



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

November 24, 2020 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Open Public Forum
- III. Consent Agenda
 - a. October 20, 2020 Improvement Public Hearing Minutes (1-5)
 - b. October 27, 2020 Council Meeting Minutes (6-9)
 - c. November 12, 2020 Special Council Meeting Minutes (10)
 - d. Claims 4304-4339 (11-17)
 - e. Sheriff's Report (18)
- IV. Reports
 - a. Clerk-Treasurer Report (19)
 - b. Fire Department Report (N/A)
 - c. Public Works Report (20)
 - d. Engineer Report (21)
 - e. Attorney Report (22)
- V. Old Business
 - a. 2021 Project Funding - Presentation by Jason Murray from David Drown Associates (23)
- VI. New Business
- VII. Adjourn

Next Regular Meeting: December 22, 2020



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October 20, 2020 – Meeting Minutes

A special meeting of the Freeport City Council was convened at 7:00 pm at the Freeport Community Center 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.

Others in attendance in person:

Alcuin Notch (108 3rd St NW)
Dr. Deb Proechel & Mike Rohe (103 3rd Ave NE)
Brian Thielen (112 3rd St NW)
Al Williams (308 2nd Ave NW)
Jim Hemker (334 8th St SE)
Zach Austing (320 8th St SE)
Carrie & Loren Goebel (207 3rd Ave SE)
Sherry Eveslage (106 7th St SE)
Laura Hoeschen (116 3rd St NW)
Joe Hennen (118 3rd St NE)

Rodney Atkinson (310 8th St SE)
Glen Meyer (207 4th Ave NE)
Tom & Mary Kay Blommel (107 4th St NW)
Nick Arnzen (212 2nd Ave NW)
Fred Ettel (212 4th Ave NE)
John Hennen (107 3rd St NW)
Donald Job (107 2nd St NE)
Craig Timp (213 2nd Ave NW)
Sharon & Gary Thelen (224 9th St SE)

Several others in attendance virtually.

Public Hearing on Improvements

As residents arrived, they were given handouts that showed preliminary assessment amounts. Mayor Eveslage opened the public hearing and introduced City Engineer Dave Blommel. Blommel stated that nothing will be decided tonight for the proposed \$2,718,240 project. He also explained that 7th Street SE was not included in the mailed notice, but the notice was mailed to those homes because 7th Street SE was included in the project initially. 7th Street SE has since been removed from the project, so those property owners will not be assessed at this time. If that would change there would be a separate hearing for that project.

Blommel began his presentation by identifying the proposed areas to be improved: the mill area, the fire hall neighborhood, 3rd Avenue NE, and the alleys between Main Street and 2nd Street NE and between 2nd Street NE and 3rd Street NE. He presented maps, pictures, and charts explaining the current conditions of streets, drainage, water distribution system, and sanitary sewer. The existing condition of the sanitary sewer is the big driver of this project. The City's wastewater ponds receive an inordinate amount of clean water (storm water) entering the system. The televising the City had done in 2015 shows cracks, breaks, roots, and other intrusions into the clay pipe, which allows the storm water to enter. There has been a history of

sewer backups into homes north of city hall. There was a blockage in the mill area within the last couple of months. Those types of issues will become more prevalent if we don't do this project.

Proposed improvements:

- Streets in the mill and fire hall neighborhoods will be 32 feet wide with concrete curb and gutter, new bituminous pavement with sand, gravel, drain tile, and storm sewer to improve drainage. The hope is the road will last beyond 20 years. The new storm sewer will include new catch basins, outlet piping, and some ponding to meet USDA standards. Full street reconstruction will occur in the mill and fire hall neighborhoods.
- Cured in place pipe (CIPP) will be used to improve the sewer system in the two alleys and along 3rd Avenue NE. CIPP is a non-excavation method of replacing the sewer. A new plastic pipe will be placed inside the old clay pipe without digging up the road. Two reasons for this method: the alleys are extremely tight and some garages are located right along the alley with no setback; and the alley behind the bank, Charlie's and city hall still looks pretty good, so we are avoiding digging that up. The CIPP is a 100-year pipe.
- Water distribution system: replace old cast iron pipes with new modern materials. The mainline pipe will likely be PVC. We will replace the service lines into homes from the main to the edge of the right of way. There will be new curb stops, hydrants, and gate valves.
- Sanitary sewer: replace clay tile with PVC pipe, new concrete manholes to replace the old brick ones. We will replace the service lines into homes from the main to the edge of the right of way. In the areas where CIPP lining is planned, we will bid a portion with open cut as well as CIPP and allow the contractor to choose which one is cheaper. Likely the CIPP will be the cheaper option.

To explain why we are looking at doing this project now, Blommel stated the influence and infiltration (I&I) problems have been going on for over 10 years. The water main is old, undersized, and at risk for breaks. These streets have exceeded their life and we don't want to put new streets over an old water main. Bond rates are at historic lows.

Total project cost is \$2,718,240 after removing 7th Street SE and a variety of sources will be used to fund the project. State law requires that we assess a minimum of 20% if we are using bonds to finance the project. Freeport's special assessment policy is to assess 2/3 of the cost to the affected parcels and 1/3 of the cost to the community as a whole. Street and storm sewer assessments are calculated by linear foot. Water and sanitary sewer are assessed based on each utility present regardless of lot size. The City engaged an appraiser to determine what will be the increase in value for these homes from the proposed improvements. A single-family residential home in a reconstruct area should be capped at \$12,000 for an assessment. A single-family residential home in a sewer only area should be capped at \$1,000 for an assessment plus the cost of the service lateral of \$1,746. A multi-family dwelling should be assessed at \$500 per unit for the pipe plus service cost. For commercial parcels, the assessment should be the greater of \$0.50 per square foot or residential cost, whichever is greater.

