



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

October 22, 2024 - Regular Meeting Agenda
Freeport City Hall - 7:00pm

Call to Order

- I. Approve Agenda
- II. Public Forum
- III. Consent Agenda
 - a. September 24, 2024 Meeting Minutes (1-3)
 - b. Claims Report (4-6)
 - c. Sheriff's Report (7)
- IV. Reports
 - a. Clerk-Treasurer Report (8)
 - b. Fire Department Report (N/A)
 - c. Public Works Report (9)
 - d. Engineer Report (10-11)
 - e. Attorney Report (12)
- V. Old Business
 - a. 2025 Budget (13)
- VI. New Business
 - a. 3rd Quarter Financial Report (14)
 - b. Residential Survey (15-17)
- VII. Adjourn

Election Canvassing: November 12, 2024 @ 7pm
Next Regularly Scheduled Meeting: November 26, 2024



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
cityfrpt@albanytel.com

September 24, 2024 – Council Meeting Minutes

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

Staff in attendance: City Clerk-Treasurer Jon Nelson, Fire Chief Andy Grieve, Engineer Dave Blommel, & City Attorney Scott Dymoke. Public Works Director Loren Goebel was absent.

Others in attendance: Carol Moorman – Star Post, Rodney Atkinson, Cheryl Fuechtmann – Freeport Screen Printing, Zoe Derichs, Michelle Schmitz – Xcel Energy, Austin Douvier, Grant Eveslage, Kendall Jaenicke, & Conner Revermann.

Approve Agenda

- Claims #6042-6045 were added.
- Nelson removed Michelle Schmitz from new business and asked that she be able to introduce herself after the public forum was closed.
- Renneker motioned to approve with these changes, seconded by Blake. Motion carried.

Public Forum

- Mayor Eveslage opened the public forum.
- Fuechtmann expressed that Freeport Screen Printing is not interested in repairing their sidewalk, rather, they are going to rip it out and replace with new concrete.
- The business owners involved in the sidewalk repair project along CSAH 11 are asking who is responsible for accidents after the repairs are complete. Dymoke expressed that the businesses would most likely assume less responsibility if they cooperate with the City and use the company that the City is suggesting for repair.
- After hearing no more requests to speak during the public forum, Mayor Eveslage asked for Michelle Schmitz to introduce herself. She is a new contact point for the City as a customer relations representative for Xcel. Schmitz provided information that can assist customers in finding legitimate solar companies that may be advertising in Freeport and asked that City officials and staff reach out to her with any questions, comments or concerns.
- Mayor Eveslage closed the public forum.

Consent Agenda

- Hennen questioned whether a portion of claim 6030 from Hennen Lumber should have been billed to the City or to Timpy's Services. It was determined that the charge was a billing error from Hennen's and that they would charge Timpy's Services accordingly.
- Hennen also questioned claim 6036 For Revermann Law Office and asked if the attorney fees went up after Dymoke's office was bought out. Dymoke said he would take a look at the bill and find out what our rate is set at and will let Nelson know if there are any corrections needed.

- Arnzen motioned to approve the consent agenda after removing claim 6030 and claim 6036 for further investigation, seconded by Hennen. Motion carried.

Reports

a. Clerk-Treasurer Report – Jon Nelson

- Larry & Elaine Buening are the winners of the \$100 water voucher for participating in the lead service line inventory project.
- A special meeting for canvassing the election results is set for November 12 at 7pm at City Hall.
- Nelson suggested moving the December meeting to Tuesday, December 17, 2024 at 7pm. Arnzen motioned to change the meeting date, seconded by Blake. Motion carried.
- Dan Roering requested to resign from his position on the EDA board. Hennen motioned to approve Roering's resignation from EDA, seconded by Renneker. Motion carried.
- Mayor Eveslage requested to appoint Tim Burg as Roering's replacement. Hennen motioned to approve appointing Tim Burg to fill the rest of Roering's EDA term, seconded by Arnzen. Motion carried.
- The City is on search for a new public works assistant.
- Nelson asked for direction on the recent liquor violation in Freeport. Council chose to not take action for the incident at this time, but directed Nelson to write to the owner that action may be taken if the problem persists.
- Jason Murray provided Council with a city financial update. In his opinion, the City has been responsible with money while funding the new addition and it will benefit the City moving forward.
- Austin Douvier had unexpected costs added to his new shed project due to misinformation received for the location of a sanitary sewer stub-out on his property. The excavator was told there was a stub-out on the property and was given measurements to look for it, but the stub-out was never found. Douvier is asking the City to consider some reimbursement for the extra excavating costs. Engineer Blommel will look into the situation and give an opinion at the next meeting.

