



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 29, 2022 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

I. Approve Agenda

II. Public Forum

III. Consent Agenda

- a. February 8, 2022 Council Special Meeting Minutes (1)
- b. February 22, 2022 Council Meeting Minutes (2-4)
- c. February 22, 2022 Area Fire Service Meeting Minutes (5-6)
- d. March 16, 2022 Council/EDA Special Meeting Minutes (7-8)
- e. Claims 4853-4885 (9-14)
- f. Sheriff's Report (15)
- g. Freeport Fire Relief Gambling Permits (16-17)

IV. Reports

- a. Clerk-Treasurer Report (N/A)
- b. Fire Department Report (N/A)
- c. Public Works Report (18-19)
- d. Engineer Report and Resolution 2022-07 Resolution Approving Plans and Specifications and Ordering Advertisement for Bids (20-21)
- e. Attorney Report (22)

V. Old Business

- a. Building Inspector (23)
- b. Hire Clerk-Treasurer (24)

VI. New Business

- a. Resident Nuisance Complaint (25)
- b. Resolution 2022-05 Establishing Precinct and Polling Place (26-28)
- c. Resolution 2022-06 Joint Powers Agreement for Prosecuting Attorney and Related Agreements (29-47)

VII. Adjourn

Next Regular Meeting: April 26, 2022



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February 8, 2022 – Meeting Minutes

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

Staff in attendance: Interim Clerk-Treasurer Joan Wall

Others in attendance:

Candace Rolfes

Lori Braegelmann

Approve Agenda

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

Clerk-Treasurer Interviews

Council interviewed Candace Rolfes and Lori Braegelmann separately.

After discussion, Renneker moved to offer the position to Braegelmann at \$24.50 per hour, with a reevaluation at the six-month training period, seconded by Arnzen. Motion carried 5-0.

Adjourn

At 8:22 pm Arnzen moved to adjourn, seconded by Blake. Motion carried 5-0.

Mayor, Mike Eveslage

Interim Clerk-Treasurer, Joan Wall



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February 22, 2022 – Meeting Minutes

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

Staff in attendance: Interim Clerk-Treasurer Joan Wall, Public Works Director Loren Goebel, City Engineer Dave Blommel, and Fire Chief Andy Grieve.

Not in attendance: City Attorney Scott Dymoke

Others in attendance:

Jamie Engelmeyer (Freeport Fire Dept)
Jeremy Freuderich (Opatz Metals)
Tim Nierenhausen (Albany Township)
Joe Wiechmann (Millwood Township)
Randy Hartung (Krain Township)
LeRoy Pflueger (Krain Township)
Jeff Bertram (West Central Sanitation)

Rodney Atkinson (310 8th St SE)
Jason Hartman (Waste Management)
Nate Arnzen (Millwood Township)
Pete Welle (Oak Township)
John Arnzen (City of St Rosa)
Don Williamson (West Central Sanitation)

Approve Agenda

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

Stearns County Attorney 2021 City Prosecution Review and Update

Stearns County Attorney Janelle Kendall distributed a report to council and gave a brief presentation. No one from Freeport qualified for the diversion program in 2021. Juvenile crime has been way down for the last two to three years. Seven misdemeanors were prosecuted on behalf of Freeport in 2021, the same number as the year before. Three felonies out of a total of 1,300 for Stearns County were arrested in Freeport. Stearns County expects to get caught up in the courts by Memorial Day.

Public Forum

Rodney Atkinson asked to speak regarding the council's decision on the garbage contract. He advised the council to make decisions with their head, not their heart.

Consent Agenda

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

Reports

Clerk-Treasurer Report

No report

Fire Department Report

See Area Fire Service Association meeting minutes.

Public Works Report

Goebel reported that the van needs tires. Council's consensus is to get new tires. The van is used more than the ton truck, except for when Goebel needs to move snow. Arnzen asked how Mike Renneker was doing and Goebel said good.

Engineer Report

Blommel explained that the stabilized reclaim would cost about the same as the reclaim and overlay and will be the same quality. Next month he will have plans to present and will look for an approval then. Hennen moved to have Independent Testing Technologies complete the borings, seconded by Arnzen. Motion carried 5-0.

