



## **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)

**January 28, 2020 - Regular Meeting Agenda**  
Freeport City Hall - 7:00 pm

### Call to Order

- I. Approve Agenda
- II. Public Hearing – Ordinance 2020-01 Accessory Structures (23-24)
- III. Open Public Forum
- IV. Consent Agenda
  - a. November 26, 2019 Council Meeting Minutes (1-3)
  - b. Claims 3925-3973 (4-11)
  - c. Sheriff's Report (12)
  - d. St. Rose of Lima Church Gambling Permit (13)
  - e. Sacred Heart Church Gambling Permit (14)
  - f. Sacred Heart Church Temp Liquor License (15)
- V. Reports
  - a. Clerk-Treasurer Report (16)
  - b. Fire Department Report (N/A)
  - c. Public Works Report (17-20)
  - d. Engineer Report (21)
  - e. Attorney Report (22)
- VI. Old Business
  - a. Ordinance 2020-01 Accessory Structures (23-24)
  - b. Rental Licensing (25-27)
  - c. Waste Management (28-29)
- VII. New Business
  - a. Resolution 2020-01 - Official Depository FSB (30-31)
  - b. Resolution 2020-02 - Official Depository CMCU (32-33)
  - c. Resolution 2020-03 - 2019 Donations (34-35)
  - d. Resolution 2020-04 - Disbursement and Payment of Claims Policy (36-39)
  - e. 2020 Appointments (40-41)
  - f. Ordinance 2020-02 – Fee Schedule (42-45)
  - g. Resolution 2020-05 – Election Judges (46)
  - h. Purchase Public Works Vehicle (47)
- VIII. Adjourn

**Next Regular Meeting: February 18, 2020**



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### **December 17, 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 Joan Wall, Public Works Director Loren Goebel, Administrative Assistant Lori Austing, City Engineer Dave Blommel, City Attorney Scott Dymoke, Fire Chief John Gilk.

#### **Others in attendance:**

Carol Moorman (Melrose Beacon)  
Jason & Heather Hoeschen (1020 2<sup>nd</sup> Ave SE)  
Don Meyer (Freeport)  
Phil Osendorf (124 2nd St SE)  
Branden Roering (Freeport Fire Dept)  
Rodney Atkinson (310 8<sup>th</sup> St SE)

Andrea Ramacher (720 1st Ave N)  
Chad Stevens (Albany)  
Andy Grieve (Freeport Fire Dept)  
Jamie Engelmeyer (Freeport Fire Dept)  
Al Williams (308 2<sup>nd</sup> Ave NW)

#### **Approve Agenda**

Wall asked to add claims 3919 through 3923 to item 3b under Consent Agenda. Blommel brought a quote from Kotzer Excavating. Wall asked to move Resolution 2019-15 from new business to just after item 4e Reports. Renneker moved to approve the agenda with the changes, seconded by Ettle. Motion carried 5-0.

#### **Public Forum**

Eveslage asked all present to please sign in. Per City code, if you want to address the council, raise your hand to be recognized, go to the podium, state your name and address, and you will have 2 minutes to speak.

#### **Consent Agenda**

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

#### **Reports**

##### Clerk-Treasurer Report

Hennen moved to approve Schlenner Wenner's flat-rate quote of \$14,400 per year for 2019-2021, seconded by Ettle. Motion carried 5-0.

Wall stated she would be attending new clerk and election judge training on January 6 and 29 in St. Cloud. The following days are upcoming holidays and City Hall will be closed: Christmas Eve Day, Christmas Day, New Year's Day, and Martin Luther King Jr. Day.

### Fire Department Report

Gilk stated he is stepping down as fire chief. As of Jan 5, Andy Grieve is the new fire chief. Jamie Engelmeyer and Brandon Roering will be new assistant chiefs. Gilk reported that they received new turnout gear and he showed us the difference between the old and the new. Grieve reported he has been working with Phil Drown Consulting on the new FEMA grant application, which will be submitted in January.

### Public Works Report

Goebel reported Kotzer got the manholes behind Botz done. The shifter broke on the ton truck and wiring took out the gauges. It is now fixed.

### Engineer Report

Blommel stated Kotzer's quote for cleaning out the pond behind Jason Hoeschen's place came in at \$7,250.00, which is less than he expected. Eittle moved to approve Kotzer's quote, seconded by Renneker. Motion carried 5-0.

Blommel explained that the Facility Plan will cover both the MPCA and PFA applications. Eveslage asked what the detailed sanitary sewer evaluation was. Blommel will use the televising the City had done previously and put it in words the MPCA will find acceptable. Hennen moved to approve the Facility Plan, seconded by Renneker. Motion carried 5-0.

### Attorney Report

Dymoke stated there is nothing new to report.

### **New Business**

#### Resolution 2019-15 Don Meyer Minor Subdivision

Dymoke explained before the county will allow Meyer to divide the parcel, they want a statement from Freeport saying he complies with the city's zoning requirements. Meyer can take a copy of the resolution and go forward with the project. Dymoke and Wall determined the survey complies with zoning and minor subdivision ordinances. Each property will get its own tax ID number and will be treated as 2 separate parcels. Eittle moved to approve Resolution 2019-15, seconded by Hennen. Motion carried 5-0.

### **Old Business**

#### Old Water Tower

Eveslage asked Austing & Blommel to speak. Blommel stated a 2003 report showed lead and chromium levels, which were taken care of at the time, but not completely. Now we need to make sure rust hasn't hurt the tower structurally. If we can paint over it, we can use water-based paint. If lead & chromium levels are too high, the project will be much larger. Because the tower is not in use, we shouldn't have to do anything to the inside. We will need lab results before we know what we can do. This approach would cost about \$45,000 and would last about 15 years. After 15-20 years, then we go to option 3A. Testing & inspection would be about \$2500 and would probably happen in May.

H Hoeschen stated she thinks we should do a longer-term solution instead of a 15-year band-aid. Fundraising could occur over a 3 to 5-year period. Her hometown did a pool and waterpark for a million dollars through fundraising. Blommel stated if the inspection says we can do the bigger restoration for \$75,000, then we can look at it again.

Eittle moved to approve testing and inspection for up to \$2500, seconded by Renneker. Motion carried 5-0.

### Rental Licensing

Eveslage explained that he thought more after the last meeting and his opinion hasn't changed. Freeport is a different market and he has sat through meetings addressing issues. A landlord can sell a property if they want. He has no problem with annual inspections because it is a safety issue. Perhaps it could have saved the person who died in the house fire. Since inspections occurred so late in 2019, maybe we could waive 2020 inspections and/or inspection fees.

Hennen agrees. In 2018, rental issues were discussed 8 times that year. Maybe we could prorate 2019 – give some kind of credit on 2020 fee to make up for it. Blake asked if we have them inspected again in 2020 since they just got done. Eveslage & Hennen say yes.

Ettle agrees it is a safety issue and agrees with having annual inspections. We could prorate the 2020 fee based on when the 2019 inspections were done.

Blake stated she doesn't think it's necessary to inspect again in 2020. Should we do it every other year? What do other communities do? Eveslage stated we had a house fire where someone died and he doesn't know if other towns have dealt with that situation. Renneker stated a lot can change in a year at a rental property. He agrees with having yearly inspections.

Al Williams asked is this just residential rentals or commercial too? Dymoke stated residential only, which includes apartment buildings. It does not cover rental of a commercial space for commercial purpose. Hennen stated all the issues last year were residential. Dymoke will look at commercial rentals.

Eveslage summarized, we have annual inspections, and we will prorate the fee in 2020 based on when 2019 inspection happened. Dymoke suggested the council have a motion and vote to prorate the fee. Ettle moved to decrease the 2020 inspection fee by \$60, seconded by Hennen. Motion carried 5-0.