b. Fire Department Report – Fire Chief Andy Grieve

- 3 medical calls last month, 1 false alarm, 1 house fire with Melrose and Meier Grove, and 1 interstate accident that involved HAZMAT.
- Participated in homecoming parade.
- The department received The Department of the Year Award for the greater Stearns, Sherburne & Benton Counties An award acceptance banquet will be held at the end of October.

c. Public Works Report – Public Works Director Loren Goebel

- Goebel was absent.

d. Engineer Report – City Engineer Dave Blommel

- Welle Four – Paving is scheduled to start Thursday. The lift station will continue to be worked on as the components become available. Renneker motioned to accept payment application #3 to Keuchle Underground in the amount of \$148,896.57, seconded by Blake. Motion carried.
- Street Lighting – All north poles are installed. South poles are all removed and bases will be poured this week. Poles are expected to go up soon and concrete will be poured. Arnzen motioned to approve the second payment to Design Electric in the amount of \$105,836.90, seconded by Hennen. Motion carried.
- New CSAH 11 South Sidewalk – Survey team was onsite to gather data. Once it has been reviewed, SEH will meet with the property owners to discuss concerns and preferences for the

sidewalk placement. After the meetings, the sidewalk will be designed with a tentative bidding schedule of February or March.

- e. Attorney Report – Attorney Scott Dymoke
- Dymoke has nothing significant to report.

New Business

- a. Resolution 2024-15 Adopting Proposed 2025 Budget and Ordering Certifications of Proposed 2025 Levy to County Auditor
- This resolution supersedes Resolution 2024-14, which set the TNT meeting for November 27, 2024. 2024-15 changed the date of the TNT meeting to December 17, 2024.
 - Hennen motioned to approve Resolution 2024-15, seconded by Arnzen. Motion carried.
- b. City Official Pay
- Nelson gathered pay rates for council members from surrounding communities. It is apparent that Freeport’s council pay scale is on the lower end.
 - Council budgeted for a pay increase at the budget workshop which would set the following pay scales for members:
 - i. Mayor - \$200/regular meeting \$80/special meeting \$40/other
 - ii. Council - \$100/regular meeting \$80/special meeting \$40/other
 - Arnzen motioned to approve the proposed pay rates, seconded by Hennen. Motion carried.
- c. 2024 Second Quarter Report
- Feldewerd presented the 2024 Second Quarter Report to Council.
- d. Clerk-Treasurer Jon Nelson’s Annual Review
- Nelson requested to close the meeting. Arnzen motioned to closed the meeting, seconded by Hennen. Motion carried.
 - Arnzen motioned to reopen the meeting, seconded by Renneker. Motion carried.
 - Summary of closed session: Nelson’s personnel review was completed. He received a score in the *exceeds satisfactory* range. Arnzen motioned to give Nelson a 3% raise, seconded by Renneker. Arnzen, Renneker, Hennen & Mayor Eveslage voted in favor, Blake abstained. Motion carried.

Adjourn

Arnzen motioned to adjourn, seconded by Blake. Motion carried.

