



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

May 30, 2023 - Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Public Hearing: A Hearing on Proposed Assessment Roll for the 2021 Sanitary Sewer & Street Project
 - a. 2021 Sanitary Sewer Improvements Assessment Roll (1-2)
 - b. Resolution 2023-09 – Resolution Adopting the Assessment Roll for the 2021 Sanitary Sewer Improvements Project in the City of Freeport (3)
- III. Public Forum
- IV. Consent Agenda
 - a. April 25, 2023 Council Meeting Minutes (4-6)
 - b. Claims Report – May 2023 (7-9)
 - c. April 2023 Sheriff's Report (10)
- V. Reports
 - a. Clerk-Treasurer Report (11)
 - b. Fire Department Report (N/A)
 - c. Public Works Report (12-13)
 - d. Engineer Report (14)
 - e. Attorney Report (15)
- VI. Old Business

No old business to discuss
- VII. New Business
 - a. Ordinance 2023-02 – An Ordinance Amending the Freeport City Code of 1995, Chapter XIII – Traffic, Motor Vehicles, and Other Vehicles (16-17)
 - b. Resolution 2023-10 – Resolution for the Adoption of the Stearns County All-Hazard Mitigation Plan (18-19)
 - c. Downtown Parking (20)
 - d. Civil Fines (21)
 - e. Observance of Juneteenth (22)
- VIII. Adjourn

Next Regular Meeting: June 26, 2023

FINAL ASSESSMENT WORKSHEET

2021 SANITARY SEWER IMPROVEMENTS
 FREEPORT, MN
 FREEP 153897

4/25/2023

ASSESSMENT RATES				
		UNIT	100%	66.66%
SANITARY SEWER	\$430,765.77	EACH	\$14,853.99	\$9,901.67
SANITARY SEWER SERVICES	\$113,703.25	EACH	\$4,373.20	\$2,915.18
WATER MAIN	\$357,970.35	EACH	\$9,674.87	\$6,449.27
WATER SERVICE	\$81,847.94	EACH	\$2,480.24	\$1,653.33
STREET AND STORM	\$1,171,288.84	FRONT FOOT	\$184.18	\$122.77
SANITARY SEWER LINING		EACH	\$4,802.08	\$3,201.07

