

Job Duty	Date	Initial
Well, tower, l. Ft station, pond checks, water samples, garbage, put up	THUR 11/14/24	JL
x-mas decorations -	"	JL
Well, tower, pond checks,	FRI 11/15/24	JL
well, tower, pond checks	SAT 11/16/24	JL
well, tower pond checks, pond	SUN 11/17/24	JL
Well, tower, l. Ft station, pond checks, water samples, swept streets, TSS	MON 11/18/24	JL
sample for discharge -	"	JL
Well, tower, pond checks, charge light city hall, liftstat #2 + r. stake out	TUE 11/19/24	JL
to check keeps kicking out - shop equip - insurance cards in vehicles -	"	JL
Well, tower, pond checks, sand/salt intersections, new street light	Wed 11/20/24	JL
part inventory, shop maint. -	"	JL
Well, tower, pond checks, liftstations, water samples, sanded intersections	THUR 11/21/24	JL
5:30AM, design turned two poles - garbage.	"	JL
Well, tower, pond checks, plug xmas lights in turned off breaker, Safety meeting	FRI 11/22/24	JL
Discharge samples -	"	JL
Well, tower, pond checks, discharge samples	SAT 11/23/24	JL
Well, tower, pond checks, discharge samples	SUN 11/24/24	JL
Well, tower, liftstation, pond checks, water samples, check streets/sand, Discharge	MON 11/25/24	JL
samples collect to DHA, Water shut off resident water leak. - garbage	"	JL
Well, tower, pond checks, Discharge end open pond 1 & 2 into 3, water back on	TUE 11/26/24	JL
at resident, get parts, council meeting	"	JL
Well, tower, pond checks, city hall ballast, exit light,	Wed 11/27/24	JL
Well, tower, liftstation, pond checks, water samples "holiday"	THUR 11/28/24	JL
Well, tower, pond checks, garbage, chlorine gas valve at tower well.	FRI 11/29/24	JL
Well, tower, pond checks shut valves at ponds,	SAT 11/30/24	JL
Well, tower, pond checks	SUN 12/1/24	JL
Well, tower, liftstation, pond checks, water samples, plowed snow (1" ^{garbage} meter reading	MON 12/2/24	JL
Well, tower, pond checks, McQuice Iron salesman, covered ponds ^{clean sidewalk}	TUE 12/3/24	JL
Well, tower, pond checks, shop maint, InFluent covers Fixed, new guards	Wed 12/4/24	JL
on structures by ponds -	"	JL
Well, tower, liftstation, pond checks, water samples, parts, Qrtly InFluent -	THUR 12/5/24	JL
Well, tower, pond checks, garbage, MPCA & MDH reports, paint	FRI 12/6/24	JL
Well, tower, pond checks Fixed light (xmas)	SAT 12/7/24	JL
Well, tower, pond checks -	SUN 12/8/24	JL
Well, tower, liftstation, pond checks, water samples, garbage, Locates ^{Tr. station} lift #2	MON 12/9/24	JL
Well, tower, pond checks, shop maint, city hall lights.	TUE 12/10/24	JL
Well, tower, pond checks, oae = main mech, shop, Utility metg on 11th	Wed 12/11/24	JL
Well, tower, liftstation, pond checks, Locates, lights up at city hall emergency	THUR 12/12/24	JL
exit signs -	"	JL



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MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: December 12, 2024

RE: December Council Update
SEH No. FREEP GEN 14.00

Welle Plat 4

Through significant effort from Jon, Loren, and SEH staff, the private utilities (gas, electric, communications) are being installed. It has been a frustrating process, but in the end it has gotten done. We expect the primary installation (main lines) to be completed this winter and the services likely installed in the spring for the empty lots not requiring immediate service. Kuechle underground will be working on the lift station as the materials and equipment arrive. Deliveries are being made throughout the month of December.

CSAH 11 Sidewalk / Active Transportation Sidewalk

The design is on track to be submitted to Stearns County and MnDOT State aid for review in January per the original schedule. We expect that the project will avoid the trees and landscaping planted by the 3 property owners along the route. MnDOT's review regarding clear zone for the sidewalk may impact that ability, but the submitted plan is avoiding the trees.

Past Due invoices

I believe the council had questions on an invoice when I was unable to attend due to the rescheduled meeting date. The invoices:

FREEP 2020 Freeport Facility P- The name is a leftover from the original contract with USDA that was carried through Welle. This invoice is for the Welle addition from work completed in September. This was during the period where curb and gutter and paving were completed requiring full time inspection, survey, and construction administration.

