



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

March 31, 2020 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Public Hearing – PFA Project Funding (30-31)
- III. Open Public Forum
- IV. Consent Agenda
 - a. February 18, 2020 Council Meeting Minutes (1-3)
 - b. February 18, 2020 Area Fire Service Meeting Minutes (4)
 - c. February 24, 2020 Council Special Meeting Minutes (5-6)
 - d. Claims 4000-4045 (7-14)
 - e. Sheriff's Report (15)
 - f. Knights of Columbus Gambling Permit (16)
 - g. Freeport Black Sox Gambling Permit (17)
- V. Reports
 - a. Clerk-Treasurer Report (18-27)
 - b. Fire Department Report (N/A)
 - c. Public Works Report (28-29)
 - d. Engineer Report (incl. Resolution 2020-07 Ordering Preparation of Report on Improvement) (30-31)
 - e. Attorney Report (32)
- VI. Old Business
 - a. Ordinance 2020-03 Rental Housing Amendment (33)
- VII. New Business
 - a. Resolution 2020-06 Assign Addresses to Don Meyer & Stevens Properties parcels (34)
 - b. Coronavirus (COVID-19) (35)
 - c. Website Update and Contract Renewal (36)
- VIII. Adjourn

Next Regular Meeting: April 28, 2020



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February 18, 2020 – Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:01 pm 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 (arrived during rental discussion), City Attorney Scott Dymoke, Fire Chief Andy Grieve.

Others in attendance:

Carol Moorman (Melrose Beacon)
Jamie Engelmeyer (Freeport Fire Dept)
Branden Roering (Freeport Fire Dept)
Lindsey Rasmussen (203 1st Ave N.)

Scott Rasmussen (203 1st Ave N.)
Carl Toenyan (Millwood Township)
John Arnzen (St. Rosa City)
Jim Cremers (St. Anthony City)

Approve Agenda

Eveslage asked to move Fire Department Report up to top of reports. Renneker moved to approve the agenda with the changes, seconded by Blake. Motion carried 5-0.

Public Forum

No comments.

Consent Agenda

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

Reports

Fire Department Report

At last fire meeting, they agreed the three chiefs would do rental licensing inspections if the council wanted them to.

Clerk-Treasurer Report

Wall mentioned the Presidential Primary which is March 3rd here at city hall and that she will also be attending the annual MCFOA Meeting on March 16-19.

Public Works Report

Goebel reported Kotzer cleaned out the storm drain behind Bob Hoeschen's and they will be coming back in the spring to finish it out. The van is working fine. Goebel suggested getting magnets to be placed on the

van stating “City of Freeport” since we don’t know how long this van will last. Discussion was had regarding placing a flasher on the top of the van for safety. Hennen moved to approve the magnets and flasher for the van, seconded by Ettle. Motion carried 5-0.

Discussion was had regarding the SCADA computer. Hennen moved to approve new SCADA equipment, seconded by Ettle. Motion carried 5-0.

Attorney Report

Dymoke asked for direction on the rental ordinance. Eveslage stated that we will discuss this under old business. Blake asked where we are with Waste Management. Dymoke explained we are waiting on Waste Management to get back to us on our email that was just sent out a week ago.

Eveslage suggested we move onto Old Business as we wait for Dave Blommel.

Old Business

Rental Licensing

Eveslage stated he is sick of looking at this issue. The fire chiefs have agreed to do the inspections. Eveslage’s suggestion is to lower the annual fee to \$75.00 and do inspections every other year (6 per year) but the fee would be yearly. Discussion was had. Renneker thinks it’s a good start. Eveslage explained that the inspection forms exempt the fire department from liability. Hennen likes Eveslage’s idea of price and inspection timing.

A question was asked about the parent/child exemption. Council’s direction was to leave it alone. Council’s understanding is that renting one room doesn’t apply to our rental ordinance.

(Dave Blommel arrived).

Engineer Report

Blommel stated that they are making good process on the facility plan. Blommel brought graphs showing inflow and infiltration. The pond behind Bob Hoeschen’s is cleaned out and will be smoothed out after the thaw. Freeport did not get awarded a Bureau of Water and Soil Resources grant, but it didn’t cost us anything to apply and it is normal not to get it the first year. We will apply again next year for the 2021 project.

Recess council meeting at 7:32 pm to begin Area Fire Service meeting (see Area Fire Service meeting minutes).

City Council Meeting resumed at 7:53 pm.

Scott Rasmussen, who lives at 203 1st Ave N, across from the veterinary clinic asked to address the Council and permission was granted. Rasmussen stated a mistake was made on where electrical poles were put across County Road 11 – they are not straight. The pole by the vet wasn’t structurally correct so they put a cable across to another pole on his boulevard. Then the cable was anchored to his yard. He wasn’t informed when this happened. It is an eyesore and he believes it has devalued his property. Blommel said it would be Xcel that would need to address this and probably the county paid for it, not the city. Recourse is very limited, especially after so much time has gone by, as this was probably done in 2012. Blommel will look at it next time he drives by.

Adjourn

At 8:00pm, Eittle moved to adjourn, seconded by Renneker. Motion carried 5-0.

Mayor, Mike Eveslage

City Clerk-Treasurer, Joan Wall

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February 18, 2020– Area Fire Service Association Annual Meeting

The Area Fire Service Association Meeting was called to order at 7:32 pm by Mayor Mike Eveslage and councilmembers Sarah Blake, Ben Ettle, Tim Hennen and Jake Renneker present.

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 Andy Grieve.

Others in attendance:

Carol Moorman (Melrose Beacon)
Jamie Engelmeyer (Freeport Fire Dept)
Branden Roering (Freeport Fire Dept)
Lindsey Rasmussen (203 1st Ave N.)

Scott Rasmussen (203 1st Ave N.)
Carl Toenyan (Millwood Township)
John Arnzen (St. Rosa City)
Jim Cremers (St. Anthony City)

Roll Call

Everyone was in attendance besides Albany Township, Oak Township & Krain Township.

New Business

2019 Financial Report (prelim)

John Arnzen moved to approve the 2019 Financial Report (prelim), seconded by Jim Cremers, motion carried unanimously.

2021 Budget Approval

The budget already includes a \$1 per hour raise for training and calls. Page 8 shows a 3% decrease in the division of costs. Jim Cremers asked what happens with the old turnout gear. Grieve said they are using them as backups. They are expired and not really usable according to OSHA. Turnout gear should be replaced every 10 years. Jim Cremers moved to approve the 2021 Budget, seconded by Carl Toenyan. Motion carried unanimously.

