



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

December 17, 2024 - Regular Meeting Agenda
Freeport City Hall - 7:00pm

Call to Order

- I. Approve Agenda
- II. Truth In Taxation Public Meeting (1)
- III. Public Forum
- IV. Consent Agenda
 - a. November 26, 2024 Meeting Minutes (2-3)
 - b. Claims Report (4-5)
 - c. Sheriff's Report (6)
- V. Reports
 - a. Clerk-Treasurer Report (N/A)
 - b. Fire Department Report (7)
 - c. Public Works Report (8)
 - d. Engineer Report (9)
 - e. Attorney Report (10)
- VI. Old Business
 - a. Cannabis Regulation – Proposed Ordinance Changes (11-20)
- VII. New Business
 - a. 2025 Final Budget (21-39)
 - b. Resolution 2024-16 Adopting the Final 2025 Budget and Tax Levy (40)
 - c. Resolution 2024-17 Designating a Polling Place for the Year 2025 (41)
 - d. Fire Department Funds (42)
- VIII. Adjourn

Next Regularly Scheduled Meeting: January 28, 2024

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 12/13/24

Re: TNT Public Meeting

Cities with a population over 500 people must hold a public meeting prior to adopting and certifying the annual budget and levy.



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cityfrpt@albanytel.com

November 26, 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, Public Works Director Loren Goebel, City Engineer Dave Blommel, & City Attorney Scott Dymoke.

Others in attendance: Carol Moorman, Star Post; Jeff Bertram & Don Williamson, West Central Sanitation; & Rodney Atkinson.

Approve Agenda

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

Public Forum

- Mayor Eveslage opened and closed the public forum without comment.

Consent Agenda

- Renneker motioned to approve the consent agenda, seconded by Blake. Motion carried.

Reports

a. Clerk-Treasurer Report – Jon Nelson

- Xcel Energy will be installing utilities in Welle IV on December 11. They are running a joint trench with Centerpoint Energy and Albany Fiber Communications. Xcel wanted to charge us \$45,000 in winter fees since our start date is in December but after much back and forth, we were able to get those charges waived.
- Purchased a public works van replacement.
- Nelson asked for suggestions for a backing behind the *Freeport* signage on the Main Street gazebo entrances. It is hard to see and read the sign and it would show up better with something behind it. Also, mentioned that the water tower on the front of City Hall is quite faded and should be updated.
- Rachel Tschida had her one-year anniversary as administrative assistant for the City.

b. Fire Department Report – Fire Chief Andy Grieve

- 10 calls last month, 8 medical, 1 fire, and 1 mutual aid fire with Melrose.
- Hennen asked if the new rescue van is working as expected. Grieve said it is working well and the crew has been liking it.
- Received fire department of the year award at the Greater St. Cloud Public Safety Foundation banquet.

c. Public Works Report – Public Works Director Loren Goebel

- Wrapped up pond discharging.

d. Engineer Report – City Engineer Dave Blommel

- Lift station pumps will be in soon and installation can begin.
- Downtown streetlights are nearly completed. There is one pole that is too tall for the highline wires along CSAH 11. We will be getting a shorter replacement at no extra cost to the project.
- Blommel asked for approval for payment application #3 to Design Electric in the amount of \$214,692.97. Hennen motioned to approve pay application #3, seconded by Arnzen. Motion carried.
- CSAH 11 sidewalk project: SEH has been working on the sidewalk design and plans to meet with landowners affected by the project the beginning of December.

e. Attorney Report – Attorney Scott Dymoke

- Dymoke had nothing significant to report.

New Business

a. West Central Sanitation – Jeff Bertram & Don Williamson

- Bertram and Williamson stopped in to say hi and see how services have been going.

b. Cannabis Regulation

- Dymoke & Nelson presented ordinance options to the Council.
- Council requested to amend the zoning ordinance to include cannabis businesses and regulations, including the following setbacks for businesses:
 - i. 1,000 feet from a school
 - ii. 500 feet from daycares
 - iii. 500 feet from public parks/spaces
- Businesses will not be allowed to operate in residential zoning.