Mayor Mike Eveslage

Clerk-Treasurer Jon Nelson

10/16/24
17:44:37

CITY OF FREEPORT
Claim Details
For the Accounting Period: 10/24

Page: 1 of 3
Report ID: AP100

For doc #s from 6065 to 6092
* ... Over spent expenditure

| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|--------------|--|----------------|-------------------------|---------|------|---------------|-------------|--------------|
| 6065 | 829 ABDO | | 470.00 | | | | | |
| 1 | 496626 09/30/24 Payroll Prep - Sept 2024 | | 470.00 | | | 101 41000 | 300 | 10100 |
| 6066 | 581 ALEX AIR APPARATUS, INC | | 477.71 | | | | | |
| 1 | INV-50888 10/07/24 Batteries | | 255.25* | | | 225 42200 | 220 | 10100 |
| 2 | 8751 10/04/24 Fix SCBA Masks | | 222.46* | | | 225 42200 | 220 | 10100 |
| 6067 | 703 AMERICAN LEGION POST 101 | | 338.00 | | | | | |
| 1 | 09/25/24 Flags | | 338.00* | | | 101 43100 | 210 | 10100 |
| 6068 | 777 ANDY GRIEVE | | 48.00 | | | | | |
| 1 | 10/08/24 Chiefs Meeting Meals | | 48.00 | | | 225 42200 | 335 | 10100 |
| 6069 | 647 BADGER METER INC | | 27.27 | | | | | |
| 1 | 80173407 09/30/24 Beacon MBL Hosting Unit | | 13.63 | | | 601 43225 | 433 | 10100 |
| 2 | 80173407 09/30/24 Beason MBL Hosting Unit | | 13.64* | | | 602 43250 | 433 | 10100 |
| 6070 | 824 CAPITAL ONE TRADE CREDIT | | 10.78 | | | | | |
| 1 | E29022 09/17/24 Supplies | | 10.78* | | | 101 43100 | 220 | 10100 |
| 6071 | 727 FLOW MEASUREMENT AND CONTROL | | 497.00 | | | | | |
| 1 | Q2400242 10/01/24 Flow Meter Certification | | 497.00* | | | 602 43250 | 300 | 10100 |
| 6072 | 174 GOPHER STATE ONE CALL, INC | | 20.25 | | | | | |
| 1 | 4090410 09/30/24 Email Tickets - Sept 2024 | | 20.25 | | | 601 43225 | 300 | 10100 |
| 6073 | 179 GRANITE ELECTRONICS, INC | | 1,361.00 | | | | | |
| 1 | 2247811 10/01/24 Pagers | | 1,048.00 | | | 225 42200 | 245 | 10100 |
| 2 | 2247873 10/01/24 Repair Pagers | | 166.00 | | | 225 42200 | 245 | 10100 |
| 3 | 2247872 10/01/24 Repair Pagers | | 147.00 | | | 225 42200 | 245 | 10100 |
| 6074 | 187 HAWKINS, INC | | 10.00 | | | | | |
| 1 | 6888554 10/15/24 Chlorine | | 10.00* | | | 601 43225 | 440 | 10100 |
| 6075 | 194 HENNEN LUMBER CO, INC | | 100.98 | | | | | |
| 1 | 10/01/24 Supplies | | 100.98* | | | 101 43100 | 210 | 10100 |
| 6076 | 820 INDEPENDENT TESTING | | 1,255.00 | | | | | |
| 1 | 44103 07/15/24 Density Testing | | 515.00 | | | 420 43100 | 300 | 10100 |
| 2 | 44641 10/15/24 Concrete | | 740.00 | | | 420 43100 | 300 | 10100 |