Assuming construction occurs in 2021, residents could pay the full assessment or a partial payment up front by December 15, 2021. Any amount that isn't paid by then will be added to property taxes and the first payment would be due with the first half taxes in May 2022. The interest rate and payment term are chosen by council. The rate is usually about 1.5% to 2% higher than the bond rate. The payment term is usually 20 years. A \$12,000 assessment at 4% over 20 years will have an annual payment of \$883, or about \$73 per month. State law allows for assessment deferral for persons over age 65 who meet qualifications.

City Council has six months to decide whether or not to make the improvements. Ideally, we could bid this project in March or April 2021, so as soon as road restrictions come off in May they could begin work. The final assessment hearing will occur after construction is completed, before November 15, 2021 so the assessments make it on the tax rolls for 2022. Residents will be invited back for that hearing and will be able to see the final amounts.

Blommel stated he will take questions on technical items, assessment calculations, or how the assessment process works. Comments regarding timing, cost assessed, or the need for improvements should be directed to the council.

Eveslage explained he would bring the microphone to anyone who would like to make a comment or ask a question.

Jim Hemker asked if any of the assessments will be contested. Some of the lots currently don't have water and sewer and in the past assessments like those were successfully contested. Blommel explained this was the reason we did the appraisal up front. There is always a chance an assessment would be contested.

Jim Hemker asked if the cap on assessments caused the City to bear more of the cost. Blommel: yes.

Jim Hemker stated there isn't a lot of bond issues or bidding out there currently. Has the City talked to a bond consultant? Blommel stated it is on the list for a consultant to come in. Hemker asked if the City planned to go with 10, 12, or 15 years? Eveslage stated we don't have a final number yet, but we will be talking to a consultant. Hemker is seeing bonds called at 7 years.

Alcun Notch stated only the water line goes by his house, not sewer. Blommel: The assessment will only be for what goes through his property. Even if he is only assessed for water, the \$12,000 cap will probably be in effect.

Dan (online) stated he has a home and a lot next to his home. How will I be assessed? Blommel: Every buildable lot with service to it will be assessed. It is an option to combine lots in order to pay only one assessment.

Laura Hoeschen asked, what if I live on a corner lot? Blommel: There is a formula to figure the short side plus half of the long side, and the formula is complex. He is happy to speak to a resident about their lot. In the end, the cap will come into play.

Mike Rohe (103 3rd Ave NE) says there is no manhole in front of the house and storm water pools up badly there. Blommel would like to set up individual meetings with property owners with concerns like this so we can address deficiencies if possible. It wasn't planned to reconstruct the road there, but this would be the right time to do that improvement. He encourages others who have concerns to contact him.

Jim Hemker asked, what is the timeline for replacement of the alley behind Charlie's and City Hall? Blommel: The proposed project will replace the sewer remotely and the alley payment will be addressed when the street wears out. Hemker: He doesn't want to see the alley blocked for a long period of time so the bank's drive-up window is blocked. Blommel: There will be a truck over the manhole for a few hours to do the improvement in that alley.

Al Williams asked if we can replace the lining without replacing the old manholes. Blommel: Yes, but it's not advisable, so we will be lining the manholes as well. Williams: Will that help a cave-in problem? Blommel: Yes, it will improve the structure as well as stopping water from coming in.

Rodney Atkinson asked about pipe sizing in the area of the fire hall associated with future development to the north and west. Blommel: Water and sewer will be updated to serve more homes.

Nick Arnzen asked where the storm water in the fire hall area is going. Blommel: Tile will be added that will hook up to rain gutters to get water off the street more quickly. The water will go north, then east, then into Getchell's Creek north of the wastewater ponds.

Al Williams lives on an alley and the sewer runs into a manhole in the alley then down to County Road 11. Are we getting assessed for the new sewer in the street or will we stay on the old sewer line? Blommel: That is a unique area of town where sewers do things they shouldn't. In order to fix some of those things, you would be assessed if we need to touch your sewer system. If we don't need to move anything, you would not be assessed.

Craig Timp asked if the road would be accessible during construction. Blommel: We try to make it passable every evening during the project. During the day, it won't be accessible at all times. It will be a hassle, but we won't be digging in the same spot every day. Timp: What about the water system? Blommel: A temporary water system will be installed. There will be minimal disruptions during installation and de-installation, but the water should be pretty consistent throughout the project. We try to make sure it only happens between 9am and 3pm and you will be notified in advance. Timp: What kind of curbing will go in? Blommel: It has not been determined yet. Barrier curbs cost about \$1 more per foot, but he prefers those. If the City decides to go with the drive-over curbs, he would be fine with that too. Williams: Does the lower curb handle the water as well? Blommel: Both curbs transport the water equally well.

Tim Hennen asked if the service to the resident or business gets lined when the main gets lined. Blommel: The contractor installs the main line liner, then remotely opens everyone's service back up. A second contractor remotely installs a service liner from the main to the home about 10 feet. Hennen: Could the homeowner asked to have their service lined all the way to the house? Blommel: Generally, yes. Usually the contractor will be willing to work with you on that. That would be an additional cost between the homeowner and the contractor, not the City. The City can't do work outside of its right-of-way. If people know they have deficient services beyond the right-of-way to the house, this is a great time to have the contractor do that work in addition.