Osendorf asked if a landlord doesn't pay the fee, is there a fine for not paying? Dymoke said yes. Osendorf stated there are homes in town where the owner lives there but they have a renter in the house with them. Dymoke would have to look at ordinance again, but he believes family members are exempt. Dymoke would also need to check the zoning ordinance to see if it is prohibited to rent rooms.

### Resolution 2019-14 2020 Budget

Eveslage stated he wants to keep looking forward for projects and doesn't want to cut the budget. Auditors advise using reserves continually isn't a good idea. Blommel listed other project expenses coming down the road and streets aren't getting any better. Council decided to adjust several budget lines. Ettle moved to lower the General Fund Levy to \$261,100 and the Total Tax Levy to \$478,100 on Resolution 2019-14, seconded by Hennen. Blake-yes, Renneker-yes, Eveslage-yes, Hennen-yes, Ettle-yes. Motion carried 5-0.

### Adjourn

At 9:25pm, Ettle moved to adjourn, seconded by Renneker. Motion carried 5-0.

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Mayor, Mike Eveslage

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City Clerk-Treasurer, Joan Wall

01/16/20  
08:28:45

CITY OF FREEPORT  
Claim Approval List  
For the Accounting Period: 1/20

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Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$					Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
3925		15 ALBANY MUTUAL TELEPHONE	244.13						
	10371853	01/01/20 836-2411	39.05			225 42200	320	10100	
	10371853	01/01/20 836-2413	36.48			225 42200	320	10100	
	10372203	01/01/20 836-7158	38.85			101 41000	320	10100	
	10372000	01/01/20 836-2685	19.41			601 43225	320	10100	
	10372000	01/01/20 836-2685	19.40			602 43250	320	10100	
	10371725	01/01/20 836-2112	90.94			101 41000	320	10100	
		Total for Vendor:	244.13						
		*** Claim from another period (12/19) ****							
3926		70 CENTERPOINT ENERGY	238.62						
	12/23/19	Maintenance building	92.32			101 43100	382	10100	
	12/23/19	Fire Hall	146.30			225 42200	382	10100	
		Total for Vendor:	238.62						
		*** Claim from another period (12/19) ****							
3934		76 CENTRAL MINNESOTA CREDIT UNION	161.00						
	12/31/19	Utility billing postage	52.50			601 43225	200	10100	
	12/31/19	Utility billing postage	52.50			602 43250	200	10100	
	12/31/19	General postage	55.00			101 41000	200	10100	
	12/31/19	Stearns Co Beacon fee	1.00			101 41000	433	10100	
		Total for Vendor:	161.00						
3927		145 FINKEN WATER SOLUTIONS	23.00						
	1181081	01/01/20 Water softener rental	15.00			101 41000	410	10100	
	1181083	01/01/20 Maint. water cooler rental	8.00			101 43100	410	10100	
		Total for Vendor:	23.00						
		*** Claim from another period (12/19) ****							
3928		309 MINNESOTA LIFE INSURANCE CO	3.40						
	12/13/19	Goebel	1.70			101 43000	131	10100	
	12/13/19	Wall	1.70			101 41400	131	10100	
		Total for Vendor:	3.40						
3936		637 NORTHLAND TRUST SERVICES INC	353,462.50						
	FREEP12A	12/11/19 Bond series 2012A principal	170,000.00			331 47000	600	10100	
	FREEP12A	12/11/19 Bond series 2012A interest	5,477.50			331 47000	610	10100	
	FREEP12A	12/11/19 Bond series 2012A agent fee	495.00			331 47000	620	10100	
	FREEP13A	12/11/19 Bond series 2013A principal	125,000.00			326 47000	600	10100	

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		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
		FREEP13A 12/11/19 Bond series 2013A principal	30,000.00			602 43250	600	10100	
		FREEP13A 12/11/19 Bond series 2013A principal	15,000.00			601 43225	600	10100	
		FREEP13A 12/11/19 Bond series 2013A interest	2,500.00			326 47000	610	10100	
		FREEP13A 12/11/19 Bond series 2013A interest	1,200.00			602 43250	610	10100	
		FREEP13A 12/11/19 Bond series 2013A interest	3,295.00			601 43225	610	10100	
		FREEP13A 12/11/19 Bond series 2013A agent fee	495.00			326 47000	620	10100	
		Total for Vendor:	353,462.50						
		*** Claim from another period (12/19) ****							
3929		387 RAHNS OIL & PROPANE, INC	683.13						
		4587 12/31/19 Fire dept. fuel	117.93			225 42200	215	10100	
		4587 12/31/19 Public works fuel	539.49			101 43100	215	10100	
		4587 12/31/19 EDA meal	25.71			300 46500	210	10100	
		Total for Vendor:	683.13						
3935		510 VERIZON WIRELESS	42.65						
		9845418269 01/01/20 Cell phone - Jan	42.65			101 43100	320	10100	
		Total for Vendor:	42.65						
		*** Claim from another period (12/19) ****							
3930		750 WASTE MANAGEMENT, INC	148.21						
		6906687 01/02/20 City hall & maint. building	134.46			101 43100	383	10100	
		6905949 01/02/20 Fire Hall	13.75			225 42200	383	10100	
		Total for Vendor:	148.21						
		*** Claim from another period (12/19) ****							
3931		525 XCEL ENERGY, INC	3,023.03						
		666070689 12/19/19 Watertower	140.08			601 43225	381	10100	
		667582546 01/03/20 Streetlights	713.25			101 43160	381	10100	
		667569838 01/03/20 302188142	198.53			601 43225	381	10100	
		667569838 01/03/20 302252262	106.93			101 43160	381	10100	
		667569838 01/03/20 302290398	266.22			101 41000	381	10100	
		667569838 01/03/20 302679657	115.19			101 43100	381	10100	
		667569838 01/03/20 302700297	22.28			602 43250	381	10100	
		667569838 01/03/20 302947044	241.08			601 43225	381	10100	
		667569838 01/03/20 303193187	45.45			602 43250	381	10100	
		667569838 01/03/20 303616049	221.58			225 42200	381	10100	
		667569838 01/03/20 303936749	54.14			101 43160	381	10100	
		667569838 01/03/20 303956738	507.77			101 43160	381	10100	
		667569838 01/03/20 303963984	313.77			101 43160	381	10100	

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	667569838	01/03/20 303985901	40.72			101 43160	381	10100
	667569838	01/03/20 304083816	12.52			101 43160	381	10100
	667569838	01/03/20 304098414	23.52			602 43250	381	10100
		Total for Vendor:	3,023.03					
		# of Claims 10	Total:	358,029.67				

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3937		777 ANDY GRIEVE	45.00					
	01/14/20	Stearns Chiefs dues	15.00			225 42200	433	10100
	01/14/20	Stearns Chiefs meeting meals	30.00			225 42200	335	10100
		Total for Vendor:	45.00					
		*** Claim from another period (12/19) ****						
3938		38 ATKINSON WELL & PUMP LTD.	300.00					
	33120 01/10/20	Winterized Lions park	300.00			101 45200	220	10100
		Total for Vendor:	300.00					
3939		40 AUTO VALUE-ALBANY	51.70					
	26316791 01/06/20	Water sample shipping	24.44			601 43225	200	10100
	26317531 01/14/20	Water sample shipping	24.27			601 43225	200	10100
	26317532 01/14/20	Power steering plow truck	2.99			101 43100	401	10100
		Total for Vendor:	51.70					
		*** Claim from another period (12/19) ****						
3940		751 CITY OF FREEPORT	138.03					
Fire Hall								
	12/31/19	Water usage (Oct-Dec 2019)	138.03			225 42200	384	10100
		Total for Vendor:	138.03					
		*** Claim from another period (12/19) ****						
3941		675 CUSTOMIZED FIRE RESCUE TRAINING	550.00					
	1604 12/20/19	Grain bin rescue training	550.00			225 42200	300	10100
		Total for Vendor:	550.00					
3942		122 DVS RENEWAL	38.50					
	02/01/20	Ton truck license renewal	19.25			101 43100	431	10100
	02/01/20	Plow truck license renewal	19.25			101 43100	431	10100
		Total for Vendor:	38.50					
		*** Claim from another period (12/19) ****						
3943		123 DYMOKE LAW OFFICE, P.A.	180.00					
	01/02/20	Meyer subdivision	60.00			101 41000	302	10100
	01/02/20	City Council meeting	120.00			101 41000	302	10100
		Total for Vendor:	180.00					