Adjourn

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

Mayor Mike Eveslage

Attest: _____
Clerk-Treasurer Jon Nelson

12/12/24
13:03:37

CITY OF FREEPORT
Claim Details
For the Accounting Period: 12/24

Page: 1 of 2
Report ID: AP100

For doc #s from 6145 to 6160
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6145		829 ABDO	7,970.00					
1	499340 11/30/24 Monthly Fee - Nov 2024		7,500.00			101 41000	300	10100
2	498648 11/30/24 Payroll Prep - Nov 2024		470.00			101 41000	300	10100
6146		647 BADGER METER INC	27.27					
1	80179419 11/28/24 Beacon MBL Hosting Unit		13.64*			601 43225	433	10100
2	80179419 11/28/24 Beacon MBL Hosting Unit		13.63*			602 43250	433	10100
6147		52 BLACK MOUNTAIN SOFTWARE, INC.	6,246.60					
1	INV-01720 12/09/24 Accounting Annual Maint		2,459.20*			101 41000	433	10100
2	INV-01720 12/09/24 Budget Prep Annual Maint		986.00*			101 41000	433	10100
3	INV-01720 12/09/24 UB ACH Annual Maint		165.30*			601 43225	433	10100
4	INV-01720 12/09/24 UB ACH Annual Maint		165.30*			602 43250	433	10100
5	INV-01720 12/09/24 UB AMR Interface		176.90*			601 43225	433	10100
6	INV-01720 12/09/24 UB AMR Interface		176.90*			602 43250	433	10100
7	INV-01720 12/09/24 UB Email Bills		66.70*			601 43225	433	10100
8	INV-01720 12/09/24 UB Email Bills		66.70*			602 43250	433	10100
9	INV-01720 12/09/24 UB BDS Interface		104.40*			601 43225	433	10100
10	INV-01720 12/09/24 UB BDS Interface		104.40*			602 43250	433	10100
11	INV-10720 12/09/24 UB Rate Analysis		20.30*			601 43225	433	10100
12	INV-10720 12/09/24 UB Rate Analysis		20.30*			602 43250	433	10100
13	INV-10720 12/09/24 UB Annual Maint		867.10*			601 43225	433	10100
14	INV-10720 12/09/24 UB Annual Maint		867.10*			602 43250	433	10100
6148		824 CAPITAL ONE TRADE CREDIT	21.74					
1	E36927 10/31/24 Supplies		5.00*			101 43100	210	10100
2	E36927 10/31/24 Antifreeze		16.74			101 45200	210	10100
6149		902 CENTRAL HYDRAULICS, INC	599.99					
1	00634602 12/05/24 Headlight		599.99*			101 43100	210	10100
6150		179 DSC COMMUNICATIONS	61.00					
1	2249479 11/20/24 Battery		61.00			225 42200	245	10100
6151		174 GOPHER STATE ONE CALL, INC	4.05					
1	4110144 11/30/24 Email Tickets - Nov 2024		4.05			601 43225	300	10100
6152		820 INDEPENDENT TESTING	1,330.00					
1	44568 09/30/24 Density Testing		260.00			420 43100	300	10100
2	44843 11/30/24 Bituminous Properties		1,070.00			420 43100	300	10100

12/12/24
13:03:37

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Claim Details
For the Accounting Period: 12/24