Craig Timp: Will SAC and WAC be charged? Blommel: No, because you will not be adding a new service. That is a one-time fee at the time of connection.

Jim Hemker asked what the plan is for 7th Street SE because it is horrible. Blommel: This is primarily an underground utilities project, so it was decided to leave 7th Street SE off. It will need some major repair next spring. Eveslage: We are thinking ahead. Blommel and Loren Goebel identified some problems streets. 8th Street SE will likely need resurfacing in about five years, so it makes sense to do 7th Street SE at the same time. We could have assessed people on 8th Street SE for the 7th Street SE street repair.

Jim Hemker asked the council if they have pursued grants for the water and sewer. Blommel: Freeport's high median household income prevents us from qualifying for grants. We tried through USDA, PFA, DEED, and others but don't qualify.

Bob and Bonnie Arnzen (online) said, Thank you for the information. Good job.

Eveslage thanked everyone for coming and joining online. The council wants transparency and wants to make the right choice.

Renneker moved to close the public hearing, seconded by Eittle. Motion carried 5-0.

Al Williams said this was very informative. Good job.

Adjourn

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

Mayor, Mike Eveslage

City Clerk-Treasurer, Joan Wall



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October 27, 2020 – Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00 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, City Engineer Dave Blommel, City Attorney Scott Dymoke, Fire Chief Andy Grieve.

Others in attendance:

Carol Moorman (Star Post)
Branden Roering (Freeport Fire Dept)
Nick Arnzen (212 2nd Ave NW)
Stephanie Hennen (303 3rd St SE)

Troy Frieler (313 2nd St NW)
Adrianna Brenny (Foley, MN)
Jonathan Brenny (Foley, MN)

Approve Agenda

Wall asked to add claim #4303 for Community Technology Center to the consent agenda. Ettle moved to approve with the addition, seconded by Renneker. 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

Clerk-Treasurer Report

Dymoke recommended the Council meet in person for canvassing votes instead of virtually. It was decided to meet Thursday, November 12 at 6:00 pm.

Council agreed to schedule a special meeting Tuesday, December 8 at 7:00 pm to work on the 2021 budget.

During review of the financial statements, Hennen was concerned about the small increase in cash in the sewer fund considering our project for next year. He suggested we look at this when we work on the 2021 budget.

Fire Department Report

Grieve reported that nine new sets of turnout gear arrived. These were covered by insurance due to damage. The fire department decided to go with Drager air packs from Alex Air Apparatus and they have been ordered. Grieve purchased a Lucas machine which does chest compressions. It cost \$14,800, and the

Freeport Lions donated \$10,000 and St Rosa Jaycees gave \$2,500. The company will come out on November 19 to train them on the new Lucas machine. Seven members went to Sacred Heart School for fire prevention week and kids got to spray water. The fire department responded to three medical calls, one mutual aid car fire, two cancelled calls, and one structure fire last month. They also performed one rental inspection.

Public Works Report

Goebel reported that the MPCA audit is officially done and it went all right. Preferred Controls is still working on the SCADA system and will hopefully finish in the next month. Kotzer fixed the alley behind Hennen Flooring and the water tower painting is complete.

Engineer Report

Blommel stated he thought the public hearing went pretty well, as there weren't a lot of major complaints and there was good attendance. People understand there is a lot of need for the project and most questions were related to calculations. Hennen mentioned a couple people who have an extra lot, but he is wondering if they are even buildable lots. Blommel explained those lots are nonconforming, but they could currently build because they were grandfathered in. If they combined the extra lot with the lot containing the house, they wouldn't be able to split it off in the future because they wouldn't be able to create conforming buildable lots. Dymoke explained the City's ordinance has different requirements based on when the lot was created. If the vacant lot was sold the buyer could build a house on it. We would still want them to meet setbacks, but we would allow a house to be built. If the owner combined the lots, they would forfeit the grandfathered in rights to a nonconforming lot. Eveslage asked how soon we need to let the two affected residents know how they can proceed. Blommel said a lot combination would need to be done before the final assessment, which would be about a year from now. The property owner would need to have a survey done of the original lots and a new legal description for the new lot. If the property owner has an abstract showing the legal description, it would be much easier for them, but they would still need a certificate of survey prepared showing the new legal description. Blommel explained it is a council decision to determine if this parcel is worth an assessment. Right now, our ordinance says we should assess it because it is buildable, but Council could choose not to assess it. Blommel stated we would add new water and sewer service to the empty lot if they don't combine it. Eveslage asked how do we advise the residents? Does it depend on what they want to do in the future? Blommel said yes, it depends. We don't want to advise them what to do, just give them the options.