Attorney Report

No additional information

Old Business

Building Inspector

Due to weather, Jeff Howe wasn't able to attend tonight's meeting like he planned. Council agreed to move this item of business to the March meeting.

Refuse Collection Request for Proposal (RFP)

Below is a summary of the discussion of the proposals submitted by Borgmann Refuse Services, Waste Management (WM), and West Central Sanitation (WC).

Eveslage noted that he has had good experiences with all three haulers on a residential basis. He has heard that businesses have not had a satisfactory experience with WM. He likes the idea of a locally owned garbage company. Eveslage explained that Jeremy Borgmann has worked for Tom's Refuse for over a decade and he is in the process of buying Tom's. He called around to Tom's Refuse customers and people were appreciative of the work they did. Eveslage wondered why WM was charging an extra \$100 per resident for yard waste pickup.

Blake noted that the commercial rates vary more than the residential rates among the three proposals. A couple years ago, the city heard from a lot of unhappy WM commercial customers. She hasn't heard anything lately, so maybe it has gotten better?

Arnzen contacted other cities and some of them have had billing issues with WM. He had issues with calling down to Texas with WM, but also noted that WM will be moving our call center to Sauk Centre. He noted that Borgmann's prices are better among the three proposals, but a lot of their equipment looks pretty used. West Central's bins and vehicles look great.

Hennen explained that a past city clerk said it was awful when WM took over garbage pickup in town. Residents couldn't get answers on the phone and then the city became the punching bag. Renneker likes the idea that Borgmann lives in town and is a smaller company.

Jason Hartman noted that WM doesn't currently provide yard waste pickup, which why there is an extra \$100 charge. Each resident has the choice to subscribe to yard waste pickup or not, so the \$100 charge is up to the resident. Hartman also said WM will continue to use the existing carts.

Don Williamson reported that West Central Sanitation does offer extra pickups for those who might need that. Williamson explained that the Consumer Price Index for the Midwest (CPI-U Midwest) is the published standard. WC implemented it because costs have been unpredictable the last few years. They will be as flexible as they can and will work with the council if they are chosen. Melrose chose to put a cap of 4% on the CPI so the level of increase wouldn't be too high.

Hennen moved to award the contract to West Central Sanitation, seconded by Arnzen. Motion carried 3-2.

Adjourn

At 8:13 pm Hennen moved to adjourn, seconded by Blake. Motion carried 5-0.

Mayor, Mike Eveslage

Interim Clerk-Treasurer, Joan Wall



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February 22, 2022 – Area Fire Service Association Annual Meeting Minutes

The Area Fire Service Association meeting was convened at 7:10pm by Mayor Mike Eveslage, and council members Nick Arnzen, Sarah Blake, Tim Hennen, and Jake Renneker.

Staff in attendance: Interim Clerk-Treasurer Joan Wall, Public Works Director Loren Goebel, City Engineer Dave Blommel, and Fire Chief Andy Grieve.

Not in attendance: City Attorney Scott Dymoke

Others in attendance:

Jamie Engelmeyer (Freeport Fire Dept)
Jeremy Freuderich (Opatz Metals)
Tim Nierenhausen (Albany Township)
Joe Wiechmann (Millwood Township)
Randy Hartung (Krain Township)
LeRoy Pflueger (Krain Township)
Jeff Bertram (West Central Sanitation)

Rodney Atkinson (310 8th St SE)
Jason Hartman (Waste Management)
Nate Arnzen (Millwood Township)
Pete Welle (Oak Township)
John Arnzen (City of St Rosa)
Don Williamson (West Central Sanitation)

Roll Call

All cities and townships were in attendance.

New Business

2021 Financial Report

Wall went over the financial report and allowed time for questions.