Adjourn

Arnzen moved to adjourn at 7:52 pm, seconded by Toenyan. Motion carried unanimously.

Mike Eveslage, Mayor

Joan Wall, Clerk-Treasurer



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February 24, 2020 – Special Meeting Minutes

A special meeting of the Freeport City Council was convened at 8:08 pm by Mayor Mike Eveslage, and councilmembers Sarah Blake, Jake Renneker, Tim Hennen and Ben Ettle

Staff in attendance: Clerk-Treasurer Joan Wall, Public Works Director Loren Goebel

Others in attendance: Carol Moorman, Andrea Ramacher, Jim Hemker, and Joe Hennen.

Approve Agenda

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

Old Water Tower

Eveslage explained recent events regarding the old water tower. A Star Tribune reporter contacted city hall asking about the water tower and the \$2,500.00 for inspection that was mentioned in the previous month's minutes. Wall put the reporter in contact with Eveslage. As a result of Eveslage's discussion with the reporter, an article was published Monday morning. Later that day, the Star Tribune editorial board released an opinion in support of saving the tower. There were a lot of comments in support of saving the tower on the Facebook pages of the Melrose Area Museum, the Freeport Chamber of Commerce, and 98.1, and the Star Tribune articles. It wasn't on Eveslage's agenda to have it go this fast, but let's take advantage of the ground swell of support and publicity.

Hemker stated last nine days have been busy and a number of individuals have been reaching out to organizations asking for support. We want to raise funds without impacting taxpayers. The Fargo Forum and KARE11 have also covered this story. This is an iconic structure. A GoFundMe page is now set up. This is a one-time shot to capitalize on all the publicity.

Eveslage believes the goal will be reached.

Hemker stated organizations want to let the Council know they are earnest in supporting saving the water tower. He thinks Eveslage has done an amazing job at handling this and working with the media.

Hennen stated it's a huge deal to hopefully receive out of town money to help. He hopes the GoFundMe is a home run.

Eveslage stated Pam Rue, Lori Austing, and Joan Wall have done a good job in getting things going.

Renneker stated he is glad the Star Tribune articles highlighted that \$150,000 is difficult for a small town to come up with.

Eveslage explained we may hear negative feedback and that's ok. People interested in donating can also give directly to an account at Freeport State Bank. All three media outlets (Star Tribune, KARE11, and 98.1) want to stay informed with how people give.

Adjourn

Hennen moved to adjourn at 8:25pm, seconded by Renneker. Motion carried 5-0.

Mayor, Mike Eveslage

City Clerk-Treasurer, Joan Wall

03/10/20
13:05:06

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Claim Approval List
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4000		15 ALBANY MUTUAL TELEPHONE	246.40					
	10378225	03/01/20 836-2411	39.05			225 42200	320	10100
	10378225	03/01/20 836-2413	36.48			225 42200	320	10100
	10378576	03/01/20 836-7158	38.85			101 41000	320	10100
	10378372	03/01/20 836-2685	20.37			601 43225	320	10100
	10378372	03/01/20 836-2685	20.37			602 43250	320	10100
	10378098	03/01/20 836-2112	91.28			101 41000	320	10100
		Total for Vendor:	246.40					
4001		70 CENTERPOINT ENERGY	304.73					
	02/21/20	Maintenance building	112.15			101 43100	382	10100
	02/21/20	Fire hall	192.58			225 42200	382	10100
		Total for Vendor:	304.73					
4002		76 CENTRAL MINNESOTA CREDIT UNION	2,253.08					
	02/29/20	USPS - general postage	55.00			101 41000	200	10100
	02/29/20	USPS - utility billing postage	52.50			601 43225	200	10100
	02/29/20	USPS - utility billing postage	52.50			602 43250	200	10100
	02/29/20	MCFOA Conference	27.45			101 41000	210	10100
	02/29/20	Dewalt cutoff wheels	116.80			225 42200	210	10100
	02/29/20	9" rescue blade	124.45			225 42200	210	10100
	02/29/20	16" saw chain replacement	17.99			225 42200	210	10100
	02/29/20	MCFOA Conference	325.00			101 41400	330	10100
	02/29/20	USPS - general postage	4.20			101 41000	200	10100
	02/29/20	Fire Dept hoses & nozzles	31.41			225 42200	210	10100
	02/29/20	MN DNR annual water permit	180.95			601 43225	431	10100
	02/29/20	Fire Dept supplies	85.93			225 42200	210	10100
	02/29/20	Dewalt chainsaw	249.00			225 42200	210	10100
	02/29/20	Dewalt 9" cut-off saw kit	812.10			225 42200	210	10100
	02/29/20	Dewalt cutoff wheels	116.80			225 42200	210	10100
	02/29/20	Stearns Co. Beacon fee	1.00			101 41000	433	10100
		Total for Vendor:	2,253.08					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4003		145 FINKEN WATER SOLUTIONS	23.00					
	1190700	03/01/20 Water softener rental	15.00			101 41000	410	10100
	1190701	03/01/20 Maintenance cooler rental	8.00			101 43100	410	10100
		Total for Vendor:	23.00					
4004		309 MINNESOTA LIFE INSURANCE CO	3.40					
	02/14/20	Goebel	1.70			101 43000	131	10100
	02/14/20	Wall	1.70			101 41400	131	10100
		Total for Vendor:	3.40					
4005		387 RAHNS OIL & PROPANE, INC	420.21					
	4805 02/29/20	Fire Dept fuel	259.46			225 42200	215	10100
	4805 02/29/20	Public works fuel	129.92			101 43100	215	10100
	4805 02/29/20	Public works supplies	30.83			101 43100	210	10100
		Total for Vendor:	420.21					
4006		437 STAR PUBLICATIONS LLC	247.65					
	184564 02/29/20	Legal ad - budget statement	133.35			101 41000	350	10100
	184564 02/29/20	Legal ad - public accuracy tst	30.48			101 41450	350	10100
	184564 02/29/20	Legal ad - ordinance 2020-01	83.82			101 41000	350	10100
		Total for Vendor:	247.65					
4007		510 VERIZON WIRELESS	42.65					
	9849563518 03/01/20	Loren cell phone - March	42.65			101 43100	320	10100
		Total for Vendor:	42.65					
4008		750 WASTE MANAGEMENT, INC	148.21					
	6916186 03/02/20	City hall & maint. building	134.46			101 43100	383	10100
	6915462 03/02/20	Fire hall	13.75			225 42200	383	10100
		Total for Vendor:	148.21					
4009		525 XCEL ENERGY, INC	3,015.44					
	673838863 02/21/20	Water tower	170.25			601 43225	381	10100
	675143586 03/03/20	Street lights	712.36			101 43160	381	10100
	675138453 03/03/20	302188142	201.39			601 43225	381	10100
	675138453 03/03/20	302252262	97.96			101 43160	381	10100