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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
3944		134 EMERGENCY APPARATUS MAINTENANCE,	770.14					
	108551	12/31/19 Truck #406 Maintenance	770.14			225 42200	401	10100
		Total for Vendor:	770.14					
*** Claim from another period (12/19) ****								
3945		752 EXPERT T BILLING	54.00					
	6587	01/14/20 2 calls billed- - December	54.00			225 42200	300	10100
		Total for Vendor:	54.00					
*** Claim from another period (12/19) ****								
3946		155 FREEPORT FARM CENTER, INC	48.72					
	102549	12/22/19 Snowblower repairs	48.72			101 43100	220	10100
		Total for Vendor:	48.72					
*** Claim from another period (12/19) ****								
3947		169 GALLS, LLC - DBA KEEPRS	56.92					
	014646160	12/31/19 Belt with buckle - Rademach	21.33			225 42200	240	10100
	014646159	12/31/19 Belt with buckle - Z. Hoesc	21.33			225 42200	240	10100
	014646157	12/31/19 Clip on tie - Roering	7.13			225 42200	240	10100
	014643049	12/31/19 Clip on tie - Olson	7.13			225 42200	240	10100
		Total for Vendor:	56.92					
*** Claim from another period (12/19) ****								
3948		174 GOPHER STATE ONE CALL, INC	1.35					
	9120402	12/31/19 1 emailed ticket	0.68			601 43225	300	10100
	9120402	12/31/19 1 emailed ticket	0.67			602 43250	300	10100
3970		174 GOPHER STATE ONE CALL, INC	50.00					
	0000402	01/31/20 2020 Annual operator fee	25.00			601 43225	300	10100
	0000402	01/31/20 2020 Annual operator fee	25.00			602 43250	300	10100
		Total for Vendor:	51.35					
*** Claim from another period (12/19) ****								
3949		194 HENNEN LUMBER CO, INC	22.32					
	45300	12/04/19 Bol ts with nuts (snowblower)	1.12			101 43100	220	10100
	45373	12/06/19 Skating rink boards	21.20			101 45200	210	10100
		Total for Vendor:	22.32					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
3950		199 HILTNER COMPANY, INC	20.00					
	91800	10/17/19 Fire dept. sharpen chainsaw	20.00			225 42200	220	10100
		Total for Vendor:	20.00					
3951		668 JOAN WALL	28.75					
	01/06/20	Election training mileage	28.75			101 41450	335	10100
		Total for Vendor:	28.75					
*** Claim from another period (12/19) ****								
3952		219 JOANN TIMP	108.00					
	12/27/19	3 cleanings 12/16/19-12/27/19	108.00			101 41000	300	10100
3953		219 JOANN TIMP	72.00					
	01/10/20	2 cleanings 1/4/20-1/10/20	72.00			101 41000	300	10100
		Total for Vendor:	180.00					
3954		225 JOHN GILK	19.56					
	01/13/20	Coolant for truck #405	19.56			225 42200	401	10100
		Total for Vendor:	19.56					
3955		244 KRIS ENGINEERING, INC	178.72					
	32849 01/08/20	Snow plow blades	178.72			101 43100	220	10100
		Total for Vendor:	178.72					
*** Claim from another period (12/19) ****								
3956		786 LIGHTNING GRAPHICS	3,633.00					
	25977 12/19/19	Install chevron on fire trucks	3,633.00			225 42200	401	10100
		Total for Vendor:	3,633.00					
3957		529 LOREN GOEBEL	85.46					
	01/18/20	Mileage-parts pu & training	81.07			101 43000	335	10100
	01/18/20	Water sample shipping	4.39			601 43225	200	10100
		Total for Vendor:	85.46					
*** Claim from another period (12/19) ****								
3958		787 LORI AUSTING	26.73					
	12/26/19	Vacuum bags order from Amazon	26.73			101 41000	210	10100
		Total for Vendor:	26.73					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/19) ****								
3959		769 METRO SALES, INC	89.87					
		INV1510745 01/09/20 Rental chrg. 12/15/19-01/1	89.87			101 41000	410	10100
		Total for Vendor:	89.87					
*** Claim from another period (12/19) ****								
3960		293 MID MN CODE ENFORCEMENT, INC	2,863.50					
	161 01/15/20	2019 bldg permit inspections	2,413.50			101 42050	310	10100
	161 01/15/20	2019 rental inspections	450.00			101 42050	310	10100
		Total for Vendor:	2,863.50					
3972		309 MINNESOTA LIFE INSURANCE CO	3.40					
	01/14/20	Goebel	1.70			101 43000	131	10100
	01/14/20	Wall	1.70			101 41400	131	10100
		Total for Vendor:	3.40					
3961		654 MINNESOTA STATE FIRE DEPT	175.00					
	01/01/20	2020 Membership dues	175.00			225 42200	433	10100
		Total for Vendor:	175.00					
3962		328 MN RURAL WATER ASSOCIATION	320.00					
	12/18/19	2020-2021 Membership	320.00			601 43225	433	10100
		Total for Vendor:	320.00					
*** Claim from another period (12/19) ****								
3963		571 MOTOROLA SOLUTIONS, INC	110.00					
	8280894157 12/30/19	Batteries for Fire Dept.	110.00			225 42200	245	10100
		Total for Vendor:	110.00					
3973		614 PHILLIP WIECHMANN	49.84					
		Refund for credit on account	49.84			601 34000		10100
		Total for Vendor:	49.84					
3964		385 QUILL CORPORATION	126.03					
	3665888 01/02/20	Copy paper, napkins	80.36			101 41000	210	10100
	3921740 01/10/20	Office supplies	45.67			101 41000	210	10100
		Total for Vendor:	126.03					

01/23/20  
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Page: 5 of 5  
Report ID: AP100V

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		*** Claim from another period (12/19) ****						
3966		389 RAMLER TRUCK & TRAILER REPAIR,	280.74					
	RI050548	12/27/19 Truck #406 batteries	280.74			225 42200	401	10100
		Total for Vendor:	280.74					
		*** Claim from another period (12/19) ****						
3967		418 SEH, INC	425.00					
	378604	12/09/19 Update zoning maps	425.00			101 41800	300	10100
		Total for Vendor:	425.00					
		*** Claim from another period (12/19) ****						
3968		554 SWANY WHITE FLOUR MILLS, LTD	1,378.74					
		12/31/19 TIF Payment	1,381.51			265 46508	640	10100
		12/31/19 County TIF admin fee	-2.77			265 46508	640	10100
		Total for Vendor:	1,378.74					
		*** Claim from another period (12/19) ****						
3969		525 XCEL ENERGY, INC	186.89					
	669264236	01/16/20 Street lights	186.89			101 43160	381	10100
		Total for Vendor:	186.89					
		# of Claims	35	Total:	12,487.91			

