda; added item d. Laptop Options under New Business. T. Hennen moved to approve the agenda with the proposed additions, seconded by Ettle. Motion carried 5-0.

Open Public Forum

Sue and Troy Frieler stated there has been a lot of noise during early hours of the morning from Elite Transport across the street from their house. Trucks are leaving between 2am and 6am and the noise is disturbing their family's sleep. Trucks are also parking on the street. T. Hennen stated Mark Ettel from Elite Transport was at an EDA meeting months ago and he has talked to Ettel in the past about these issues. The Frielers also stated there is noise coming from the creamery, more vehicles are showing up now that the weather is nicer, and there are dogs running around the neighborhood.

Matt Worms asked about the results of the recent yard waste survey. A. Hennen and Eveslage stated the results were 2 to 1 against having yard waste containers. Worms asked whether Waste Management would be doing a fall pickup or if there would be an option for residents to bring their yard waste somewhere. Eveslage stated there had been discussion in the past for a drop off site, but nothing was decided. Bueckers may still accept yard waste. Eveslage stated he is hoping Waste Management will have 2 fall pickups this year. Eveslage stated a representative from Waste Management will be attending the April 30 meeting.

Consent Agenda

Ettle asked for further explanation regarding claim #3557. Renneker moved to approve the consent agenda, seconded by Ettle. Motion carried 5-0.

Reports

Clerk Report

A. Hennen expressed her thanks to the Council for putting faith in her when they hired her as the Clerk-Treasurer. She has learned a lot during her years working for the City.

Treasurer Report

No report was given.

Public Works Report

Goebel explained the following projects are expected to be coming this summer: fix cement at the base of the water tower, Hiniker blade needs to be redone, Tri-State Pumps will be coming in July for their annual inspection. Tri-State Pumps recommends fixing the electronics on lift station #1 and the propellers on lift station #2.

Engineer Report

Blommel brought a map that shows where he thinks water is getting into the ponds. He explained the manhole north of the school needs to be raised. It should cost less than \$10,000 and Blommel recommends getting quotes so it can be fixed in August. The culverts next to the Industrial Park lift station froze up so runoff was flowing into the Industrial Park lift station. Blommel suggested keeping the culverts open or possibly adding berms so water doesn't flow north. On Blommel's map, the orange highlights show where the pipes are in poor condition so water gets into them and the flow is high. The green highlights show where there are probably foundation drains and the pipes are in poor condition so the water is high there as well. Foundation drains would need to be fixed by homeowners. Water flow from the Industrial Park is better this year because trees have been cleared out. Drain tiles installed near Famo Feeds seem to be working as the pipes were flowing well.

Attorney Report

Dymoke explained that he reviewed City code and prepared opinions regarding accessory structures' compliance with zoning regulations. He also attended Council meetings regarding hiring a new City Clerk-Treasurer.

Fire Department Report

Chief Gilk was not present. It was explained that he did try to get a third quote from Mid Central for the dehumidifier, but they did not respond to multiple requests. Renneker noted that on the Precise quote, several items were not included in the quoted price, but Melrose Plumbing did include them. He wondered if we would need to hire someone else for those items and would like more details. Council requested that Gilk be contacted to ask for more information.

Old Business

Clerk-Treasurer Job Description

Ettle moved to approve the Clerk-Treasurer job description, seconded by Renneker. Motion carried 5-0.

New Business

Health Insurance

Hoeschen explained that a government entity can now have a group policy with only one employee in the plan. Blue Cross is probably the best option for the City. Health Partners may not do a one-person plan. There are not a lot of options out there for the City because the private health insurance market has dried up;

the plans are expensive or not available. Council asked Hoeschen to shop around for options. A. Hennen would like to stay on the City's plan until the end of May because her new insurance will start June 1 and Council agreed that was fine.

Administrative Assistant Job Description

Discussion was had regarding how many hours an Administrative Assistant would be needed and which hours of the day. Council discussed wanting to have coverage for when the Clerk-Treasurer was out for conferences or days off in order to maximize a person being present in the office. Council agreed to change the job description to up to 30 hours per week. T. Hennen moved to approve the Administrative Assistant job description with the proposed change, seconded by Ettle. Motion carried 5-0.

The pay scale was discussed and Council agreed that \$15-18 per hour was a good range. Council directed Wall to post the ad on the website, local newspapers, and Indeed. Applications will be accepted until Tuesday, April 23 at 4:30 pm.

Waste Management

Eveslage explained a representative from Waste Management would be present at the April 30 City Council meeting. He stated no one in the City limits should be charged an administrative fee and those fees would be getting removed from bills.

Laptop Options

Wall explained why the laptop with the 1TB HDD hard drive was cheaper than the laptop with the 256GB SSD hard drive. The 1TB HDD is the "old fashioned" type of hard drive that still has a spinning disk inside. The 256GB SSD is a solid state drive that is much faster and is the current best of the best technology. Because most of the City's data is stored on a separate server, either laptop would have more than enough storage capacity. It was asked how much a dual screen and docking station would cost. Would it be compatible with a projector or TV so we could show a display to the public at City Council or EDA meetings? Council asked Wall to gather more information.

A. Hennen Farewell

Eveslage expressed thanks to A. Hennen for stepping into a challenging role as Clerk-Treasurer. He stated she is always approachable and was what the City needed. He wished her the best and presented her with a plaque in honor of her service to the City. The other Council members expressed similar sentiments. Resident Atkinson expressed his thanks to A. Hennen and shared a memory from when he was mayor. The public was invited to stay after the meeting to enjoy cookies and coffee.

Adjourn

Ettle moved to adjourn at 8:41, seconded by Eveslage. Motion carried 5-0.

Mayor, Mike Eveslage

City Clerk-Treasurer, Joan Wall

04/10/19
13:24:05

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 4/19

Page: 1 of 2
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
3577		15 ALBANY MUTUAL TELEPHONE	248.30					
	10343234	04/01/19 836-2411/2413	74.75			225 42200	320	10100
	10343591	04/01/19 836-7158	39.72			101 41000	320	10100
	10343385	04/01/19 836-2685	22.87			601 43225	320	10100
	10343385	04/01/19 836-2685	22.86			602 43250	320	10100
	10343104	04/01/19 836-2112	88.10			101 41000	320	10100
		Total for Vendor:	248.30					
3578		25 AMERIPRIDE LINEN & APPAREL	63.06					
	2201173944	03/29/19 Monthly rug service	63.06			101 41000	410	10100
		Total for Vendor:	63.06					
3579		70 CENTERPOINT ENERGY	278.51					
	03/22/19	Maintenance bldg	98.84			101 43100	382	10100
	03/22/19	Fire hall	179.67			225 42200	382	10100
		Total for Vendor:	278.51					
3580		76 CENTRAL MINNESOTA CREDIT UNION	385.45					
	03/31/19	Stearns Cnty Beacon fee	1.00			101 41000	433	10100
	03/31/19	Utility Billing postage	70.00			601 43225	200	10100
	03/31/19	Utility Billing postage	70.00			602 43250	200	10100
	03/31/19	Coat for Loren	94.99			101 43000	240	10100
	03/31/19	Lawn mower light	21.51			101 45200	220	10100
	03/31/19	Motor oil	49.99			101 43100	215	10100
	03/31/19	Plow truck couplers	69.97			101 43100	401	10100
	03/31/19	Hazard triangle	7.99			101 43100	210	10100
		Total for Vendor:	385.45					
3581		145 FINKEN WATER SOLUTIONS	23.00					
	1136546	04/01/19 Water softener rental	15.00			101 41000	410	10100
	1136547	04/01/19 Maintenance water cooler	8.00			101 43100	410	10100
		Total for Vendor:	23.00					

04/10/19
13:24:05

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3582		387 RAHNS OIL & PROPANE, INC	722.34					
	3613	03/31/19 Fire Dept supplies	4.92			225 42200	210	10100
	3613	03/31/19 Public Works fuel	691.71			101 43100	215	10100
	3613	03/31/19 EDA meal	25.71			300 46500	210	10100
		Total for Vendor:	722.34					
3583		437 STAR PUBLICATIONS LLC	76.64					
	176777	03/31/19 Admin Assistant ad	76.64			101 41000	350	10100
		Total for Vendor:	76.64					
3584		750 WASTE MANAGEMENT, INC	175.17					
	6844273176	03/29/19 Maintenance bldg	139.31			101 43100	383	10100
	6843486176	03/29/19 Fire hall	35.86			225 42200	383	10100
		Total for Vendor:	175.17					
3585		525 XCEL ENERGY, INC	2,789.83					
	632601249	04/03/19 Street lights	739.70			101 43160	381	10100
	632409174	04/02/19 302188142	211.54			601 43225	381	10100
	632409174	04/02/19 302252262	88.30			101 43160	381	10100
	632409174	04/02/19 302290398	264.84			101 41000	381	10100
	632409174	04/02/19 302679657	110.30			101 43100	381	10100
	632409174	04/02/19 302700297	23.93			602 43250	381	10100
	632409174	04/02/19 302947044	272.15			601 43225	381	10100
	632409174	04/02/19 303193187	43.17			602 43250	381	10100
	632409174	04/02/19 303616049	246.69			225 42200	381	10100
	632409174	04/02/19 303936749	46.30			101 43160	381	10100
	632409174	04/02/19 303956738	407.30			101 43160	381	10100
	632409174	04/02/19 303963984	249.11			101 43160	381	10100
	632409174	04/02/19 303985901	35.52			101 43160	381	10100
	632409174	04/02/19 304083816	12.94			101 43160	381	10100
	632409174	04/02/19 304098414	38.04			602 43250	381	10100
		Total for Vendor:	2,789.83					
		# of Claims	9	Total:				4,762.30

