



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

January 27, 2025 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

I. Oath Of Office

- a. Mayor Mike Eveslage
- b. Councilor Nick Arnzen
- c. Councilor Jake Renneker

II. Approve Agenda

III. Public Hearings

- a. 213 2nd Ave NW Variance Request (1)
- b. Cannabis Business Regulations (2-5)
 - i. Ordinance 2025-01 Accepting Code Amendments for Cannabis Business Regulations in Freeport

IV. Public Forum

V. Consent Agenda

- a. November 12, 2024 Special Meeting Minutes (6)
- b. December 17, 2024 Meeting Minutes (7-8)
- c. January 8, 2025 Emergency Meeting Minutes (9)
- d. Claims Report (10-12)

VI. Reports

- a. Clerk-Treasurer Report (13)
- b. Fire Department Report (N/A)
- c. Public Works Report (14)
- d. Engineer Report (15-19)
- e. Attorney Report (20)

VII. New Business

- a. Ordinance 2025-02 – Fee Schedule (21-25)
- b. Resolution 2025-01 – Official Depository FSB (26)
- c. Resolution 2025-02 – Official Depository Magnifi (27-28)
- d. Resolution 2025-03 – 2024 Donations (29)
- e. Resolution 2025-04 – Disbursement and Payment of Claims Policy (30-33)
- f. 2025 Appointments (34-35)

VIII. Adjourn

Next Regular Meeting: February 20, 2024

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 01/24/25

Re: Timp Public Hearing

Craig Timp, 213 2nd Ave NW, is requesting a variance from the City of Freeport to construct an accessory building at 19 feet, 8 inches in height. City Code currently allows 18 feet maximum height of buildings in the R-1 district.

In order to be granted a variance, we must find that the request meets all three factors of the practical difficulties' test.

Reasonableness

The first factor is that the property owner proposes to use the property in a reasonable manner.

Uniqueness

The second factor is that the landowner's problem is due to circumstances unique to the property not caused by the landowner.

Essential character

The third factor is that the variance, if granted, will not alter the essential character of the locality. Consider whether or not the resulting structure will be out of scale, out of place, or otherwise inconsistent with the surrounding area.

Here are factors that I find meet the practical difficulties' requirements:

1. **Reasonableness:** Timp's request to build an accessory structure is reasonable.
2. **Uniqueness:** Timp's current attached garage was not built large enough to fit his vehicle, creating the need for a larger building. He is also looking to build up instead of out to preserve green space of his property.
3. **Essential Character:** The accessory building would not change the essential character of the neighborhood.

Recommendation: Consider approving the variance request.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 01/24/25

Re: Cannabis Public Hearing

Code amendments were presented to Council at last month's meeting for regulating cannabis business in the City of Freeport. See attachment for clean version of changes and prepare to discuss at the public hearing.

Recommendation: Consider approving Ordinance 2025-01 for cannabis business regulation.

ORDINANCE NO. 2025-02

**AN ORDINANCE AMENDING THE FREEPORT CITY CODE OF 1995,
CHAPTER V, SECTION 500 ZONING, PLANNING AND LAND USE
WITHIN THE CITY OF FREEPORT, MINNESOTA,
ADOPTING CANNABIS BUSINESS REQUIREMENTS**

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

SECTION 1. The Freeport City Code of 1995, Chapter V, Section 500.06 – Rules and definitions, Subdivision 2 - Definitions, is hereby amended is hereby amended by adding the following:

Definitions of words and phrases contained Minnesota Statutes Chapter 342 are adopted by reference and shall have the same meaning in this ordinance.