2023 Budget Approval

Grieve reported that the number of calls is significantly up for the year so far. Fires and mutual aid calls are up, and there are a lot more medical calls. Atkinson asked how often the vehicle replacement cost worksheet is updated. Grieve said we look at this every year and we may need to increase the amount we contribute to the fund because vehicle costs are going up. On the worksheet, it shows that we plan to replace the brush truck in five years, but we shouldn't need one then, so we are hoping to not need to spend that money. We are currently planning on getting a rescue van because it goes out on almost every call. We want a 4-wheel-drive because there have been cases where they needed to get out and shovel to get into a yard. Millwood Township moved to approve the 2023 budget, seconded by the City of St. Rosa. Motion carried unanimously.

The question was asked if it is ok to give out Grieve's and Tim Hennen's phone numbers when people want to get burning permits. Grieve and Hennen both said yes. Grieve said everyone is welcome to come to the fire hall after the meeting for a fish fry.

Adjourn

At 7:28pm Oak Township moved to adjourn, seconded by Millwood Township. Motion carried unanimously.

Mayor, Mike Eveslage

Interim Clerk-Treasurer, Joan Wall



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March 16, 2022 – Meeting Minutes

A special meeting of the Freeport City Council and the Freeport Economic Development Authority was convened at 5:30pm by Mayor Mike Eveslage, and council members Nick Arnzen, Sarah Blake, Tim Hennen, and Jake Renneker.

EDA members in attendance: Sarah Blake, Mike Eveslage, Jim Hemker, Joe Hennen, Tom Middendorf, Jim Notch, Dan Roering

Staff in attendance: Interim Clerk-Treasurer Joan Wall, City Attorney Scott Dymoke, and City Engineer Dave Blommel

Others in attendance:
Jason Murray (David Drown Associates)

Dymoke advised that we can have a joint EDA and council meeting, and we can pass on approving the agenda and go right to business.

Financial Analysis by Jason Murray

Murray recommends the city fund the 7th and 8th Street SE project with cash and assessments, so that project doesn't factor into the debt analysis. Blommel confirmed the city's share of the project is between half and 2/3 for assessments.

Murray walked through the updated financial analysis, noting that he coordinated with Blommel to have the most accurate estimates. Blommel needs two months to get bids out. If we give the contractor an open-ended timeline, that would decrease our cost. There is no way we would be ready to sell a lot in 2022, but we could feasibly sell lots in 2023. We could wait to bid for a more favorable timeframe. This project has easy digging conditions and could feasibly be done in October or November, knowing they wouldn't have to lay a street in 2022.

Hemker explained that Freeport has had a high tax capacity rate. We are currently operating at about a 3% increase in net tax capacity per year. If we keep the general fund/EDA levy limited to a 2% increase, the tax capacity rate will gradually decrease over the years.

J Hennen and Eveslage expressed that they believe this scenario seems feasible and reasonable, and now is the time to act since prices and interest rates will only keep increasing.

Eveslage asked how the possible bridge project in 2026 would affect future planning. Blommel stated that funding for the bridge project would be coming from the federal, state, and county levels and the city should have minimal cost unless utilities have to be moved. Blommel doesn't see a major impact on the city.

J Hennen moves that the EDA recommends to council to go ahead with the project, seconded by Hemker. Motion carried 7-0.

T Hennen moves to go ahead with the project and have Blommel prepare for bidding, seconded by Renneker. Motion carried 5-0.

Adjourn

At 6:12pm J Hennen moved to adjourn the EDA meeting, seconded by Middendorf. Motion carried 7-0.

At 6:12pm Renneker moved to adjourn the council meeting, seconded by Arnzen. Motion carried 5-0.