Parcel ID	OwnerName	OwnerAddress1	OwnerCityStZip	Frontage 4th Ave SE (ft)	Frontage 2nd St SE (ft)	Frontage 3rd St SE (ft)	Frontage 3rd Ave SE (ft)	Frontage 2nd Ave NW	Frontage 3rd St NW	Frontage 4th St NW	Frontage Adjusted	Sanitary Sewer Assessment	Water Main Assessment	Street Assessment	Sewer Service Assessment	Water Service Assessment	Sewer Lining Assessment	Total	Capped Assessment
MILL NEIGHBORHOOD																			
54.32079.0004	CITY OF FREEPORT	PO BOX 301	FREEPORT MN 56331			200					200	\$0.00	\$0.00	\$24,554.64	\$0.00	\$0.00	\$0.00	\$24,554.64	\$12,000.00
54.32079.0011	FREDERICK A LAING TRUST	PO BOX 6	FREEPORT MN 56331-0006			458					458	\$0.00	\$0.00	\$56,230.13	\$0.00	\$0.00	\$0.00	\$56,230.13	\$12,000.00
54.32079.0020	CITY OF FREEPORT CLERK	PO BOX 301 FOR TIF-TREAS	FREEPORT MN 56331			166					122	\$0.00	\$0.00	\$14,978.33	\$0.00	\$0.00	\$0.00	\$14,978.33	\$12,000.00
54.32080.0000	CALVIN W & DIANE R HARMS	210 3RD AVE SE	FREEPORT MN 56331			100					100	\$0.00	\$6,449.27	\$12,277.32	\$0.00	\$1,653.33	\$0.00	\$20,379.92	\$12,000.00
54.32081.0000	BLAKE A GERADS	PO BOX 194	FREEPORT MN 56331-0195				57				57	\$9,901.67	\$6,449.27	\$6,998.07	\$2,915.18	\$1,653.33	\$0.00	\$27,917.52	\$12,000.00
54.32092.0050	ALOIS & MARJORIE BESTE	PO BOX 201	FREEPORT MN 56331-0201		66.72						66.72	\$9,901.67	\$6,449.27	\$8,191.43	\$0.00	\$0.00	\$0.00	\$24,542.37	\$12,000.00
54.32092.0051	FREEPORT STATE BANK	PO BOX 187	FREEPORT MN 56331-0187		159						159	\$9,901.67	\$6,449.27	\$19,520.94	\$0.00	\$0.00	\$0.00	\$35,871.88	\$12,000.00
54.32092.0052	ALOIS & MARJORIE BESTE	PO BOX 201	FREEPORT MN 56331-0201		150.29						150.29	\$9,901.67	\$6,449.27	\$18,451.59	\$2,915.18	\$1,653.33	\$0.00	\$39,371.03	\$12,000.00
54.32092.0055	ALOIS & MARJORIE BESTE	PO BOX 201	FREEPORT MN 56331-0201		126.67						126.67	\$9,901.67	\$6,449.27	\$15,551.68	\$2,915.18	\$1,653.33	\$0.00	\$36,471.13	\$12,000.00
54.32129.0114	STATE OF MINNESOTA	395 JOHN IRELAND BLVD	ST PAUL MN 55155-1899		650.67						650.67	\$9,901.67	\$6,449.27	\$79,884.84	\$0.00	\$0.00	\$0.00	\$96,235.79	\$12,000.00
54.32159.0000	SCHERER FAMILY FARM INC	38189 260TH AVE	FREEPORT MN 56331		132		58				124		\$6,449.27	\$15,223.88	\$0.00	\$1,653.33	\$0.00	\$23,326.48	\$12,000.00
54.32160.0000	LOREN C & CARRIE A GOEBEL	207 3RD AVE SE	FREEPORT MN 56331				57				57	\$0.00	\$6,449.27	\$6,998.07	\$0.00	\$1,653.33	\$0.00	\$15,100.67	\$12,000.00
54.32161.0000	TIMOTHY T & STEPHANIE HENNEN	PO BOX 327	FREEPORT MN 56331-0327			132		57			123	\$0.00	\$6,449.27	\$15,101.10	\$0.00	\$1,653.33	\$0.00	\$23,203.70	\$12,000.00
54.32162.0000	FREDERICK J ETTTEL TRUST	PO BOX 13	FREEPORT MN 56331	57		132					123	\$0.00	\$0.00	\$15,101.10	\$0.00	\$0.00	\$0.00	\$15,101.10	\$12,000.00
54.32163.0000	MICHAEL ELFERING	PO BOX 223	FREEPORT MN 56331-0223	57							57	\$0.00	\$0.00	\$6,998.07	\$0.00	\$0.00	\$0.00	\$6,998.07	\$6,998.07
54.32164.0000	STACY BUTKOWSKI	204 4TH AVE SE	FREEPORT MN 56331	58	132						124		\$6,449.27	\$15,223.88	\$0.00	\$1,653.33	\$0.00	\$23,326.48	\$12,000.00
54.32165.0000	GLEN M & JULIE M MEYER	207 4TH ST SE PO BOX 73	FREEPORT MN 56331-0073	98							98	\$9,901.67	\$0.00	\$12,031.77	\$2,915.18	\$1,653.33	\$0.00	\$26,501.95	\$12,000.00
54.32166.0002	MACKENZIE TIEMANN	203 4TH AVE SE	FREEPORT MN 56331	74							74	\$9,901.67	\$0.00	\$9,085.22	\$0.00	\$0.00	\$0.00	\$18,986.89	\$12,000.00
54.32235.0000	GARY THELEN	PO BOX 214	FREEPORT MN 56331-0214		143	143					214.5	\$9,901.67	\$6,449.27	\$26,334.85	\$2,915.18	\$1,653.33	\$0.00	\$47,254.30	\$12,000.00
54.32236.0000	MEGAN GAEBEL	210 2ND ST SE	FREEPORT MN 56331		100	100					150	\$9,901.67	\$6,449.27	\$18,415.98	\$2,915.18	\$1,653.33	\$0.00	\$39,335.43	\$12,000.00
54.32237.0000	ADRIAN W MASSMANN	204 3RD AVE SE	FREEPORT MN 56331		100		58				108	\$9,901.67	\$6,449.27	\$13,259.51	\$2,915.18	\$1,653.33	\$0.00	\$34,178.95	\$12,000.00
54.32238.0000	ROBERT J & BONNIE L ARNZEN	29018 COUNTY ROAD 17 N	FREEPORT MN 56331		275	238					375.5	\$9,901.67	\$6,449.27	\$46,101.34	\$2,915.18	\$1,653.33	\$0.00	\$67,020.79	\$12,000.00
54.32239.0000	DEAN & DEBRA DUMONT	BOX 111	FREEPORT MN 56331			70					70	\$0.00	\$0.00	\$8,594.12	\$0.00	\$0.00	\$0.00	\$8,594.12	\$8,594.12
54.32240.0000	HERK ABOVE REAL ESTATE LLC	27828 COUNTY ROAD 17	FREEPORT MN 56331			26					26	\$0.00	\$0.00	\$3,192.10	\$0.00	\$0.00	\$0.00	\$3,192.10	\$3,192.10