# **FREEPORT CALLS**

<b>City</b>	<b>Date_Received</b>	<b>Call #</b>	<b>Description</b>	<b>Actual_Incid_Location</b>
FREEPORT	12/09/2019 19:06:03	19104657	ANIMAL NEGLECT	
FREEPORT	12/26/2019 07:28:43	19109294	ATV COMPLAINT	
FREEPORT	12/29/2019 09:03:28	19110287	CAR SERVICE	
FREEPORT	12/29/2019 23:25:22	19110442	CITIZEN CONTACT	
FREEPORT	12/22/2019 20:06:22	19108504	CITIZEN CONTACT	
FREEPORT	12/03/2019 17:56:35	19103062	DIRECTED PATROL	
FREEPORT	12/03/2019 01:44:35	19102864	DOOR CHECK(S)	
FREEPORT	12/09/2019 23:01:32	19104718	DOOR CHECK(S)	
FREEPORT	12/11/2019 05:57:26	19105053	DOOR CHECK(S)	
FREEPORT	12/23/2019 09:59:41	19108623	FOLLOW UP	
FREEPORT	12/21/2019 21:01:39	19108264	HARASSMENT COMPLAINT	
FREEPORT	12/26/2019 19:19:22	19109500	MEDICAL EMERGENCY	
FREEPORT	12/04/2019 17:15:01	19103376	MEDICAL EMERGENCY	
FREEPORT	12/03/2019 17:29:21	19103051	PUBLIC RELATIONS	
FREEPORT	12/30/2019 14:37:34	19110584	REPORT WRITING	
FREEPORT	12/31/2019 17:37:46	19110895	TRAFFIC STOP	
FREEPORT	12/31/2019 18:12:25	19110909	TRAFFIC STOP	
FREEPORT	12/03/2019 17:45:05	19103057	TRAFFIC STOP	
FREEPORT	12/02/2019 00:38:20	19102498	TRAFFIC STOP	
FREEPORT	12/03/2019 21:57:06	19103128	TRAFFIC STOP	
FREEPORT	12/19/2019 15:51:32	19107541	TRAFFIC STOP	
FREEPORT	12/10/2019 22:53:05	19104995	TRAFFIC STOP	
FREEPORT	12/31/2019 10:14:20	19110792	TRAINING	
FREEPORT	12/04/2019 01:07:23	19103165	TRAINING ONLINE	
FREEPORT	12/03/2019 18:12:53	19103065	TRAINING ONLINE	
FREEPORT	12/28/2019 19:43:31	19110179	VEHICLE IN THE DITCH	

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: St. Rose of Lima Church

Previous Gambling Permit Number: X-73079

Minnesota Tax ID Number, if any: 7894353

Federal Employer ID Number (FEIN), if any: 41-0711467

Mailing Address: PO Box 155

City: Freeport State: MN Zip: 56331 County: Stearns

Name of Chief Executive Officer (CEO): Fr. Daniel Walz

CEO Daytime Phone: 320-836-2143 CEO Email: frwalz@catholic-centered.org

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): ahoeschen@catholic-centered.org

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

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

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

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

Secretary of State website, phone numbers:

[www.sos.state.mn.us](http://www.sos.state.mn.us)

651-296-2803, or toll free 1-877-551-6767

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

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

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

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

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

**GAMBLING PREMISES INFORMATION**

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

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

Check one:

☒ City: Freeport Zip: MN County: Stearns

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): February 23, 2020

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

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

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

**LG220 Application for Exempt Permit**

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

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

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

**Application Fee (non-refundable)**

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

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

**ORGANIZATION INFORMATION**

Organization Name: Sacred Heart Church Previous Gambling Permit Number: X-73011-19-026  
 Minnesota Tax ID Number, if any: 8570263 Federal Employer ID Number (FEIN), if any: 410790156  
 Mailing Address: 106 3rd Ave NE Box 155  
 City: Freeport State: MN Zip: 56331 County: Stearns  
 Name of Chief Executive Officer (CEO): FR. Daniel Walz  
 CEO Daytime Phone: 320-836-2143 CEO Email: Trip parish@Albanysel.com  
 (permit will be emailed to this email address unless otherwise indicated below)  
 Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

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

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Sacred Heart Church  
 Physical Address (do not use P.O. box): 106 3rd Ave NE  
 Check one:  
☒ City: Freeport Zip: 56331 County: Stearns  
☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
 Date(s) of activity (for raffles, indicate the date of the drawing): July 12, 2020

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

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

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



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

Name of organization <b>Sacred Heart Church</b>		Date organized	Tax exempt number <b>ES 21269</b>
Address <b>106 3rd Ave NE Box 155</b>	City <b>Freeport</b>	State <b>MN</b>	Zip Code <b>56331</b>
Name of person making application <b>Deana Middendorf</b>		Business phone <b>320-333-5312</b>	Home phone <b>320-836-7068</b>
Date(s) of event <b>7/12/2020</b>	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name <b>Fr. Daniel Walz</b>	City <b>Freeport</b>	State <b>MN</b>	Zip Code <b>56331</b>
Organization officer's name	City	State <b>MN</b>	Zip Code
Organization officer's name	City	State <b>MN</b>	Zip Code
Organization officer's name	City	State <b>MN</b>	Zip Code

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

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

**C&L Distributing -**

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

**APPROVAL**

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

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

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

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

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



# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 1/23/2020

Re: Clerk-Treasurer Report

---

I will be out of the office for election training on the following days:

Wednesday, January 29 - 7am to 1:30pm

Wednesday, February 5 - 8am to 11:30 am

Monday, February 17 is Presidents' Day and City Hall will be closed.

Schlenner Wenner has scheduled our audit fieldwork for March 30 and 31.

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 1/17/2020

Re: Public Works Report

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Preferred Controls has provided a detailed quote for the SCADA system upgrade and it is shown on the next page. We have budgeted \$20,000 in 2020 for this.

460 Huskie Drive  
Suite 102  
Albany, MN 56307

**DATE: December 27, 2019**

**To:** City of Freeport, MN

**Ref:** SCADA System Upgrade

**Attn:** Loren Goebel

**Quote Number:** 1810100  
**Estimator:** Tom Mehr  
mehr@preferredcontrols.com  
cell: (320) 493 0965

QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	<b>SCADA SOFTWARE UPGRADE</b> -Replace MCS Guardian software with Wonderware Systems Platform software features include: <ul style="list-style-type: none"> <li>• Web access</li> <li>• Enhanced historical trending with Historian</li> <li>• Situational awareness graphics deployed on OMI view node</li> <li>• User data analysis through user configurable Wonderware Insight license</li> </ul>	\$6,750	\$6,750
1	-Provide MCS OPC Server <ul style="list-style-type: none"> <li>• MCS OPC Server allows existing MCS hardware to remain at all sites: wells, tower, lift station, city hall.</li> </ul>	\$950	\$950
1	-Provide Alarm Notification Software. Features include: <ul style="list-style-type: none"> <li>• Text / Email notification.</li> <li>• Voice notification</li> <li>• Web server</li> <li>• Alarm grouping, calls lists and scheduling</li> </ul>	\$2,850	\$2,850
1	-Provide upgraded database based reporting software	\$750	\$750
1	<b>COMPUTER HARDWARE</b> -Provide upgraded SCADA computer, mouse, and monitor, New Windows OS, New MS Office Pro	\$1,500	\$1,500
	<b>PROGRAMMING AND COMMISSIONING SERVICES</b> -All required SCADA graphics programming. -All required SCADA reporting programming. -All required MCS controller programming. -All Commissioning Services	\$7,150	\$7,150
		<b>Total:</b>	<b>\$19,950.00</b>

Terms: 50% down, 40% upon delivery of hardware, 10% upon completion  
Price does not include taxes.  
Price INCLUDES shipping to customer.