10/16/24
17:44:37

CITY OF FREEPORT
Claim Details
For the Accounting Period: 10/24

Page: 2 of 3
Report ID: AP100

For doc #s from 6065 to 6092
* ... Over spent expenditure

| Claim Line # | Check Invoice #/Inv Date | Vendor #/Name/Description | Document \$/Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|--------------|--------------------------|---|-----------------------|---------|------|---------------|-------------|--------------|
| 6077 | 1 | 219 JOANN TIMP 10/16/24 Sept/Oct Cleaning | 200.00 200.00 | | | 101 41000 | 300 | 10100 |
| 6078 | 1 | 243 KOTZER EXCAVATING, INC 6794 09/18/24 Hauled/Spread Class 2 Grainte | 1,085.00 1,085.00 | | | 101 43100 | 311 | 10100 |
| 6079 | 1 | 889 LAMER COMPANIES 116376174 09/30/24 Bulletins | 500.00 500.00* | | | 101 41000 | 340 | 10100 |
| 6080 | 1 | 269 MARCO 37430610 09/10/24 Copier Agreement | 467.06 467.06* | | | 101 41000 | 410 | 10100 |
| 6081 | 1 | 268 MARC 0830145-IN 09/20/24 Bacteria/Enzyrna | 1,745.63 1,745.63* | | | 602 43250 | 210 | 10100 |
| 6082 | 1 | 309 MINNESOTA LIFE INSURANCE CO 10/16/24 Goebel-Life Ins-Nov 2024 | 1.70 1.70 | | | 101 43000 | 131 | 10100 |
| 6083 | 1 | 896 REVERMANN LAW, P.A. 09/19/24 General Matters | 352.00 352.00 | | | 101 41000 | 302 | 10100 |
| 6084 | 1 | 782 RMB ENVIRONMENTAL LABORATORIES D066944 10/07/24 Predischarge | 160.03 140.03* | | | 602 43250 | 430 | 10100 |
| | 2 | D066941c 10/10/24 Courier Charge | 20.00* | | | 602 43250 | 430 | 10100 |
| 6085 | 1 | 440 STEARNS CO AUDITOR-TREASURER 2024-00002 09/19/24 2nd Half Crim Pros | 750.00 750.00 | | | 101 41000 | 305 | 10100 |
| 6086 | 1 | 732 TRI-STATE COATINGS 09/23/24 Smiley Face Tank Repairs | 8,000.00 8,000.00* | | | 601 43225 | 311 | 10100 |
| 6087 | 1 | 567 TRI-STATE PUMP & CONTROL INC 445399 10/03/24 Lift Staton #2 | 400.00 400.00* | | | 602 43250 | 300 | 10100 |
| 6088 | 1 | 809 VALLI INFORMATION SYSTEMS, INC 96850 09/30/24 Online Monthly Maintenance | 75.00 75.00 | | | 101 41000 | 300 | 10100 |
| 6089 | 1 | 898 JUSTINS CONCRETE CONSTRUCTION, 125 09/27/24 Lions Park Curb Replacement | 1,500.00 1,500.00* | | | 101 45200 | 260 | 10100 |

10/16/24
17:44:37

CITY OF FREEPORT
Claim Details
For the Accounting Period: 10/24

Page: 3 of 3
Report ID: AP100

For doc #s from 6065 to 6092
* ... Over spent expenditure

| Claim Line # | Check Invoice #/Inv Date/Description | Vendor #/Name/ Date/Description | Document \$/ Line \$ | Disc \$ | PO # | Fund Org Acct | Object Proj | Cash Account |
|-----------------|---|--------------------------------------|-------------------------|---------|------|---------------|-------------|-----------------|
| 6090 | | 899 GRANDVIEW PAINTING | 2,910.00 | | | | | |
| 1 | 1765 10/11/24 | Paint Gazebo | 2,910.00 | | | 101 43100 | 311 | 10100 |
| 6092 | | 713 RBC FBO FREEPORT FIRE DEP RELIEF | 25,799.47 | | | | | |
| 1 | 10/16/24 | Supp Fire State Aid | 3,514.74* | | | 225 42200 | 315 | 10100 |
| 2 | 10/16/24 | Fire State Aid | 22,284.73* | | | 225 42200 | 315 | 10100 |
| | | # of Claims | 27 | Total: | | | | 48,561.88 |

FREEPORT ALL CALLS

| City | Date Received | Call # | Description |
|-------------|----------------------|---------------|--------------------|
| FREEPORT | 09/21/2024 05:11:04 | 24074109 | 911 OPEN LINE |
| FREEPORT | 09/07/2024 16:55:42 | 24070314 | AGENCY ASSIST |
| FREEPORT | 09/11/2024 14:07:57 | 24071337 | AGENCY ASSIST |
| FREEPORT | 09/11/2024 20:42:56 | 24071432 | ALARM |
| FREEPORT | 09/19/2024 11:49:49 | 24073543 | ATTEND MEETING |
| FREEPORT | 09/27/2024 10:33:30 | 24075766 | DISORDERLY CONDUCT |
| FREEPORT | 09/21/2024 14:13:08 | 24074166 | DRIVING COMPLAINT |
| FREEPORT | 09/18/2024 18:09:56 | 24073371 | FIRE ALARM |
| FREEPORT | 09/25/2024 10:12:59 | 24075220 | IDENTITY THEFT |
| FREEPORT | 09/25/2024 20:20:52 | 24075397 | MEDICAL EMERGENCY |
| FREEPORT | 09/09/2024 12:19:34 | 24070758 | OFF VIOLATION |
| FREEPORT | 09/07/2024 08:31:56 | 24070225 | PAPER SERVICE |
| FREEPORT | 09/05/2024 14:34:36 | 24069726 | PAPER SERVICE |
| FREEPORT | 09/12/2024 11:46:51 | 24071573 | PERSONAL ASSIST |
| FREEPORT | 09/09/2024 10:43:09 | 24070739 | REPORT WRITING |
| FREEPORT | 09/26/2024 02:15:17 | 24075455 | STALLED VEHICLE |
| FREEPORT | 09/12/2024 12:19:32 | 24071586 | SUSPICIOUS PERSON |
| FREEPORT | 09/21/2024 23:51:34 | 24074345 | SUSPICIOUS VEHICLE |
| FREEPORT | 09/19/2024 11:36:07 | 24073537 | THEFT |
| FREEPORT | 09/19/2024 07:35:03 | 24073474 | TRAFFIC STOP |
| FREEPORT | 09/19/2024 07:41:32 | 24073475 | TRAFFIC STOP |
| FREEPORT | 09/19/2024 07:52:02 | 24073476 | TRAFFIC STOP |
| FREEPORT | 09/19/2024 08:06:04 | 24073481 | TRAFFIC STOP |
| FREEPORT | 09/19/2024 08:37:57 | 24073490 | TRAFFIC STOP |
| FREEPORT | 09/05/2024 18:16:38 | 24069785 | TRAFFIC STOP |
| FREEPORT | 09/07/2024 23:00:40 | 24070414 | TRAFFIC STOP |