54.32242.0010	THOMAS W & LINDA M VINK	207 1ST AVE S PO BOX 193	FREEPORT MN 56331-0193		84	75					117	\$0.00	\$0.00	\$14,364.47	\$0.00	\$0.00	\$0.00	\$14,364.47	\$12,000.00
FIRE HALL NEIGHBORHOOD																			
54.32028.0000	NEAL L & LEA V BORGERDING TRUST	PO BOX 83	FREEPORT MN 56331					52			52	\$0.00	\$0.00	\$0.00	\$2,915.18	\$0.00	\$0.00	\$2,915.18	\$2,915.18
54.32028.0020	VIOLA M BORGERDING	PO BOX 315	FREEPORT MN 56331-0315					66		66	99	\$9,901.67	\$6,449.27	\$12,154.55	\$2,915.18	\$1,653.33	\$0.00	\$33,073.99	\$12,000.00
54.32029.0000	CRAIG TOMP	PO BOX 253	FREEPORT MN 56331-0253					60.17			60.17	\$9,901.67	\$6,449.27	\$7,387.26	\$2,915.18	\$1,653.33	\$0.00	\$28,306.71	\$12,000.00
54.32030.0000	REGINA HOESCHEN TRUST	PO BOX 61	FREEPORT MN 56331					90			90	\$9,901.67	\$6,449.27	\$11,049.59	\$2,915.18	\$1,653.33	\$0.00	\$31,969.04	\$12,000.00
54.32031.0000	ANDREW PRICE	204 3RD ST NW	FREEPORT MN 56331					100			100	\$9,901.67	\$6,449.27	\$12,277.32	\$2,915.18	\$1,653.33	\$0.00	\$33,196.77	\$12,000.00
54.32032.0000	CHRISTOPHER HANSEN	PO BOX 312	FREEPORT MN 56331-0312					110			110	\$9,901.67	\$6,449.27	\$13,505.05	\$2,915.18	\$1,653.33	\$0.00	\$34,424.50	\$12,000.00
54.32033.0000	ZACHARY ARNOLD	209 2ND AVE NW	FREEPORT MN 56331					81.42			81.42	\$9,901.67	\$6,449.27	\$9,996.19	\$2,915.18	\$1,653.33	\$0.00	\$30,915.64	\$12,000.00
54.32109.0000	CITY OF FREEPORT CLERK	PO BOX 301 FOR TIF-TREAS	FREEPORT MN 56331							251.7	251.7	\$9,901.67	\$6,449.27	\$30,902.02	\$2,915.18	\$0.00	\$0.00	\$50,168.14	\$12,000.00
54.32110.0000	SHIRLEY A H LAING TRUST	110 4TH ST NW PO BOX 6	FREEPORT MN 56331-0006							90	90	\$9,901.67	\$6,449.27	\$11,049.59	\$2,915.18	\$1,653.33	\$0.00	\$31,969.04	\$12,000.00
54.32111.0000	THOMAS & MARY KAY BLOMMEL	107 4TH ST NW PO BOX 223	FREEPORT MN 56331-0223							82.7	82.7	\$9,901.67	\$6,449.27	\$10,153.34	\$2,915.18	\$1,653.33	\$0.00	\$31,072.79	\$12,000.00
54.32114.0003	JEANNE BEUTZ	PO BOX 145	FREEPORT MN 56331-0145						73.45		73.45	\$0.00	\$6,449.27	\$9,017.69	\$0.00	\$1,653.33	\$0.00	\$17,120.29	\$12,000.00
54.32115.0000	RONALD H & ERMA L BERTRAM	PO BOX 55	FREEPORT MN 56331-0055						90		90	\$0.00	\$6,449.27	\$11,049.59	\$0.00	\$1,653.33	\$0.00	\$19,152.19	\$12,000.00
54.32117.0000	LAURA J HOESCHEN REV TRUST	PO BOX 42	FREEPORT MN 56331-0042					100	81.73		131.73	\$9,901.67	\$6,449.27	\$16,172.91	\$2,915.18	\$1,653.33	\$0.00	\$37,092.36	\$12,000.00
54.32118.0000	BRIAN J THIELEN	PO BOX 203	FREEPORT MN 56331-0203						81.73		81.73	\$0.00	\$6,449.27	\$10,034.25	\$0.00	\$1,653.33	\$0.00	\$18,136.85	\$12,000.00
54.32119.0500	ALAN & MARY WILLIAMS	308 2ND AVE NW PO BOX 152	FREEPORT MN 56331-0152					100			100	\$9,901.67	\$6,449.27	\$12,277.32	\$2,915.18	\$1,653.33	\$0.00	\$33,196.77	\$12,000.00
54.32121.0000	CASEY FINKEN	PO BOX 232	FREEPORT MN 56331-0232					100			131.7	\$9,901.67	\$6,449.27	\$16,169.23	\$2,915.18	\$1,653.33	\$0.00	\$37,088.68	\$12,000.00
54.32122.0000	GARY E EISENSCHENK	111 4TH ST NW	FREEPORT MN 56331							81.7	81.7	\$9,901.67	\$6,449.27	\$10,030.57	\$2,915.18	\$1,653.33	\$0.00	\$30,950.02	\$12,000.00
54.32123.0000	JOHN E HENNEN	107 3RD ST NW PO BOX 144	FREEPORT MN 56331-0144						53.32		53.32	\$9,901.67	\$6,449.27	\$6,546.27	\$2,915.18	\$1,653.33	\$0.00	\$27,465.71	\$12,000.00
54.32124.0000	BRYAN D DULLINGER	PO BOX 31	FREEPORT MN 56331-0031						45.32		45.32	\$9,901.67	\$6,449.27	\$5,564.08	\$2,915.18	\$1,653.33	\$0.00	\$26,483.53	\$12,000.00
54.32125.0000	NICHOLAS ARNZEN	PO BOX 4	FREEPORT MN 56331					136.8	90.64		159.04	\$9,901.67	\$6,449.27	\$19,525.85	\$2,915.18	\$1,653.33	\$0.00	\$40,445.30	\$12,000.00
54.32187.0000	BENJAMIN ATKINSON	103 3RD ST NW	FREEPORT MN 56331						150		150	\$0.00	\$6,449.27	\$18,415.98	\$0.00	\$1,653.33	\$0.00	\$26,518.58	\$12,000.00
54.32193.0000	BRIAN M KLAPHAKE	PO BOX 326	FREEPORT MN 56331-0326					50			50	\$9,901.67	\$6,449.27	\$6,138.66	\$2,915.18	\$1,653.33	\$0.00	\$27,058.11	\$12,000.00
54.32194.0000	JACQUELINE GARRISON	114 2ND ST NW	FREEPORT MN 56331					110			110	\$0.00	\$6,449.27	\$13,505.05	\$0.00	\$0.00	\$0.00	\$19,954.32	\$12,000.00
54.32196.0000	MATTHEW WOLBECK	206 2ND ST NW	FREEPORT MN 56331					155.21			155.21	\$0.00	\$0.00	\$19,055.63	\$0.00	\$0.00	\$0.00	\$19,055.63	\$12,000.00
Total				344	2,119.35	1,840	287	1,311.60	666.19	653.80	6,361.54	\$287,148.46	\$238,623.04	\$774,642.48	\$75,794.59	\$54,559.84	\$0.00	\$1,430,768.	