Blommel explained Resolution 2020-15 is the next step in the project process. Council has 5 ½ months to approve it, but sooner is better if we want to start in the spring. Council should figure out how to pay for the project before they approve this resolution. Blommel recommends bringing in a financial advisor to assist with the analysis. If Council chose to go with USDA Rural Development then we wouldn't need a financial advisor. We could get up to a 40-year term loan at 2 1/8% with them with no prepayment penalty. A 40-year loan would help us keep the levy as low as possible. Blommel doesn't recommend 40 years for street paving, but it would be fine for utilities. Hennen asked about using local institutions for financing. Blommel said if Council chose USDA, then it would not be local unless we got a one- or two-year loan for interim financing locally. Usually Minnesota Rural Water (MRWA) is where we would go for interim financing. MRWA is a really good option because they don't charge interest until we make a draw on the loan. Blommel explained he could add to our current PFA report to prepare the report for the USDA for around \$5,000. The forgivable loan from PFA didn't work out this year with the bonding bill, so if we start construction in the spring, we wouldn't be able to apply for it. We would need to delay construction if we wanted to try to apply next year. The USDA loan is very tempting because we're already a borrower with them, it's a favorable interest rate, and it's a very stable program. In the open municipal bond market, we're

seeing callable bonds at seven years and Freeport wouldn't be able to swing that. As far as financial advisors, Eveslage stated Todd Hagen with Ehlers burned a lot of bridges with the City with the last interaction we had. Blommel said he has had good luck with David Drown Associates and a couple people who used to work there have started their own business. He could reach out to them for us. Blommel said we should do this in November so surveying could be done sooner than later. Blommel stated David Drown Associates could also do the bond issue. Hennen asked, So USDA is the old reliable? Blommel said yes, especially when it's a loan only (no grants) project. There is less oversight and they are more flexible. Eveslage stated he would like to keep things as local as possible. Blommel believes the least risky option with the least fees is USDA, but he doesn't know if it is 100% a cost savings. USDA offers a flexible term and has the security of the Federal government behind it. They will look at our existing debt and see if we should refinance. At our current rate of 2%, that's not likely. Eveslage asked if we should we have Jim Hemker come in. Blommel stated Hemker could explain the bond market to Council, but he wouldn't be the one to analyze our debt, etc. A financial advisor will go more in depth into our financials and give us options. After further discussion, Hennen stated he is leaning toward USDA, and Renneker and Ertle agreed. Blommel will get us a couple financial advisor quotes that we can look at during the November 12 council meeting.

Blommel would like to take Council on a tour in the spring to look at the streets, including 7th Street, to see which ones can wait to be fixed and which ones can't. It would be a good opportunity to get a quote from the contractor who would already be in town doing work.

Attorney Report

No significant items to report on.

Old Business

None

New Business

EDA Appointment

Renneker moved to approve the appointment, seconded by Ertle. Motion carried 5-0.

Leasing a Lot in the Industrial Park

No additional information.

Loren's Review

Dymoke explained it is Goebel's option to have the review closed or open. Goebel said to keep it open.

Hennen stated Goebel does a really decent job. The streets are nice, the water is clear, and the sewer is running.

Eveslage stated Goebel is flexible with the time demands of the job. He believes problem solving is his best trait. There are some things he would like to see changed, with attitude being a big one. Eveslage thinks Goebel is harder than he needs to be on the equipment. The Expert T billing thing wasn't the best decision. Eveslage agrees that Goebel does the job he was hired to do, and there is room for improvement.

Renneker talked to some people who said Goebel resolved their issues and thought he did a good job. He is happy to see Goebel flush the hydrants as often as he does.

Ettle stated he thinks Goebel does a good job overall. Snow removal is done better than it was in the past and hydrants are getting flushed. Ettle has gotten comments about negative attitude from people out there. Ettle knows Goebel is straightforward and blunt and has told people that is how Goebel is. Ettle thought Goebel should know that is how he's being perceived.

Goebel is asking for a raise to \$25.50. He noted Eveslage's review has some items marked as a 1 – unacceptable performance. He hopes Eveslage didn't get mad at something one day and decided to give a bad score. He stated no one discussed an incident with him so he could make an improvement. Eveslage stated he has 12 years' experience in assessment and analysis, and he is looking at the whole year. He has talked to Goebel about delegating in the past. Eveslage gave examples indicating why scores were low in a few categories and stated the review is not personal. Eveslage explained we are held accountable by the voters, and he is going off what he has heard from voters. Goebel asked if Wall could be notified when they hear these negative things so she can let him know about it before it goes on a piece of paper.

Each of the council members stated they were not in favor of a pay raise because of the circumstances we are in with the pandemic and because Wall and Austing did not receive raises this year. Renneker and Hennen both mentioned they have been hearing more about businesses cutting pay, not raising pay. Several council members also stated they want to see better, more timely communication happening among staff and Council. The consensus of Council is for no pay raise.

Adjourn

At 8:30 pm Blake moved to adjourn, seconded by Renneker. Motion carried 5-0.

Mayor, Mike Eveslage

City Clerk-Treasurer, Joan Wall



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November 12, 2020 – Special Meeting Minutes

A special meeting of the Freeport City Council was convened at 6:00 pm by Mayor Mike Eveslage with councilmembers, Sarah Blake, Tim Hennen, and Jake Renneker present.

Staff in attendance: Clerk-Treasurer Joan Wall

Absent: Councilmember Ben Ettle

Others in attendance: None

Approve Agenda

Hennen moved to approve the agenda, seconded by Blake. Motion carried 4-0.

Canvass Election Results

Hennen moved to approve Resolution 2020-16, seconded by Blake. Motion carried 4-0.

Financial Analyst Quotes

Eveslage talked to Blommel this afternoon regarding the Northland Securities quote and they would most likely come in around \$2,500. They may not even submit an actual quote. Blake moved to approve the quote from David Drown Associates, seconded by Renneker. Motion carried 4-0.

Adjourn

At 6:11 pm Renneker moved to adjourn, seconded by Blake. Motion carried 4-0.