FREEP 2024 Street Lighting
Time billed for September work.

FREEP CSAH 11 Sidewalk
This was primarily survey and preliminary work completed in September.
dwb

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Melrose, MN 56352
(320) 256-4205

December 12, 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 November 21, 2024 through December 11, 2024, we have given significant attention to the following project on behalf of the City of Freeport:

- Cannabis Zoning Ordinance – Prepared initial draft of zoning amendments regulating location of cannabis businesses in the City of Freeport.

Sincerely,

REVERMANN LAW, P.A.

Scott E. Dymoke

cc: M. Eveslage

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 12/13/24

Re: Cannabis Regulation

We will be reviewing and discussing the attached cannabis amendments. A public hearing should be called for in January to adopt the amendments.

Subd.8 Fees and Expenses

Any person filing a petition for an application required by this Ordinance shall pay a prescribed fee according to a fee schedule established by the City Council. All fees shall be set annually by Ordinance or Resolution of the City Council.

Subd.9 Building Permits

As required, no person shall erect, alter, or move any building or part thereof without first securing a building permit.

500.06 Rules and definitions

Subd.1 Rules

For the purpose of this Ordinance, words used in the present tense shall include the future; words in the singular shall include the plural, and the plural the singular; the word "building" shall include the word "structure"; the word "lot" shall include the word "plot" and the word "shall" is mandatory and not discretionary.

Subd.2 Definitions

For the purpose of this Code, the terms defined in this Section have the meanings given them. [Definitions of words and phrases contained Minnesota Statutes Chapter 342 are adopted by reference and shall have the same meaning in this ordinance.](#)

Accessory Use or Structure. A subordinate detached building or use which is located on the same lot on which the main building or use is situated and which is reasonably necessary and incidental to the conduct of the primary use of such main building or use.

Agriculture. The growing of soil crops in the customary manner on open tracts of land, the raising of animals or poultry, including incidental retail selling by the producer of the product raised on the premises, providing customer parking space is furnished off the public right-of-way.

Alley. A public thoroughfare less than thirty (30) feet in width which provides secondary access to the abutting property.

Amendment. Any modification of the Ordinance text or map. A map amendment shall be known as a rezoning.

Apartment. A part of the building consisting of a room or suite of rooms which is designed for, intended for or used as a residence for one family or an individual and is equipped with cooking facilities.

Apartment Building. Three (3) or more apartments grouped in one building sharing common hallways and building entry.

500.21 Zoning district boundaries

The boundaries of districts are shown on the zoning district map and are the center lines of streets; the center lines of alleys; the rear lot lines where there are no alleys; the side lines of recorded lots or designated distances where land is un-platted. Where uncertainty exists as to the exact location of a boundary line, the location of such line is to be determined by the City Council.

500.23 A, Agriculture/Rural Residence District

Subd.1 Purpose

The agricultural/rural residence district is established for the purpose of accommodating large lot residential and agricultural development in areas which are transitioning from rural to urban densities. This District allows space for both very low-density urban (with municipal utilities) residential uses and agricultural/farming/hobby farm operations in areas that have not yet developed to urban densities but are expected to do so in the future.

Subd.2 Permitted Uses

1. Agriculture, including farm dwellings and agricultural related buildings and structures subject to Minnesota Pollution Control standards, but not including commercial feed lots or similar commercial operations.
2. Single-family dwellings.
3. Public parks, recreational areas, wildlife areas, and game refuges.
4. Nurseries and tree farms.
5. Essential services.

Subd.3 Permitted Accessory Uses

1. Operation and storage of vehicles, machinery, and equipment which is incidental to permitted or conditional uses allowed in this district, subject to the standards contained in Subsection 500.475 of this Section.
2. Boarding or renting of rooms to not more than two persons.
3. Living quarters for persons employed on the premises.
4. Home occupations, subject to the standards contained in Subsection 500.485 of this Section.
5. Signs as regulated in the R-1 Single and Two Family Residential District.
6. Roadside stands for the sale of agricultural products.

Subd.4 Conditional Uses

The following uses require a conditional use permit based on the procedures set forth in Subsection 500.63 of this Code:

1. Governmental and public utility buildings and structures necessary for the health, safety, and general welfare of the community.
2. Commercial outdoor recreational areas including golf courses, club houses, swimming pools, and similar facilities.