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Claim/	Check	Vendor #/Name/	Document \$/	Disc \$						Cash	
		Invoice #/Inv Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
	675138453	03/03/20 302290398	271.70			101		41000	381		10100
	675138453	03/03/20 302679657	132.35			101		43100	381		10100
	675138453	03/03/20 302700297	22.14			602		43250	381		10100
	675138453	03/03/20 302947044	263.34			601		43225	381		10100
	675138453	03/03/20 303193187	43.90			602		43250	381		10100
	675138453	03/03/20 303616049	249.62			225		42200	381		10100
	675138453	03/03/20 303936749	50.44			101		43160	381		10100
	675138453	03/03/20 303956738	446.67			101		43160	381		10100
	675138453	03/03/20 303963984	276.47			101		43160	381		10100
	675138453	03/03/20 303985901	38.40			101		43160	381		10100
	675138453	03/03/20 304083816	12.87			101		43160	381		10100
	675138453	03/03/20 304098414	25.58			602		43250	381		10100
		Total for Vendor:	3,015.44								
		# of Claims	10	Total:		6,704.77					

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4011		581 ALEX AIR APPARATUS, INC	70.00					
	INV-41173	03/06/20 Hel met shields	70.00			225 42200	210	10100
		Total for Vendor:	70.00					
4012		123 DYMOKE LAW OFFICE, P.A.	125.00					
	03/02/20	City Council meeting	125.00			101 41000	302	10100
		Total for Vendor:	125.00					
4013		791 ELAINE BEUNING	59.80					
	01/29/20	Election judge training mileag	29.90*			101 41450	335	10100
	02/03/20	Election judge training mileag	29.90*			101 41450	335	10100
		Total for Vendor:	59.80					
4014		746 EVERYTHING SIGNS	46.00					
	10316 02/26/20	Magnetic signs (2)	46.00			101 43100	210	10100
		Total for Vendor:	46.00					
4015		752 EXPERT T BILLING	54.00					
	6737 03/09/20	2 calls billed-Feb	54.00			225 42200	300	10100
		Total for Vendor:	54.00					
		*** Claim from another period (12/19) ****						
4010		155 FREEPORT FARM CENTER, INC	311.45					
	W13572 08/19/19	JD tractor repairs	311.45			101 43100	401	10100
4016		155 FREEPORT FARM CENTER, INC	222.60					
	102592 01/03/20	Plow truck repairs	30.91			101 43100	401	10100
	102614 01/20/20	JD tractor repairs	146.35			101 43100	401	10100
	102675 03/13/20	Tractor repair	45.34			101 43100	401	10100
		Total for Vendor:	534.05					
4017		174 GOPHER STATE ONE CALL, INC	6.75					
	0020401 02/29/20	5 emailed tickets	3.38			601 43225	300	10100
	0020401 02/29/20	5 emailed tickets	3.37			602 43250	300	10100
		Total for Vendor:	6.75					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4018		199 HILTNER COMPANY, INC	234.38					
	0092063	02/03/20 Truck #409 oil change	59.18			225 42200	401	10100
	0092064	02/03/20 Truck #408 repairs	110.20			225 42200	401	10100
	0092065	02/03/20 Truck #404 repairs	65.00			225 42200	401	10100
		Total for Vendor:	234.38					
4019		569 IRENE GOEBEL	28.75					
	01/21/20	Election judge training mileag	28.75*			101 41450	335	10100
		Total for Vendor:	28.75					
4020		743 JIM'S WHOLESALE, INC	59.95					
	191206	02/24/20 Enmotion towels city hall	59.95			101 43100	210	10100
		Total for Vendor:	59.95					
4021		668 JOAN WALL	31.63					
	03/03/20	PNP election mileage	31.63*			101 41450	335	10100
		Total for Vendor:	31.63					
4022		219 JOANN TIMP	180.00					
	03/14/20	5 cleanings 2/15/20-3/14/20	180.00			101 41000	300	10100
		Total for Vendor:	180.00					
4023		225 JOHN GILK	67.64					
	03/04/20	Reimburse rubber gloves	67.64			225 42200	210	10100
		Total for Vendor:	67.64					
4024		230 JOYCE HOESCHEN	31.63					
	01/06/20	Election judge training mileag	31.63*			101 41450	335	10100
		Total for Vendor:	31.63					
4025		244 KRIS ENGINEERING, INC	362.77					
	33085	02/14/20 Snow plow blades	220.51			101 43100	220	10100
	33198	03/05/20 Snow plow blades	142.26			101 43100	220	10100
		Total for Vendor:	362.77					

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4026		529 LOREN GOEBEL	32.13					
	02/21/20	Flashing light for van	32.13			101 43100	210	10100
		Total for Vendor:	32.13					
4027		787 LORI AUSTING	70.00					
	03/05/20	Postage reimbursement	35.00			601 43225	200	10100
	03/05/20	Postage reimbursement	35.00			602 43250	200	10100
		Total for Vendor:	70.00					
4028		274 MARY ANN LAING	57.50					
	01/09/20	Election judge training mileag	28.75*			101 41450	335	10100
	02/29/20	Election supply pick-up mileag	28.75*			101 41450	335	10100
		Total for Vendor:	57.50					
4029		757 MARY PRAX WILLIAMS	63.26					
	01/06/20	Election judge training mileag	31.63*			101 41450	335	10100
	02/10/20	Election judge training mileag	31.63*			101 41450	335	10100
		Total for Vendor:	63.26					
4030		769 METRO SALES, INC	260.27					
	INV1539369 02/17/20	Rental charge 1/15/20-2/14	89.87			101 41000	410	10100
	INV1539369 02/17/20	Maint. Program11/15/20-2/1	70.00			101 41000	410	10100
	INV1539369 02/17/20	Color prints	10.53			101 41000	410	10100
	INV1558088 03/12/20	Rental charge 2/15/20-3/14	89.87			101 41000	410	10100
		Total for Vendor:	260.27					
4031		562 MINNESOTA DEPARTMENT OF HEALTH	729.00					
	02/11/20	Qtrly H2O service connect fee	729.00			601 43225	431	10100
		Total for Vendor:	729.00					
4032		309 MINNESOTA LIFE INSURANCE CO	3.40					
	03/13/20	Goebel	1.70			101 43000	131	10100
	03/13/20	Wall	1.70			101 41400	131	10100
		Total for Vendor:	3.40					