RESOLUTION 2023-09

RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR THE 2021 SANITARY SEWER IMPROVEMENTS PROJECT IN THE CITY OF FREEPORT

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the Utility and Street Improvements of 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.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 12 years, the first of the installments to be payable on or before the first Monday in January 2024, and shall bear interest at the rate of 4 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2023. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the council this 30th day of May, 2023.

Mike Eveslage: Mayor

ATTEST:

Jon Nelson - City Clerk-Treasurer



CITY OF FREEPORT

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cityfrpt@albanytel.com

April 25, 2023 – 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: Public Works Director Loren Goebel, City Clerk-Treasurer Jon Nelson, City Financial Advisor Ashley Feldewerd, City Engineer Dave Blommel, City Attorney Scott Dymoke, and Fire Chief Andy Grieve.

Public in attendance: Adam Wilwerding, 25678 Upper Valley Rd; Sarah Overby, Grant Eveslage, Eric and Lisa Streed, 109 9th St SE; Al Williams

Approve Agenda

- With the addition of the 2021 Sanitary Sewer Improvements proposed assessment worksheet, Hennen motioned to approve the agenda, seconded by Blake. Motion carried 5-0.

Public Forum

- Mayor Eveslage recognized Adam Wilwerding for his achievement at the state swim meet. Wilwerding placed second overall for the 100 yd backstroke earlier in April.

Consent Agenda

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

Reports

a. Clerk-Treasurer Report - Jon Nelson

- Many residents and businesses have been applying for building permits.
- Utility billing has been taken over from Abdo and will be done in-house moving forward.
- Fox 9 will be in town on June 7th to feature the Black Sox as a part of their Hometown Baseball Series.
- Citywide garage sales will be June 1, 2 & 3.
- Nelson introduced the idea of civil fines to council.

b. Fire Dept Report - Fire Chief Andy Grieve

- Since February, 14 medical calls and 1 mutual aid fire last month
- Getting ready for annual Ham BBQ on Father's Day.

- Update on new ambulance: Ford has started shipping out ambulance chassis but no guarantee that our name will be put on one right away.

c. Public Works - Public Works Director Loren Goebel:

- Need to put gravel on Pung's road. We were going to use gravel from 7th & 8th St project but it is unusable for a public roadway. We will need to purchase new for Pung's road and the left over project gravel can be used for the private road going through the ponds.
- The old water tower has a chunk of pipe that got blown out approximately 60 ft in the air. Will have it inspected to see if it can be fixed.
- The main plow truck will need some normal maintenance so will get that taken care of before next season.
- Goebel suggested that we consider putting in a water hydrant on 6th Ave NE if we can coordinate it with Stearns County and the County Road 157 project happening in the next year or so.

d. Engineer Report - City Engineer Dave Blommel:

- Blommel called for a public hearing for the 2021 sewer and street project. The numbers for most have stayed the same but some properties saw an increase in proposed assessments.
- Resolution 2023-06 – Declaring cost to be assessed ordering preparation of proposed assessment
 - Arnzen motioned to approve Resolution 2023-06, seconded by Renneker. Motion carried 5-0
- Resolution 2023-07 – Hearing on proposed assessment
 - Renneker motioned to approve Resolution 2023-07 to hold a public hearing for the 2021 sewer and street project proposed assessment on May 30, 2023, at 7pm at City Hall, seconded by Blake. Motion carried 5-0
 - Blommel will hold an open house for property owners who have questions about their assessment prior to the meeting from 6-7pm at City Hall. Councilor Arnzen will also be present.
- 7th St SW in Industrial Park continues to deteriorate. Blommel is waiting to see if additional funding becomes available since we should have a good chance at getting it. He suggested to cut out and patch the problem areas that need to be addressed now and wait to see if the funds become available.
- We continue to hit road blocks with USDA and funding for the Welle Addition. Blommel is doing as much as he can to expedite the process.

e. Attorney Report - City Attorney Scott Dymoke:

- Nothing significant to report.

Old Business

a. THC Moratorium

- The THC moratorium was tabled due to the high possibility of legislation passing a new cannabis bill that would supersede the THC bill.

New Business

- a. Resolution 2023-08 – Liquor Licensing
 - Renneker motioned to approve Resolution 2023-08 for liquor license renewals, seconded by Hennen. Motion carried 5-0.