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12:42:38

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3587		650 ALL STAR TROPHY & AWARDS INC	60.00					
	50584	03/20/19 Plaque for Adri	60.00			101 41000	210	10100
		Total for Vendor:	60.00					
3588		40 AUTO VALUE-ALBANY	42.71					
	26291669	04/09/19 Water sample shipping	21.44			601 43225	200	10100
	26293055	04/23/19 Water sample shipping	21.27			601 43225	200	10100
		Total for Vendor:	42.71					
3589		88 CITY OF MELROSE	255.99					
	1484	04/19/19 Defib battery	255.99			225 42200	210	10100
		Total for Vendor:	255.99					
3590		123 DYMOKE LAW OFFICE, P.A.	480.00					
	03/31/19	City Clerk transition	240.00			101 41000	302	10100
	03/31/19	Waste Mgmt franchise	120.00			101 41000	302	10100
	03/31/19	City Council meeting	120.00			101 41000	302	10100
		Total for Vendor:	480.00					
3591		708 ENVIRONMENTAL EQUIPMENT &	251.68					
	15031	03/28/19 Sweeper side brooms	220.00			101 43100	220	10100
	15031	03/28/19 Freight	31.68			101 43100	220	10100
		Total for Vendor:	251.68					
3592		764 FASTLANE REPAIR	774.34					
	2955	02/21/19 Ton truck hubs, axle seals, tr	605.64			101 43100	401	10100
	2955	02/21/19 Hiner plow repair	168.70			101 43100	401	10100
		Total for Vendor:	774.34					
3593		669 FREEPORT SCREEN PRINTING, INC	40.75					
	19533	03/29/19 Safety vests printing	40.75			225 42200	240	10100
		Total for Vendor:	40.75					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3594		174 GOPHER STATE ONE CALL, INC	4.05					
	9030399	03/31/19 3 email tickets	2.02			601 43225 300		10100
	9030399	03/31/19 3 email tickets	2.03			602 43250 300		10100
		Total for Vendor:	4.05					
3595		753 GRANITE WATER WORKS, INC.	98.79					
	110220	03/19/19 1" Risers, water gate valves	46.79			601 43225 220		10100
	110220	03/19/19 1.5" Risers, water gate valves	52.00			601 43225 220		10100
		Total for Vendor:	98.79					
3596		199 HILTNER COMPANY, INC	51.50					
	91321	03/27/19 Repair chainsaw, truck#406	51.50			225 42200 220		10100
		Total for Vendor:	51.50					
3597		602 HOMETOWN NEWS	54.00					
	23315	04/19/19 Admin Assist job ad	54.00			101 41000 350		10100
		Total for Vendor:	54.00					
3598		219 JOANN TIMP	180.00					
	04/20/19	5 cleanings (3/23/19-4/20/19)	180.00			101 41000 300		10100
		Total for Vendor:	180.00					
3599		225 JOHN GILK	20.00					
	04/09/19	Chief's meeting meals	20.00			225 42200 335		10100
		Total for Vendor:	20.00					
3600		258 LEAGUE OF MN CITIES	275.00					
	291631	04/04/19 2019 Clerks' Orientation Conf	275.00			101 41400 330		10100
		Total for Vendor:	275.00					
3601		268 MARC	115.07					
	0662436-IN	04/10/19 Urinal screens	50.00			101 45200 210		10100
	0662436-IN	04/10/19 Air fresheners	54.00			101 45200 210		10100
	0662436-IN	04/10/19 Freight	11.07			101 45200 210		10100
		Total for Vendor:	115.07					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3602		769 METRO SALES, INC	89.87					
		INV1316865 04/09/19 Copier 3/15/19-4/14/19	89.87			101 41000	410	10100
		Total for Vendor:	89.87					
3603		309 MINNESOTA LIFE INSURANCE CO	3.70					
		04/12/19 Goebel	1.70			101 43000	131	10100
		04/12/19 Hennen	2.00			101 41400	131	10100
		Total for Vendor:	3.70					
3604		313 MINNESOTA POLLUTION CONTROL	345.00					
		1000068895 04/11/19 Wastewater annual permit f	345.00*			602 43250	431	10100
		Total for Vendor:	345.00					
3605		385 QUILL CORPORATION	70.76					
		6474510 04/09/19 Paper	19.99			101 41000	210	10100
		6474510 04/09/19 Coffee filters	7.29			101 41000	210	10100
		6474510 04/09/19 Label tape	36.99			101 41000	210	10100
		6474588 04/09/19 Staples	6.49			101 41000	210	10100
		Total for Vendor:	70.76					
3606		770 RIDGEWATER COLLEGE - BUSINESS	1,800.00					
		440116 03/22/19 EMR initial - Z Hoeschen	600.00			225 42200	330	10100
		440119 03/22/19 EMR initial - AJ Olson	600.00			225 42200	330	10100
		440122 03/22/19 EMR initial - K Rademacher	600.00			225 42200	330	10100
		Total for Vendor:	1,800.00					
3607		418 SEH, INC	162.50					
		365932 04/09/19 EDA calcs for Well e 4	97.50			300 46500	300	10100
		365932 04/09/19 Sewer flow review	65.00			602 43250	300	10100
		Total for Vendor:	162.50					
3608		749 ST ROSA LUMBER	137.11					
		Materials purchased to build grain bin rescue device						
		221358 03/19/19 Grain bin rescue device	137.11			225 42200	210	10100
		Total for Vendor:	137.11					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3609		440 STEARNS CO AUDITOR/TREASURER	853.80					
	2019-00060	04/04/19 Assessment fees	20.80			101 41550	304	10100
	2019-00060	04/04/19 TNT charge 2018	83.00			101 41000	350	10100
	2019-00006	04/19/19 Criminal prosecution contr	750.00*			101 41000	305	10100
		Total for Vendor:	853.80					
3610		771 WABASH VALLEY MFG, INC	195.79					
	386970	04/11/19 Picnic table bench replacement	136.00			101 45200	260	10100
	386970	04/11/19 Shipping & handling	59.79			101 45200	260	10100
		Total for Vendor:	195.79					
3611		516 WEBER PRINTING	500.00					
	318145	04/23/19 Annual website hosting	500.00			101 41000	300	10100
		Total for Vendor:	500.00					
3612		525 XCEL ENERGY, INC	140.03					
	634990037	04/22/19 Water tower	140.03			601 43225	381	10100
		Total for Vendor:	140.03					
		# of Claims	26	Total:	7,002.44			

04/17/19
15:44:36

CITY OF FREEPORT
Liability Check Detail

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Report ID: W120

Liability Check 20457 BLUE CROSS BLUE SHIELD 398.30

Check #	Employee	Pay Date	Empl. Amount	Empr. Amount	Total Amount
-88763	Hennen, Adrianna M.	04/17/19	0.00	199.15	199.15
-88770	Hennen, Adrianna M.	04/03/19	0.00	199.15	199.15
Total Detail:		2	0.00	398.30	398.30

FREEPORT CALLS - March 2019

City	Date_Received	Call #	Description	Actual_Incid_Location
FREEPORT	03/13/2019 23:15:33	19019445	AGENCY ASSIST	
FREEPORT	03/22/2019 11:51:50	19021848	AGENCY ASSIST	
FREEPORT	03/26/2019 18:07:36	19023104	AGENCY ASSIST	
FREEPORT	03/27/2019 22:11:19	19023464	ALCOHOL COMPLIANCE CHE	
FREEPORT	03/25/2019 14:19:25	19022761	ANIMAL COMPLAINT	
FREEPORT	03/09/2019 10:41:34	19018402	CAR SERVICE	
FREEPORT	03/07/2019 08:20:31	19017760	CAR SERVICE	
FREEPORT	03/06/2019 06:37:41	19017453	CITIZEN CONTACT	
FREEPORT	03/19/2019 14:53:48	19021123	DANCO VIOLATION	
FREEPORT	03/26/2019 17:58:09	19023102	DOMESTIC	
FREEPORT	03/27/2019 20:29:29	19023435	DRIVING COMPLAINT	
FREEPORT	03/02/2019 15:02:19	19016541	EXTRA PATROL	
FREEPORT	03/13/2019 21:10:06	19019425	FALSE ALARM	
FREEPORT	03/11/2019 10:42:49	19018808	FOLLOW UP	
FREEPORT	03/06/2019 09:57:12	19017505	FOLLOW UP	
FREEPORT	03/21/2019 17:36:53	19021674	FOLLOW UP	
FREEPORT	03/02/2019 16:06:58	19016562	HIT AND RUN	
FREEPORT	03/15/2019 09:14:39	19019837	HIT AND RUN	
FREEPORT	03/27/2019 12:29:25	19023293	HOUSE VISIT	
FREEPORT	03/20/2019 08:19:22	19021280	JUVENILE/PROBLEM WITH	
FREEPORT	03/11/2019 13:02:36	19018847	NO PAY CUSTOMER	
FREEPORT	03/30/2019 12:32:33	19024148	NO PAY CUSTOMER	
FREEPORT	03/05/2019 09:07:36	19017244	PAPER SERVICE	
FREEPORT	03/19/2019 09:09:55	19021045	PAPER SERVICE	
FREEPORT	03/13/2019 11:09:54	19019307	PAPER SERVICE	
FREEPORT	03/10/2019 21:33:50	19018719	PERSONAL ASSIST	
FREEPORT	03/12/2019 00:51:23	19018980	PERSONAL ASSIST	
FREEPORT	03/07/2019 19:14:36	19017970	PROPERTY DAMAGE	
FREEPORT	03/15/2019 18:34:14	19020003	PROPERTY DAMAGE	
FREEPORT	03/05/2019 13:21:10	19017307	STALLED VEHICLE	
FREEPORT	03/13/2019 23:05:34	19019444	SUSPICIOUS ACTIVITY	
FREEPORT	03/18/2019 10:47:03	19020793	SUSPICIOUS PERSON	
FREEPORT	03/07/2019 20:32:20	19017994	SUSPICIOUS VEHICLE	
FREEPORT	03/02/2019 15:31:40	19016545	TRAFFIC STOP	
FREEPORT	03/02/2019 15:47:35	19016554	TRAFFIC STOP	
FREEPORT	03/06/2019 19:37:30	19017638	TRAFFIC STOP	
FREEPORT	03/06/2019 19:44:59	19017640	TRAFFIC STOP	
FREEPORT	03/21/2019 14:59:37	19021626	TRAFFIC STOP	
FREEPORT	03/17/2019 04:53:44	19020565	TRAFFIC STOP	
FREEPORT	03/18/2019 02:11:59	19020720	TRAFFIC STOP	
FREEPORT	03/01/2019 08:35:57	19016191	TRAFFIC STOP	
FREEPORT	03/23/2019 14:51:34	19022276	TRAFFIC STOP	
FREEPORT	03/29/2019 13:16:52	19023877	TRAINING ONLINE	
FREEPORT	03/22/2019 13:34:39	19021859	TRAINING ONLINE	
FREEPORT	03/05/2019 23:53:52	19017412	VEHICLE IN THE DITCH	
FREEPORT	03/12/2019 17:35:10	19019144	WARRANT	

Memo

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/17/19

Re: Clerk-Treasurer Report

The 2019 Clerks' Orientation Conference is June 26-28 in Duluth and I have registered to attend.

I will be out of the office April 25-26 and May 14-15.

~~~~~

I would like to look into purchasing three new desk chairs for the front office area. Two of the existing chairs are conference room chairs and not meant for sitting on for long periods of time. The third chair is an older one and it would be good if they all matched. I did a quick search online and I found some quality ones I liked for between \$200 and \$230 each. Would the Council be okay with me looking into this more?

~~~~~

It has been mentioned that the floors at City Hall could use cleaning. Last fall, Adrianna received a quote from Grothe Prosteam for \$1,200.00 (see next page) and it was thought that was too expensive so there was no follow up.

Loren ran into Vaughn Glasener, who also does tile and carpet cleaning, and he gave us a quote totaling \$820.00, broken down as follows:

\$480.00	Clean tiled areas
\$240.00	Clean carpeted areas
\$100.00	Strip and wax floor in utility room