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4033		313 MINNESOTA POLLUTION CONTROL	345.00					
	1000092999	02/28/20 Wastewater annual permit f	345.00			602 43250	431	10100
		Total for Vendor:	345.00					
4034		377 PREFERRED CONTROLS CORP	9,975.00					
	50% down payment							
	3705 03/20/20	SCADA system upgrade	3,325.00			101 43000	510	10100
	3705 03/20/20	SCADA system upgrade	3,325.00			601 43225	510	10100
	3705 03/20/20	SCADA system upgrade	3,325.00			602 43250	510	10100
		Total for Vendor:	9,975.00					
4035		389 RAMLER TRUCK & TRAILER REPAIR,	317.51					
	CI029325 02/20/20	Truck #404 washer fluid pump	49.90			225 42200	401	10100
	RI051322 03/12/20	Truck #408 oil change	267.61			225 42200	215	10100
		Total for Vendor:	317.51					
4036		770 RIDGEWATER COLLEGE - BUSINESS	2,250.00					
	00235912 03/05/20	EMR refresher course	2,250.00			225 42200	330	10100
		Total for Vendor:	2,250.00					
4037		782 RMB ENVIRONMENTAL LABORATORIES	73.00					
	494204 03/09/20	Quarterly Influent	73.00			602 43250	460	10100
		Total for Vendor:	73.00					
4038		413 SCHLENNER WENNER & CO	340.00					
	Freeport Fire Dept Relief Assn							
	249101 01/31/20	4th quarter & year end reports	340.00			225 42200	300	10100
		Total for Vendor:	340.00					
4040		679 SCOTT BLAIS	26.12					
	03/16/20	Shoes for a patient	26.12			225 42200	210	10100
		Total for Vendor:	26.12					

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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
4041		418 SEH, INC	20,400.00					
	380747	02/07/20 2020 Freeport Facility Plan	6,205.00			417 43100	300	10100
	380747	02/07/20 2020 Freeport Facility Plan	1,360.00			601 43225	300	10100
	380747	02/07/20 2020 Freeport Facility Plan	935.00			602 43250	300	10100
	382885	03/06/20 2020 Freeport Facility Plan	8,687.00			417 43100	300	10100
	382885	03/06/20 2020 Freeport Facility Plan	1,904.00			601 43225	300	10100
	382885	03/06/20 2020 Freeport Facility Plan	1,309.00			602 43250	300	10100
		Total for Vendor:	20,400.00					
4042		749 ST ROSA LUMBER	29.12					
	232707	01/24/20 2x4s for training	29.12			225 42200	210	10100
		Total for Vendor:	29.12					
4043		792 WIDSETH SMITH NOLTING & ASSOC	1,320.75					
	203616	03/17/20 FEMA grant writer	1,320.75			225 42200	300	10100
		Total for Vendor:	1,320.75					
4045		525 XCEL ENERGY, INC	149.55					
	677750224	03/23/20 Water tower	149.55			601 43225	381	10100
		Total for Vendor:	149.55					
4044		790 ZARNOTH BRUSH WORKS, INC	364.00					
	0178976-IN	02/19/20 Sweeper broom	364.00			101 43100	220	10100
		Total for Vendor:	364.00					
		# of Claims	35	Total :	38,697.96			

FREEPORT CALLS

City	Date_Received	Call #	Description	Actual_Incid_Location
FREEPORT	02/11/2020 10:35:17	20012059	ACCIDENT	
FREEPORT	02/20/2020 03:29:01	20014583	AGENCY ASSIST	
FREEPORT	02/01/2020 20:29:11	20009136	AGENCY ASSIST	
FREEPORT	02/23/2020 16:35:44	20015658	AGENCY ASSIST	
FREEPORT	02/29/2020 03:21:38	20017490	AGENCY ASSIST	
FREEPORT	02/11/2020 11:16:36	20012065	APPREHENSION & DETENTIC	
FREEPORT	02/23/2020 16:32:16	20015657	ASSAULT	
FREEPORT	02/10/2020 12:50:48	20011834	BUSINESS ASSIST	
FREEPORT	02/01/2020 10:50:50	20009036	CITIZEN CONTACT	
FREEPORT	02/10/2020 12:06:26	20011826	CRIMINAL FOLLOW UP	
FREEPORT	02/03/2020 22:48:07	20009739	DOOR CHECK(S)	
FREEPORT	02/11/2020 04:33:45	20011996	DOOR CHECK(S)	
FREEPORT	02/11/2020 22:25:34	20012311	DOOR CHECK(S)	
FREEPORT	02/05/2020 19:40:49	20010391	HARASSMENT COMPLAINT	
FREEPORT	02/28/2020 17:02:50	20017275	HARASSMENT COMPLAINT	
FREEPORT	02/21/2020 07:56:57	20014908	LIFT ASSIST	
FREEPORT	02/21/2020 08:37:08	20014913	MEDICAL EMERGENCY	
FREEPORT	02/17/2020 10:49:50	20013780	MEDICAL EMERGENCY	
FREEPORT	02/19/2020 08:31:00	20014275	MEDICAL EMERGENCY	
FREEPORT	02/08/2020 17:14:49	20011312	MEDICAL EMERGENCY	
FREEPORT	02/08/2020 14:12:38	20011256	NO PAY CUSTOMER	
FREEPORT	02/01/2020 15:05:33	20009068	NO PAY CUSTOMER	
FREEPORT	02/03/2020 09:09:12	20009498	NO PAY CUSTOMER	
FREEPORT	02/08/2020 15:53:59	20011287	PAPER SERVICE	
FREEPORT	02/13/2020 18:04:06	20012813	PAPER SERVICE	
FREEPORT	02/02/2020 22:57:34	20009410	PERSONAL ASSIST	
FREEPORT	02/06/2020 09:18:24	20010516	REPORT WRITING	
FREEPORT	02/16/2020 23:17:15	20013697	REPORT WRITING	
FREEPORT	02/23/2020 01:45:10	20015547	SUICIDE THREAT	
FREEPORT	02/01/2020 19:23:25	20009121	SUSPICIOUS ITEM	
FREEPORT	02/03/2020 12:44:19	20009559	SUSPICIOUS PERSON	
FREEPORT	02/27/2020 18:45:18	20017009	TAMPER WITH MOTOR VEHIC	
FREEPORT	02/23/2020 21:26:57	20015716	TRAFFIC STOP	
FREEPORT	02/26/2020 21:29:25	20016702	TRAFFIC STOP	
FREEPORT	02/01/2020 19:21:29	20009119	TRAFFIC STOP	
FREEPORT	02/20/2020 03:20:33	20014582	TRAFFIC STOP	
FREEPORT	02/15/2020 17:11:40	20013343	TRAFFIC STOP	
FREEPORT	02/15/2020 19:15:36	20013388	TRAFFIC STOP	
FREEPORT	02/11/2020 22:20:20	20012308	TRAFFIC STOP	
FREEPORT	02/08/2020 11:35:53	20011227	UNWANTED PERSON	
FREEPORT	02/03/2020 09:42:54	20009505	WELFARE CHECK	
FREEPORT	02/29/2020 03:17:07	20017489	WELFARE CHECK	