Memo

From: Jon Nelson - Clerk-Treasurer

To: Freeport City Council

Date: 10/18/24

Re: Clerk-Treasurer Report

1. Elections will be held at City Hall November 5, from 7am-8pm.
2. We will hold our Public Accuracy Test October 31 at 1pm.
3. Main St. Trick-or-Treat will take place on Halloween from 3-5pm at our downtown businesses. Keep an eye out for the Main St. Trick-or-Treat fliers for participating businesses.
4. PSA from MPCA: Treated pool/spa water cannot be drained directly into the storm sewer system. It must be drained onto your lawn.

| Job Duty | Date | Initial |
|--|------------------|---------|
| Well, tower, pond, 1. Ft statn checks, water samples, Tri State tower, Downrite boring, garbages, garbages garbages | THUR 9/19/24 | JK |
| Well, tower, pond checks, Tri State tower, Design elctn, mowed lawn | FRI 9/20/24 | JK |
| Well, tower, pond checks, (Tri state Finish tower) | SAT 9/21/24 | JK |
| Well, tower, pond checks. Alarm 1. Ft 2 pump 2 | SUN 9/22/24 | JK |
| Well, tower, 1. Ft statn, pond checks, water samples, garbages, plow blade off, took truck to rambler "DOT" | MON 9/23/24 | JK |
| Well, tower, pond checks, bathrooms, city hall maint. | TUE 9/24/24 | JK |
| Well, tower, pond checks, gopher locales, cold patch, clean up by tower. add d.ct. - | Wed 9/25/24 | JK |
| Well, tower, 1. Ft statn, pond checks, water samples, garbages, mowed | THUR 9/26/24 | JK |
| Well, tower, pond checks, mowed, emergency lights testing, garbages cones out for SK, | FRI 9/27/24 | JK |
| Well, tower, pond checks | " | JK |
| Well, tower, pond checks | SAT 9/28/24 | JK |
| Well, tower, 1. Ft statn, pond checks, garbages, water samples, mowed, silversmith | SUN 9/29/24 | JK |
| Well, tower, pond checks, water samples, Bakti - Fluocide testing + pre-discharge sampling, calibration at Flow station, kweckle raising sewer manholes & gate gate valves. | MON 9/30/24 | JK |
| Well, tower, pond checks, mowed, meter readings | TUE 10/1/24 | JK |
| Well, tower, 1. Ft statn, pond checks, Flushed hydrant dead ends blew line at ballpark out, Tri state pump here to work on 1. Ft statn - 2 pump 2, Fix gate valve "cub stop" | Wed 10/2/24 | JK |
| Well, tower, pond checks garbages, shop maint., gopher locales, Flags order, pump tiling behind Hoppe - | THUR 10/3/24 | JK |
| Well, tower, pond checks | " | JK |
| Well, tower, pond checks | FRI 10/4/24 | JK |
| Well, tower, 1. Ft statn, pond checks, water samples, garbages, | " | JK |
| Well, tower, pond checks, kweckle flushing hydrants, Flushed "winterize" south side | SAT 10/5/24 | JK |
| Well, tower, pond checks Flushed hydrants "winterize" | SUN 10/6/24 | JK |
| Well, tower, 1. Ft statn, pond checks, water sampling, shop maint, met with Dave at ^{lot next to} baseball park, Finish Flushing | MON 10/7/24 | JK |
| Well, tower, pond checks, garbages, hung exit light city hall, put eye wash sprayer on , cement getting put down around street lights. - | TUE 10/8/24 | JK |
| Well, tower, pond checks | Wed 10/9/24 | JK |
| Well, tower, pond checks | THUR 10/10/24 | JK |
| Well, tower, pond checks | " | JK |
| Well, tower, 1. Ft statn, pond checks, water sampling, trim trees, ordered new impellers for Lift 2, clean ballpark bathrooms, garbages, replace light Lift statn 1 | FRI 10/11/24 | JK |
| Well, tower, pond checks | " | JK |
| Well, tower, pond checks | SAT 10/12/24 | JK |
| Well, tower, 1. Ft statn, pond checks, water sampling, trim trees, ordered new impellers for Lift 2, clean ballpark bathrooms, garbages, replace light Lift statn 1 | SUN 10/13/24 | JK |
| Well, tower, pond checks | MON 10/14/24 | JK |
| Well, tower, pond checks, picked up branches, gopher calls, paperwork | " | JK |
| Well, tower, pond checks | TUE 10/15/24 | JK |