Would Council like us to proceed with cleaning the floors?

~~~~~

Please see the first quarter financial report following the floor cleaning quote.



# GROTHER PROSTEAM

Carpet, Upholstery, Tile, Grout Cleaning & More

3510 County Road 5 NE

Alexandria, MN 56308

Scott & Sandy Grothe

(320) 852-9889 (320) 491-2871 (800) 783-2610

Adrianna

CUSTOMER'S ORDER NO.

PHONE

DATE

836-2112

9-20-18

NAME

City of Freeport

ADDRESS

Freeport

SOLD BY

CASH

C.O.D.

CHARGE

ON ACCT.

MDSE. RET'D.

PAID OUT

QTY.

DESCRIPTION

PRICE

AMOUNT

Treat, scrub + hot

steam extract all

tile/grout + carpet

(comp discount)

~500.00 off

1200.00

ALL BILLS DUE IN 14 DAYS FROM DATE OF THIS FORM.

TAX

RECEIVED BY

TOTAL

9007

All claims and returned goods MUST be accompanied by this bill.

THANK YOU



City of Freeport  
All Funds Summary  
For the Three Months Ended March 31, 2019 (Unaudited)

|                                             | General<br>Fund | AFSA<br>Fund | TIF<br>Swany<br>White | EDA<br>Fund | Bonds, 2013<br>Main Street<br>Refunding | Bonds, 2012<br>Indust Park<br>Refunding | 2006 Small<br>Cities<br>Grant | South End<br>Park Fund | North End<br>Park Fund | Bucket Fund<br>Old Tower<br>Preservation | Street<br>Improv<br>Fund | Capital<br>Equip<br>Fund | Street<br>Lights<br>Fund | Water<br>Fund | Waste<br>Water<br>Fund | Water<br>USDA<br>Reserve | Waste Water<br>USDA<br>Reserve | Total<br>YTD Amount |
|---------------------------------------------|-----------------|--------------|-----------------------|-------------|-----------------------------------------|-----------------------------------------|-------------------------------|------------------------|------------------------|------------------------------------------|--------------------------|--------------------------|--------------------------|---------------|------------------------|--------------------------|--------------------------------|---------------------|
| REVENUES:                                   |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| Property Taxes                              |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| Property Tax Levy                           | 0               |              |                       | 0           | 0                                       | 0                                       |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Other Taxes                                 | 0               |              | 0                     |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| General Sales and Use Tax                   |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 188           |                        |                          |                                | 188                 |
| Special Assessments                         | 0               |              |                       |             | 0                                       | 0                                       |                               |                        |                        |                                          |                          |                          |                          | 0             | 0                      |                          |                                | 0                   |
| Licenses and Permits                        | 1,453           |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 1,453               |
| State Grants & Aid                          | 0               | 1,000        |                       |             |                                         |                                         |                               |                        |                        |                                          | 0                        |                          |                          | 0             |                        |                          |                                | 1,000               |
| Grants & Aids from Local Governmental Units |                 | 0            |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Charges for Services                        | 40              |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 13,892        | 15,876                 |                          |                                | 29,809              |
| Public Safety                               |                 | 7,128        |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 7,128               |
| Fines and Forfeitures                       | 170             |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 170                 |
| Loan Payments Received                      |                 |              |                       |             |                                         |                                         | 1,442                         |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 1,442               |
| Miscellaneous                               | 6,112           | 2,090        |                       | 209         | 38                                      | 266                                     | 188                           | 23                     | 5                      | 10                                       | 328                      | 59                       | 78                       | 1,035         | 231                    |                          |                                | 10,671              |
| Total Revenues                              | 7,775           | 10,218       | 0                     | 209         | 38                                      | 266                                     | 1,630                         | 23                     | 5                      | 10                                       | 328                      | 59                       | 78                       | 15,114        | 16,107                 | 0                        | 0                              | 51,860              |
| EXPENDITURES:                               |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| General Government                          | 5,348           |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 5,348               |
| Legislative (Council/Board)                 | 478             |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 478                 |
| Executive (Mayor/Manager)                   | 0               |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Clerk                                       | 22,876          |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 22,876              |
| Elections                                   | 0               |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Auditor                                     | 185             |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 185                 |
| Assessor                                    | 0               |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Planning / Zoning                           | 0               |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Building Official                           | 0               |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Public Works                                | 14,519          |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 14,519              |
| Highways, Streets & Roadways                | 8,778           |              |                       |             |                                         |                                         |                               |                        |                        |                                          | 0                        |                          |                          |               |                        |                          |                                | 8,778               |
| Street Lighting                             | 3,823           |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 3,823               |
| Recreation                                  | 3,000           |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 3,000               |
| Parks                                       | 1,309           |              |                       |             |                                         |                                         |                               | 0                      |                        |                                          |                          |                          |                          |               |                        |                          |                                | 1,309               |
| Salaries & Benefits                         |                 | 0            |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Supplies                                    |                 | 622          |                       | 26          |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 109           | 88                     |                          |                                | 844                 |
| Professional Services                       |                 | 291          |                       | 387         |                                         |                                         |                               |                        |                        |                                          | 0                        |                          |                          | 29            | 846                    |                          |                                | 1,554               |
| Fire Dept Aid                               |                 | 0            |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 0                   |
| Training                                    |                 | 1,063        |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 280           | 120                    |                          |                                | 1,463               |
| Insurance                                   |                 | 1,730        |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 192           | 308                    |                          |                                | 2,230               |
| Utilities                                   |                 | 1,835        |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 1,304         | 61                     |                          |                                | 3,199               |
| Repairs                                     |                 | 2,804        |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                | 2,804               |
| Water/Waste Water Treatment                 |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 1,111         | 58                     |                          |                                | 1,169               |
| Debt Service                                |                 |              |                       |             | 124,195                                 | 177,460                                 |                               |                        |                        |                                          |                          |                          |                          | 69,065        | 26,450                 |                          |                                | 397,170             |
| Miscellaneous                               |                 | 1,410        | 0                     | 0           |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          | 0             | 0                      |                          |                                | 1,410               |
| Total Expenditures                          | 60,318          | 9,756        | 0                     | 413         | 124,195                                 | 177,460                                 | 0                             | 0                      | 0                      | 0                                        | 0                        | 0                        | 0                        | 72,089        | 27,930                 | 0                        | 0                              | 472,161             |
| Excess of Revenues                          |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| Over (Under) Expenditures                   | (52,543)        | 462          | 0                     | (205)       | (124,157)                               | (177,194)                               | 1,630                         | 23                     | 5                      | 10                                       | 328                      | 59                       | 78                       | (56,975)      | (11,823)               | 0                        | 0                              | (420,301)           |
| OTHER SOURCES (USES):                       |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| Transfers In                                | 0               | 0            | 0                     | 0           | 0                                       | 0                                       | 0                             | 0                      | 0                      | 0                                        | 0                        | 0                        | 0                        | 0             | 0                      | 0                        | 0                              | 0                   |
| Transfers Out                               | 0               | 0            | 0                     | 0           | 0                                       | 0                                       | 0                             | 0                      | 0                      | 0                                        | 0                        | 0                        | 0                        | 0             | 0                      | 0                        | 0                              | 0                   |
| Total Other Sources (Uses)                  | 0               | 0            | 0                     | 0           | 0                                       | 0                                       | 0                             | 0                      | 0                      | 0                                        | 0                        | 0                        | 0                        | 0             | 0                      | 0                        | 0                              | 0                   |
| Excess of Revenues & Other Sources          |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| Over (Under) Expenditures & Other Uses      | (52,543)        | 462          | 0                     | (205)       | (124,157)                               | (177,194)                               | 1,630                         | 23                     | 5                      | 10                                       | 328                      | 59                       | 78                       | (56,975)      | (11,823)               | 0                        | 0                              | (420,301)           |
| FUND BALANCES:                              |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| January 1                                   | 642,019         | 253,939      | 0                     | 209,319     | 82,274                                  | 225,922                                 | 95,928                        | 11,841                 | 2,749                  | 5,369                                    | 168,872                  | 30,429                   | 40,296                   | 1,914,479     | 2,036,475              | 83,202                   | 16,800                         | 5,819,914           |
| March 31                                    | 589,476         | 254,401      | 0                     | 209,114     | (41,883)                                | 48,728                                  | 97,558                        | 11,864                 | 2,754                  | 5,380                                    | 169,200                  | 30,488                   | 40,375                   | 1,857,504     | 2,024,652              | 83,202                   | 16,800                         | 5,399,613           |
| CASH:                                       |                 |              |                       |             |                                         |                                         |                               |                        |                        |                                          |                          |                          |                          |               |                        |                          |                                |                     |
| January 1                                   | 637,117         | 599,540      | 0                     | 108,174     | 81,150                                  | 225,572                                 | 95,928                        | 11,841                 | 2,749                  | 5,369                                    | 168,872                  | 30,429                   | 40,296                   | 471,827       | 99,535                 | 83,202                   | 16,800                         | 2,678,402           |
| Increase (Decrease) in Cash                 | (55,949)        | (361,671)    | 0                     | (1,195)     | (123,033)                               | (176,844)                               | 1,630                         | 23                     | 5                      | 10                                       | 328                      | 59                       | 78                       | (42,572)      | 5,728                  | 0                        | 0                              | (753,403)           |
| March 31                                    | 581,168         | 237,869      | 0                     | 106,978     | (41,883)                                | 48,728                                  | 97,558                        | 11,864                 | 2,754                  | 5,380                                    | 169,200                  | 30,488                   | 40,375                   | 429,256       | 105,263                | 83,202                   | 16,800                         | 1,924,999           |

**City of Freeport**  
**Budget Variance Explanations**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

General Fund Revenue

|                               |                                                                  |
|-------------------------------|------------------------------------------------------------------|
| Property Taxes & State Funds: | These funds come in late June or July and December               |
| Other Taxes:                  |                                                                  |
| Franchise Fees                | We receive this in December                                      |
| Licenses and Permits          | Liquor licenses and building permits are starting to come in now |
| Miscellaneous                 | Received \$3,400 in donations                                    |

AFSA Fund Revenue

|                         |                                         |
|-------------------------|-----------------------------------------|
| State Grants & Aid/PERA | These funds come in September           |
| Public Safety           | Fire Contract funds come in April & May |
| Miscellaneous:          |                                         |
| Donations - Private     | From various donors                     |

AFSA Fund Expenditures

|               |                                                          |
|---------------|----------------------------------------------------------|
| Salaries      | Fire Dept salaries are paid in December                  |
| Fire Dept Aid | Pass-through funds - offset by State Aid revenue         |
| Utilities     | Began charging for water usage after budget was approved |
| Truck Repairs | Truck repairs needed                                     |

EDA Fund Revenue

|                |                                                    |
|----------------|----------------------------------------------------|
| Property Taxes | These funds come in late June or July and December |
|----------------|----------------------------------------------------|

Bonds, 2013 (Refunding of Main St Improvements) Revenue

|                                      |                                                                                                                |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------|
| Property Taxes & Special Assessments | These funds come in late June or July and December and will take care of the temporarily negative fund balance |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------|

Bonds, 2013 (Refunding of Main St Improvements) Expenditures

|              |                                                                                                                        |
|--------------|------------------------------------------------------------------------------------------------------------------------|
| Debt Service | There is only one large principal payment per year on this bond. A much smaller interest payment will be paid in July. |
|--------------|------------------------------------------------------------------------------------------------------------------------|

Bonds, 2012 (Refunding of Industrial Park) Revenue

|                |                                                    |
|----------------|----------------------------------------------------|
| Property Taxes | These funds come in late June or July and December |
|----------------|----------------------------------------------------|

Bonds, 2012 (Refunding of Industrial Park) Expenditures

|              |                                                                                                                        |
|--------------|------------------------------------------------------------------------------------------------------------------------|
| Debt Service | There is only one large principal payment per year on this bond. A much smaller interest payment will be paid in July. |
|--------------|------------------------------------------------------------------------------------------------------------------------|

Water Fund Revenue

|                     |                                                    |
|---------------------|----------------------------------------------------|
| Special Assessments | These funds come in late June or July and December |
|---------------------|----------------------------------------------------|

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

|               |                                                                  |
|---------------|------------------------------------------------------------------|
| 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 Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| Property Taxes                                                               |                         |                                   |                                        |                                  |
| Property Tax Levy                                                            | 223,365                 | 0                                 | 0.0%                                   | (223,365)                        |
| Other Taxes                                                                  | 3,000                   | 0                                 | 0.0%                                   | (3,000)                          |
| Licenses and Permits                                                         | 8,925                   | 1,453                             | 16.3%                                  | (7,472)                          |
| State Grants & Aid                                                           | 116,768                 | 0                                 | 0.0%                                   | (116,768)                        |
| Charges for Services                                                         | 100                     | 40                                | 40.0%                                  | (60)                             |