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

11/17
Page 1 of 2

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Knights of Columbus Previous Gambling Permit Number: X-94409-19-001
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 81-3543316
Mailing Address: PO Box 335
City: New Munich State: MN Zip: 56356 County: Stearns
Name of Chief Executive Officer (CEO): David Mueller
CEO Daytime Phone: 320-293-3943 CEO Email: 8362915@albanytel.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
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): April 6, 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

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: Freeport Black Sox Previous Gambling Permit Number: _____
 Minnesota Tax ID Number, if any: 20-5103023 Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: PO Box 97
 City: Freeport State: MN Zip: 56331 County: Stearns
 Name of Chief Executive Officer (CEO): Craig Meyer
 CEO Daytime Phone: 320.493.0296 CEO Email: craigmeyer18@gmail.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:

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 St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

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☐ **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): Black Sox Park

Physical Address (do not use P.O. box): 1000 1st Ave S

Check one:

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

Date(s) of activity (for raffles, indicate the date of the drawing): 5/30/2020

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

Memo

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 3/24/2020

Re: Clerk-Treasurer Report

1. Mayor Eveslage would like Council to consider moving the June council meeting to June 23 (instead of June 30).
2. The March 16-18 MCFOA Conference was cancelled and I expect the City to receive a refund of the registration fees after their May board meeting.
3. On the following pages, you will see annual reports from the Stearns County Attorney. In a normal year they would have attended our council meeting in order to answer any questions we may have. If you have any questions, I will contact her office and find out the answers.



JANELLE P. KENDALL

Stearns County Attorney

March 20, 2020

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

Re: Annual Misdemeanor Prosecution Contract Report

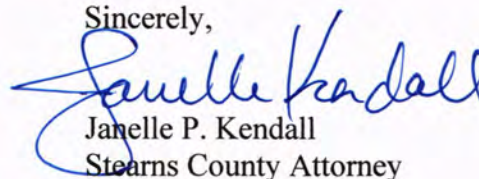
Dear Ms. Hennen:

Enclosed is the Freeport City Contract Report for 2019. As you know, the Stearns County Attorney's Office continues to provide prosecution services including coverage of all petty misdemeanor, misdemeanor, and gross misdemeanor state law violations that ordinarily fall within city jurisdiction. Those prosecution services include 24 hour per day, 7 day per week access to on-call attorneys, no cost access to all on-going peace officer training and advice, complete victim/witness services as mandated by Minn. Stat. § 611A, and all legal services related to civil forfeitures.

Also enclosed is the Freeport City Prosecution Report for 2019. This report shows overall criminal filings handled by the Stearns County Attorney's Office for all matters occurring within the City of Freeport, including all felony, gross misdemeanor, misdemeanor and juvenile petitions filed during 2019.

Thank you for the privilege of serving the City of Freeport as your city prosecutor. Please do not hesitate to contact me or Chief Deputy Michael Lieberg if we can be of assistance in any way with questions about this report or other issues that may arise in the upcoming year!

Sincerely,


Janelle P. Kendall
Stearns County Attorney

JPK/mjl/jtl

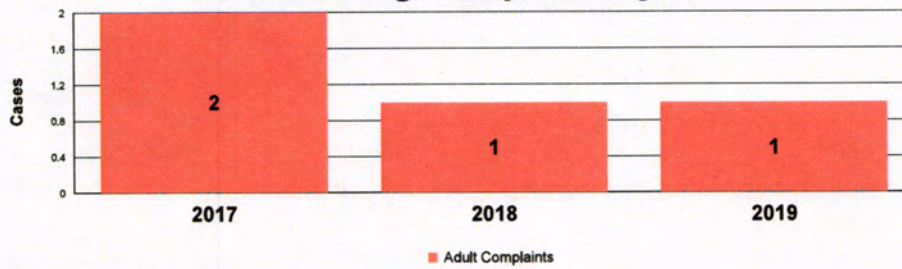
Enclosure



Janelle P. Kendall
Stearns County Attorney

Freeport City Contract Report 2019

Contract Filings Comparison by Year



2019 Contract Filing Detail

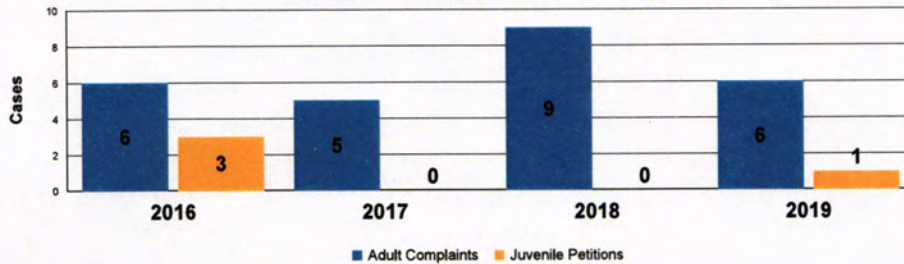
Adult Complaints	1
Gross Misdemeanor	1
DWI	1



Janelle P. Kendall
Stearns County Attorney

Freeport City Prosecution Report 2019

Filings Comparison by Year



2019 Filing Detail

Adult Complaints	6
Felony	3
Burglary	1
Domestic Assault	1
Flee PO in MV	1
Gross Misdemeanor	3
Assault	1
Domestic Assault	1
DWI	1
Juvenile Petitions	1
Gross Misdemeanor	1
Stop Arm Viol	1



JANELLE P. KENDALL

Stearns County Attorney

March 20, 2020

Adrianna Hennen
Freeport City Clerk-Treasurer
P. O. Box 301
Freeport, MN 56331

Dear Ms. Hennen:

Thank you for participating in the Stearns County Attorney's Office Adult Diversion Program. In 2019 we offered the Adult Diversion Program to 62 adults who met the initial eligibility criteria. The total number of adults admitted to the diversion program was 38 (24 females and 14 males). Currently, thirty-three (33) adults have successfully completed diversion, four (4) are pending disposition and one was terminated and sent to court (due to a new violation while in diversion).