Mayor, Mike Eveslage

Clerk-Treasurer, Joan Wall

11/10/20
10:28:30

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/20

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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	
4304		15 ALBANY MUTUAL TELEPHONE	265.73						
	10404000	11/01/20 836-2411	39.77			225 42200	320	10100	
	10404000	11/01/20 836-2413	37.20			225 42200	320	10100	
	10404345	11/01/20 836-7158	39.98			101 41000	320	10100	
	10404147	11/01/20 836-2685	25.56			601 43225	320	10100	
	10404147	11/01/20 836-2685	25.57			602 43250	320	10100	
	10403876	11/01/20 836-2112	97.65			101 41000	320	10100	
		Total for Vendor:	265.73						
4305		70 CENTERPOINT ENERGY	69.53						
	10/23/20	Maintenance Building	49.37			101 43100	382	10100	
	10/23/20	Fire Hall	20.16			225 42200	382	10100	
		Total for Vendor:	69.53						
4306		76 CENTRAL MINNESOTA CREDIT UNION	743.74						
	10/31/20	USPS-general postage	55.00			101 41000	200	10100	
	10/31/20	USPS-2021 project postage	25.85*			417 43100	200	10100	
	10/31/20	USPS-2021 project postage	9.35			601 43225	200	10100	
	10/31/20	USPS-2021 project postage	19.80			602 43250	200	10100	
	10/31/20	USPS-utility billing postage	82.50			601 43225	200	10100	
	10/31/20	USPS-utility billing postage	82.50			602 43250	200	10100	
	10/31/20	USPS-water sample	4.60			601 43225	200	10100	
	10/31/20	Walmart-office supplies	5.92*			101 41000	210	10100	
	10/31/20	USPS-utility billing postage	35.00			601 43225	200	10100	
	10/31/20	USPS-utility billing postage	35.00			602 43250	200	10100	
	10/31/20	USPS-2021 project postage	16.45*			417 43100	200	10100	
	10/31/20	USPS-2021 project postage	5.95			601 43225	200	10100	
	10/31/20	USPS-2021 project postage	12.60			602 43250	200	10100	
	10/31/20	MRWA-Water Exam Refresher	255.00*			601 43225	330	10100	
	10/31/20	Building Prmit Surch.-3rd qtr	97.22			101 42050	436	10100	
	10/31/20	Stearns Co Beacon Fee	1.00			101 41000	433	10100	
		Total for Vendor:	743.74						

11/10/20
10:28:30

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 11/20

Page: 2 of 3
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		
4307		145 FINKEN WATER SOLUTIONS	23.00							
	1229098	11/01/20 Water softner rental	15.00			101 41000	410	10100		
	1229099	11/01/20 Maintenance cooler rental	8.00			101 43100	410	10100		
		Total for Vendor:	23.00							
4308		257 LEAGUE OF MN CITES INSURANCE	20,603.00							
	40001528	10/26/20 Municipal Property	2,910.00			101 15500		10100		
	40001528	10/26/20 Municipal Property	2,718.00			101 15500		10100		
	40001528	10/26/20 Municipal Property	6,144.00			101 15500		10100		
	40001528	10/26/20 Municipal Property	803.00			225 15500		10100		
	40001528	10/26/20 Municipal Property	935.00			601 15500		10100		
	40001528	10/26/20 Municipal Property	364.00			602 15500		10100		
	40001528	10/26/20 Municipal Liability	2,790.00			101 15500		10100		
	40001528	10/26/20 Municipal Liability	815.00			602 15500		10100		
	40001528	10/26/20 Auto Liability	646.00			101 15500		10100		
	40001528	10/26/20 Auto Liability	2,478.00			225 15500		10100		
		Total for Vendor:	20,603.00							
4309		387 RAHNS OIL & PROPANE, INC	396.68							
	5742	10/31/20 Fire Dept. Fuel	179.05			225 42200	215	10100		
	5742	10/31/20 Public Works Fuel	189.80			101 43100	215	10100		
	5742	10/31/20 EDA Meal	27.83			300 46500	210	10100		
		Total for Vendor:	396.68							
4310		437 STAR PUBLICATIONS LLC	162.00							
	190007	10/31/20 Legal ad on improvement	62.04*			417 43100	350	10100		
	190007	10/31/20 Legal ad on improvement	22.44*			601 43225	350	10100		
	190007	10/31/20 Legal ad on improvement	47.52*			602 43250	350	10100		
	190007	10/31/20 Legal ad public accuracy test	30.00			101 41450	350	10100		
		Total for Vendor:	162.00							
4311		510 VERIZON WIRELESS	41.45							
	9866121080	11/01/20 Cell phone - Nov	41.45			101 43100	320	10100		
		Total for Vendor:	41.45							