| Fines and Forfeitures                                                        | 1,500                   | 170                               | 11.3%                                  | (1,330)                          |
| Miscellaneous                                                                | 6,800                   | 6,112                             | 89.9%                                  | (688)                            |
| Total Revenues                                                               | 360,458                 | 7,775                             | 2.2%                                   | (352,683)                        |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| General Government                                                           | 36,140                  | 5,348                             | 14.8%                                  | (30,792)                         |
| Legislative (Council/Board)                                                  | 5,291                   | 478                               | 9.0%                                   | (4,813)                          |
| Executive (Mayor/Manager)                                                    | 2,157                   | 0                                 | 0.0%                                   | (2,157)                          |
| Clerk                                                                        | 112,116                 | 22,876                            | 20.4%                                  | (89,240)                         |
| Elections                                                                    | 1,500                   | 0                                 | 0.0%                                   | (1,500)                          |
| Auditor                                                                      | 15,805                  | 185                               | 1.2%                                   | (15,620)                         |
| Assessor                                                                     | 5,000                   | 0                                 | 0.0%                                   | (5,000)                          |
| Planning / Zoning                                                            | 1,250                   | 0                                 | 0.0%                                   | (1,250)                          |
| Building Official                                                            | 4,600                   | 0                                 | 0.0%                                   | (4,600)                          |
| Public Works                                                                 | 68,777                  | 14,519                            | 21.1%                                  | (54,258)                         |
| Highways, Streets & Roadways                                                 | 42,295                  | 8,778                             | 20.8%                                  | (33,517)                         |
| Street Lighting                                                              | 21,500                  | 3,823                             | 17.8%                                  | (17,677)                         |
| Recreation                                                                   | 3,000                   | 3,000                             | 100.0%                                 | 0                                |
| Parks                                                                        | 12,400                  | 1,309                             | 10.6%                                  | (11,091)                         |
| Total Expenditures                                                           | 331,831                 | 60,318                            | 18.2%                                  | (271,513)                        |
| Excess of Revenues<br>Over (Under) Expenditures                              | 28,627                  | (52,543)                          | -183.5%                                | (81,170)                         |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 90,500                  | 0                                 | 0.0%                                   | (90,500)                         |
| Transfers Out                                                                | (159,556)               | 0                                 | 0.0%                                   | 159,556                          |
| Total Other Sources (Uses)                                                   | (69,056)                | 0                                 | 0.0%                                   | 69,056                           |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | (40,429)                | (52,543)                          | 130.0%                                 | (12,114)                         |

**FUND BALANCES:**

|           |         |
|-----------|---------|
| January 1 | 642,019 |
| March 31  | 589,476 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 576,173         | 637,117         |
| Increase (Decrease) in Cash      | 60,944          | (55,949)        |
| December 31, 2018/March 31, 2019 | 637,117         | 581,168         |

**City of Freeport**  
**AFSA Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| State Grants & Aid                                                           | 16,500                  | 1,000                             | 6.1%                                   | (15,500)                         |
| Grants & Aids from Local Governmental Units                                  | 0                       | 0                                 | N/A                                    | 0                                |
| Public Safety                                                                | 94,710                  | 7,128                             | 7.5%                                   | (87,582)                         |
| Miscellaneous                                                                | 5,000                   | 2,090                             | 41.8%                                  | (2,910)                          |
| <b>Total Revenues</b>                                                        | <b>116,210</b>          | <b>10,218</b>                     | <b>8.8%</b>                            | <b>(105,992)</b>                 |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Salaries & Benefits                                                          | 30,042                  | 0                                 | 0.0%                                   | (30,042)                         |
| Supplies                                                                     | 18,000                  | 622                               | 3.5%                                   | (17,378)                         |
| Professional Services                                                        | 5,150                   | 291                               | 5.7%                                   | (4,859)                          |
| Fire Dept Aid                                                                | 16,500                  | 0                                 | 0.0%                                   | (16,500)                         |
| Training                                                                     | 6,300                   | 1,063                             | 16.9%                                  | (5,237)                          |
| Insurance                                                                    | 11,000                  | 1,730                             | 15.7%                                  | (9,270)                          |
| Utilities                                                                    | 5,500                   | 1,835                             | 33.4%                                  | (3,665)                          |
| Repairs                                                                      | 5,000                   | 2,804                             | 56.1%                                  | (2,196)                          |
| Miscellaneous                                                                | 1,000                   | 1,410                             | 141.0%                                 | 410                              |
| <b>Total Expenditures</b>                                                    | <b>98,492</b>           | <b>9,756</b>                      | <b>9.9%</b>                            | <b>(88,736)</b>                  |
| Excess of Revenues<br>Over (Under) Expenditures                              | <b>17,718</b>           | <b>462</b>                        | <b>2.6%</b>                            | <b>(17,256)</b>                  |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 42,056                  | 0                                 | 0.0%                                   | (42,056)                         |
| Transfers Out                                                                | (3,500)                 | 0                                 | 0.0%                                   | 3,500                            |
| <b>Total Other Sources (Uses)</b>                                            | <b>38,556</b>           | <b>0</b>                          | <b>0.0%</b>                            | <b>(38,556)</b>                  |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | <b>56,274</b>           | <b>462</b>                        | <b>0.8%</b>                            | <b>(55,812)</b>                  |

**FUND BALANCES:**

|           |                       |
|-----------|-----------------------|
| January 1 | <u>253,939</u>        |
| March 31  | <u><u>254,401</u></u> |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 154,140         | 599,540         |
| Increase (Decrease) in Cash      | 445,400         | (361,671)       |
| December 31, 2018/March 31, 2019 | <u>599,540</u>  | <u>237,869</u>  |

**Cash Breakdown:**

|                                   |                |                |
|-----------------------------------|----------------|----------------|
| Truck Fund                        | 48,171         | 48,366         |
| Bldg/Equip Fund                   | 15,655         | 15,688         |
| Turnout Gear                      | 80,008         | 80,178         |
| Stearns Electric Association loan | 360,000        | 0              |
| Unallocated Reserve               | 95,706         | 93,637         |
|                                   | <u>599,540</u> | <u>237,869</u> |

**City of Freeport**  
**TIF Swany White Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Tax Increments                                                               | 3,000                   | 0                                 | 0.0%                                   | (3,000)                          |
| Total Revenues                                                               | 3,000                   | 0                                 | 0.0%                                   | (3,000)                          |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| TIF Payment                                                                  | 3,000                   | 0                                 | 0.0%                                   | (3,000)                          |
| Total Expenditures                                                           | 3,000                   | 0                                 | 0.0%                                   | (3,000)                          |
| Excess of Revenues<br>Over (Under) Expenditures                              | 0                       | 0                                 | N/A                                    | 0                                |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 0                       | 0                                 | N/A                                    | 0                                |
| FUND BALANCES:                                                               |                         |                                   |                                        |                                  |
| January 1                                                                    |                         | 0                                 |                                        |                                  |
| March 31                                                                     |                         | 0                                 |                                        |                                  |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| CASH:                            |                 |                 |
| January 1                        | 0               | 0               |
| Increase (Decrease) in Cash      | 0               | 0               |
| December 31, 2018/March 31, 2019 | 0               | 0               |

**City of Freeport**  
**EDA Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| General Property Taxes                                                       | 12,000                  | 0                                 | 0.0%                                   | (12,000)                         |
| Miscellaneous                                                                | 140                     | 209                               | 148.9%                                 | 69                               |
| Total Revenues                                                               | 12,140                  | 209                               | 1.7%                                   | (11,931)                         |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Supplies                                                                     | 150                     | 26                                | 17.1%                                  | (124)                            |
| Professional Services                                                        | 4,800                   | 387                               | 8.1%                                   | (4,413)                          |
| Miscellaneous                                                                | 2,190                   | 0                                 | 0.0%                                   | (2,190)                          |
| Total Expenditures                                                           | 7,140                   | 413                               | 5.8%                                   | (6,727)                          |
| Excess of Revenues<br>Over (Under) Expenditures                              | 5,000                   | (205)                             | -4.1%                                  | (5,205)                          |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | (5,000)                 | 0                                 | 0.0%                                   | 5,000                            |
| Total Other Sources (Uses)                                                   | (5,000)                 | 0                                 | 0.0%                                   | 5,000                            |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 0                       | (205)                             | N/A                                    | (205)                            |
| <b>FUND BALANCES:</b>                                                        |                         |                                   |                                        |                                  |
| January 1                                                                    |                         | 209,319                           |                                        |                                  |
| March 31                                                                     |                         | 209,114                           |                                        |                                  |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 28,909          | 108,174         |
| Increase (Decrease) in Cash      | 79,265          | (1,195)         |
| December 31, 2018/March 31, 2019 | 108,174         | 106,978         |

**City of Freeport**  
**Bonds, 2013 (Refunding of Main St Improvements)**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                        | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|----------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                       |                         |                                   |                                        |                                  |
| General Property Taxes                 | 95,500                  | 0                                 | 0.0%                                   | (95,500)                         |
| Special Assessments                    | 8,281                   | 0                                 | 0.0%                                   | (8,281)                          |
| Miscellaneous                          | 175                     | 38                                | 21.7%                                  | (137)                            |
| <b>Total Revenues</b>                  | <b>103,956</b>          | <b>38</b>                         | <b>0.0%</b>                            | <b>(103,918)</b>                 |
| <b>EXPENDITURES:</b>                   |                         |                                   |                                        |                                  |
| Debt Service                           | 126,695                 | 124,195                           | 98.0%                                  | (2,500)                          |
| <b>Total Expenditures</b>              | <b>126,695</b>          | <b>124,195</b>                    | <b>98.0%</b>                           | <b>(2,500)</b>                   |
| Excess of Revenues                     |                         |                                   |                                        |                                  |
| Over (Under) Expenditures              | (22,739)                | (124,157)                         | 546.0%                                 | (101,418)                        |
| <b>OTHER SOURCES (USES):</b>           |                         |                                   |                                        |                                  |
| Transfers In                           | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                          | 0                       | 0                                 | N/A                                    | 0                                |
| <b>Total Other Sources (Uses)</b>      | <b>0</b>                | <b>0</b>                          | <b>N/A</b>                             | <b>0</b>                         |
| Excess of Revenues & Other Sources     |                         |                                   |                                        |                                  |
| Over (Under) Expenditures & Other Uses | (22,739)                | (124,157)                         | 546.0%                                 | (101,418)                        |

**FUND BALANCES:**

|           |                 |
|-----------|-----------------|
| January 1 | <u>82,274</u>   |
| March 31  | <u>(41,883)</u> |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 105,809         | 81,150          |
| Increase (Decrease) in Cash      | (24,659)        | (123,033)       |
| December 31, 2018/March 31, 2019 | <u>81,150</u>   | <u>(41,883)</u> |

- \* February 1, 2021 is when the last bond payment is due
- \* June and December 2021 are the last levies we will receive
- \* Special Assessments come in until 2025

**City of Freeport**  
**Bonds, 2012 (Refunding of Industrial Park)**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| General Property Taxes                                                       | 105,000                 | 0                                 | 0.0%                                   | (105,000)                        |
| Miscellaneous                                                                | 1,200                   | 266                               | 22.2%                                  | (934)                            |
| Total Revenues                                                               | 106,200                 | 266                               | 0.3%                                   | (105,934)                        |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Debt Service                                                                 | 182,938                 | 177,460                           | 97.0%                                  | (5,478)                          |
| Total Expenditures                                                           | 182,938                 | 177,460                           | 97.0%                                  | (5,478)                          |
| Excess of Revenues<br>Over (Under) Expenditures                              | (76,738)                | (177,194)                         | 230.9%                                 | (100,456)                        |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | (76,738)                | (177,194)                         | 230.9%                                 | (100,456)                        |
| <b>FUND BALANCES:</b>                                                        |                         |                                   |                                        |                                  |
| January 1                                                                    |                         | 225,922                           |                                        |                                  |
| March 31                                                                     |                         | 48,728                            |                                        |                                  |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 304,953         | 225,572         |
| Increase (Decrease) in Cash      | (79,381)        | (176,844)       |
| December 31, 2018/March 31, 2019 | 225,572         | 48,728          |

- \* February 1, 2022 is when the last bond payment is due
- \* June and December 2022 are the last levies we will receive



**City of Freeport**  
**2006 Small Cities Grant**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| Loan Payments Received                                                       | 1,442                   | 1,442                             | 100.0%                                 | 0                                |
| Miscellaneous                                                                | 800                     | 188                               | 23.4%                                  | (612)                            |
| Total Revenues                                                               | 2,242                   | 1,630                             | 72.7%                                  | (612)                            |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 2,242                   | 1,630                             | 72.7%                                  | (612)                            |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 2,242                   | 1,630                             | 72.7%                                  | (612)                            |

**FUND BALANCES:**

|           |        |
|-----------|--------|
| January 1 | 95,928 |
| March 31  | 97,558 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 93,699          | 95,928          |
| Increase (Decrease) in Cash      | 2,229           | 1,630           |
| December 31, 2018/March 31, 2019 | 95,928          | 97,558          |