Most of the adults who entered diversion in 2019 had misdemeanor offenses (34) while 4 adults had gross misdemeanor charges. The most common offense diverted was theft/shoplifting with 36 cases (95%). Criminal damage to property and Tamper with motor vehicle accounted for the other two cases.

Last year we offered the Juvenile Diversion Program to 234 juveniles and 208 (89%) were admitted to the program.

Regarding your specific jurisdiction (**City of Freeport**), there were no **adults** who qualified for diversion in 2019. However, one **juvenile** from Freeport was admitted to diversion and successfully completed her program.

Last year diversion participants performed 164.75 hours of community service. Adults completed 69 hours and juveniles performed 95.75 hours by helping neighbors and relatives, and volunteering at churches, a food shelf, school and the Humane Society. Participants focused more on educational classes that correspond with their charges, repaid their victims and worked on their own personal goals.

We are enclosing a copy of the 2019 admission statistics for the adult and juvenile diversion programs. If you have any questions or comments, please feel free to contact me or Barbara Johnson at barbara.johnson@co.stearns.mn.us or 320-656-3841.

Sincerely,

Barbara Johnson
Diversion Programs Specialist

Janelle P. Kendall
Stearns County Attorney

Stearns County Attorney's Office
BCA Report per Minn. Stats. CH 388, 299C, 401
Enrolled Between 1/1/2019 and 12/31/2019



	2018	2019
Adult Diversion Cases	43	38
Juvenile Diversion Cases	198	208
Total	241	246

In 2018 there were 43 Adults and 185 Juveniles admitted into Diversion. In 2019 there were 38 Adults and 195 Juveniles admitted into Diversion. Associated with the 195 Juveniles admitted in 2019, were 208 individual cases.

Adult Diversion	Successful	33	Adult -
	Pending Disposition	4	Supervised Diversion (2 -3 months)
	Terminated	1	
		Adult Total	38

Juvenile Diversion	TDI	Successful	23	TDI -
		TDI Total	23	One time interactive educational conference with Diversion Coordinator

Tier 1	Successful	146	Tier 1 -
	Terminated	3	Unsupervised Diversion (1 month)
		Tier 1 Total	149
			- Online Classes
			- Return Signed Contract
			- Remain Law Abiding
			- Pay Restitution

Tier 2	Successful	23	Tier 2 -
	Pending Disposition	6	Supervised Diversion (2 - 3 months)
	Terminated	7	- Online Classes
		Tier 2 Total	36
			- Signed Diversion Agreement
			- Remain Law Abiding
			- Pay Restitution
			- Complete Community Service
			- Counseling

Juvenile Total 208

**Adults Admitted to Diversion
1/1/2019 to 12/31/2019**



GENDER:

	Total
Female	24
Male	14
Total	38

LEVEL OF OFFENSE:

	Total
Gross Misdemeanor	4
Misdemeanor	34
Total	38

TYPE OF OFFENSE:

	Total
Crim Dam	1
Tamper w/ MV	1
Theft	36
Total	38

REFERRAL AGENCY:

	Total
Cold Spring Police Department	1
Sartell Police Department	2
Sauk Centre Police Department	1
St. Cloud Police Department	23
Waite Park Police Department	11
Total	38

DIVERSION STATUS:

	Total
Pending Disposition	4
Successful	33
Terminated	1
Total	38

**Juvenile Diversion Summary
1/1/2019 to 12/31/2019**



GENDER:

	TDI	Tier 1	Tier 2
Female	11	62	16
Male	12	87	20
Total	23	149	36

LEVEL OF OFFENSE:

	TDI	Tier 1	Tier 2
Misdemeanor	23	149	36

DIVERSION STATUS:

Pending Review/Rejected:

Accepted into Diversion:

	TDI	Tier 1	Tier 2
Successful	23	146	23
Pending Disposition	0	0	6
Terminated	0	3	7

TYPE OF OFFENSE:

	TDI	Tier 1	Tier 2
Crim Dam	0	0	3
Curfew Viol	22	0	2
Ill Cons	0	34	8
Poss Alcohol	0	3	0
Poss Drug Para	0	6	5
Poss e-cigarette by Minor	0	8	1
Poss Marijuana	0	12	3
Poss Tobacco by Minor	0	35	6
Poss/Purchase Nicotine Delivery Product	0	1	0
Theft	1	50	8

REFERRAL AGENCY:

	TDI	Tier 1	Tier 2
Albany Police Department	0	1	0
Becker Police Department	0	0	1
Belgrade Police Department	0	3	0
Cold Spring Police Department	1	13	2
Melrose Police Department	0	13	2
Minnesota State Patrol D-2600	0	0	2
Paynesville Police Department	0	2	2
Sartell Police Department	9	17	10
Sauk Centre Police Department	0	4	0
Sauk Rapids Police Department	0	8	0
St. Cloud Police Department	13	35	9
St. Joseph Police Department	0	1	1
Stearns County Sheriff's Office	0	21	6
Todd County Sheriff's Department	0	3	0
Waite Park Police Department	0	28	1