- b. CSAH 11 Sidewalk – South End
 - Nelson announced that the city’s application for a grant to install a sidewalk from the Welle Addition along CSAH 11 to the I-94 bridge and crosswalk by Oak Station was unsuccessful. Arnzen voiced that he would like to see this pursued even without the grant money. Blommel suggested the city to adopt a city sidewalk and trail plan that would help us score higher on grant applications for sidewalks. He said looking around town for other areas of need should also help.

- c. Traffic Calming in the Welle Development
 - Residents have voiced their concerns of current speeding problems in the Welle Addition and the potential increase of the issue with more residents coming with the newest addition.
 - Reduced speeds, signage to encourage reduced speeds, and speed bumps were options council discussed.
 - Council agreed to construct an ordinance to establish a 20 MPH speed limit in the Welle Addition.
 - Hennen motioned to purchase six (6) 20 MPH speed limit signs, seconded by Arnzen. Motion carried 5-0.
 - Nelson said he would write a letter to the residents in the Welle Addition about the speed limit change before it takes place.

- d. 2023 First Quarter Report
 - Feldewerd gave presented the 2023 first quarter report to Council.

- e. Abdo Three-Year Contract Proposal
 - Feldewerd presented Abdo’s three-year contract proposal. Renneker motioned to accept the contract, seconded by Hennen. Motion carried 5-0.

Closed Session

Arnzen motioned to close the meeting, seconded by Hennen. Motion carried 5-0.

- a. A portion of the meeting was closed for Nature Energy discussion. No business decisions were made during the closed session.

Adjourn

Blake motioned to adjourn, seconded by Renneker. Motion carried 5-0.

Mayor Mike Eveslage

Clerk-Treasurer Jon Nelson

05/24/23
12:52:06

CITY OF FREEPORT
Claim Details
For the Accounting Period: 5/23

Page: 1 of 3
Report ID: AP100V

For doc #s from 5413 to 5435
* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5413		829 ABDO	12,025.00					
1	471958 04/30/23	One-Time Payroll Setup	2,600.00			101 41000	300	10100
2	471958 04/30/23	Payroll Preparation Apr 2023	425.00			101 41000	300	10100
3	471617 04/30/23	Monthly Fee - Apr 2023	9,000.00			101 41000	300	10100
		Total for Vendor:	12,025.00					
5435		849 ADAM MOORMAN	500.00					
1	05/23/23	Concrete for Lions Park	500.00*			101 45200	310	10100
		Total for Vendor:	500.00					
5414		703 AMERICAN LEGION POST 101	345.00					
1	04/17/23	5 4X6 US Poly Outdoor Flags	225.00			101 43100	210	10100
2	04/17/23	2 3X5POW/MIA Flags	60.00			101 43100	210	10100
3	04/17/23	2 3X5 MN Nylon Flags	60.00			101 43100	210	10100
		Total for Vendor:	345.00					
5434		824 CAPITAL ONE TRADE CREDIT	130.00					
1	1648472296 04/25/23	Sump pump for City Hall	130.00			101 41000	220	10100
		Total for Vendor:	130.00					
5415		123 DYMOKE LAW OFFICE, P.A.	150.00					
1	05/01/23	General Matters - Apr 2023	150.00			101 41000	302	10100
		Total for Vendor:	150.00					
5421		726 EMERGENCY SERVICES MARKETING	305.00					
1	05/04/23	Iam REsponding 1 yr Fee	305.00			225 42200	320	10100
		Total for Vendor:	305.00					
5416		752 EXPERT BILLING LLC	135.00					
1	11363 05/15/23	5 RUns Billed - Apr 2023	135.00			225 42200	300	10100
		Total for Vendor:	135.00					
5417		641 FREEPORT ELECTRIC, INC	762.27					
1	5513 05/10/23	Repair Street Lights	762.27			101 43160	311	10100
		Total for Vendor:	762.27					

05/24/23
12:52:06

CITY OF FREEPORT
Claim Details
For the Accounting Period: 5/23

Page: 2 of 3
Report ID: AP100V

For doc #s from 5413 to 5435
* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5418		155 FREEPORT FARM CENTER, INC	113.44					
1	107824 04/26/23 Oil		113.44*			101 43100	200	10100
		Total for Vendor:	113.44					
5419		174 GOPHER STATE ONE CALL, INC	9.45					
1	3040408 04/30/23 Email Tickets		9.45			601 43225	300	10100
		Total for Vendor:	9.45					
5420		187 HAWKINS, INC	10.00					
1	6470912 05/15/23 Chlorine Cylinder		10.00			601 43225	440	10100
		Total for Vendor:	10.00					
5433		743 JIM'S WHOLESALE, INC	72.90					
1	211642 05/23/22 Tp/Brown Roll Towel		72.90			101 41000	210	10100
		Total for Vendor:	72.90					
5432		219 JOANN TIMP	250.00					
1	05/23/23 April/May Cleaning		250.00			101 41000	300	10100
		Total for Vendor:	250.00					
5422		827 METERING & TECHNOLOGY SOLUTIONS	1,819.31					
1	INV2396 05/05/23 Meter and Screws		1,819.31*			601 43225	210	10100
		Total for Vendor:	1,819.31					
5423		769 METRO SALES, INC	162.67					
1	INV2285619 05/12/23 Copier Rentl 4/15/23-5/14/		89.87			101 41000	410	10100
2	INV2285619 05/12/23 Rate Change 2/15-23-5/14/2		72.80			101 41000	410	10100
		Total for Vendor:	162.67					
5426		562 MINNESOTA DEPARTMENT OF HEALTH	765.00					
1	04/01/23 Service Fee 4/1/23-6/30/23		765.00			601 43225	431	10100
		Total for Vendor:	765.00					