Page: 2 of 2
Report ID: AP100

For doc #s from 6145 to 6160
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6153	834 JON NELSON		101.84					
1	11/01/24 Mileage - Election		101.84			101 41450	335	10100
6154	889 LAMER COMPANIES		500.00					
1	116561045 11/25/24 Bulletins		500.00*			101 41000	340	10100
6155	529 LOREN GOEBEL		377.98					
1	12/06/24 Mileage Reimbursment		127.30*			101 43100	330	10100
2	12/06/24 Supplies/Paint		140.73*			101 43100	220	10100
3	12/06/24 Clothing		109.95			101 43000	240	10100
6156	782 RMB ENVIRONMENTAL LABORATORIES		606.11					
1	D069126 11/30/24 Discharge		140.03*			602 43250	430	10100
2	D069159 12/04/24 Discharge		283.20*			602 43250	430	10100
3	D069441 12/11/24 Quarterly Influent		182.88			602 43250	460	10100
6157	710 SAUK CENTRE FLEET SUPPLY		35.28					
1	296763 11/05/24 Freights		15.51*			601 43225	200	10100
2	296763 11/05/24 Supplies		19.77*			101 43100	210	10100
6158	440 STEARNS CO AUDITOR-TREASURER		1,850.00					
1	2024-0025 12/03/24 Election Equipment Rental		1,850.00*			101 41450	210	10100
6159	567 TRI-STATE PUMP & CONTROL INC		600.00					
1	445492 11/19/24 Labor in Field		600.00*			602 43250	300	10100
6160	809 VALLI INFORMATION SYSTEMS, INC		75.00					
1	97784 11/30/24 Online Monthly Maintenance		75.00			101 41000	300	10100
		# of Claims	16	Total:				20,406.86

FREEPORT ALL CALLS

<u>City</u>	<u>Date_Received</u>	<u>Call #</u>	<u>Description</u>
FREEPORT	11/02/2024 21:44:01	24085094	EXTRA PATROL
FREEPORT	11/04/2024 08:05:44	24085354	MEDICAL EMERGENCY
FREEPORT	11/07/2024 16:18:50	24086235	OPEN DOOR
FREEPORT	11/09/2024 13:18:04	24086689	PARKING VIOLATION
FREEPORT	11/05/2024 14:55:36	24085704	SUSPICIOUS ACTIVITY
FREEPORT	11/01/2024 14:44:51	24084754	TOBACCO COMPLIANCE CHE
FREEPORT	11/01/2024 15:19:07	24084766	TOBACCO COMPLIANCE CHE
FREEPORT	11/03/2024 16:12:27	24085233	TRAFFIC STOP

***Andy will need pre-approval for this invoice to spend 2024 funds on this equipment.



312 Oak St S
 New London, MN 56273
 Phone: 800-264-2320
 Fax: 320-763-9077
 Email: orders@alexairapparatus.com
 Web Site: www.alexairapparatus.com

QUOTE

Date	Customer PO
10/21/2024	

BILL TO

Freeport Fire Department
 Address on File
 Freeport, Minnesota

SHIP TO

S.O. #	Promise Date	Terms	Sales Rep
		N30	Garrett McCain

QTY	STOCK ORDER	PART NUMBER	DESCRIPTION	PRICE (Each)	PRICE (Extended)
2	GS	VET-106R162-922	DEMO - Vetter - C.Tec VCB 30 Small Bag -174psi Date of Bags: 09/2022	\$2,265.00	\$4,530.00
1	GS	VET-1316003800-1222	DEMO - Vetter - C.Tec VCB 75 Medium Bag -174psi Date of Bags: 12/2022	\$3,700.00	\$3,700.00
2	ORDER	1000012100	Vetter - C.Tec Connection Plate	\$365.00	\$730.00
1	ORDER	1200001700	Vetter - Air CU Deadman Controller 12 Bar w/Lights	\$935.00	\$935.00
1	ORDER	1200003000	Vetter- Inflation Hose w/ Shut-Off 16.4' - Yellow	\$200.00	\$200.00
1	ORDER	1200003100	Vetter- Inflation Hose w/ Shut-Off 16.4' - Blue	\$200.00	\$200.00
1	ORDER	1200003200	Vetter- Inflation Hose w/ Shut-Off 16.4' - Green	\$200.00	\$200.00
1	ORDER	266R179	Vetter- Pressure Regulator (5,500psi)	\$950.00	\$950.00
			OPTIONAL		
	ORDER	1000013100	Vetter- Case for Accessories	\$485.00	

*CUSTOMERS THAT HAVE NOT PROVIDED TAX EXEMPT FORMS WILL BE CHARGED APPLICABLE SALES TAX

*FREIGHT PREPAID & ADDED

*F.O.B SHIPPING POINT

*THIS IS NOT AN INVOICE

SHIPPING:	\$200.00
Tax Rate	
SUB:	\$11,445.00
TAX:	
TOTAL:	\$11,645.00

 Authorized Signature of Approval