Job Duty	Date	Initial
Hall, count took snow away by Hennen + North County Rill	Thur 2/6/20	YJ
Well, tower, pond checks, got van, got tabs + plates for van	FRI 2/7/20	YJ
Well, tower, pond checks	SAT 2/8/20	YJ
Well, tower, pond checks	SUN 2/9/20	YJ
Well, tower, lift station, pond checks, water samples, garbages, flushed dead ends + sanitary behind Charlies, Corner Pub, talk to Peffered Controls.	MON 2/10/20	YJ
Well, tower, pond checks, county tratted moved snow, worked at shop.	"	YJ
Well, tower, pond checks, water shut-offs worked on lights on big lawn mower,	Tue 2/11/20	YJ
Well, tower, lift station, pond checks, water samples, oil changes on small engines, ton truck, tractor, washed ton truck, plowed drifts	"	YJ
Well, tower, pond checks, picked up plow blades, High level lift station cleaned floats	FRI 2/14/20	YJ
Well, tower, pond checks	"	YJ
Well, tower, pond checks	SAT 2/15/20	YJ
Well, tower, lift station, pond checks, water samples, garbages	SUN 2/16/20	YJ
Well, tower, pond checks, clean at shop, filed reports at shop	MON 2/17/20	YJ
Well, tower, pond checks, did Pe Election test w/ Joann at City hall	TUE 2/18/20	YJ
Well, tower, lift station - pond checks, water samples, garbages, pushed snow w/ tractor in industrial park (drifts) got hydraulic cylinders fixed at Farm Center, ^{on tractor} and	WED 2/19/20	YJ
Well, tower, pond checks, ^{moved} snow by pond fence, paper work city hall, sanded some ice piles by city shop.	THUR 2/20/20	YJ
Well, tower, pond checks	FRI 2/21/20	YJ
Well, tower, pond checks	SAT 2/22/20	YJ
Well, tower, pond checks	SUN 2/23/20	YJ
Well, tower, lift station, pond checks, water samples, put plow blade on front on plow truck, special meeting, garbages	MON 2/24/20	YJ
Well, tower, pond checks, work on hydrant that was leaking (Flushed - pumped out), worked at shop	"	YJ
Well, tower, pond checks, sander for ton truck, light on John Deere	TUE 2/25/20	YJ
Fixed, cleaned plow truck.	WED 2/26/20	YJ

Job Duty	Date	Initial
Well, tower, lift station, pond checks, water samples, did water readings,	THUR 3/27/20	XL
Well, tower, pond checks, garbages, sanded couple alleys, scraped curbs,	FRI 3/28/20	XL
Well, tower, pond checks	SAT 3/29/20	XL
Well, tower, pond checks	SUN 3/1/20	XL
Well, tower, lift station, pond checks, water samples, 2ndly Influent gopher calls, shop, garbages	MON 3/2/20	XL
Well, tower, pond checks conference	TUE 3/3/20	XL
Well, tower, pond checks conference	WED 3/4/20	XL
Well, tower, lift station, pond checks, water samples, conference, pick up belly blades, garbages	THUR 3/5/20	XL
Well, tower, pond checks, paperwork city hall, set up conference room from elections	FRI 3/6/20	XL
Well, tower, pond checks	SAT 3/7/20	XL
Well, tower, pond checks	SUN 3/8/20	XL
Well, tower, lift stations, pond checks, water samples, picked up garbage on streets, garbages, Filed paperwork	MON 3/9/20	XL
Well, tower, pond checks, clean vehicles, & shop, got solar salt	TUE 3/10/20	XL
Well, tower, pond checks, Flushed hydrants, changed lights in streets, lights, changed banners.	WED 3/11/20	XL
Well, tower, lift station, pond checks, water samples, worked on one light pole that is not working, garbages, gopher calls, shut off notices	THUR 3/12/20	XL
Well, tower, pond checks, garbages, pond covers	FRI 3/13/20	XL
Well, tower, pond checks	SAT 3/14/20	XL
Well, tower, pond checks	SUN 3/15/20	XL
Well, tower, lift station, pond checks, water samples, pond permit review, swept streets, light pole w/ Fairport electric to get light working,	MON 3/16/20	XL
Well, tower, pond checks, swept streets - clean vehicles	TUE 3/17/20	XL
Well, tower, pond checks, gopher calls, garbages, washed sweeper & ton truck,	WED 3/18/20	XL
Well, tower, pond, lift station checks, water samples, restarted restarted scada system, gopher calls, cleaned at shop	THUR 3/19/20	XL
Well, tower, pond checks, garbages, emergency inventory & Filed paper work.	FRI 3/20/20	XL
Well, tower, pond checks	SAT 3/21/20	
Well, tower, pond checks	SUN 3/22/20	



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)
Freeport City Engineer

DATE: March 25, 2020

RE: Council Update Memo
SEH No. FREEP 153897 14.00

The Facility Plan for the 2021 Sanitary Sewer Improvements was submitted to the Minnesota Pollution Control Agency Public Facilities Authority (MPCA, PFA) before the Friday, March 6, 2020 deadline. The request ended up being for \$1,500,000 in project funding related to sanitary sewer. The agency's funding decisions will be made over the summer with authorization and disbursement of funds starting in September.

A required portion of the submittal to PFA is a public hearing regarding the City's desire to seek funding through PFA's infrastructure program. The hearing has been advertised for your March 31st meeting. The hearing is very basic and will only cover the portions of the funding application, primarily sanitary sewer and associated street restoration. I will plan to present briefly to the council and any public in attendance. A summary of the comments received in the hearing are attached to the report and submitted to PFA.

Additional street, storm sewer, and water main costs not eligible for the funding application will likely be partially assessed per the city's policy and past practice in accordance with Chapter 429 of the Minnesota Statutes. In order to kick off the 429 process, the City Council must express its desire to improve the listed streets and order the City Engineer to complete a feasibility study regarding the improvements.

I have prepared a resolution for your consideration included in this packet. The resolution does not commit you to the project, only starts the process. There are at least 3 other approving resolutions and steps before we are committing to improvements. Knowing the City would be financing the project partially with special assessments, this work was included in my fee for the facility plan. There is no additional cost for this study.

The feasibility study will reference the facility plan heavily, but will not attach it as it is in excess of 100 pages. It will be a more concise version of the sewer plan and focus on all of the required improvements including the sewer, water, streets, and storm sewer. It will also include discussion of projected assessment revenue.