05/24/23
12:52:06

CITY OF FREEPORT
Claim Details
For the Accounting Period: 5/23

Page: 3 of 3
Report ID: AP100V

For doc #s from 5413 to 5435
* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5425		309 MINNESOTA LIFE INSURANCE CO	1.70					
1	31320021 05/23/23	Goebel - Life Ins June 2023	1.70*			101 43000	131	10100
		Total for Vendor:	1.70					
5424		767 MN FIRE SERVICE CERTIFICATION	25.00					
1	11100 04/19/23	Fire Fighter II Exam	25.00*			225 42200	330	10100
		Total for Vendor:	25.00					
5427		782 RMB ENVIRONMENTAL LABORATORIES	529.65					
1	D041068c 04/26/23	Courier Charge	20.00			602 43250	460	10100
2	D043615 05/02/23	Predischarge	131.77			602 43250	460	10100
3	D044307 05/19/23	Discharge	131.77			602 43250	460	10100
4	D044170 05/24/23	Discharge	246.11			602 43250	460	10100
		Total for Vendor:	529.65					
5428		413 SCHLENNER WENNER & CO	76.74					
1	306777 04/30/23	FD Q1 Payroll Reports	76.74			225 42200	300	10100
		Total for Vendor:	76.74					
5429		437 STAR PUBLICATIONS LLC	144.00					
1	05/23/23	3 Year Star Post Subscription	144.00*			101 41000	351	10100
		Total for Vendor:	144.00					
5430		440 STEARNS CO AUDITOR-TREASURER	4,758.50					
1	2023-00055 05/04/23	2023 Annual Assessng Fees	4,758.50			101 41550	304	10100
		Total for Vendor:	4,758.50					
5431		809 VALLI INFORMATION SYSTEMS, INC	75.00					
1	88060 04/30/23	Online Monthly Maintenance	75.00			101 41000	300	10100
		Total for Vendor:	75.00					
		# of Claims	23	Total:				23,165.63

FREEPORT ALL CALLS

<u>City</u>	<u>Date Received</u>	<u>Call #</u>	<u>Description</u>	<u>Actual Incid Location</u>
FREEPORT	04/21/2023 15:15:01	23031619	911 ABANDONED CALL	707 MAIN ST E
FREEPORT	04/10/2023 18:53:47	23028471	ABANDONED VEHICLE	1 1/2 ST NE // 6 AV NE
FREEPORT	04/14/2023 11:47:35	23029610	ACCIDENT	1 AV S // 3 ST SE
FREEPORT	04/24/2023 03:01:42	23032246	ACCIDENT BLOCKING	I94 // MM141
FREEPORT	04/15/2023 13:39:35	23029977	AGENCY ASSIST	208 7 ST SW
FREEPORT	04/24/2023 03:10:20	23032247	AGENCY ASSIST	I94 // MM141
FREEPORT	04/24/2023 12:15:24	23032328	AGENCY ASSIST	107 MAIN ST W
FREEPORT	04/25/2023 18:19:44	23032689	AGENCY ASSIST	116 2 ST NE
FREEPORT	04/20/2023 09:30:06	23031249	BUSINESS ASSIST	203 MAIN ST E
FREEPORT	04/21/2023 12:56:03	23031574	CO-RESPONDER	212 9 ST SE
FREEPORT	04/06/2023 04:16:59	23026914	FALSE ALARM	107 1 AV N
FREEPORT	04/11/2023 21:08:14	23028814	FALSE ALARM	104 1 AV S
FREEPORT	04/12/2023 07:18:56	23028898	FALSE ALARM	107 1 AV N
FREEPORT	04/15/2023 13:28:51	23029976	FALSE ALARM	208 7 ST SW
FREEPORT	04/03/2023 15:54:39	23026182	HARASSMENT COMPLAINT	205 2 AV SW
FREEPORT	04/09/2023 11:30:38	23028040	MEDICAL EMERGENCY	116 2 ST NE
FREEPORT	04/12/2023 10:28:22	23028946	MEDICAL EMERGENCY	328 MAIN ST W
FREEPORT	04/17/2023 13:49:06	23030382	MEDICAL EMERGENCY	210 3 AV SE
FREEPORT	04/25/2023 18:13:42	23032686	MEDICAL EMERGENCY	116 2 ST NE
FREEPORT	04/26/2023 20:06:58	23033032	MEDICAL EMERGENCY	109 3 AV NE
FREEPORT	04/25/2023 14:00:14	23032618	MOTORIST ASSIST	CO RD 157 //
FREEPORT	04/17/2023 19:27:49	23030475	SUSPICIOUS ACTIVITY	129 7 ST SW
FREEPORT	04/08/2023 04:01:30	23027688	SUSPICIOUS VEHICLE	1 AV S // 2 ST SE
FREEPORT	04/09/2023 01:21:47	23027961	SUSPICIOUS VEHICLE	104 1 AV S
FREEPORT	04/02/2023 01:46:26	23025789	TRAFFIC STOP	I94 // CO RD 11
FREEPORT	04/21/2023 09:44:05	23031514	TRAFFIC STOP	MAIN ST E // 5 AV NE
FREEPORT	04/29/2023 15:37:40	23033757	VERBAL DISPUTE	103 MAIN ST E
FREEPORT	04/27/2023 09:32:14	23033142	WARRANT	104 2 ST NE