28th 2" snow  
29th 1 1/2" rain  
30- 1" snow

Job Duty	Date	Initial
Well, tower, lift station, pond checks, water samples, plowed snow	Mon 12/9/19	YJ
Well, tower, pond checks, blew snow (cleanup) water shut offs,	Tue 12/10/19	YJ
Well, tower, pond checks, garbages, flow station shoveled out.	Wed 12/11/19	YJ
sanded streets, turned water on at resident.		YJ
Well, tower, pond, lift station checks, water samples, got Flowmeter	Thur 12/12/19	YJ
readers fixed, Kotzer was here to get manhole extensions put in,	"	YJ
agenda packets out, pushed snow & sanded	"	YJ
Well, tower, pond checks, pushed snow main street, worked on	Fri 12/13/19	YJ
water line in well #2 (sewerage well)	"	YJ
Plow streets, Well, tower, pond checks	SAT 12/14/19	YJ
Well, tower, pond checks	SUN 12/15/19	YJ
Well, tower, lift station, pond checks, water samples,	Mon 12/16/19	YJ
Flushed hydrants (dead ends), garbages, met w/ Kotzer.		YJ
Well, tower, pond checks, static/drawdown tests, sanded streets	Tue 12/17/19	YJ
Fix C-4 lines at Tower Well #1, belly scraped streets, <sup>reported</sup>	"	YJ
static/drawdown results, council meeting, backdragged middle	"	YJ
sidewalk, council	"	YJ
Well, tower, pond checks, blew snow on end of 2nd	Wed 12/18/19	YJ
St NW, by Firehall, couple alleys + Wells addition	"	YJ
pond (storm) took blade of ton truck, filed paperwork	"	YJ
Well, tower, lift station, pond checks, water samples, talked w/	Thur 12/19/19	YJ
Andersson about Wabagen trail snow, fixed bulbs in couple <sup>times</sup> lights	"	YJ
Well, tower, pond checks, plugged one of lights back in that was	Fri 12/20/19	YJ
unplugged, blew snow on <del>back</del> street behind gazebo + trail. worked	"	YJ
on blower. Found chain <sup>that came off</sup> <del>on the blower</del>	"	YJ
Well, tower, pond checks - belly bladed roads	SAT 12/21/19	YJ
Well, tower, pond checks - belly bladed roads	SUN 12/22/19	YJ
Well, tower, lift station, pond checks, water samples, Fixed	Mon 12/23/19	YJ
blowers, blew snow, belly bladed + sanded roads	"	YJ
Well, tower, pond checks	Tue 12/24/19	YJ
Well, tower, pond checks	Wed 12/25/19	YJ
Well, tower, lift station, pond checks, water samples, belly	Thur 12/26/19	YJ
bladed + sanded roads.	"	YJ
Well, tower, pond checks	Fri 12/27/19	YJ
Well, tower, pond checks, plowed snow	SAT 12/28/19	YJ
Well, tower, pond checks, plowed snow	SUN 12/29/19	YJ/ML





Building a Better World  
for All of Us®

## MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: January 22, 2020

RE: Council Update  
SEH No. FREEP GEN 16 14.00

Unfortunately, I am out of town for your next council meeting attending the City Engineers Association of MN conference and annual meeting. For the month of January I have been working on the facility plan for the 2021 project. We are on track to finish the report in time for the March deadline.

Joan, Lori, and Loren have been great providing all the background information I have requested very quickly. Please feel free to call or email with questions.

dwb

p:\fj\freeport\common\\_ council mtg\2020\2020.01.22 council update.docx

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

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

January 22, 2020

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 December 10, 2019 through January 22, 2020, we have given significant attention to the following projects on behalf of the City of Freeport.

- Zoning Amendment – Prepared ordinance amending accessory structure regulations.
- Rental Ordinance – Prepared Opinion Letter regarding scope and application of the Rental Ordinance.
- Waste Management – Prepared correspondence to the Mayor and City Clerk regarding other steps taking the negotiation of the amendment to the Waste Management agreement.

Respectfully submitted,  
Dymoke Law Office, P.A.

*Scott E. Dymoke*  
by Scott E. Dymoke

**ORDINANCE NO. 2020-01**

**AN ORDINANCE AMENDING THE FREEPORT CITY CODE OF 1995,  
CHAPTER V, SECTION 500 ZONING, PLANNING AND LAND USE  
WITHIN THE CITY OF FREEPORT, MINNESOTA**

**The City Council of the City of Freeport, Minnesota Does Ordain:**

**Section 1.** The Freeport City Code of 1995, Chapter V, Section 500.48 - Accessory Structures, Subdivision 1 - General Standards, is hereby amended by repealing and replacing paragraph number 3 with the following:

3. An accessory building, unless attached to and made a part of the principal structure, shall not be closer than four (4) feet to the principal structure, unless a smaller separation is granted under a conditional use permit.

**Section 2.** The Freeport City Code of 1995, Chapter V, Section 500.48 - Accessory Structures, Subdivision 1 - General Standards, is hereby amended by repealing and replacing paragraph number 6 with the following:

6. Accessory structures shall be placed on a leveled base and shall be firmly anchored to the surface.

**Section 3.** The Freeport City Code of 1995, Chapter V, Section 500.48 - Accessory Structures, Subdivision 1 - General Standards, is hereby amended by repealing and replacing paragraph number 8 with the following:

8. Size Limit: Accessory structures shall be clearly and reasonably subordinate to the principal structure in terms of both scale and bulk. Total accessory structure square footage, excluding attached garages, shall not exceed ten (10) percent of the lot area or six hundred (600) square feet, whichever is greater. The City Council may approve a conditional use permit to accommodate larger accessory structures.

**Section 4.** This Ordinance shall take effect and be in force from and after its passage and publication according to law.

Adopted by the City Council of the City of Freeport on January 28, 2020.

---

Michael Eveslage, Mayor

ATTEST: \_\_\_\_\_  
Joan Wall, City Clerk/Treasurer

Published: Melrose Beacon \_\_\_\_\_, 2020.



## 500.48 Accessory structures

### Subd.1 General Standards

1. Agricultural buildings on agricultural properties and industrial buildings on industrial properties are exempt from the requirements of this Section.
2. In cases where an accessory building is attached to the principal structure it shall be made structurally part of the principal structure and shall comply in all respects with the requirements of this Ordinance applicable to the principal structure.
3. An accessory building unless attached to and made a part of the principal structure shall not be closer than ~~ten (10)~~four (4) feet to the principal structure, unless a smaller separation is granted under a conditional use permit.
4. Accessory buildings or structures shall not be constructed on any lot prior to the construction of a principal building.
5. Accessory buildings shall not be constructed in the front yard. Accessory structures are allowed in the side and/or rear yard providing setbacks are achieved.
6. ~~Private garages and accessory~~ Accessory structures ~~larger than one hundred twenty (120) square feet shall be placed on a permanent foundation which shall be defined as a floating slab with a rodent inhibiting barrier extending to a depth of at least one (1) foot below the average grade. A storage or utility structure of one hundred twenty (120) square feet or less shall be placed on a leveled four (4) inch gravel or rock base with a rodent inhibiting barrier provided between the base and the structure. Any accessory structure~~ and shall be firmly anchored to the surface, ~~regardless of structure size.~~
7. Architectural Detail Requirements: Accessory structures shall have architectural details which are the same or reasonably similar to the principal structure based on, but not limited to, the following:
  - a. Roof orientation and pitch;
  - b. Roof type (e.g. gabled or hipped);
  - c. Eave, overhang depth, and fascia/soffit type and appearance;
  - d. Exterior color.
8. Size Limit: Accessory structures shall be clearly and reasonably subordinate to the principal structure in terms of both scale and bulk. Total accessory structure square footage, excluding attached garages, shall not exceed ten (10) percent of the lot area or six hundred (600) square feet, whichever is greater. The City Council may approve a conditional use permit to accommodate larger accessory structures, ~~however, at no time shall an accessory structure exceed the foundation size nor total square footage of the residential dwelling or commercial structure to which it is subordinate.~~
9. Number of Accessory Structures Limited: For all districts a maximum of two (2) detached accessory building less than or equal to one-hundred twenty (120) square feet are allowed per lot. In addition, a maximum of one (1) detached accessory structure greater than one-hundred twenty (120) square feet is allowed per lot.
10. Accessory structures shall not encroach upon easements.

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 1/23/2020

Re: Rental Licensing

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Council will revisit rental license pricing and frequency of inspections along with the following opinion from Scott Dymoke.