**City of Freeport**  
**South End Park Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Miscellaneous                                                                | 100                     | 23                                | 23.0%                                  | (77)                             |
| Total Revenues                                                               | 100                     | 23                                | 23.0%                                  | (77)                             |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 100                     | 23                                | 23.0%                                  | (77)                             |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 5,000                   | 0                                 | 0.0%                                   | (5,000)                          |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 5,000                   | 0                                 | 0.0%                                   | (5,000)                          |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 5,100                   | 23                                | 0.5%                                   | (5,077)                          |

FUND BALANCES:

|           |        |
|-----------|--------|
| January 1 | 11,841 |
| March 31  | 11,864 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| CASH:                            |                 |                 |
| January 1                        | 6,760           | 11,841          |
| Increase (Decrease) in Cash      | 5,082           | 23              |
| December 31, 2018/March 31, 2019 | 11,841          | 11,864          |

**City of Freeport**  
**North End Park Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Miscellaneous                                                                | 20                      | 5                                 | 26.7%                                  | (15)                             |
| Total Revenues                                                               | 20                      | 5                                 | 26.7%                                  | (15)                             |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Parks                                                                        | 0                       | 0                                 | N/A                                    | 0                                |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 20                      | 5                                 | 26.7%                                  | (15)                             |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 20                      | 5                                 | 26.7%                                  | (15)                             |

FUND BALANCES:

|           |       |
|-----------|-------|
| January 1 | 2,749 |
| March 31  | 2,754 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| CASH:                            |                 |                 |
| January 1                        | 2,727           | 2,749           |
| Increase (Decrease) in Cash      | 22              | 5               |
| December 31, 2018/March 31, 2019 | 2,749           | 2,754           |

**City of Freeport**  
**Bucket Fund - Old Tower Preservation**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Miscellaneous                                                                | 45                      | 10                                | 23.2%                                  | (35)                             |
| Total Revenues                                                               | 45                      | 10                                | 23.2%                                  | (35)                             |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 45                      | 10                                | 23.2%                                  | (35)                             |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 45                      | 10                                | 23.2%                                  | (35)                             |

FUND BALANCES:

|           |       |
|-----------|-------|
| January 1 | 5,369 |
| March 31  | 5,380 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| CASH:                            |                 |                 |
| January 1                        | 5,326           | 5,369           |
| Increase (Decrease) in Cash      | 43              | 10              |
| December 31, 2018/March 31, 2019 | 5,369           | 5,380           |

**City of Freeport**  
**Street Improvements Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| State Grants & Aid                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Miscellaneous                                                                | 1,800                   | 328                               | 18.2%                                  | (1,472)                          |
| Total Revenues                                                               | 1,800                   | 328                               | 18.2%                                  | (1,472)                          |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Professional Services                                                        | 25,664                  | 0                                 | 0.0%                                   | (25,664)                         |
| Highways, Streets & Roadways                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Total Expenditures                                                           | 25,664                  | 0                                 | 0.0%                                   | (25,664)                         |
| Excess of Revenues<br>Over (Under) Expenditures                              | (23,864)                | 328                               | -1.4%                                  | 24,192                           |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 72,000                  | 0                                 | 0.0%                                   | (72,000)                         |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 72,000                  | 0                                 | 0.0%                                   | (72,000)                         |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 48,136                  | 328                               | 0.7%                                   | (47,808)                         |

**FUND BALANCES:**

|           |         |
|-----------|---------|
| January 1 | 168,872 |
| March 31  | 169,200 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 140,174         | 168,872         |
| Increase (Decrease) in Cash      | 28,698          | 328             |
| December 31, 2018/March 31, 2019 | 168,872         | 169,200         |

**City of Freeport**  
**Capital Equipment Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Miscellaneous                                                                | 270                     | 59                                | 21.9%                                  | (211)                            |
| Total Revenues                                                               | 270                     | 59                                | 21.9%                                  | (211)                            |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 270                     | 59                                | 21.9%                                  | (211)                            |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 10,000                  | 0                                 | 0.0%                                   | (10,000)                         |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 10,000                  | 0                                 | 0.0%                                   | (10,000)                         |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 10,270                  | 59                                | 0.6%                                   | (10,211)                         |
| FUND BALANCES:                                                               |                         |                                   |                                        |                                  |
| January 1                                                                    |                         | 30,429                            |                                        |                                  |
| March 31                                                                     |                         | 30,488                            |                                        |                                  |
| CASH:                                                                        |                         |                                   |                                        |                                  |
| January 1                                                                    | 20,212                  | 30,429                            |                                        |                                  |
| Increase (Decrease) in Cash                                                  | 10,218                  | 59                                |                                        |                                  |
| December 31, 2018/March 31, 2019                                             | 30,429                  | 30,488                            |                                        |                                  |

**City of Freeport**  
**Street Lights Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Miscellaneous                                                                | 350                     | 78                                | 22.3%                                  | (272)                            |
| Total Revenues                                                               | 350                     | 78                                | 22.3%                                  | (272)                            |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 350                     | 78                                | 22.3%                                  | (272)                            |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 30,000                  | 0                                 | 0.0%                                   | (30,000)                         |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 30,000                  | 0                                 | 0.0%                                   | (30,000)                         |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 30,350                  | 78                                | 0.3%                                   | (30,272)                         |

FUND BALANCES:

|           |        |
|-----------|--------|
| January 1 | 40,296 |
| March 31  | 40,375 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| CASH:                            |                 |                 |
| January 1                        | 10,055          | 40,296          |
| Increase (Decrease) in Cash      | 30,241          | 78              |
| December 31, 2018/March 31, 2019 | 40,296          | 40,375          |

**City of Freeport  
Water Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| General Sales and Use Tax                                                    | 0                       | 188                               | N/A                                    | 188                              |
| State Grants & Aid/PERA                                                      | 0                       | 0                                 | N/A                                    | 0                                |
| Charges for Services                                                         | 120,200                 | 13,892                            | 11.6%                                  | (106,308)                        |
| Special Assessments                                                          | 14,000                  | 0                                 | 0.0%                                   | (14,000)                         |
| Miscellaneous                                                                | 4,000                   | 1,035                             | 25.9%                                  | (2,965)                          |
| <b>Total Revenues</b>                                                        | <b>138,200</b>          | <b>15,114</b>                     | <b>10.9%</b>                           | <b>(123,086)</b>                 |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Supplies                                                                     | 3,450                   | 109                               | 3.2%                                   | (3,341)                          |
| Professional Services                                                        | 8,935                   | 29                                | 0.3%                                   | (8,906)                          |
| Training                                                                     | 350                     | 280                               | 80.0%                                  | (70)                             |
| Insurance                                                                    | 825                     | 192                               | 23.3%                                  | (633)                            |
| Utilities                                                                    | 6,300                   | 1,304                             | 20.7%                                  | (4,996)                          |
| Water Treatment                                                              | 8,800                   | 1,111                             | 12.6%                                  | (7,689)                          |
| Debt Service                                                                 | 72,360                  | 69,065                            | 95.4%                                  | (3,295)                          |
| Miscellaneous                                                                | 72,830                  | 0                                 | 0.0%                                   | (72,830)                         |
| <b>Total Expenditures</b>                                                    | <b>173,850</b>          | <b>72,089</b>                     | <b>41.5%</b>                           | <b>(101,761)</b>                 |
| Excess of Revenues<br>Over (Under) Expenditures                              | (35,650)                | (56,975)                          | 159.8%                                 | (21,325)                         |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | (54,867)                | 0                                 | 0.0%                                   | 54,867                           |
| <b>Total Other Sources (Uses)</b>                                            | <b>(54,867)</b>         | <b>0</b>                          | <b>0.0%</b>                            | <b>54,867</b>                    |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | <u>(90,517)</u>         | (56,975)                          | <u>62.9%</u>                           | <u>33,542</u>                    |

**FUND BALANCES:**

|           |                         |
|-----------|-------------------------|
| January 1 | <u>1,914,479</u>        |
| March 31  | <u><u>1,857,504</u></u> |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 456,954         | 471,827         |
| Increase (Decrease) in Cash      | 14,873          | (42,572)        |
| December 31, 2018/March 31, 2019 | <u>471,827</u>  | <u>429,256</u>  |



**City of Freeport  
Waste Water Fund  
Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| <b>REVENUES:</b>                                                             |                         |                                   |                                        |                                  |
| Charges for Services                                                         | 137,200                 | 15,876                            | 11.6%                                  | (121,324)                        |
| Miscellaneous                                                                | 550                     | 231                               | 42.0%                                  | (319)                            |
| Total Revenues                                                               | 137,750                 | 16,107                            | 11.7%                                  | (121,643)                        |
| <b>EXPENDITURES:</b>                                                         |                         |                                   |                                        |                                  |
| Supplies                                                                     | 4,100                   | 88                                | 2.1%                                   | (4,013)                          |
| Professional Services                                                        | 25,701                  | 846                               | 3.3%                                   | (24,855)                         |
| Training                                                                     | 350                     | 120                               | 34.3%                                  | (230)                            |
| Insurance                                                                    | 1,700                   | 308                               | 18.1%                                  | (1,392)                          |
| Utilities                                                                    | 1,150                   | 61                                | 5.3%                                   | (1,089)                          |
| Waste Water Treatment                                                        | 2,900                   | 58                                | 2.0%                                   | (2,842)                          |
| Debt Service                                                                 | 27,650                  | 26,450                            | 95.7%                                  | (1,200)                          |
| Miscellaneous                                                                | 61,632                  | 0                                 | 0.0%                                   | (61,632)                         |
| Total Expenditures                                                           | 125,183                 | 27,930                            | 22.3%                                  | (97,253)                         |
| Excess of Revenues<br>Over (Under) Expenditures                              | 12,567                  | (11,823)                          | -94.1%                                 | (24,390)                         |
| <b>OTHER SOURCES (USES):</b>                                                 |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 0                       | 0                                 | N/A                                    | 0                                |
| Transfers Out                                                                | (43,800)                | 0                                 | 0.0%                                   | 43,800                           |
| Total Other Sources (Uses)                                                   | (43,800)                | 0                                 | 0.0%                                   | 43,800                           |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | (31,233)                | (11,823)                          | 37.9%                                  | 19,410                           |
| <b>FUND BALANCES:</b>                                                        |                         |                                   |                                        |                                  |
| January 1                                                                    |                         | 2,036,475                         |                                        |                                  |
| March 31                                                                     |                         | 2,024,652                         |                                        |                                  |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| <b>CASH:</b>                     |                 |                 |
| January 1                        | 64,914          | 99,535          |
| Increase (Decrease) in Cash      | 34,621          | 5,728           |
| December 31, 2018/March 31, 2019 | 99,535          | 105,263         |

**City of Freeport**  
**Water USDA Reserve**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Total Revenues                                                               | 0                       | 0                                 | N/A                                    | 0                                |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 0                       | 0                                 | N/A                                    | 0                                |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 13,867                  | 0                                 | 0.0%                                   | (13,867)                         |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 13,867                  | 0                                 | 0.0%                                   | (13,867)                         |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | 13,867                  | 0                                 | 0.0%                                   | (13,867)                         |

FUND BALANCES:

|           |        |
|-----------|--------|
| January 1 | 83,202 |
| March 31  | 83,202 |

|                                  | Balance<br>2018 | Balance<br>2019 |
|----------------------------------|-----------------|-----------------|
| CASH:                            |                 |                 |
| January 1                        | 69,335          | 83,202          |
| Increase (Decrease) in Cash      | 13,867          | 0               |
| December 31, 2018/March 31, 2019 | 83,202          | 83,202          |

**City of Freeport**  
**Waste Water USDA Reserve**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Three Months Ended March 31, 2019 (Unaudited)**

|                                                                              | Final<br>Budget<br>2019 | Year-to-Date<br>Amount<br>3/31/19 | Year-to-Date<br>% of Budget<br>3/31/19 | Variance<br>With Final<br>Budget |
|------------------------------------------------------------------------------|-------------------------|-----------------------------------|----------------------------------------|----------------------------------|
| REVENUES:                                                                    |                         |                                   |                                        |                                  |
| Total Revenues                                                               | 0                       | 0                                 | N/A                                    | 0                                |
| EXPENDITURES:                                                                |                         |                                   |                                        |                                  |
| Total Expenditures                                                           | 0                       | 0                                 | N/A                                    | 0                                |
| Excess of Revenues<br>Over (Under) Expenditures                              | 0                       | 0                                 | N/A                                    | 0                                |