Memo

From: Jon Nelson - Clerk-Treasurer

To: Freeport City Council

Date: 05/25/2023

Re: Clerk-Treasurer Report

1. Reminder that Fox 9 will be in Freeport for Town Ball Tour on Wednesday, June 7.
2. Freeport Family Fishing is June 3. Registration forms available at City Hall.
3. City Wide Garage Sales are June 1, 2, & 3.
4. Building permits continue to roll out. Last year's total project valuation was just under \$600,000. 2023 Y-T-D we are over \$1.8 million.
5. Liquor licenses have been reviewed and signed by Stearns County. They are now under review at MN Alcohol and Gambling Enforcement.

Job Duty	Date	Initial
Well, tower, pond checks, Fixed gate valve, worked on opening storm drain on 1/2st NE	Wed 4/12/23	JL
Well, tower, lift station, pond checks, water samples, got sweeper ready. swept streets Sank River Water shed meeting	THUR 4/13/23	JL
Well, tower, pond checks, garbage, swept W side of town.	FRI 4/14/23	JL
Well, tower, pond checks (mini) boxes hit on corner by cab barn	SAT 4/15/23	JL
Well, tower, pond checks, plowed senior center parking lot, Fitch	SUN 4/16/23	JL
Well, tower, lift station, pond checks, water samples, garbage,	MON 4/17/23	JL
Well, tower, pond checks, tower clean, reports	TUE 4/18/23	JL
Well, tower, pond checks, talk w/ Jon about Silver Smith data collector, Filled gate valve by corner, loose dog	Wed 4/19/23	JL
Well, tower, lift station, pond checks, water samples, garbage, Kings hall staff, swap pump in basement city hall	THUR 4/20/23	JL
Well, tower, pond checks, push snow	FRI 4/21/23	JL
Well, tower, pond checks	SAT 4/22/23	JL
Well, tower, pond checks	SUN 4/23/23	JL
Well, tower, lift station, pond checks, water samples, garbage, pre-discharge sampling	MON 4/24/23	JL
Well, tower, pond checks, dragged alley, Fixed solar panel East of town, council meeting	TUE 4/25/23	JL
Well, tower, pond checks, gopher calls, banners, oil & Filter	Wed 4/26/23	JL
Well, tower, lift station, pond checks, water samples, meter readings, gopher calls	THUR 4/27/23	JL
Well, tower, pond checks, garbage, ammonia samples, gopher calls	FRI 4/28/23	JL
Well, tower, pond checks	SAT 4/29/23	JL
Well, tower, pond checks	SUN 4/30/23	JL
Well, tower, lift station, pond checks, water samples, MDH + MPCA Reports, oil changes, garbage	MON 5/1/23	JL
Well, tower, pond checks, gopher calls, oil change in vehicles	TUE 5/2/23	JL
Well, tower, pond checks, trim bushes at park, washed vehicles, street lights	Wed 5/3/23	JL
Well, tower, lift station, pond checks, water samples, ammonia samples, Ten truck got picked up, Helped find Blomval property pins, bags	THUR 5/4/23	JL
Well, tower, pond checks, town lab stopped, garbage, clean shop	FRI 5/5/23	JL
Well, tower, pond checks, started discharge	SAT 5/6/23	JL
Well, tower, pond checks	SUN 5/7/23	JL
Well, tower, lift station, pond checks, water samples, discharge samples, oil changes, water meter repair, garbage	MON 5/8/23	JL



Building a Better World
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MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: May 25, 2023

RE: Council Update
SEH No. FREEP GEN 14.00

2021 Street Project

The public hearing is on Tuesday at 7:00 PM. Once the hearing is completed the council may consider a resolution adopting the assessments. The resolution is generally approved at this meeting, but is not necessarily required. The formal action could take place at the next meeting, however the hearing should be closed before discussion takes place on the resolution regardless of approval on Tuesday, or in June. I would encourage any council members wanting to know more about the process look for the League of Mn Cities special assessment toolkit. It is available online and is a wonderful resource about the project.

7th St SW

I have requested quotes from 4 companies for patching along 7th St SW. As of the time of this memo I have only received one quote back. I will plan on bringing all received quotes with me to the meeting.

Welle Final Plat

I anticipate having bids for the lift station and sanitary sewer at your next meeting. USDA has allowed us to bid the lift station on the old rules. This will avoid some concerns I have had regarding the potential problems associated with American made electrical components in the new lift station. This has been a painful process to get this far, but the ultimate outcome will be much better than some of the other packages being considered.

2024 Stearns County Project

At your previous meeting we discussed extending watermain across County Road 157 at 6th street to allow for a future loop to be installed in conjunction with the County's project. Upon discussion with the County, it doesn't appear that construction will be going that far to the West. Once final limits are determined we can reconsider, but it doesn't appear that we will be able to install that water line without a patch as intended.

dwb

x:\fj\freep\common_council meeting\2023.05.26 m council update.docx

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320.229.4300 | 800.572.0617 | 888.908.8166 fax

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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

May 24, 2023

Jon Nelson
City of Freeport
125 Main Street East
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Mr. Nelson:

During the period from April 19, 2023 through May 24, 2023, we have given significant attention to the following projects on behalf of the City of Freeport.