# DYMOKE LAW OFFICE, P.A.

---

Scott E. Dymoke  
Rachel J. Dymoke

300 Riverside Avenue NW  
P.O. Box 127  
Melrose, MN 56352-0127

Telephone (320) 256-4205  
FAX (320) 256-7201  
[www.dymokelawoffice.com](http://www.dymokelawoffice.com)

January 8, 2020

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

**Re: Rental Ordinance**

Dear Ms. Wall:

At the December Council meeting, two questions were raised regarding the scope of the 2018 Rental Ordinance: (1) Does the ordinance apply only residential properties, or are both residential and commercial properties subject to the ordinance, and (2) Does the ordinance apply to homeowners renting rooms to friends or family members.

I have reviewed the Rental Ordinance and am of the opinion that: (1) the Rental Ordinance applies to all property, both residential and commercial, leased for residential purposes, and (2) the Rental Ordinance applies to homeowners renting rooms to friends or family members.

Section 510.05 of the Rental Ordinance states “No person shall operate rental property in the City of Freeport that does not comply with Minnesota Statutes and the Freeport City Code.”

Section 510.07(a) states “No person shall operate rental property in the City without first filing a registration statement with the City Clerk and securing a valid rental license approved by the City Council.”

The language of the ordinance includes all property used for residential rental purposes. It is not limited to specific types of rental property. Any person renting property to another for residential purposes, including single family homes, apartment buildings, dwelling units within commercial properties, and homeowners renting rooms to friends and family members must register with the City and obtain a rental license.

There is a limited exception to this requirement. Section 510.07(a) also states “A child renting a dwelling unit owned by the child to their parent, and a parent renting a dwelling unit owned by the parent to their child shall be exempt from the requirement to obtain a rental license.” In all other cases, compliance with the ordinance is required.

At the November and December Council meetings, there were also discussions concerning the amount of the annual rental license fee and how the amount of the fee was arrived at by the Council. License fees should be based on the City's cost to process an application and issue the license. I recommend that you keep track of the time spent by city staff working on rental license applications over the next year. Based on the time spent, you should be able to arrive at an average cost to the City to issue a rental license. This information can then be used by the Council to set the license fee.

Thank you for allowing me to assist you with this matter. If you have any additional questions or concerns, please feel free to contact me.

Sincerely,  
Dymoke Law Office, PA

*Scott E. Dymoke*  
Scott E. Dymoke

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 1/23/2020

Re: Waste Management

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At the November 26, 2019 council meeting, a proposed amendment to the Waste Management (WM) contract was reviewed (a copy follows this memo). Council requested that WM clarify volume and list rates for commercial and residential service. WM has not provided a revised amendment. What course of action would Council like to take:

1. Adopt the amendment as is?
2. Continue to push for specified commercial rates?
3. Seek an amendment removing commercial accounts from the franchise agreement?
4. Do nothing?
5. Declare a material breach and begin mediation?

## Amendment to Agreement for Hauling Refuse and Recycling Program

**This Amendment** agreement is entered into between **CITY OF FREEPORT**, Stearns County, Minnesota, a Minnesota municipal corporation (“Freeport”) and **WASTE MANAGEMENT OF MINNESOTA, INC.**, a Minnesota corporation (“WM”). The effective date of this Amendment is\_\_\_\_\_.

**Whereas**, Freeport and Danny’s Disposal & Recycling, Inc., a Minnesota corporation (“Danny’s Disposal”), entered into an agreement dated April 24, 2017 entitled “Agreement for Hauling Refuse and Recycling Program” (the “Agreement”), and

**Whereas**, Danny’s Disposal, with the consent of Freeport, assigned its interest in the Agreement to WM by instrument effective April 27, 2018, and

**Whereas**, by instrument dated May 4, 2018, the parties executed a fee schedule for residential and commercial accounts included in the Agreement, and

**Whereas**, Freeport and WM mutually desire that said May 4, 2018 fee schedule be amended,

**Now, Therefore**, in consideration of the mutual covenants hereinafter contained, and other good and valuable consideration, the parties do agree as follows:

1. Freeport and WM hereby revoke the commercial accounts paragraph under Rates as it appears in Exhibit A to the Agreement.

1.2. Freeport and WM hereby revoke the commercial accounts fee schedule as it appears in the May 4, 2018 fee schedule, and in lieu of said provisions hereby substitute the following:

Commercial Accounts – Hauler will bill customer directly, based on volume of garbage picked up, with case by case negotiated discounts based on type of garbage and frequency of pickup.

2.3. Except as expressly modified in this amendment, Freeport and WM expressly ratify and confirm the Agreement for Hauling Refuse and Recycling Program, dated April 24, 2017.

**In Witness Whereof**, the parties have executed this amendment as of the effective date above written.

**City of Freeport**

**Waste Management of Minnesota, Inc.**

\_\_\_\_\_  
Michael Eveslage, Mayor

\_\_\_\_\_  
Chuck Rynda, Vice-President,  
Area Controller

\_\_\_\_\_  
Joan Wall, Clerk/Treasurer



## 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 2020-01

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

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

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

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

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

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

(Confirmation continued on next page)

DATED THIS 28<sup>TH</sup> DAY OF JANUARY, 2020

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

\_\_\_\_\_  
Michael Eveslage, Mayor

ATTEST:

\_\_\_\_\_  
Joan Wall, Clerk-Treasurer

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





## CITY OF FREEPORT

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### RESOLUTION 2020-02

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

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

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

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

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

Michael Eveslage as, Mayor  
Joan Wall as, Clerk-Treasurer

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

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

Michael Eveslage as, Mayor  
Joan Wall as, Clerk-Treasurer

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

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

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

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

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

DATED THIS 28<sup>TH</sup> DAY OF JANUARY, 2020

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

---

Michael Eveslage, Mayor

ATTEST:

---

Joan Wall, Clerk-Treasurer

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



## CITY OF FREEPORT

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### RESOLUTION 2020-03

#### A RESOLUTION APPROVING DONATIONS RECEIVED IN 2019

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

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

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

Donor Name	Amount	Stipulation
Freeport Lions	2,994.00	Christmas banners
Freeport Lions	3,457.50	Christmas lights
Freeport Lions	300.00	Skating rink
Freeport Lions	119.12	Veterans memorial light repair
Dennis Toebe	200.00	Radar speed signs
Freeport State Bank	10,000.00	Radar speed signs
Ralph & Mary Stich	278.00	Fire Department
Freeport Lions	2,200.00	Fire Department
Christmas Care Drive	200.00	Fire Department
Roving Hillbillies Snowmobile Club	500.00	Fire Department
Everett Scherping	150.00	Fire Department
Freeport Fire Relief	20,000.00	Fire Department (turnout gear)

(Continued on next page)

DATED THIS 28<sup>TH</sup> DAY OF JANUARY, 2020

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

\_\_\_\_\_  
Michael Eveslage, Mayor

ATTEST:

\_\_\_\_\_  
Joan Wall, Clerk-Treasurer



## **CITY OF FREEPORT**

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### **RESOLUTION 2020-04**

#### **A RESOLUTION APPROVING THE DISBURSEMENT AND PAYMENT OF CLAIMS POLICY**

##### **Disbursement and Payment of Claims Policy**

##### **Expenditures**

In order for an expenditure of public funds to be lawful, it should meet both of the following standards:

##### **Public purpose**

There must be a public purpose for the expenditure. The Minnesota Supreme Court has generally concluded that “public purpose” means an activity that meets all of the following standards:

- The activity will benefit the community as a body.
- The activity is directly related to functions of government.
- The activity does not have as its primary objective the benefit of a private interest.

The Minnesota Supreme Court has also held that the general objective of a public purpose is to promote the following for all of a city’s residents:

- Public health
- Safety
- General welfare
- Security
- Prosperity
- Contentment

##### **Authority**

There must be specific or implied authority for the expenditure in statute. Specific authority is usually fairly clear. In contrast, whether authority is implied by a particular statute is subject to interpretation. The city should consult with its city attorney as to whether authority for a specific expenditure is implied.