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10:28:30

CITY OF FREEPORT
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$						Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj			Account
4312		750 WASTE MANAGEMENT, INC	148.21							
	6965173	11/02/20 City hall & maintenance bldg	134.46			101 43100	383			10100
	6964641	11/02/20 Fire hall	13.75			225 42200	383			10100
		Total for Vendor:	148.21							
4313		525 XCEL ENERGY, INC	2,422.75							
	707225838	11/03/20 Street lights	714.68			101 43160	381			10100
	707217684	11/03/20 302188142	136.88			601 43225	381			10100
	707217684	11/03/20 302252262	81.87			101 43160	381			10100
	707217684	11/03/20 302290398	167.14			101 41000	381			10100
	707217684	11/03/20 302679657	105.80			101 43100	381			10100
	707217684	11/03/20 302700297	23.44			602 43250	381			10100
	707217684	11/03/20 302947044	179.13			601 43225	381			10100
	707217684	11/03/20 303193187	29.77			602 43250	381			10100
	707217684	11/03/20 303616049	151.45			225 42200	381			10100
	707217684	11/03/20 303936749	48.44			101 43160	381			10100
	707217684	11/03/20 303956738	452.10			101 43160	381			10100
	707217684	11/03/20 303963984	264.57			101 43160	381			10100
	707217684	11/03/20 303985901	37.13			101 43160	381			10100
	707217684	11/03/20 304083816	12.43			101 43160	381			10100
	707217684	11/03/20 304098414	17.92			602 43250	381			10100
		Total for Vendor:	2,422.75							
		# of Claims	10	Total:						24,876.09

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4315		581 ALEX AIR APPARATUS, INC	203.21					
	INV-42533	10/29/20 Turnout gear name patches	203.21*			225 42200	240	10100
		Total for Vendor:	203.21					
4316		647 BADGER METER INC	780.00					
	80062732	10/30/20 Svc agreement 11/20-4/21	390.00			601 43225	433	10100
	80062732	10/30/20 Svc agreement 11/20-4/21	390.00			602 43250	433	10100
		Total for Vendor:	780.00					
4317		52 BLACK MOUNTAIN SOFTWARE, INC.	11.25					
	26225	11/05/20 OnLine pmt software support	11.25			101 41000	433	10100
		Total for Vendor:	11.25					
4318		755 CORE & MAIN LP	416.39					
	N291595	11/10/20 2 shut-offs/2 curb stops	416.39*			601 43225	220	10100
		Total for Vendor:	416.39					
4319		123 DYMOKE LAW OFFICE, P.A.	325.00					
	10/31/20	Zoning - lot combination	75.00			101 41000	302	10100
	10/31/20	City council meeting	125.00			101 41000	302	10100
	10/31/20	Improvement hearing	58.75*			417 43100	302	10100
	10/31/20	Improvement hearing	21.25*			601 43225	302	10100
	10/31/20	Improvement hearing	45.00*			602 43250	302	10100
		Total for Vendor:	325.00					
4339		752 EXPERT T BILLING	54.00					
	7855	11/18/20 2 calls billed - Oct	54.00*			225 42200	300	10100
		Total for Vendor:	54.00					
4320		174 GOPHER STATE ONE CALL, INC	12.15					
	0100404	10/31/20 9 emailed tickets	6.08*			601 43225	300	10100
	0100404	10/31/20 9 emailed tickets	6.07*			602 43250	300	10100
		Total for Vendor:	12.15					

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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
4321		668 JOAN WALL	63.26					
		Election supplies, deliver ballots						
		11/04/20 General election mileage	63.26*			101 41450	335	10100
		Total for Vendor:	63.26					
4322		219 JOANN TIMP	144.00					
		11/14/20 4 cleanings 10/24/20-11/14/20	144.00			101 41000	300	10100
		Total for Vendor:	144.00					
4323		670 JOHNSON JET-LINE, INC	750.00					
		2466 11/10/20 Vacuum lift stations/structure	750.00			602 43250	311	10100
		Total for Vendor:	750.00					
4324		243 KOTZER EXCAVATING, INC	500.00					
		4402 10/23/20 Haul 2 loads class 5/fix alley	300.00			101 43100	311	10100
		4402 10/23/20 Skid loader to level class 5	200.00			101 43100	311	10100
		Total for Vendor:	500.00					
4325		562 MINNESOTA DEPARTMENT OF HEALTH	729.00					
		11/12/20 Qtrly H2O service connect fee	729.00*			601 43225	431	10100
		Total for Vendor:	729.00					
4326		309 MINNESOTA LIFE INSURANCE CO	3.40					
		0023198 11/13/20 Goebel	1.70			101 43000	131	10100
		0023198 11/13/20 Wall	1.70			101 41400	131	10100
		Total for Vendor:	3.40					
4327		571 MOTOROLA SOLUTIONS, INC	11,152.40					
		Paid for by donation from city of St. Rosa and Millwood Township						
		1187044685 11/12/20 2 radios	4,460.96*			225 42200	210	10100
		Q-1365222 11/06/20 3 radios	6,691.44*			225 42200	210	10100
		Total for Vendor:	11,152.40					

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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
4328		385 QUILL CORPORATION	70.56					
	11663835	10/26/20 Toilet Paper	38.46*			101 41000	210	10100
	11663835	10/26/20 Folders	16.11*			101 41000	210	10100
	12217916	11/13/20 Calendar	15.99*			101 41000	210	10100
		Total for Vendor:	70.56					
4329		389 RAMLER TRUCK & TRAILER REPAIR,	933.16					
	R1053774	11/12/20 DOT plow truck	75.00			101 43100	401	10100
	R1053774	11/12/20 Fix power steering	425.44			101 43100	401	10100
	R1053774	11/12/20 Miscellaneous maintenance	402.20			101 43100	401	10100
	R1053774	11/12/20 Shop supplies	30.52			101 43100	401	10100
		Total for Vendor:	933.16					
4330		713 RBC FBO FREEPORT FIRE DEP RELIEF	1,900.00					
		Freeport Lions Donations						
	11/19/20	FD Ham BBQ donation	1,000.00*			225 42200	430	10100
	11/19/20	FD Meat Raffle donation	900.00*			225 42200	430	10100
		Total for Vendor:	1,900.00					
4331		413 SCHLENNER WENNER & CO	51.00					
	262858	10/31/20 Relief assoc Q3 payroll rpt	51.00*			225 42200	300	10100
		Total for Vendor:	51.00					
4332		418 SEH, INC	1,700.00					
	395289	11/15/20 2020 Freeport Facility Plan	799.00			417 43100	300	10100
	395289	11/15/20 2020 Freeport Facility Plan	289.00*			601 43225	300	10100
	395289	11/15/20 2020 Freeport Facility Plan	612.00*			602 43250	300	10100
		Total for Vendor:	1,700.00					
4333		810 STRYKER SALES CORPORATION	14,802.32					
		Paid for with donations from Freeport Lions & St. Rosa Jaycees						
	3180111M	10/19/20 Lucas Machine	13,876.50*			225 42200	580	10100
	3178260M	10/16/20 Lucas - Battery & Power Supp	925.82*			225 42200	580	10100
		Total for Vendor:	14,802.32					