| OTHER SOURCES (USES):                                                        |                         |                                   |                                        |                                  |
| Transfers In                                                                 | 2,800                   | 0                                 | 0.0%                                   | (2,800)                          |
| Transfers Out                                                                | 0                       | 0                                 | N/A                                    | 0                                |
| Total Other Sources (Uses)                                                   | 2,800                   | 0                                 | 0.0%                                   | (2,800)                          |
| Excess of Revenues & Other Sources<br>Over (Under) Expenditures & Other Uses | <u>2,800</u>            | <u>0</u>                          | <u>0.0%</u>                            | <u>(2,800)</u>                   |

FUND BALANCES:

|           |                      |
|-----------|----------------------|
| January 1 | <u>16,800</u>        |
| March 31  | <u><u>16,800</u></u> |

|                                  | Balance<br>2018      | Balance<br>2019      |
|----------------------------------|----------------------|----------------------|
| CASH:                            |                      |                      |
| January 1                        | 14,000               | 16,800               |
| Increase (Decrease) in Cash      | <u>2,800</u>         | <u>0</u>             |
| December 31, 2018/March 31, 2019 | <u><u>16,800</u></u> | <u><u>16,800</u></u> |

# Memo

---

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/18/19

Re: Fire Department Report

---

John Gilk will be at the meeting to answer questions about the dehumidifier quotes presented at the March meeting.

He also provided the proposed billing increases seen on the next page.

ADD This to Council's Packet  
To Get Approved.

## FREEPORT FIRE & RESCUE DEPARTMENT

### BILLING INFORMATION

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

What we think we should  
raise the price to

#### ITEMIZATION

|                     |                     |                  |    |               |
|---------------------|---------------------|------------------|----|---------------|
| Type of Fire: _____ | Oxygen              | \$15 x _____     | =  | <u>25.00</u>  |
| Vehicle: _____      | Gloves              | \$5 x _____      | =  | _____         |
| Year _____          | Bandages            | \$5 x _____      | =  | <u>10.00</u>  |
| Make _____          | Splints             | \$5 x _____      | =  | _____         |
| Model _____         | Defib               | \$25 x _____     | =  | <u>100.00</u> |
| Plate # _____       | Suction             | \$15 x _____     | =  | _____         |
|                     | Blankets            | \$10 x _____     | =  | _____         |
|                     | Kwik Cold           | \$2 x _____      | =  | _____         |
| Grass: _____        | Air Bags            | \$25 x _____     | =  | <u>100.00</u> |
|                     | Jaws                | \$25 x _____     | =  | <u>200.00</u> |
| Other: _____        | Generator           | \$25 x _____     | =  | <u>200.00</u> |
|                     | Pumper #1           | \$150 x _____    | =  | <u>425.00</u> |
|                     | Pumper #2           | \$150 x _____    | =  | <u>425.00</u> |
|                     | GMC Tanker          | \$150 x _____    | =  | <u>325.00</u> |
|                     | Freightliner Tanker | \$150 x _____    | =  | <u>325.00</u> |
|                     | Rescue Van          | \$150 x _____    | =  | <u>325.00</u> |
|                     | Brush Truck         | \$150 x _____    | =  | <u>300.00</u> |
|                     | Miscellaneous       | _____            | =  | _____         |
|                     | Admin Fee           | \$27 x _____     | =  | <u>30.00</u>  |
|                     | Subtotal            |                  | =  | \$ _____ .00  |
|                     | Man Hours           | \$ _____ x _____ | =  | \$ _____ .00  |
| Time on Call: _____ | Foam                | Per 5 gal        |    | \$125.00      |
|                     | Total Due:          |                  | \$ | _____ .00     |

\*\*\* Long/Short boards, KEDS and Collars are "No Charge" items.

Please remit payment to: Freeport Area Fire Service  
C/O City of Freeport  
P. O. Box 301  
Freeport, MN 56331

|                     |      |
|---------------------|------|
| Rescue Van          | #404 |
| Pumper #1           | #405 |
| Pumper #2           | #406 |
| GMC Tanker          | #407 |
| Freightliner Tanker | #408 |
| Brush Truck         | #409 |

Any questions, please contact the City of Freeport at (320) 836-2112.

Thank You!

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/18/19

Re: Public Works Report

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On April 12, while Loren was plowing snow, the plow blade hit a parked vehicle. We have been contacted by our insurance adjuster. After everything is settled with insurance, we expect to receive a bill for the \$250.00 deductible.

| Job Duty                                                                                                                                                                                            | Date            | Initial  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------|
| Well, tower, lift station, pond checks, water samples, scraped some<br>ice off roads, took nets out of ice sink                                                                                     | THUR<br>3/14/19 | YJ       |
| Well, tower, pond checks, checked Industrial Lift station<br>got to much inflow will need to address, talked with<br>Dave Blommel about it, pond ditch getting to pt of<br>running into ponds.      | FRI<br>3/15/19  | YJ       |
|                                                                                                                                                                                                     | "               | YJ       |
|                                                                                                                                                                                                     | "               | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | SAT<br>3/16/19  | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | SUN<br>3/17/19  | YJ       |
| Well, tower, lift station, pond checks, water samples, check<br>gauge <del>seals</del> water reading, checked water flow by Industrial Lift station<br>or by ponds, pump water on Industrial Drive  | MON<br>3/18/19  | YJ       |
| Well, tower, pond, checks, went to St Cloud Ver. con, flat, 6 WV<br>Pump water on Industrial Drive                                                                                                  | TUE<br>3/19/19  | YJ       |
| Well, tower, pond checks, pumped water & moved snow on<br>Industrial Drive                                                                                                                          | WED<br>3/20/19  | YJ       |
|                                                                                                                                                                                                     | "               | YJ       |
| <hr/>                                                                                                                                                                                               |                 |          |
| Well, tower, lift station, pond checks, water samples, shut off<br>notices, delivered packets, lift station #1 issues.                                                                              | THUR<br>3/21/19 | YJ       |
| Well, tower, pond checks, checked manholes to lift station #1                                                                                                                                       | "               | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | FRI<br>3/22/19  | YJ / Adm |
| Well, tower, pond checks                                                                                                                                                                            | SAT<br>3/23/19  | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | SUN<br>3/24/19  | YJ       |
| Well, tower, lift station, pond checks, water samples, changed blade<br>on tractor, garbage, worked on sweeper                                                                                      | MON<br>3/25/19  | YJ       |
| Well, tower, pond checks, greased sweeper, cleaned ditches,<br>worked out shop.                                                                                                                     | "               | YJ       |
| Well, tower, pond checks, swept streets                                                                                                                                                             | TUE<br>3/26/19  | YJ       |
| Well, tower, pond, lift station checks, water samples, water<br>meter readings, etc flushed sanitary behind charlies                                                                                | "               | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | WED<br>3/27/19  | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | THUR<br>3/28/19 | YJ       |
| Well, tower, pond checks                                                                                                                                                                            | "               | YJ       |
| Well, tower, pond checks / computer down at City hall                                                                                                                                               | FRI<br>3/29/19  | YJ       |
| Well, tower, lift station, pond checks, water samples, worked w/ Dave<br>Wiletsko to get computers up & going, paper work at city hall, filed<br>paperwork, gopher call, curb stop locates, garbage | SAT<br>3/30/19  | YJ       |
| Well, tower, pond checks, flushed hydrants.                                                                                                                                                         | SUN<br>3/31/19  | YJ       |
|                                                                                                                                                                                                     | MON<br>4/1/19   | YJ       |
|                                                                                                                                                                                                     | "               | YJ       |
|                                                                                                                                                                                                     | "               | YJ       |
|                                                                                                                                                                                                     | TUE<br>4/2/19   | YJ       |

| Job Duty                                                                                               | Date         | Initial |
|--------------------------------------------------------------------------------------------------------|--------------|---------|
| Well, tower, pond checks, looked for dogs in town had reports,                                         | Wed 4/3/19   | Y/      |
| went to weed control meeting, garbages                                                                 | "            | Y/      |
| Well, tower, pond, lift station, checks, water samples, shut water off                                 | Thur 4/4/19  | Y/      |
| because no pay + turned back on at resident, Met with Team                                             | "            | UG      |
| Lab, & also met with Jason Hoeschen about his land (swamp)                                             | "            | Y/      |
| if city or if city water is problem,                                                                   | "            | Y/      |
| Well, tower, pond checks, Filed paperwork, worked at shop.                                             | FRI 4/5/19   | Y/      |
| Well, tower, pond checks                                                                               | SAT 4/6/19   | Y/      |
| Well, tower, pond checks, "computer at city hall went down just 'scada"                                | SUN 4/7/19   | Y/      |
| Well, tower, lift station, pond checks, water samples, fixed gopher calls, water leak at creamery well | MON 4/8/19   | Y/      |
| Worked on water pump sweeper ordered new one, moved computers at                                       | "            | Y/      |
| city hall, preferred controls came out & got scada system operational                                  | "            | Y/      |
| with emergency calling                                                                                 | "            | Y/      |
| Well, tower, pond checks, garbages, swept streets, water                                               | TUE 4/9/19   | Y/      |
| samples, met with "Marc" rep, Fishall sewer line froze                                                 | "            | Y/      |
| Well, tower, pond checks, met with Mark Harren, Filed                                                  | Wed 4/10/19  | Y/      |
| at plowing vehicles, Fishall sewer                                                                     | "            | Y/      |
| Well, tower, pond checks, plowed snow                                                                  | Thur 4/11/19 | Y/ / Mt |
| Well, tower, pond checks, plowed snow                                                                  | FRI 4/12/19  | Y/      |
| Well, tower, pond checks, cleaned snow with tractor                                                    | SAT 4/13/19  | Y/      |
| Well, tower, pond checks                                                                               | SUN 4/14/19  | Y/      |
| Well, tower, lift station, pond checks, water samples, Fishall sewer                                   | MON 4/15/19  | Y/      |
| open, pre-discharge samples to Sauk, fixed cylind <sup>pin</sup> on Hinner                             | "            | Y/      |
| plowblade, took blade off.                                                                             | "            | Y/      |
| Well, tower, pond checks, put <sup>new</sup> seat on one of <del>benches</del> across                  | TUE 4/16/19  | Y/      |
| street, by Gazebo, emptied plow truck & cleaned, filled tractor                                        | "            | Y/      |
| & tractor lawn mower & ran, put <sup>side</sup> broom sweeper, clean shop,                             | "            | Y/      |
| Did water shut off notices                                                                             | "            | Y/      |
| Well, tower, pond checks, surge protectors, Flow station                                               | Wed 4/17/19  | Y/      |
| alarms, met w/ Mike E + Joan W. discussed apps                                                         | "            | Y/      |
| Well, tower, pond, lift station checks, water samples, cleaned                                         | Thur 4/18/19 | Y/      |
| Flow station, worked at shop,                                                                          | "            | Y/      |
| Well, tower, pond checks, drained water pump at shop,                                                  | FRI 4/19/19  | Y/      |
| got info on Flags From Legion                                                                          | "            | Y/      |
| Well, tower, pond checks, Flushed line behind Charlie's                                                | SAT 4/20/19  | Y/      |
| resident called in said had backed up sewer,                                                           | "            | Y/      |



[illegible]



Building a Better World  
for All of Us®

## MEMORANDUM

TO: Freeport Mayor and City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: April 23, 2019

RE: Council Update  
SEH No. FREEP GEN COR 14.00

I have not spent significant time on matters of concern for Freeport since your March 26<sup>th</sup> meeting.

I will unfortunately not be able to attend your meeting next week, but will be happy to answer any questions you have for by phone call or email. Please feel free to reach out [dblommel@sehinc.com](mailto:dblommel@sehinc.com) or direct phone line 320.229.4349.

Dave

dwb

p:\fj\freeport\common\\_ council mtg\2019\2019-04-23 m council update.docx

**Dymoke Law Office, P.A.**

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

April 22, 2019

Joan Wall  
City of Freeport  
125 Main Street East  
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Ms. Wall:

During the period from March 21, 2019 through April 22, 2019, we have not given significant attention to any projects on behalf of the City of Freeport.

Respectfully submitted,  
Dymoke Law Office, P.A.

*Scott E. Dymoke*  
by Scott E. Dymoke

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/18/19

Re: Elite Transport Group

---

On April 2 I mailed a letter to Mark Ettel of Elite Transport Group informing him of noise complaints and inviting him to attend the April 30 City Council meeting.

# Memo

---

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/18/19

Re: Waste Management

---

Jason Hartman from Waste Management will be attending tonight's meeting.

Also, Waste Management is doing a spring leaf pickup on May 4. Below are the guidelines for residents:

- Place items curbside by 6:00 am
- Use compostable bags (up to 30 lbs) or containers that are easy to empty
- No plastic bags
- Brush may be bundled with twine
- Sticks up to 4 inches in diameter and up to 3 feet in length

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/18/19

Re: City Hall Technology Updates

---

At March's meeting, Council asked to see quotes for technology in addition to the laptop for the Clerk-Treasurer, including dual screens and a docking station for the laptop, a projector or TV for the council chamber, and a way to access my computer from offsite.

David Waletzko came to city hall and noticed that our computers are still running Windows 7. Windows 7 will no longer be supported by Microsoft after January 2020. Government agencies will not be allowed to use Windows 7 after that date because we will not be receiving security updates and the City's data will be vulnerable. Our machines are old enough that we would not be able to just upgrade Windows. We will need new machines.

Quotes for the above described equipment are on the next page.

City Hall Technology Update  
Quotes from David Waletzko of Community Technology Center

| Equipment         | Description                                                                                  | Price  |
|-------------------|----------------------------------------------------------------------------------------------|--------|
| 15" Lenovo laptop | Windows 10 Pro, Intel Core i5, 8GB RAM, 1TB HDD ("old fashioned" spinning disk drive)        | 763.00 |
| 15" Lenovo laptop | Windows 10 Pro, Intel Core i5, 8GB RAM, 256GB SSD ("best of the best" new solid state drive) | 839.00 |
| Dual monitors     | 24" ViewSonic monitors (qty 2)                                                               | 398.00 |
| Docking station   | StarTech.com                                                                                 | 171.00 |
| Keyboard & mouse  | Logitech wireless keyboard/mouse combo                                                       | 58.00  |

|               |                             |        |
|---------------|-----------------------------|--------|
| TV            | 55" Samsung Smart TV        | 649.00 |
| TV wall mount | Articulating wall mount     | 75.00  |
| TV stand      | Portable TV stand on wheels | 369.00 |
| Cable         | 25' HDMI cable              | 25.00  |

|                   |                                                                                     |          |
|-------------------|-------------------------------------------------------------------------------------|----------|
| Desktop computers | Nobilis NUC, Intel Core i5, 8GB RAM, 250GB M.2 Drive, 3-yr limited warranty (qty 2) | 2,442.00 |
| Cables            | Type and price depend on monitors using/purchased                                   | Varies   |

|               |                        |                                  |
|---------------|------------------------|----------------------------------|
| Splashtop.com | Remote access software | Starts at \$5.00/mth             |
| RemotePC      | Remote access software | Free for one user & one computer |

# Memo

---

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/24/19

Re: Update Pay Ranges

---

I spoke to Kathleen Murphy to ask her how much it would cost to update the City's pay ranges, since it was last done in 2015. She quoted between \$200 and \$250, and she could have it done in a couple days.



# Memo

---

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/24/19

Re: Senior Center Maintenance

---

Delores Notch stopped in to let me know they had to call a plumber to fix the men's toilet in April. I haven't seen an invoice for this yet.

Delores is also asking the Council to consider removing the landscaping rocks around the building and replacing with cement. She said kids will pile them up and throw them in the grass.

# Memo

---

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/24/19

Re: Website Photo Update

---

Barry Weber contacted me recommending that we do a few updates to the City's website. He is offering to take new photos, update the website photos, and update staff information this summer for \$750.



## **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](http://www.freeportmn.org)

### **RESOLUTION 2019-07**

#### **RESOLUTION APPROVING ANNUAL LIQUOR LICENSE RENEWALS**

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

WHEREAS; the City of Freeport Ordinance 1200 regulates licensing of liquor establishments within the City;

WHEREAS; all licenses are approved contingent on a clear background check performed by the Stearns County Sheriff's Department and liquor liability insurance;

THEREFORE; Freeport City Council approves the renewal of the following licenses subject to the terms set for in the Minnesota Statutes and Freeport City Code 1200 for the period of July 1, 2019 to June 30, 2020:

| <b>Licensee name</b>             | <b>Trade Name</b>                | <b>Licensed Address</b>                     | <b>Licenses Approved</b>       |
|----------------------------------|----------------------------------|---------------------------------------------|--------------------------------|
| Ackie's Pioneer Inn Inc.         | Ackie's Pioneer Inn              | 123 Main St E (includes outdoor patio area) | Off-Sale, On-Sale, Sunday      |
| Freeport Black Sox               | Freeport Black Sox               | 1000 1 <sup>st</sup> Ave S                  | 3.2% On-Sale                   |
| Freeport Softball Club           | Freeport Recreational Club       | 3077 <sup>th</sup> St SE                    | On-Sale, Sunday                |
| Pooch's Corner Pub and Grill LLC | Pooch's Corner Pub and Grill LLC | 103 1 <sup>st</sup> Ave N                   | Off-Sale, On-Sale, Sunday, 2AM |

DATED THIS 30th DAY OF APRIL, 2019

Motion by:

Second by:

Council members in favor:

Council member opposed or abstained:

ATTEST:

---

Michael Eveslage, Mayor

---

Joan Wall, Clerk-Treasurer

# Memo

---

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 4/24/19

Re: Donations made by the City

---

Sara Hoppe has requested a donation from the City of Freeport for her Girl Scouts project. Following her request, I have included a memorandum from the State Auditor spelling out the limits on donations. Public entities are not allowed to give donations to organizations like the Girl Scouts. In the future, I will inform the requestors of this and not bring it to the Council's attention.