##### **Payment of Claims**

Pursuant to Minnesota Statute § 412.271, subd.1, no disbursement of city funds shall be made except by an order drawn by the mayor and clerk-treasurer. Except when issued for the payment of judgments, salaries and wages previously fixed by the City Council or by statute, principal and interest on obligations, rent and other fixed charges, the exact amount of which has been previously determined by contract authorized by the City Council, no order shall be issued until the claim to which it relates has been audited and allowed by the City Council.

##### **Prompt Payment of Claims**

Minnesota Statute § 471.425 requires that cities pay each vendor obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period unless the city in good faith disputes the obligation.

The following requirements must be met:

- For cities who have regularly scheduled council meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

- A city shall calculate and pay interest to a vendor if the city has not paid the obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period.
- The rate of interest calculated and paid by the city on the outstanding balance of the obligation not paid according to the terms of the contract or during the standard payment period shall be 1.5 percent per month or part of a month.
- No interest penalties may accrue against a purchaser who delays payment of a vendor obligation due to a good faith dispute with the vendor regarding the fitness of the product or service, contract compliance, or any defect, error or omission related thereto. If such delay undertaken by the city is not in good faith, the vendor may recover costs and attorney's fees.
- The minimum monthly interest penalty payment that a city shall calculate and pay a vendor for the unpaid balance for any one overdue bill of \$100 or more is \$10. For unpaid balances of less than \$100, the city shall calculate and pay the actual interest penalty due the vendor.

### **Immediate Payment of Claims**

Pursuant to Minnesota Statute § 412.271, subd. 4, when payment of a claim based on contract cannot be deferred until the next City Council meeting without loss to the city through forfeiture of discount privileges or otherwise, it may be made immediately if the itemized claim is endorsed for payment by at least a majority of all the members of the City Council. The claim shall be acted upon formally at the next City Council meeting in the same manner as if it had not been paid, and the earlier payment shall not affect the right of the city or any taxpayer to challenge the validity of the claim.

### **Cash Disbursement Guidelines**

The Clerk-Treasurer will be responsible for implementing and providing internal control for all disbursements.

#### **1. General Guidelines**

- a. All general disbursements will be approved in advance by the City Council. The following exceptions may be made upon approval of the Mayor and Clerk-Treasurer:
  - i. Debt service payments, including principal, interest, and fiscal agent fees
  - ii. Payroll and related liability payments
  - iii. Investment purchases
  - iv. Sales tax payments
  - v. Postage replenishment
  - vi. Contract or other payments that have specific City Council pre-approved payment instructions
  - vii. Payments to the following vendors:
    1. Albany Mutual Telephone
    2. Blue Cross Blue Shield of MN
    3. CenterPoint Energy
    4. Central MN Credit Union (Credit Card)
    5. DHIA Laboratories
    6. Finken Water Centers
    7. League of Minnesota Cities Insurance Trust (LMCIT)
    8. Minnesota Life Insurance Company
    9. Northland Trust Services, Inc.
    10. Rahn's Oil & Propane, Inc.
    11. Star Publications LLC
    12. Verizon Wireless
    13. Waste Management
    14. Xcel Energy
- b. All general disbursements, other than from payroll, petty cash, or made electronically, will be made by pre-numbered checks.
- c. In accordance with Minnesota Statutes § 471.38 and § 471.391, checks by which claims are paid may have printed on their reverse side, above the space for endorsement thereof, the following statement: "The undersigned payee, in endorsing this check declares that the same is received in payment of a just and correct claim against the city, and that no part of it has heretofore been paid." When endorsed by the

payee named in the check, such statement shall operate and shall be deemed sufficient as the required declaration of the claim.

- d. Under no circumstances will blank checks be signed in advance.
- e. Paying off of vendor statements (rather than invoices) will be prohibited.
- f. Electronic claims will be utilized for all general disbursements.
- g. Unpaid invoices will be maintained in a file by the Administrative Assistant.

## **2. General Disbursement Process**

- a. All invoices received by the city will be generally opened and date stamped by the Administrative Assistant, who will:
  - i. Verify that the goods and/or services were received
  - ii. Verify that the amount of the invoice is correct
  - iii. Attach packing slips or bills of lading
  - iv. Complete an electronic claim, including:
    - 1. Vendor name and address
    - 2. Invoice number
    - 3. Account coding
    - 4. Description of invoice
    - 5. Amounts
  - v. Present a Claim Approval List and attached invoices to the Clerk-Treasurer
- b. The Clerk/Treasurer processes all authorized payments by:
  - i. Verifying that all amounts due and account codes are accurate
  - ii. Reviewing application of sales tax on each invoice for propriety
  - iii. Initialing the Claim Approval List to indicate approval
  - iv. Copying any specific invoices for the City Council's review
  - v. Providing a copy of the Claims Listing report to the City Council for approval during the regularly scheduled City Council meetings
  - vi. Providing explanation to the City Council for all disbursements within the accounts payable report
- c. Checks will be signed and mailed on the day following City Council approval of the Claims Listing and accounts payable reports:
  - i. Two authorized signers (Mayor and Clerk-Treasurer) will sign all approved checks, while verifying that all checks are accurate by comparing the check and amount to the approved Claim Approval List and invoices
  - ii. After authorized signatures are obtained, the Administrative Assistant will mail the approved disbursements:
    - 1. A check including stub will be mailed to the vendor
    - 2. A check stub will be attached to the invoice, which will then be filed

## **Electronic Disbursement Process**

- d. Electronic or wire transfers will generally be for:
  - i. Debt service payments, including principal, interest, and fiscal agent fees
  - ii. Payroll and related liability payments
  - iii. Investment purchases
  - iv. Sales tax payments

The Clerk-Treasurer will be responsible for implementing and providing internal control for all electronic or wire transfer disbursements by documenting the process and anticipating the funds to be wired to the designated depository on a particular date and time as well as preparing appropriate general ledger transactions, including payments and adjusting journal entries.

## **Credit Cards**

In accordance with Minnesota Statute § 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city. If a city officer or employee

makes or directs a purchase by credit card that is not approved by the City Council, the officer or employee is personally liable for the amount of the purchase. A purchase by credit card must otherwise comply with all statutes, rules, or city policy applicable to city purchases.

Dated This 28<sup>th</sup> Day of January, 2020

Motion by:

Second by:

Council members in favor:

Opposed or abstained: None

\_\_\_\_\_  
Michael Eveslage, Mayor

ATTEST:

\_\_\_\_\_  
Joan Wall, Clerk-Treasurer





## CITY OF FREEPORT

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### 2020 Appointments

	2019	2020
Official Depositories	Freeport State Bank Central Minnesota Credit Union League of MN Cities	
Finance Committee	City Council	
Street Commissioners	City Council	
Legal Advisor	Dymoke Law Office	
Legal Prosecutor	Stearns Co Attorney's Office	
Park & Recreation Commissioner(s)	Mike Eveslage Jake Renneker	
Acting Mayor	Tim Hennen	
2 <sup>nd</sup> Acting Mayor	Jake Renneker	
EDA Council Rep.	Tim Hennen	
Weed Inspector	Loren Goebel, Public Works Director	
Health Officer	CentraCare Health-Melrose	
Assessor	Stearns County	
Newspaper	Melrose Beacon & Sauk Centre Herald	
Public Examiner	Schlenner Wenner & Co.	
Engineer	SEH, Inc.	
Building Inspector	Mark Harren- MidCentral Code Enforcement	
Emergency Management Director	Fire Department Chief	
Acting Emergency Management Director	Fire Department First Assistant Chief	

Zoning Administrator	Clerk-Treasurer
Zoning Officers	City Council
Data Practices Compliance Officer	Clerk-Treasurer
Liaison to Chamber of Commerce	Clerk-Treasurer
Wellhead Protection Committee	Clerk-Treasurer, Co-Wellhead Protection Manager Loren Goebel, Co-Wellhead Protection Manager Carrie Raber, Ad Hoc (Stearns County SWCD) Rodney Atkinson, City Resident Denis Heidgerken, City Resident Peter Welle, Area Township Representative <i>Vacant Seat</i>



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### ORDINANCE 2020-02

#### AN ORDINANCE FIXING THE LICENSE, CONSUMPTION AND PERMIT FEES UNDER THE FREEPORT CITY CODE OF 1995 (APPENDIX I)

BE IT ORDAINED BY THE CITY COUNCIL OF FREEPORT, MINNESOTA:

Section 1. The Freeport City Code of 1995 authorizes the City Council to fix the fees and charges imposed by the Code for various city services. The fees and charges imposed may be amended from time to time by the council and is to be entitled Appendix I.