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: October 15, 2024

RE: Council Update
SEH No. FREEP GEN 14.00

I apologize for not being able to attend your meeting this month. I will be at my company's annual meeting in Minneapolis that starts Tuesday evening. Please find the monthly update I would have provided at the meeting below.

Welle

The contractor has prepared the site for seeding and is ready to get things buttoned up for the winter. Lift station components continue to trickle in as expected. Pumps are set for Mid-December. There has not been significant work on pay items to process a pay application for the work completed given the short time between meetings. Look for the next pay request in November. If you haven't been on site recently I encourage you to stop by, it looks great.

Street Lights

All the concrete has been replaced near the street lights. The primary components are finishing up at the paint shop and are set to be complete on or before October 25th. Once the painted rods are finished, Design electric will make all of the pole installations and replace the temporary lighting with the permanent lighting. Installation should be completed within a couple of days of receipt of the final materials.

CSAH 11 Sewer service request

We dug more into the request from Mr. Douvier regarding the extra digging for the service line at the new shed along CSAH 11. The plans clearly indicate that there was no sewer service installed into that lot. There was a group of people looking at the plans and they collectively came to the conclusion that it was possible that a service was installed on the edge of the lot, but again, the plans indicated with a note that there was no service installed.

For background, there are no notes indicating why a sewer service wasn't installed, but there are several lots along the road that have the same note, so there was likely a policy decision made at the time of the construction project not to install services to vacant lots.

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

Memorandum
October 15, 2024
Page 2

The request for reimbursement of the time spent digging for the service may be something to consider. However, even without the service stub, the main line pipe is outside of the roadway and could have had a new service installed at the point of the excavation. There were extenuating circumstances with a gas main and proximity to the county road at the time that prevented the connection.

I would not be supportive of a request for payment regarding the additional pipe. That would have been a homeowner cost regardless of the exploratory digging.

dwb

x:\j\j\freep\common_council meeting\2024.10.15 m council update.docx



REVERMANN
— LAW —

www.revermannlaw.com

Waite Park

130 Division Street, Suite 118
Waite Park, MN 56387
(320) 258-9383

Melrose

408 Main Street E., Suite 5
Melrose, MN 56352
(320) 256-4205

October 17, 2024

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 September 19, 2024 through October 16, 2024, we have not given significant attention to any projects on behalf of the City of Freeport.

Sincerely,

REVERMANN LAW, P.A.

Scott E. Dymoke

cc: M. Eveslage

BUDGET MEMO

TO: MAYOR AND COUNCIL
FROM: ABDO FINANCIAL SOLUTIONS, LLC
SUBJECT: PRELIMINARY 2025 BUDGET
DATE: AUGUST 27, 2024

Introduction

Upon your request, we have summarized some of the key items for consideration in this years' budget. This is the DO NOT EXCEED preliminary tax levy that needs to be certified to Stearns County by September 30th. The City will continue to work on the budget and tax levy until the final is adopted in December.