Mayor, Mike Eveslage

Interim Clerk-Treasurer, Joan Wall

03/10/22
14:30:51

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 3/22

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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
4854		15 ALBANY MUTUAL TELEPHONE	270.03					
	10458300	03/01/22 836-2411	43.33			225 42200	320	10100
	10458300	03/01/22 836-2413	40.75			225 42200	320	10100
	10459377	03/01/22 836-7158	49.22			101 41000	320	10100
	10457867	03/01/22 836-2685	23.18			601 43225	320	10100
	10457867	03/01/22 836-2685	23.18			602 43250	320	10100
	10457764	03/01/22 836-2112	90.37			101 41000	320	10100
		Total for Vendor:	270.03					
4855		70 CENTERPOINT ENERGY	970.79					
	6027191-3	02/22/22 City hall	127.17*			101 43100	382	10100
	11550500-0	02/22/22 Maint bldg	432.11*			101 43100	382	10100
	6023406-9	02/22/22 Fire hall	411.51			225 42200	382	10100
		Total for Vendor:	970.79					
4856		145 FINKEN WATER SOLUTIONS	23.00					
	1302321	03/01/22 Water softener rental	15.00			101 41000	410	10100
	1302323	03/01/22 Maint water cooler	8.00			101 43100	410	10100
		Total for Vendor:	23.00					
4853		157 FREEPORT FIRE DEPT RELIEF ASSOC	2,752.62					
Paying		donations received to relief fund						
	02/17/22	Frpt Lions meat raffle	300.00*			225 42200	430	10100
	02/17/22	Frpt Lions horse races	869.00*			225 42200	430	10100
	02/17/22	St Rosa Jaycees donation	1,583.62*			225 42200	430	10100
		Total for Vendor:	2,752.62					
4857		76 MAGNIFI FINANCIAL	903.07					
	02/28/22	Indeed Clerk-Treas hiring ad	318.27			101 41000	350	10100
	02/28/22	Utility billing postage	60.00			601 43225	200	10100
	02/28/22	Utility billing postage	60.00			602 43250	200	10100
	02/28/22	Stearns Co Beacon fee	1.00			101 41000	433	10100
	02/28/22	Water sample postage	5.10			601 43225	200	10100
	02/28/22	Bldg permit surcharge Q3 2021	75.22			101 42050	436	10100
	02/28/22	MN DNR annual water permit	217.19			601 43225	431	10100
	02/28/22	Coborns	68.29			225 42200	335	10100

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	02/28/22	Coborns	60.00			225 42200	335	10100
	02/28/22	Pooch's Corner Pub	38.00			225 42200	335	10100
		Total for Vendor:	903.07					
		*** Claim from another period (12/21) ****						
4858		293 MID MN CODE ENFORCEMENT, INC	3,661.01					
	211 08/27/21	Inspection svcs 1st half 2021	1,548.91			101 42050	310	10100
	211 08/27/21	Plan review services	631.13			101 42050	310	10100
	221 03/02/22	Inspection svcs 2nd half 2021	1,480.97			101 42050	310	10100
		Total for Vendor:	3,661.01					
4859		772 MN BUREAU OF CRIMINAL	15.00					
	03/10/22	L Braegelmann background check	15.00			101 41000	300	10100
		Total for Vendor:	15.00					
4860		387 RAHNS OIL & PROPANE, INC	792.31					
	61141 02/28/22	Fire dept fuel	169.54			225 42200	215	10100
	61141 02/28/22	Public Works fuel	622.77			101 43100	215	10100
		Total for Vendor:	792.31					
4861		510 VERIZON WIRELESS	41.22					
	9900844825 03/01/22	Cell phone - Mar	41.22			101 43100	320	10100
		Total for Vendor:	41.22					
4862		750 WASTE MANAGEMENT, INC	159.18					
	7059098176 03/01/22	City hall & maint shop	144.42			101 43100	383	10100
	7058681176 03/01/22	Fire hall	14.76			225 42200	383	10100
		Total for Vendor:	159.18					
4863		525 XCEL ENERGY, INC	2,649.65					
	768462697 02/18/22	Water tower	232.09			601 43225	381	10100
	769820346 03/02/22	302188142	75.78			601 43225	381	10100
	769820346 03/02/22	302252262	100.58			101 43160	381	10100
	769820346 03/02/22	302290398	516.71			101 41000	381	10100
	769820346 03/02/22	302679657	149.00			101 43100	381	10100
	769820346 03/02/22	302700297	25.76			602 43250	381	10100
	769820346 03/02/22	302947044	223.29			601 43225	381	10100
	769820346 03/02/22	303193187	-57.03			602 43250	381	10100