Section 2. The license, consumption and permit fees, as well as other related charges, are hereby amended, as follows:

<u>City Code</u>	<u>Description</u>	<u>Fee (\$)</u>
<b>500 - Zoning</b>		
	Building Permit	per Building Inspector's fee schedules
	Conditional Use or Variance Requests	150.00
	Rezoning Request	250.00
	Zoning Permit	25.00
<b>510 – Rental Housing</b>		
	Rental Registration License Fee (annual)	100.00
	Delinquency Penalty	5% each day late
	Reinspection Fee	50.00
<b>605 - Noxious Weeds</b>		
	Minimum Charge for Removal	95.00
	Equipment Use Fees:	
	Tractor, Mower, and Labor (hourly)	90.00
	Lawn Tractor, Lawn Mower, and Labor (hourly)	60.00
<b>705 - Private Drains</b>		
	Disposal into Sanitary Sewer Violation (monthly)	75.00

**710 - Wastewater Service Charges**

Usage Charge with Meter (per 1,000 gallons)	2.23
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*Flat Charges (monthly)*

Commercial, Without Meter	35.18
Commercial, Convenience Store/Car Wash	38.49
Commercial, Large Business (e.g. service station, church)	32.92
Commercial, Liquor Stores, On/Off Sale	37.75
Commercial, Restaurants	73.16
Commercial, Small Business	30.89
Residential, Without Meter	38.33
Residential, Manor Apartments	155.56
Residential, Multiple Family	54.32
Residential, Single Family	26.86
School	52.60

*Other*

Wastewater Bulk Dumping Fee	25.00
Wastewater Hook-up Charge (per parcel)	1,200.00
Wastewater Main Stub-out Charge (per parcel)	3,800.00

**715 - Water Service Charges***Usage-based Charges (per 1,000 gallons)*

Usage Charge with Meter	2.00
Water Tower Debt Service Fee	2.22
Water Tower Maintenance Fee	1.59
Hydrant Water Sales	10.00

*Flat Charges (monthly)*

Service Charge	7.00
Water Security Fee	.75
Water Testing Fee	.45
Water Tower Debt Service Fee	2.89

*Other*

Disconnect	50.00
Reconnect	50.00
Late Payment Fee (monthly)	15.00
Utility Labels (full or partial set)	35.00
Water/Sewer Account Update	15.00
Water Account/Meter Investigation	20.00
Water Hook-up Charge (per parcel)	1,200.00
Water Main Stub-out Charge (per parcel)	3,800.00
Water Meters	actual cost of meter

**910 – Animals and Pets**

Animal License Fee	5.00
Boarding (per day)	8.00
Animal Impound Fee, 1 <sup>st</sup> Offense	50.00
Animal Impound Fee, 2 <sup>nd</sup> Offense	75.00
Animal Impound Fee, 3 <sup>rd</sup> Offense	100.00
Animal Disposal Fee	75.00

**925 - Fire and Rescue Department**

Defibrillator	100.00
Air Bags	100.00
Jaws (extrication)	200.00
Generator	200.00
Cold Compress	2.00
Gloves	5.00
Bandages	10.00
Splints	5.00
Blankets	10.00
Responders, Resident (hourly per responder)	20.00
Responders, Non-Resident (hourly per responder)	40.00
Oxygen	25.00
Suction	15.00
Foam (per 5 gallons)	125.00
Administrative Fee	30.00
Vehicles: Pumpers #1 & #2 (per vehicle)	425.00
Vehicles: Water Truck, Rescue Van (per vehicle)	325.00
Vehicles: Brush Truck (per vehicle)	300.00

**1005 - Peddlers and Solicitors**

10-day permit within a 12-month period	50.00
30-day permit within a 12-month period	100.00
90-day permit within a 12-month period	150.00
Violation (daily)	25.00

**1100 - Public Parks**

Park Rental (daily, includes shelter/gazebo)	35.00
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**1200 - Liquor and Beer**

Off-Sale Liquor (annual)	100.00
On-Sale 3.2% (annual)	200.00
On-Sale Liquor (annual)	2,345.00
Special Sunday Sales (annual)	200.00
Temporary On-Sale 3.2%	15.00
Temporary On-Sale Liquor	25.00

**2010 - Public Nuisance**

Nuisance Response (minimum)	95.00
Equipment Use Fees:	
Tractor, Mower, and Labor (hourly)	90.00
Lawn Tractor, Lawn Mower, and Labor (hourly)	60.00

**Other**

Administrative Staff Time (hourly)	85.00
Annexation Request Security Deposit	1,000.00
Blanket Easement Vacation	Actual cost
Business Subsidy/Industrial Park Purch Security Deposit	5,000.00
Charitable Gambling Transaction Fee	25.00
City Hall Room Rental	35.00
Copying Charge (per page)	0.25
Driveway Aprons, Curb and Gutter	Actual cost
Lawn Tractor, Lawn Mower & Labor (hourly)	90.00
Map Creation	50.00
Map Request	10.00
Mileage Reimbursement	Current IRS rate
Special Assessment Search	10.00
Street Reconstruction (per the Manual of Assessment Standards and Policies)	

Adopted by the Freeport City Council this 28<sup>th</sup> day of January, 2020.

---

Michael Eveslage, Mayor

ATTEST: \_\_\_\_\_  
Joan Wall, City Clerk-Treasurer



## CITY OF FREEPORT

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### RESOLUTION 2020-05

#### **RESOLUTION APPOINTING ELECTION JUDGES FOR PRESIDENTIAL NOMINATION PRIMARY, PRIMARY ELECTION AND GENERAL ELECTION WITHIN THE CITY OF FREEPORT**

WHEREAS, Minnesota Statute 204B.21 requires each municipality to select qualified election judges for each primary and general election conducted within its jurisdiction, and;

WHEREAS, the City of Freeport has received from the Stearns County Auditor a list of persons named by party affiliation as individuals who may have an interest in serving in such a capacity and have added those names to the current poster of past election judges and city staff has assembled a comprehensive list for city council consideration;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FREEPORT THAT the below named individuals are hereby appointed to serve as election judges for presidential nomination primary to be held on March 3, 2020, the primary election to be held on August 11, 2020 and the general election to be held on November 3, 2020 with an hourly compensation rate to be established as \$14.00 for judge chairs and \$12.00 for judges:

Head Election Judge:

MaryAnn Laing

Election Judges:

Elaine Beuning

Irene Goebel

Ann Heidgerken

Joyce Hoeschen

Gail Osendorf

Mary Prax Williams

Joan Wall, Clerk-Treasurer

DATED THIS 28<sup>th</sup> DAY OF JANUARY, 2020

Motion by:

Second by:

Council members in favor:

Council members opposed or abstained:

ATTEST:

\_\_\_\_\_  
Mike Eveslage, Mayor

\_\_\_\_\_  
Joan Wall, Clerk-Treasurer

# Memo

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From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 1/23/2020

Re: Clerk-Treasurer Report

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Ben Ettle will bring information to the meeting about possibly purchasing a vehicle for Public Works.