~~~~~

As I was researching the above, I discovered in the State Auditor memo that cities are not allowed to be members of or pay dues to a Chamber of Commerce. Cities are allowed to make contributions to a Chamber of Commerce. The City of Freeport has paid dues to the Freeport Chamber of Commerce and I was planning on attending the monthly meetings. Scott Dymoke advised that I could attend the meetings as an interested party and act as a liaison between the Chamber and the Council, but could not be a voting member and could not serve as an officer or board member.

Would the Council like me to attend the monthly Freeport Chamber of Commerce meetings?

I have attached resolution 2019-08 for your consideration to properly show the City's previous payment as a contribution.

City of Freeport
Freeport MN

Dear City of Freeport Mayor Eveslage and Council Members,

My name is Sara Hoppe; I am a junior at Melrose High School. I am in my 11th year of Girl Scouts and working on my Gold Award, the highest award a Girl Scout can achieve. Our troop has earned the Bronze and Silver Awards by doing services for our local communities. We've done activities such as helping for local breakfasts, raking acorns at Lake Maria, card making, a senior citizen party, planter watering for the city, Christmas caroling at nursing homes, city landscaping, historical plaque projects, helping younger troop members, and much more. For my Gold Award project, I am asking my community to help on a broader level promoting that global citizenship is everyone's responsibility.

My project, titled "Building Brighter Futures Book by Book," will assist Haile-Manas Academy, a new high school in Debre Birhan, Ethiopia, opening in 2020. The school needs books for their new library. I am going to send them books as my Gold Award Project.

I learned of the school founder, Rebecca Haile, through the Hill Museum and Manuscript Library at St. John's University. Her father worked at HMML. Rebecca was born in Ethiopia but her family was relocated to Minnesota. Rebecca values the educational opportunities she was given in Minnesota and wishes to help Ethiopian kids get quality education as well.

I will be asking friends, family, students and community members to donate gently used or new books from the Haile-Manas Academy book list, or donate money to purchase the books. For wonderful organizations such as **The City of Freeport**, I am asking for \$300 (or more if possible!) to help pay for the cost of shipping the donated books to Ethiopia (total shipping cost and fees is \$3000).

Would you be willing to donate toward "Building Brighter Futures Book by Book?" I would be happy to answer any questions you have about my project with a short presentation. Thank you for all you do for our community. I look forward to hearing from you!

Sincerely,



Sara Hoppe
33122 280th Ave
Freeport MN 56331
320-339-5527 Cell
320-837-5272 Home
srhwrightergirl@yahoo.com

Should you decide to donate, Girl Scouts is 501 (c) (3) status and checks need to be made out to:
Girl Scouts of Minnesota and Wisconsin Lakes and Pines



REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@osa.state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

Statement of Position

Public Expenditures: Donations and Dues

Public entities are often asked to give funds to support various groups and activities. While the causes may be worthwhile, public entities need to be cautious when making any financial commitments involving public funds.

In most circumstances, public entities have no authority to give away public funds as donations. Generally, in order to spend money, a public entity must have authority to do so. Authority for an expenditure may be specifically stated in a statute or charter, or it may be implied as necessary to do what an express power authorizes. In addition, the expenditure must be for a "public purpose."

Gifts/Donations to Private Individuals/Organizations

Following these general principles, donations to people, non-profits, charities, or other groups are not permitted unless they are based upon specific statutory or charter authority. For example, the Minnesota Attorney General's Office has issued opinions finding that cities have no authority to donate city funds to organizations such as the Red Cross or the Boy Scouts.¹ The assumption is that a gift of public funds to an individual or private entity serves a private rather than a public purpose.

Before a public entity makes a contribution, it is important for that entity to determine that it has specific authorization to make the expenditure. Here are some examples of specific, statutorily authorized appropriations:

- **Artistic Organizations.** A county, city or town may appropriate money to support artistic organizations.²
- **Historical Causes.** A town or city may appropriate annually a specified amount to a county historical society so long as the society is affiliated with, and approved by, the Minnesota Historical Society.³ Cities have express authority to commemorate important and outstanding events in city history, and to appropriate money to collect, preserve and distribute its history data for future generations.⁴ The Attorney General's Office recognizes that a city can advance money to a

¹ See, for example, Op. Att'y Gen. 59-A-3 (May 21, 1948).

² Minn. Stat. § 471.941.

³ Minn. Stat. § 138.053.

⁴ Minn. Stat. § 471.93.

Reviewed: December 2014

Revised: April 2014

2007-1017

This Statement of Position is not legal advice and is subject to revision.