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	769820346	03/02/22 303616049	352.83			225 42200	381	10100
	769820346	03/02/22 303936749	58.50			101 43160	381	10100
	769820346	03/02/22 303956738	538.58			101 43160	381	10100
	769820346	03/02/22 303963984	334.51			101 43160	381	10100
	769820346	03/02/22 303985901	44.49			101 43160	381	10100
	769820346	03/02/22 304083816	15.61			101 43160	381	10100
	769820346	03/02/22 304098414	38.95			602 43250	381	10100
		Total for Vendor:	2,649.65					
		# of Claims 11	Total:	12,237.88				

03/24/22
14: 28: 41

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4864		778 DISPLAY SALES	33.00					
		To be paid for by Freeport Lions donation						
		INV-031718 02/28/22 Christmas lights	33.00			101 43100	430	10100
		Total for Vendor:	33.00					
4865		123 DYMOKE LAW OFFICE, P.A.	221.00					
		03/01/22 Open meeting research	91.00			101 41000	302	10100
		03/01/22 Industrial Park lot sale	130.00			300 46500	302	10100
		Total for Vendor:	221.00					
4866		140 EVEREST EMERGENCY VEHICLES, INC	94,875.00					
		10256-0015 03/03/22 Rescue van, half down	94,875.00*			225 42200	550	10100
		Total for Vendor:	94,875.00					
4867		155 FREEPORT FARM CENTER, INC	276.88					
		Repair anchor pin & brackets holding plow on truck, repair lift cylinder for plow						
		W13910 03/08/22 Plow truck repairs	276.88			101 43100	401	10100
		Total for Vendor:	276.88					
4868		157 FREEPORT FIRE DEPT RELIEF ASSOC	992.00					
		03/03/22 St Rosa Jaycee horse, car race	992.00*			225 42200	430	10100
		Total for Vendor:	992.00					
4869		718 GERALD WIECHMANN CONSTRUCTION,	2,800.00					
		705349 03/17/22 Salt shed reconstruction	2,800.00			101 43100	311	10100
		Total for Vendor:	2,800.00					
4870		184 HACH COMPANY	69.46					
		12902530 02/24/22 Ph buffer solution kit	69.46			601 43225	210	10100
		Total for Vendor:	69.46					
4871		194 HENNEN LUMBER CO, INC	3,540.72					
		64042 01/13/22 4 bags yellow salt	32.28			101 41000	210	10100
		64042 01/13/22 4 bags yellow salt	32.28			101 43100	210	10100
		64042 01/13/22 D batteries	5.37*			101 43100	220	10100

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Claim/	Check	Vendor #/Name/	Document \$/	Disc \$							Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund	Org	Acct	Object	Proj	Account
	64611	02/25/22 Dewalt impact wrench & batteri	179.00*			101		43100	220		10100
	64611	02/25/22 Squeegee with handle	14.00*			101		43100	220		10100
	64829	03/15/22 2 bags blue salt	14.96			101		41000	210		10100
	64829	03/15/22 2 bags blue salt	14.96			101		43100	210		10100
	64853	03/17/22 Salt shed repair supplies	1,027.90*			101		43100	220		10100
	64854	03/17/22 Salt shed repair supplies	2,164.36*			101		43100	220		10100
	64855	03/17/22 Salt shed repair supplies	55.61*			101		43100	220		10100
		Total for Vendor:	3,540.72								
4872		219 JOANN TIMP	250.00								
	03/18/22	5 cleanings (2/18/22-3/18/22)	250.00			101		41000	300		10100
		Total for Vendor:	250.00								
4873		529 LOREN GOEBEL	10.00								
	03/01/22	Parking for MRWA conference	10.00			101		43000	335		10100
		Total for Vendor:	10.00								
4874		769 METRO SALES, INC	89.87								
	INV2004084	03/09/22 Copier rental 2/15/22-3/14	89.87			101		41000	410		10100
		Total for Vendor:	89.87								
4875		562 MINNESOTA DEPARTMENT OF HEALTH	729.00								
	02/23/22	Qtrly H2O service connect fee	729.00			601		43225	431		10100
		Total for Vendor:	729.00								
4876		309 MINNESOTA LIFE INSURANCE CO	3.40								
	0023198	03/16/22 Goebel	1.70			101		43000	131		10100
	0023198	03/16/22 Kemper	1.70			101		41400	131		10100
		Total for Vendor:	3.40								
4877		770 RIDGEWATER COLLEGE - BUSINESS	2,650.00								
	00240337	03/14/22 EMS refresher course	2,650.00			225		42200	330		10100
		Total for Vendor:	2,650.00								