Budget Format

The 2024 Budget included the Council approved priorities for each department. These will continue to be reviewed and updated as needed in the 2025 budget.

Key items in this year's budget:

- The 2025 tax rate is proposed to decrease 2.17% to 66.93%
- The total 2025 tax levy is proposed to increase \$21,586 or 3.48% from 2024
 - The general levy increased \$21,586 or 7.93%
 - Factors relating to this increase include an increase in the public works expenses, legislative expenses, executive expenses, and building official expense.
 - The debt levy shows a decrease of \$43,989 for the 2025 Budget.
 - The capital levy shows an increase of \$43,989 for future capital needs for the 2025 budget.
- Staffing
 - The preliminary budget shows a 3% increase for COLA and a part-time permanent public works position.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 10/18/24

Re: Third Quarter Financial Report

Due to the date change of our meeting, the third quarter report is not available at this time. Please keep an eye out for it prior to the meeting.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 10/18/24

Re: Freeport City-Wide Survey

Rachel has been working on a city-wide survey for residents and business owners. Please review and let us know if you would like to see any changes or additions.



Freeport City Wide Survey 2024



320-836-2112



clerk@freeportmn.org



125 Main St E, PO Box 301

Thank you for taking this survey for the City of Freeport! Your feedback is important to us. Please only fill out one survey per household. Survey responses will be accepted up until **December 31st 2024**.

1. Please provide us with your City of Freeport property address (*your information will be kept confidential, but we want to be able to verify residency in Freeport*).

Street Address

2. How long have you lived in Freeport?
0-5 years 6-10 Years 11-20 Years 20+ years

3. In your opinion, what is the best thing about living in Freeport?

4. What is one thing you would change about Freeport, If you could?

5. Please rate your overall satisfaction with the following City Services and amenities:

| | | | | | |
|---------------------|---------------|------|-----------|-----------|-----|
| Fire Services | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Streets & Utilities | Not Satisfied | Okay | Very Good | Excellent | N/A |
| City Council | Not Satisfied | Okay | Very Good | Excellent | N/A |
| City Staff | Not Satisfied | Okay | Very Good | Excellent | N/A |
| City Parks & Trails | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Garbage collection | Not Satisfied | Okay | Very Good | Excellent | N/A |

6. Please rate your overall satisfaction with the following Public Maintenance services:

| | | | | | |
|---------------------|---------------|------|-----------|-----------|-----|
| Snow Removal | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Grounds Keeping | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Overall Town Upkeep | Not Satisfied | Okay | Very Good | Excellent | N/A |

7. Please rate your overall satisfaction with the following City Administration services:

| | | | | | |
|-----------------------|---------------|------|-----------|-----------|-----|
| Building Permits | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Water & Sewer Billing | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Professionalism | Not Satisfied | Okay | Very Good | Excellent | N/A |
| Resolving matters | Not Satisfied | Okay | Very Good | Excellent | N/A |
| City knowledge | Not Satisfied | Okay | Very Good | Excellent | N/A |

8. What additional services or improvements would you like to see in the community?

9. How often do you attend community events?

- a. Frequently (once a month or more)
- b. Occasionally (a few times a year)
- c. Rarely (once a year or less)
- d. Never

10. How do you prefer to receive information about community events and news?

- a. Social Media
- b. Email
- c. Mailed Newsletter
- d. City website
- e. Local newspaper
- f. Other (please specify):

11. What types of events would you like to see more of in the community? E.g. (festivals, workshops, sports events, etc.)

12. Which of the following areas of focus might best benefit the City of Freeport over the next 5 years? Please select two options.

Additional Multi-Family Housing

Roadway improvements

Improvements to City Parks

Cultivating more commercial or Industrial businesses

Senior Living Facility

Other (Please specify)

13. Any other comments or suggestions?

Disclaimer: This survey is for information purposes only. The responses gathered will be used to help guide our understanding of the topics listed in the survey. Completion of the survey does not imply any commitment to future projects or actions. There is no guarantee that the information provided will result in any changes, decisions, or initiatives.