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nonprofit to sponsor a centennial celebration.⁵

- **Prevention of Cruelty to Animals.** A county may appropriate money for maintenance and support of the local society for the prevention of cruelty to animals.⁶
- **Food Shelves.** Cities and counties may donate funds in the form of grants to food shelves providing food to the needy without charge.⁷
- **Senior/Youth Centers.** A county, city or town may appropriate money to support the facilities, programs, and services of a public or private, not-for-profit senior citizen center or youth center.⁸
- **Public Recreation Programs.** Counties, cities, towns and school districts may spend funds to operate programs of public recreation, recreational facilities, and playgrounds.⁹ These programs may be conducted independently or with any nonprofit organization.
- **Promotion.** A city or urban town may appropriate up to \$50,000 annually to an incorporated development society or organization of this State, for promoting, advertising, improving, or developing the economic and agricultural resources of the city or urban town.¹⁰ A city may appropriate money to advertise the city and its resources and advantages.¹¹ Similarly, a county may appropriate funds to a similar entity for promoting, advertising, improving or developing the economic and agricultural resources of the county.¹² The county statute does not contain an annual spending limit.
- **Employee Recognition.** Towns may spend funds to recognize volunteers, service efforts, and retiring town officers.¹³ Counties and cities may spend funds for preventive health and employee recognition services.¹⁴
- **Community Celebrations.** Towns may spend funds to host or support a community celebration.¹⁵ Cities or towns may spend funds on Memorial Day observances,¹⁶ and may appropriate money for county or district fairs,¹⁷ centennial and historical celebrations.¹⁸ Statutory cities may spend funds to provide free musical entertainment.¹⁹ The authority to purchase fireworks seems to be implied.²⁰

⁵ See Op. Att’y Gen. 59a-3 (Jan. 18, 1968) (citing Minn. Stat. § 471.93).

⁶ Minn. Stat. § 343.11.

⁷ Minn. Stat. § 465.039.

⁸ Minn. Stat. § 471.935.

⁹ See generally, Minn. Stat. §§ 471.15 to .1911. Minn. Stat. Minn. Stat. § 469.189., and 471.16, subd. 1.

¹⁰ Minn. Stat. § 469.191. In addition, Economic Development Authorities (EDAs) have authority to conduct activities advancing the city and its economic development, and to carry out other public relations activities to promote the city and its economic development. See generally, Minn. Stat. §§ 469.090-.1081 and Minn. Stat. § 469.1082 (county EDAs).

¹¹ Minn. Stat. § 375.83.

¹² Minn. Stat. § 469.189.

¹³ Minn. Stat. § 365.10, subd. 12 (but electors must approve).

¹⁴ Minn. Stat. § 15.46.

¹⁵ Minn. Stat. § 365.10, subd. 12 (but electors must approve).

¹⁶ Minn. Stat. § 465.50.

¹⁷ Minn. Stat. § 38.12.

¹⁸ Minn. Stat. § 471.93.

¹⁹ Minn. Stat. § 412.221, subd. 15.

²⁰ Minn. Stat. § 624.22, subd. 1(a) (2) (A municipality may stage a fireworks display after obtaining a permit).

As an alternative to a donation, a public entity may enter into a contract with an organization to accomplish tasks that the entity is authorized to perform by statute or charter. For example, a city could not give money to the Boy Scouts for a recycling program, but the city could enter a contract with the Boy Scouts to do part of its recycling program. The amount of money paid to the Boy Scouts must be related to the value of the services they provide to the city.

Memberships and Dues

There is no general authorization for cities to join “private” organizations; but there may be specific statutory or charter authority to join specific organizations. For example, cities and urban towns in Minnesota may pay dues to become members of the League of Minnesota Cities.²¹

Similarly, cities, counties, and towns may appropriate money for membership in county, regional, state, and national associations of a civic, educational, or governmental nature. These associations must have as their purpose the betterment and improvement of municipal governmental operations.²² This authorization also allows public entities to participate in the meetings and activities of these associations.

A school board may authorize and pay for the membership of the school district or of any district representative designated by the board in those local economic development associations or other community or civic organizations that the board deems appropriate.²³

The Attorney General’s Office has determined that local units of government may *not* pay dues to a local chamber of commerce²⁴. However, because cities and urban towns may appropriate up to \$50,000 to an incorporated development society or organization for promotional activities, a city or urban town could contribute to a local chamber of commerce for one of the purposes authorized by statute, such as promoting the city or urban town.²⁵ Counties have similar authority but do not have the \$50,000 monetary cap.²⁶ The use of public funds would be limited to statutorily authorized activities. As a result, the OSA recommends that counties, cities, and urban towns create and maintain documentation that shows the funds have been given for specific statutory purposes.²⁷

²¹ Minn. Stat. § 465.58.

²² Minn. Stat. § 471.96.

²³ Minn. Stat. § 123B.02, subd. 24.

²⁴ See Attorney General Letter dated June 27, 1997 (attached).

²⁵ Minn. Stat. § 469.191. An EDA has broader authority to join an official, industrial, commercial or trade association, or other organization concerned with one of the EDA’s authorized purposes.

²⁶ Minn. Stat. § 375.83.

²⁷ Documentation includes, but is not limited to, minutes, resolutions and contracts.



STATE OF MINNESOTA

OFFICE OF THE ATTORNEY GENERAL

HUBERT H. HUMPHREY III
ATTORNEY GENERAL

June 27, 1997

GOVERNMENT SERVICES SECTION
525 PARK STREET
SUITE 200
ST. PAUL, MN 55103-2106
TELEPHONE: (612) 297-2040

Hans B. Borstad
Staples City Attorney
208 North Fourth Street
Staples, MN 56479

Re: Staples Chamber of Commerce Membership

Dear Mr. Borstad:

I am in receipt of your letter asking whether the City of Staples is authorized to pay membership dues to the Staples Chamber of Commerce. After reviewing prior opinions of the Attorney General on this issue as well as the relevant Minnesota statutes, it is my opinion that, while the City of Staples would be authorized by statute to appropriate up to \$50,000 annually to the Staples Chamber of Commerce in certain circumstances, the City would not be permitted to contribute this money in the form of membership dues absent specific authority to do so in the City Charter.

It is well settled in this state that a municipal corporation has only such powers as are expressly conferred upon it by statute or its charter, or necessarily implied therefrom. It has no inherent power. Borgelt v. City of Minneapolis, 271 Minn. 249, 135 N.W.2d 438 (1965); see generally 13A Dunnell, Minn. Digest 2d Municipal Corporations § 3.01a (3rd Ed. 1981). This longstanding principle was relied upon by our office in Op. Atty. Gen. 63-b-1, May 11, 1944, which concluded that the City of New Ulm, a home rule charter city, was without authority, under state law or local charter provision, to subscribe and pay for one or more memberships in a civic and commerce association which was a reorganization of a businessmen's association. Similarly, in Op. Atty. Gen. 218r, February 24, 1949 (1950 Attorney General Report No. 103), we concluded that the Village of Buffalo (now a statutory city) could not join or pay dues to a local chamber of commerce since no such power was conferred upon it by statute. In connection with this issue, your letter refers to three statutes as potential sources of authorization to take the action you describe.

Minn. Stat. § 469.189 (1944), authorizes the governing body of certain cities to appropriate money to advertise the municipality, its resources and advantages. This Office has taken the position that there is a distinction between statutory authorization to appropriate and use money for a purpose, and authorization to contribute money to a body generally committed to advancing a purpose. See, e.g., Op. Atty. Gen. 59a3, January 15, 1959, wherein we determined that statutory authority for a city to "appropriate money" for purposes of historical preservation and observances permitted the city to contract with the county historical society for specific services, but not to donate funds to the society to expend in its own discretion. For the

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same reasons, we conclude that section 469.189 (1996) does not authorize the city to donate funds or purchase a "membership" in the local chamber of commerce.

Minn. Stat. § 469.191 (1996) provides:

A home rule or statutory city or town described in section 368.01, subdivision 1 or 1a, may appropriate not more than \$50,000 annually out of the general revenue fund of the jurisdiction to be paid to any incorporated development society or organization of this state for promoting, advertising, improving, or developing the economic and agricultural resources of the city or town.

It is our understanding that this section was first enacted in 1989 primarily to allow small rural towns to participate in an organization called the Minnesota Initiative Fund, an organization which received grants from the McKnight Foundation matching certain contributions from towns and cities. However, contemporaneous legislative history indicates an understanding by the legislature that this law would also allow a city or town to contribute up to \$50,000 annually to a local chamber of commerce. This seems to be a reasonable interpretation of the language of Minn. Stat. § 469.191, and it is my opinion that this provision would authorize the City of Staples to contribute up to \$50,000 annually to the Staples Chamber of Commerce.

Authority to contribute does not necessarily permit membership, however. In general, it has been our view that authority of local units of government are not authorized to form or join "private" organizations absent specific statutory authority. See, e.g., Op. Atty. Gen. 92a-30, January 29, 1986; 733, July 29, 1988. For example, Minn. Stat. § 144.581 (1996), which is mentioned in those opinions, authorizes hospital authorities to join and sponsor memberships in certain organizations.

In addition, the Legislature has addressed the authority of municipalities to provide for municipal membership in certain local, state and national associations. In addition, cities are expressly authorized by Minn. Stat. § 465.58 (1996) to pay annual dues in the League of Minnesota Cities and the expenses of delegates attending the meetings thereof. Neither of these sections would apply to your situation, however.

A broader grant of authority is found in Minn. Stat. § 471.96, subd. 1 (1996), which provides as follows:

The governing bodies of cities, counties, and towns are hereby authorized to appropriate necessary funds to provide membership of their respective municipal corporations or political subdivisions respectively in county, regional, state, and national associations of a civic, educational, or governmental nature which have as their purpose the betterment and improvement of municipal

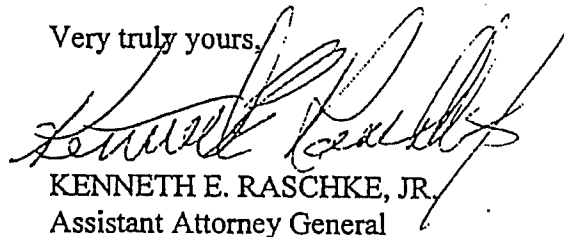
governmental operations. Cities, counties, and towns are also authorized to participate through duly designated representatives in the meetings and activities of such associations, and the governing bodies of cities, counties and towns respectively are authorized to appropriate necessary funds to defray the actual and necessary expenses of such representatives in connection therewith. For purposes of this section, the governing body of a town is the town board.

From our understanding of the nature of such organizations, it does not appear that chambers of commerce can be characterized as "associations of a civic, educational, or governmental nature which have as their purpose the betterment and improvement of municipal government operations" within the purview of this statute, even though their interests may include such objectives.

Subdivision 2 goes on to provide that the statute does not affect "any statutory, charter or common law power of cities" to provide for membership and participation in state and national associations. I am aware of no general statutory or common law power on the part of cities to provide for membership.

For the foregoing reasons, we conclude that the city lacks statutory authority to purchase membership in the local chamber of commerce. While it is possible that such authority might be contained in the City's Charter, your letter does not refer to any such charter provision, and we do not ordinarily undertake in our opinions to construe provisions of local charters. See Op. Atty. Gen. 629a, May 9, 1975.

Very truly yours,



KENNETH E. RASCHKE, JR.
Assistant Attorney General

(612) 297-1141

KER:lt
AG:25442 v1



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 2019-08

A RESOLUTION CHARACTERIZING PAYMENT TO FREEPORT CHAMBER OF COMMERCE AS A CONTRIBUTION

WHEREAS, The Attorney General's Office has determined that local units of government may not pay dues to a local chamber of commerce. However, because cities and urban towns may appropriate up to \$50,000 to an incorporated development society or organization for promotional activities, a city or urban town could contribute to a local chamber of commerce for one of the purposes authorized by statute, such as promoting the city or urban town.; and

WHEREAS, The City seeks to properly record payments made to the Freeport Chamber of Commerce as contributions in accordance with all state statute and state auditor requirements;

NOW, THEREFORE; The Freeport City Council formally characterizes the payment of \$100.00 made on 2/26/19 to the Freeport Chamber of Commerce as a contribution.

DATED THIS 30TH DAY OF APRIL, 2019

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Michael Eveslage, Mayor

ATTEST:

Joan Wall, Clerk-Treasurer