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4878		782 RMB ENVIRONMENTAL LABORATORIES	73.00					
	D027250	03/14/22 Quarterly influent	73.00			602 43250	460	10100
		Total for Vendor:	73.00					
4879		418 SEH, INC	7,872.00					
	422596	03/15/22 7th & 8th St SE improvements	7,872.00*			417 43100	300	10100
		Total for Vendor:	7,872.00					
4880		651 STATE OF MINNESOTA DEPT OF	200.00					
	M-125605	03/01/22 Facility ID 11415 city well	100.00			601 43225	433	10100
	M-125607	03/01/22 Facility ID 11418 city well	100.00			601 43225	433	10100
		Total for Vendor:	200.00					
4881		440 STEARNS CO AUDITOR-TREASURER	116.60					
	2022-00047	03/10/22 2022 special assessment fe	17.60			101 41550	304	10100
	2022-00047	03/10/22 2022 Truth-in-Taxation fee	99.00			101 41000	350	10100
		Total for Vendor:	116.60					
4882		809 VALLI INFORMATION SYSTEMS, INC	75.00					
	80849	02/28/22 BDS Online monthly maint	75.00			101 41000	300	10100
		Total for Vendor:	75.00					
4883		516 WEBER PRINTING	700.00					
	24103	03/16/22 Website & email server hosting	700.00			101 41000	300	10100
		Total for Vendor:	700.00					
4884		525 XCEL ENERGY, INC	841.71					
	770013428	03/03/22 Street lights	841.71			101 43160	381	10100
		*** Claim from another period (12/21) ****						
4885		525 XCEL ENERGY, INC	221.18					
	770829807	03/09/22 2021 Christmas lights	221.18			101 43160	381	10100
		Total for Vendor:	1,062.89					
		# of Claims 22	Total:	116,639.82				

FREEPORT ALL CALLS

<u>City</u>	<u>Date Received</u>	<u>Call #</u>	<u>Description</u>	<u>Actual Incid Location</u>
FREEPORT	02/26/2022 08:15:34	22015462	ALARM	
FREEPORT	02/13/2022 01:50:53	22011872	DOOR CHECK(S)	
FREEPORT	02/19/2022 20:13:26	22013741	FALSE ALARM	
FREEPORT	02/26/2022 13:44:21	22015502	MEDICAL EMERGENCY	
FREEPORT	02/24/2022 19:30:57	22015065	MEDICAL EMERGENCY	
FREEPORT	02/06/2022 11:47:42	22010062	PUBLIC RELATIONS	
FREEPORT	02/23/2022 12:39:09	22014603	STALLED VEHICLE	
FREEPORT	02/23/2022 21:21:14	22014764	TRAFFIC STOP	
FREEPORT	02/16/2022 08:13:02	22012717	TRAFFIC STOP	
FREEPORT	02/17/2022 14:37:58	22013070	TRAFFIC STOP	
FREEPORT	02/03/2022 13:37:16	22009274	WARRANT	

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 FIRE DEPARTMENT - RELIEF ASSOCIATION Previous Gambling Permit Number: X-73008-19-006

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 104 4TH STREET NE

City: FREEPORT State: MN Zip: 56331 County: STEARNS

Name of Chief Executive Officer (CEO): ADAM HOPPE

CEO Daytime Phone: (320) 290-1296 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): HOPPESDIRTWORK@OUTLOOK.COM

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): FREEPORT COMMUNITY CENTER

Physical Address (do not use P.O. box): 301 7TH ST SE

Check one:

☒ City: FREEPORT Zip: 56331 County: STEARNS

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 6/19/2022

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.