- **Speed Limit** – Reviewed state statutes and City Code regarding current speed limits and authority to regulate speed limits within the City. Prepare proposed ordinance setting a 20 mph limit on residential streets and a 10 mph limit in alleys.
- **Zoning Ordinance** – Reviewed zoning regulations and discussed Nature Energy’s proposed operations with City Clerk. Advised Clerk that proposed operation was allowed by CUP in Industrial District.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

cc: M. Eveslage

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 05/25/2023

Re: Ordinance 2023-02 – An Ordinance Amending the Freeport City Code of 1995, Chapter XIII – Traffic, Motor Vehicles, and Other Vehicles

For practicality and to keep things uniform throughout the City of Freeport, Attorney Dymoke suggests that the Freeport City Council consider an ordinance that will change the speed limit for all residential, city-owned streets to 20 miles per hour and all alleys to 10 miles per hour. This would not affect any county roads.

Engineer Blommel agrees that this is a reasonable approach to consider as we look for a solution to deter speeding traffic within city limits.

Consider adopting the following resolution.

ORDINANCE NO. 2023-02

**AN ORDINANCE AMENDING THE FREEPORT CITY CODE OF 1995,
CHAPTER XIII – TRAFFIC, MOTOR VEHICLES, AND OTHER VEHICLES**

THE CITY COUNCIL OF THE CITY OF FREEPORT, ORDAINS AS FOLLOWS:

Section 1. Chapter XIII - Traffic, Motor Vehicles, and Other Vehicles of the Freeport City Code of 1995, is amended to add the following:

Section 1325 – Speed Limits.

1325.01 Residential Streets.

No person shall drive a vehicle on any street located within or adjoining a residential district in the City of Freeport at a speed greater than is reasonable and prudent under the circumstances, and in no event at a speed greater than 20 miles per hour.

1325.02 Alleys.

No person shall drive a vehicle on any alley in the City of Freeport at a speed greater than is reasonable and prudent under the circumstances, and in no event at a speed greater than 10 miles per hour.

Section 2. This Ordinance shall be effective immediately upon its passage and publication.

Adopted by the City Council of the City of Freeport on May 30, 2023.

CITY OF FREEPORT

By: _____
Michael Eveslage, Mayor

ATTEST:

Jon Nelson, City Clerk/Treasurer

Published in the Star Post on _____, 2023.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 05/25/2023

Re: Resolution 2023-10 – Resolution for the Adoption of the Stearns County All-Hazard Mitigation Plan

Hazard mitigation planning builds a foundation for identifying risks, hazards and threats that face our community at any given time. Stearns County submits documentation for a hazard mitigation plan to FEMA every five years for review. Once approved, an adoption resolution must be passed by entities that participate.

2023 is a renewal year for Stearns County All-Hazard Mitigation Plan.

Recommendation: Approve Resolution 2023-10.

RESOLUTION 2023-10

CITY OF FREEPORT

**RESOLUTION FOR THE ADOPTION OF THE
STEARNS COUNTY ALL-HAZARD MITIGATION PLAN**

WHEREAS, the City of Freeport has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Stearns County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Stearns County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Stearns County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Stearns County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Stearns County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW, THEREFORE BE IT RESOLVED that the City of Freeport supports the hazard mitigation planning effort and wishes to adopt the Stearns County All-Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the Clerk-Treasurer this 30th day of May, 2023.

Mike Eveslage, Mayor

Attest:

Jon Nelson, Clerk-Treasurer

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 05/25/2023

Re: Downtown Parking

It has been brought to our attention that south bound trucks & trailers on County Road 11 are having a hard time making a turn to head west on County Road 157 due to parking congestion at the corner.

Other areas of concern include the two downtown alleys, the one behind City Hall and behind Pooch's Corner Pub. Both have a lot of traffic due to having a drive-up window and an ATM for the banks in town. It is extremely difficult to see oncoming vehicles when attempting to pull out of these alleys onto the County Roads when the parking spots are full. Kelsey & I have both come to the conclusion that it is not worth the risk to pull out of the alley behind us heading west so we now both head east when leaving work.

I spoke with Engineer Blommel and he is going to assess these troubled spots and discuss solutions. It may be beneficial for discussion for Council to observe these spots, if possible, especially with the expected heavy traffic now that Memorial Day Weekend is here.

Prepare to discuss solutions to these areas of concern at the meeting.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 05/26/2023

Re: Civil Fines

Last month I introduced the idea of civil fines to enforce penalties for city ordinance violations. Attorney Dymoke suggested having a board handle cases as needed which could consist of two councilmembers and me.

Prepare to discuss creating a board, designating enforcement and an enforcer, and penalty amounts per offense amongst other requirements Dymoke may bring forth. If we are to move forward, we need to give him a vision of how we are expecting this to look.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 05/25/2023

Re: Observance of Juneteenth

A bill to establish Juneteenth as a state-recognized holiday passed during the legislative session. The new law was to go into effect on August 1, 2023, but a provision in an omnibus bill that was passed changed the effective date to make the new holiday effective before June 19 of this year, requiring the holiday to be observed.

The City of Freeport will be updating the personnel policy to include Juneteenth as an observed holiday.