3. Processing and packaging of agricultural products, including livestock, cold storage plants, livestock farming, and livestock feed lots and sales yards, subject to all applicable pollution control standards.
4. Kennels and animal hospitals, fur farming, stables and riding academies provided that the property containing such use is adequate and is adequately separated from residential, commercial and industrial districts.
5. Churches, schools, and similar uses.
6. Uses deemed by the City Council to be similar to those listed in the zoning district.
7. Cannabis Cultivator.
8. Cannabis Transporter.
9. Cannabis Delivery Service.

Subd.5 Lot, Yard, and Area

Lot Area – Existing Lots on 6/1/14	Lot Area - Lots Created After 6/1/14	Lot Width	Side Yard	Front Yard	Rear Yard
10 Acres	40 acres	250 ft.	60 ft.	100 ft.	100 ft.

500.25 R-1, Single and Two-Family Residence District

Subd.1 Intent

It is the intent of this district to permit the development of single-family and two-family dwellings in the City where adequate municipal utilities exist or are to be extended, to provide for reasonable standards for such development, to avoid overcrowding, and to prohibit the use of the land which would be incompatible with or detrimental to the essential residential character of the district.

Subd.2 Permitted Uses

1. Single and two-family dwellings.
2. Attached single family dwellings, not exceeding four units per structure.
3. State licensed residential facility or a housing with services establishment registered under chapter 144D serving six or fewer persons; licensed day care facility serving twelve (12) or fewer persons; group family day care facility licensed under Minnesota Rules, parts 9502.0315 to 9502.0445 to serve fourteen (14) or fewer children, except that residential facilities whose primary purpose is to treat juveniles who have violated criminal statutes relating to sex offenses or have been adjudicated delinquent on the basis of conduct in violation of criminal statutes relating to sex offenses shall not be permitted.
4. Essential services.
5. Solar energy.
6. Existing farming operations.
7. Limit to two (2) cords of exposed wood.
8. Manufactured homes, if such manufactured houses comply with the following conditions:
 - a. The house may not have ground floor space of less than 800 square feet or a width of less than 20 feet at its narrowest point.

4. Retail sales and repair services including electronics, household appliances, furniture, lighting, or similar household trade items.
5. Plumbing, electrical, and HVAC contractor shops providing they have retail showrooms.
6. Food services including grocery stores, fruit, vegetable and meat markets, supermarkets, restaurants, cafes, delicatessens, candy shops, and bakeries whose products are sold only at retail on the premises.
7. Personal services including drug stores, hardware stores, stationary and bookstores, news shops, apparel shops, showrooms for articles to be sold at retail, flower shops, commercial greenhouses, Laundromats, convenience stores and video stores.
8. Personal services including barber and beauty shops, reducing salons, photographic shops, funeral homes, and tanning salons.
9. Dwelling unit(s) in conjunction with commercial uses provided:
 - a. Separate and independent access from the commercial unit(s) is provided.
 - b. The use is adjacent to or provides off-street parking, and the ground level is solely for permitted commercial activities.
 - c. Governmental and public utility buildings and structures.
 - d. Essential services.
 - e. Theaters, bowling lanes, clubs, and lodges.
 - f. Hotels, motels, taverns, private clubs, and lodges.
 - g. Clinics and other buildings for the treatment of human beings.

10. Cannabis Retailer.

~~g.~~ 11. Lower-Potency Hemp Edible Retailer.

Subd.3 Permitted Accessory Uses

1. Off-street parking and loading areas in compliance with Subsection 500.43 of this Code.
2. Commercial or business buildings for a use accessory to the principal use providing the standards of Subsection 500.25, Subd.6 are met.
3. R-1 attached or detached garages where a non-conforming R-1 principal use has already been established, subject to Lot Area, Width, Setbacks, and Height requirements set forth under Ordinance 500.25, Subd.6.

Subd.4 Conditional Uses

1. Open outdoor sales, services, or rental as an accessory use provided:
 1. The area is fenced or screened from the abutting properties.
 2. Sales areas are properly surfaced to control dust.
2. Automobile service stations including sales, gasoline service stations, and automobile repair garages, provided that a filling station, public garage, or motor fuel station may not be located within 200 feet of a school, church, hospital, or meeting place having a seating capacity of more than 50 persons.
3. Public transportation terminals and service stations.
4. Buildings used for research and testing laboratories, storage buildings, or distributing station.

Subd.5 Lot, Yard, Area and Height Requirements

1. Lots of Record as of June 1, 2014:
 - a. Front yard: None.