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Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 104 4TH STREET NE

City: FREEPORT State: MN Zip: 56331 County: STEARNS

Name of Chief Executive Officer (CEO): ADAM HOPPE

CEO Daytime Phone: (320) 290-1296 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

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Job Duty	Date	Initial
Well, tower, pond checks, cleaned snow pile behind city hall, end of 2 nd & NW & Firehall; storm drains on 5 th st, video w/ League of Cities, reset lift station #2	Wed 2/16/22	X/
	"	X/
	"	X/
Well, tower, lift station, pond checks, water samples, oil change, ordered decorations, ordered HACH supplies, agenda packets, tightened springs on Himeker.	Thur 2/17/22	X/
	"	X/
	"	X/
Well, tower, pond checks, pushed drifts	FRI 2/18/22	X/
Well, tower, pond checks, push snow	SAT 2/19/22	X/
Well, tower, pond checks	SUN 2/20/22	X/
Well, tower, lift station, pond checks, water samples, pushed snow	MON 2/21/22	X/
Well, tower, pond checks, pushed snow, get front blade frame welded at Farm Center.	TUE 2/22/22	X/ MR
	"	
Well, tower, pond checks, pushed snow.	Wed 2/23/22	X/ MR
Well, tower, lift station, pond checks, water samples, garbage pushed drifts.	Thur 2/24/22	X/
	"	X/
Well, tower, pond checks, pushed corner drifts.	FRI 2/25/22	X/
Well, tower, pond checks, emergency sewer call backup checked lines to make sure flowing.	SAT 2/26/22	X/
	"	X/
Well, tower, pond checks	SUN 2/27/22	X/
Well, tower, lift station, pond checks, water samples, garbage meter readings, scraped storm drains	MON 2/28/22	X/
	"	X/
Well, tower, pond checks, school	TUE 3/1/22	X/
Well, tower, pond checks, school	Wed 3/2/22	X/
Well, tower, lift station, pond checks, water samples, school, garbage	Thur 3/3/22	X/
Well, tower, pond checks, MDH + MPCA reports at city hall.	FRI 3/4/22	X/
Well, tower, pond checks	SAT 3/5/22	X/
Well, tower, pond checks	SUN 3/6/22	X/
Well, tower, pond checks, lift station, water samples garbage	MON 3/7/22	X/
Well, tower, pond checks, influent water samples to Sawk Centre	TUE 3/8/22	X/
Well, tower, pond checks, Flow station station comm checks + cleaned inflow meter, Filed paperwork.	Wed 3/9/22	X/
	"	X/
Well, tower, lift station, pond checks, garbage, static/drawdown tests + Filled out reports + Filed - water samples	Thur 3/10/22	X/
	"	X/
Well, tower, pond checks, recirculating pump not working at Tower well, reset + reset scada to read at city hall	FRI 3/11/22	X/
	"	X/
Well, tower, pond checks	SAT 3/12/22	X/
Well, tower, pond checks	SUN 3/13/22	X/
Well, tower, lift station, pond checks, water samples, pushed sand away at sand shed for remodel, scraped storm drains,	MON 3/14/22	X/
	"	X/

Job Duty	Date	Initial
Well, tower, pond checks, storm drains by Fuchman's + alley maint.	TUE 3/15/22	XJ
Well, tower, pond checks, garbage, storm drain by Fuchman - alley is open, put lights up outside by Fishall. —	Wed 3/16/22	XJ
Well, tower, lift station, pond checks, water samples, worked on hydrant that was frozen. —	" THUR 3/17/22	XJ
Well, tower, pond checks, Flushed hydrants —	" FRI 3/18/22	XJ
Well, tower, pond checks	SAT 3/19/22	XJ
Well, tower, pond checks	SUN 3/20/22	XJ
Well, tower, lift station, pond checks, water samples, put sand in sand shed, curb stop by Harsco Auto, shop cleanup, changed light on 2nd Ave SE off 10th St. —	MON 3/21/22	XJ
Well, tower, pond checks, Filed return reports, Ammonia samples at well houses, pumped out flushed hydrants, met w/ Rural water met w/ Lou & Mel Bal to set up time to replace meter & flush. —	" TUL 3/22/22	XJ
council packet	"	XJ