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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
4334		732 TRI-STATE COATINGS	40,000.00					
	10/13/20	Paint smiley water tower	30,000.00*			416 43100	311	10100
	10/13/20	Re-locate lettering/logo	3,000.00*			416 43100	311	10100
	10/13/20	Paint new water tower belly	7,000.00*			601 43225	311	10100
		Total for Vendor:	40,000.00					
4335		809 VALLI INFORMATION SYSTEMS, INC	750.00					
	61856 10/31/20	BDS online payment setup	750.00*			101 41000	210	10100
		Total for Vendor:	750.00					
4336		525 XCEL ENERGY, INC	122.73					
	708894399 11/16/20	Water tower	122.73			601 43225	381	10100
		Total for Vendor:	122.73					
4337		761 YAGER'S FIRE PROTECTION	229.50					
		Fire extinguishers serviced						
	11719 10/28/20	13 @ Fire Department	147.00			225 42200	220	10100
	11720 10/28/20	2 @ Senior Center	15.00			101 45200	435	10100
	11720 10/28/20	2 @ City Hall	15.00			101 41000	220	10100
	11720 10/28/20	7 @ Public Works	52.50*			101 43100	220	10100
		Total for Vendor:	229.50					
4338		790 ZARNOTH BRUSH WORKS, INC	253.00					
	0182503 11/05/20	Sweeper side brooms	253.00*			101 43100	220	10100
		Total for Vendor:	253.00					
		# of Claims	25	Total :	75,956.33			

FREEPORT CALLS

City	Date_Received	Call #	Description	Actual_Incid_Location
FREEPORT	10/10/2020 09:48:13	20087158	ABUSE AGAINST CHILD	
FREEPORT	10/13/2020 16:12:38	20088169	BURGLARY	
FREEPORT	10/23/2020 08:07:27	20091113	BUSINESS ASSIST	
FREEPORT	10/31/2020 13:58:02	20093667	COUNTERFEITING	
FREEPORT	10/15/2020 14:01:10	20088841	DOG COMPLAINT/BARKING	
FREEPORT	10/16/2020 04:04:31	20089023	DOOR CHECK(S)	
FREEPORT	10/07/2020 04:58:41	20086121	DOOR CHECK(S)	
FREEPORT	10/27/2020 05:49:36	20092274	DOOR CHECK(S)	
FREEPORT	10/08/2020 09:55:23	20086468	FIRE OTHER	
FREEPORT	10/01/2020 13:41:38	20084389	FRAUD	
FREEPORT	10/17/2020 09:45:53	20089388	MEDICAL EMERGENCY	
FREEPORT	10/18/2020 12:21:38	20089661	MEDICAL EMERGENCY	
FREEPORT	10/23/2020 02:33:41	20091072	MEDICAL EMERGENCY	
FREEPORT	10/20/2020 13:37:31	20090189	MOTORIST ASSIST	
FREEPORT	10/11/2020 11:09:40	20087479	NO PAY CUSTOMER	
FREEPORT	10/14/2020 12:05:16	20088443	PAPER SERVICE	
FREEPORT	10/14/2020 18:31:20	20088555	PAPER SERVICE	
FREEPORT	10/19/2020 14:49:50	20089929	PROPERTY DAMAGE	
FREEPORT	10/14/2020 07:46:08	20088375	PROPERTY DAMAGE	
FREEPORT	10/31/2020 16:24:21	20093694	PROPERTY DAMAGE	
FREEPORT	10/28/2020 09:53:31	20092705	REPORT WRITING	
FREEPORT	10/15/2020 01:15:19	20088656	REPORT WRITING	
FREEPORT	10/16/2020 05:22:29	20089036	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/11/2020 20:19:02	20087562	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/04/2020 15:05:41	20085296	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/04/2020 15:05:56	20085297	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/04/2020 15:06:02	20085298	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/04/2020 16:09:02	20085311	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/07/2020 07:58:49	20086142	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/07/2020 08:01:12	20086143	SELECTIVE TRAFFIC ENFOR	
FREEPORT	10/07/2020 09:10:04	20086159	SPECIAL DETAIL	
FREEPORT	10/07/2020 17:05:28	20086288	SUSPICIOUS ACTIVITY	
FREEPORT	10/23/2020 01:52:49	20091065	SUSPICIOUS VEHICLE	
FREEPORT	10/23/2020 12:14:32	20091160	TRAFFIC STOP	
FREEPORT	10/25/2020 12:33:49	20091784	TRAFFIC STOP	
FREEPORT	10/21/2020 06:15:06	20090480	TRAFFIC STOP	
FREEPORT	10/16/2020 05:56:02	20089042	TRAFFIC STOP	
FREEPORT	10/16/2020 16:59:50	20089206	TRAFFIC STOP	
FREEPORT	10/08/2020 00:21:21	20086388	TRAFFIC STOP	
FREEPORT	10/27/2020 10:27:54	20092385	TRAFFIC STOP	
FREEPORT	10/12/2020 05:15:54	20087611	TRAINING ONLINE	
FREEPORT	10/15/2020 18:28:13	20088908	VERBAL DISPUTE	
FREEPORT	10/07/2020 15:14:52	20086258	WELFARE CHECK	