Smiley Water Tower

SEH's coatings specialist will be able to take the paint samples and evaluate the tower once the daily temperatures exceed 50 degrees. Sampling below 50 degrees can skew results and is not advised. Those temperatures are average in about a month, so we are tentatively scheduled for late April. I expect the summary memo will follow shortly after the lab results are obtained.

dwb/mrb

x:\fj\freep\153897\1-gen\14-corr\2020.03.25 m council update.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717
SEH is 100% employee-owned | **sehinc.com** | 320.229.4300 | 800.572.0617 | 888.908.8166 fax

Resolution No. 2020-07

Resolution Ordering Preparation of Report on Improvement

WHEREAS, it is proposed to improve:

- 2nd Street SE – CSAH 11 to 4th Avenue SE
- 3rd Street SE – CSAH 11 to 4th Avenue SE
- 3rd Avenue SE – 2nd Street SE to 3rd Street SE
- 4th Avenue SE - 2nd Street SE to 3rd Street SE
- Trunk Sewer along 3rd Avenue NE – 2nd Street SE to 120 feet north of 2nd Street NE
- Alley between Main Street and 2nd Street NE – CSAH 11 to 3rd Avenue NE
- Alley between 2nd Street NE and 3rd Street NE – CSAH 11 to the extension of 3rd Avenue NE
- 3rd Street NW - CSAH 11 and 4th Avenue NW
- 4th Street NW – 120' West of CSAH 11 to 2nd Avenue NW
- 2nd Avenue NW – 2nd Street NW to 4th Street NW

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FREEPORT, MINNESOTA:

That the proposed improvement, called Improvement No. 2021-01 be referred to 2021 Sanitary Sewer Improvement for study and that that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the council this 31st day of March, 2020.

Mike Eveslage, Mayor

Joan Wall, City Clerk-Treasurer

Dymoke Law Office, P.A.

300 Riverside Avenue NW

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

March 25, 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 February 11, 2020 through March 24, 2020, we have given significant attention to the following projects on behalf of the City of Freeport.

- Open Meeting Law – Reviewed open meeting law procedures for holding remote Council meetings during times of health pandemics. Prepared summary of procedures for holding remote meetings and forwarded to Mayor and City clerk.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

ORDINANCE NO. 2020-03

**AN ORDINANCE AMENDING THE FREEPORT CITY CODE OF 1995,
CHAPTER V, SECTION 510 REGULATING RENTAL HOUSING
WITHIN THE CITY OF FREEPORT, MINNESOTA**

THE CITY COUNCIL OF THE CITY OF FREEPORT, MINNESOTA DOES ORDAIN:

SECTION 1. Chapter V, Section 510.07(c) Registrations of the Freeport City Code of 1995, is amended as follows:

Section 510.07(c) Registrations. Registration of all rental dwellings shall be made or renewed bi- annually.

SECTION 2. 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 March 31, 2020.

Michael Eveslage, Mayor

ATTEST: _____
Joan Wall,
City Clerk/Treasurer

Published: Melrose Beacon _____, 2020.

Resolution No. 2020-06

**Resolution of the City of Freeport Assigning
Addresses to Parcels 54.32275.0162 and 54.32275.0164**

Whereas, pursuant to Minnesota Statutes Section 412.221, Subd. 18 and Freeport City Code Section 805.05, subd. 4 the City Council of the City of Freeport is authorized to assign addresses to property located in the City of Freeport, and

Whereas, Stevens Properties of Freeport LLC, the owner of Parcel No. 54.32275.0162 in the City of Freeport has requested that the City Council assign an address to the property, and

Whereas, Don Meyer LLC, the owner of Parcel No. 54.32275.0164 in the City of Freeport has requested that the City Council assign an address to the property,

Now, Therefore, Be It Resolved, by the City Council of the City of Freeport as follows:

1. Parcel No. 54.32275.0162 is hereby assigned 1050 First Avenue South, Freeport, Minnesota as its address, and
2. Parcel No. 54.32275.0164 is hereby assigned 1100 First Avenue South, Freeport, Minnesota as its address, and
3. The City Clerk-Treasurer, or her designee, shall notify Stearns County and any other appropriate agencies and units of government regarding the assignment of addresses to these properties.

Adopted by the City Council on March 31, 2020.

Michael Eveslage, Mayor
City of Freeport

Attest: _____
Joan Wall, City Clerk-Treasurer

Memo

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 3/24/2020

Re: Coronavirus (COVID-19)

Due to the rapid changes concerning the Coronavirus (COVID-19) and Governor Walz's declaration of a peacetime emergency, Mayor Eveslage and city hall staff took the following actions on March 18:

- Locked the inside door to the public. We placed a table with envelopes, pens, and note pads in the entry for the public to use to communicate with us using the outside drop box.
- Placed a sign on the door explaining the limited access and providing emails and phone numbers to reach the City.
- Postponed doing water shut-offs until the Council could weigh in on that.

Items to be discussed at meeting (not necessarily an exhaustive list):

1. Does Council approve of continuing to limit access to city hall?
2. How should the City handle water shut-off at this time? Stop shut-offs altogether? Keep doing shut-offs as normal? Give residents more time?
3. Should we continue to charge late fees as normal on utility bills?

Memo

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 3/26/20

Re: Website Update and Contract Renewal

The city's annual contract with Barry Weber is due for renewal on May 1, 2020. As a reminder, the annual hosting fee is \$500, which includes any behind the scenes maintenance needed to keep our website working properly and maintaining all our freeportmn.org email addresses.

Weber has also been stressing the need for the city to update our website. We are operating on a theme the city purchased in 2013 and it has begun to crash and throw errors repeatedly. A few of our pages don't load correctly anymore. Because of the age of the theme, Weber is no longer able to fix the errors that are happening. It is just too old and needs to be updated. He has proposed that the city purchase a new theme for \$59 and Weber would charge an additional \$1,000 to migrate all of the City's information to the new theme. He believes the new theme will perform well for 4-5 years. To preview the new theme, click on:

http://preview.themeforest.net/item/city-government-municipal-portal/full_screen_preview/15068058?_ga=2.192842595.896475065.1578964606-698474322.1564786110

If we renewed with Weber and had him update to the new theme, the total cost due in May would be \$1,559.

Lori has been researching other options and asking surrounding cities what they are using. Several cities use www.govoffice.com. Most seem to find it user friendly, but one city doesn't like it at all. Lori reached out to govoffice.com multiple times by phone and email and they didn't respond at all. She finally tried one last time and they did reply. Their price for small cities is \$995 per year (with a 3-year contract) and we would have to do almost all the updating of the website ourselves. They basically provide a template we put our information into.

	Barry Weber	GovOffice.com
Year 1	\$1559	\$995
Year 2	\$500	\$995
Year 3	\$500	\$995
Total:	\$2559	\$2985

Other options Lori looked into are similar in cost or more expensive than what we are currently paying.

After discussing this, we believe the city's best option would be to renew with Barry Weber. He is always accessible and responds to our requests quickly. He is local and is always willing to work with us.