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: March 24, 2022

RE: Council Update
SEH No. FREEP GEN 14.00

2021 Project

We are still a few weeks away from spring startup. I am anticipating we will get going again in late April. I would like to discuss at the council meeting the prospect of finishing the repaving the remainder of the Mill neighborhood. We would install 1 block of curb and gutter along the north side of 3rd Avenue (across from the old water tower to the corner). Additionally, we would remove the asphalt and repave the remaining area that has not been improved. Estimated cost to do this work is \$65,000. We would gain additional assessments of about \$22,780 by getting the 3 remaining parcels up to the \$12,000 cap.

Request Council direction regarding the additional work.

7th and 8th Street

We have the plans and specifications complete for the project. If authorized, we would advertise for bids in the Star Post (and on QuestCDN) starting on Wednesday, April 6th for 21 days. That would allow us to open bids on April 28th. The way the calendar falls, we unfortunately can not get it bid before the April meeting. We may want to consider a special meeting to award the bids.

Request Council approval of resolution.

Welle Final Addition

With the Council and EDA's motion to move forward, I have discussed with USDA the best way to contract for design. They determined that since this is being funded as part of a single package, amending the existing contract is the best route. I have enclosed Exhibit K for your review. This includes platting, design, construction administration, and RPR services. These costs were included in the estimates and financing scenarios Jason presented at the joint EDA / Council meeting.

Request Council approval of Exhibit K.

dwb/mrb

Enclosures

x:\fj\freep\common_council meeting\2022.03.24 m council update.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485

320.229.4300 | 800.572.0617 | 888.908.8166 fax

SEH is 100% employee-owned. Affirmative Action—Equal Opportunity Employer

Resolution 2022-07

Approving Plans and Specifications and Ordering Advertisement for Bids

WHEREAS, pursuant to a resolution passed by the council November 30, 2021, the city engineer (consulting engineer retained for the purpose) has prepared plans and specifications for Improvement No. 2022-01, the proposed improvement of 7th Street SE between the east line of County Road 11 and 1880 feet east of County Road 11 and 8th Street SE and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper (and in Quest CDN) an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 2:00 p.m. on April 28, 2022, at which time they will be publicly opened via Microsoft Teams by the engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on May 31, 2022, in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

Mike Eveslage, Mayor

Joan Wall, Interim City Clerk-Treasurer

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

March 23, 2022

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 17, 2022 through March 23, 2022, we have not given significant attention to any projects on behalf of the City of Freeport.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

Memo

From: Joan Wall, Interim Clerk-Treasurer

To: Freeport City Council

Date: 3/24/2022

Re: Building Inspector

As requested by council, I asked Jeff Howe with Code Consulting Professionals and Mark Luostari with Inspectron for fee schedules and invited them to attend a city council meeting.

Howe planned to attend the 2/22/22 meeting but weather prevented him from coming. I invited him to attend this meeting.

Luostari has a prior commitment on 3/29/22, but Inspectron plans to have inspectors Mike Wallen and Michael Friedrichs attend the meeting.

Memo

From: Joan Wall, Interim Clerk-Treasurer

To: Freeport City Council

Date: 3/24/2022

Re: Hire Clerk-Treasurer

After the 2/8/22 interviews, Council offered the Clerk-Treasurer position to Lori Braegelmann, who accepted the position. Subsequently, Braegelmann's current employer made her an offer she couldn't refuse, so she is not going to fill the Clerk-Treasurer position.

I reached out to the Council and received feedback from a couple of you that you would prefer to repost the position. I would like to have that confirmed with the whole Council present.

Memo

From: Joan Wall, Interim Clerk-Treasurer

To: Freeport City Council

Date: 3/24/2022

Re: Resident Nuisance Complaint

Tom and Charlene Theis have asked to talk to Council about a nuisance complaint.