Memo

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 11/19/2020

Re: Clerk-Treasurer Report

1. Election day went well here in Freeport. Mike Eveslage was re-elected to a 2-year term as mayor. Jake Renneker was re-elected and Nick Arnzen elected to 4-year terms as council members.
2. As a reminder, there will be a special council meeting on December 8 at 7:00 pm to work on the 2021 budget.
3. City hall will be closed for the upcoming holidays:
 - a. Thursday and Friday, November 26 & 27 Thanksgiving
 - b. Thursday and Friday, December 24 & 25 Christmas
 - c. Friday, January 1, 2021 New Year's Day
4. We mailed a few letters to residents asking them to clean up their properties and invited them to attend tonight's meeting if they wish to speak to Council about it.

Job Duty	Date	Initial
Well, tower, pond checks	SAT 10/17/20	X/
Well, tower, pond checks	SUN 10/18/20	X/
Well, tower, lift station, pond checks, water samples, winterized at ballpark, meter reading, blew lines out at ballpark.	MON 10/19/20	X/
Well, tower, pond checks, got plowing equipment ready plowed snow.	Tue 10/20/20	X/
plowed snow, Well, tower, pond checks, meter reading, Fire extinguisher inspection.	Wed 10/21/20	X/
Well, tower, lift station, pond checks, water samples, reports to city, Filed paper work, bugs in ponds	THUR 10/22/20	X/
Well, tower, pond checks, adjusting pond levels from 1+2 to 3, papers at City hall, maint. at shop.	FRI 10/23/20	X/
Well, tower, pond checks	SAT 10/24/20	X/
Well, tower, pond checks	SUN 10/25/20	X/
Well, tower, lift station, pond checks, water samples, garbage, blades off plow truck & emptied sand to bring to Rambler & val with Joan.	MON 10/26/20	X/
Well, tower, pond checks, pond depths ^{1+2 to 3} , shop work, council meeting	Tue 10/27/20	X/
Well, tower, pond checks, shop work, garbage, gopher call, reports on scada, pond depths ^{1+2 to 3}	Wed 10/28/20	X/
Well, tower, lift station, pond checks, water samples, bugs, Scada system with Preferred Control.	THUR 10/29/20	X/
Well, tower, pond checks, water meter readings, gopher calls, pond depths ^{1+2 to 3}	FRI 10/30/20	X/
Well, tower, pond checks, Alarm - intrusion alarm city hall	SAT 10/31/20	X/
Well, tower, pond checks.	SUN 11/1/20	X/
Well, tower, lift station, pond checks, Flushed hydrants, shop, garbage optown + lions park, water samples	MON 11/2/20	X/
Well, tower, pond checks, swept streets, Johnson Jet Line cleared lift stations	Tue 11/3/20	X/
Well, tower, pond checks, swept streets, cleaned in front of shop, got trailer + lift for x-mas lights	Wed 11/4/20	X/
Well, tower, lift station, pond checks, got x mas lights ready + fixed + put up 5 bugs in ponds, change street light.	THUR 11/5/20	X/
Well, tower, pond checks, Freeport Electric Fix 1 light pole with power issue.	FRI 11/6/20	X/
Well, tower, pond checks	SAT 11/7/20	X/
Well, tower, pond checks.	SUN 11/8/20	X/
Well, tower, lift station, pond checks, water sampling, report to MDH + MPCA water meter reading.	MON 11/9/20	X/



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: November 17, 2020

RE: Council Update
SEH No. FREEP GEN 14.00

In the past month I have primarily focused on assisting with the financing for the 2021 Utility project. Jason Murray from David Drown Associates plans to attend your meeting to provide the council with input regarding the funding sources.

As we discussed at your October meeting, he will primarily focus on the USDA loan or the municipal bond issue.

dwb

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Dymoke Law Office, P.A.

408 Main Street East, Unit 5

PO Box 127

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

November 18, 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 October 21, 2020 through November 18, 2020, we have given significant attention to the following projects on behalf of the City of Freeport.

- Lot Combinations – Reviewed zoning ordinance and advised City staff on requirements to combine residential, commercial, and industrial lots, as well as the resulting restrictions arising after a lot combination. Reviewed letter from City Clerk prepared for use in responding to property owners' lot combination questions.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

Memo

From: Joan Wall, Clerk-Treasurer

To: Freeport City Council

Date: 11/19/2020

Re: 2021 Project Funding – Jason Murray from David Drown Associates

At the November 12 meeting, Council approved the quote from David Drown Associates to analyze the City's financials and make recommendations for funding the proposed 2021 water/sewer/streets project. I have been in communication with Jason Murray since then and he is planning to attend the meeting and share his findings.