SECTION 2. The Freeport City Code of 1995, Chapter V, Section 500.23 – A, Agriculture/Rural Residential District, Subdivision 4 – Conditional Uses, is hereby amended by adding the following:

7. Cannabis Cultivator.
8. Cannabis Transporter.
9. Cannabis Delivery Service

SECTION 3. The Freeport City Code of 1995, Chapter V, Section 500.29 – C-1, Central and Neighborhood Commercial District, Subdivision 2 – Permitted Uses, is hereby amended by adding the following:

10. Cannabis Retailer.
11. Lower-Potency Hemp Edible Retailer.

SECTION 4. The Freeport City Code of 1995, Chapter V, Section 500.31 – C-2, Community Commercial District, Subdivision 2 – Permitted Uses, is hereby amended by adding the following:

10. Cannabis Retailer.
11. Lower-Potency Hemp Edible Retailer.

SECTION 5. The Freeport City Code of 1995, Chapter V, Section 500.33 – I-1, General Industrial District, Subdivision 4 – Conditional Uses, is hereby amended by adding the following:

6. Cannabis Wholesaler.
7. Cannabis Transporter.
8. Cannabis Testing Facility.

- 9. Cannabis Delivery Service.
- 10. Cannabis Microbusiness.
- 11. Cannabis Mezzobusiness.
- 12. Cannabis Cultivator.
- 13. Cannabis Manufacturer.
- 14. Lower-Potency Hemp Edible Manufacturer.
- 15. Medical Cannabis Combination Business

SECTION 6. The Freeport City Code of 1995, Chapter V, Section 500 Zoning, Planning and Land Use within the City of Freeport, Minnesota, is hereby amended by adding the following:

500.38 Cannabis Industry Regulations

Subd. 1 Outdoor Storage and Display

- 1. Outdoor displays are prohibited. Outdoor display is an outdoor arrangement of objects, items, products, or other materials, typically not in a fixed position and capable of rearrangement, designed and used for advertising purposes or identifying a business, product, or service.
- 2. Outdoor storage of goods and hazardous materials is prohibited. Outdoor storage of equipment must be in compliance with this ordinance. Outdoor storage areas shall be limited to the rear or side yards. At no time shall the storage of equipment extend beyond the front building line of the principal structure. Outdoor storage areas shall be fenced and screened in conformance with this ordinance.

Subd. 2 Operations and Management Plans

- 1. An operations plan addressing air quality, dust management, sound attenuation, and vibration damping shall be submitted for approval.
- 2. An environmental management plan, including a water and sewer management plan addressing the use of water and the treatment of waste on-site, and a storm water and drainage plan addressing the impact of the facility on the environment, shall be submitted for approval.
- 3. A waste disposal plan shall be submitted addressing storage, handling, use, and potential hazards shall be submitted for approval. Solid waste shall be stored, collected, transported, and disposed of in conformity with Federal, State, and local laws.
- 4. A plan for proper ventilation and filtration for odor control, in conformity with Federal, State, and local laws, must be submitted for approval.

Subd. 3 Setbacks

Cannabis Industries and businesses shall meet the following setbacks as measured in a straight line from the closest point of the property line of the parcel upon which the cannabis industry or business is located, to the property line of the following uses:

- a. 1,000 feet from a school
- b. 500 feet from a daycare

- c. 500 feet from a residential treatment facility
- d. 500 feet from an attraction within a public park that is regularly used by minors, including a public ground or athletic field.

Subd. 4 Retail Sales

A cannabis business with a license or endorsement authorizing the retail sale of cannabis flower or cannabis products may not sell cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between 2:00 a.m. and 8:00 a.m. on the days of Monday through Saturday nor between 2:00 a.m. and 10:00 a.m. on Sunday.

Subd. 5 Licensed Cannabis Events

On site consumption of adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, hemp-derived consumer products, or any combination of those items, at licensed cannabis events is not permitted.

SECTION 7. Effective Date. This Ordinance takes effect upon its passage and publication according to law.

Adopted by the Freeport City Council on January 27, 2025.

Michael Eveslage, Mayor
City of Freeport

ATTEST:

Jon Nelson, City Clerk/Treasurer

Published in the Star Post _____, 2025.



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November 12, 2024 - Special Meeting Minutes
Freeport City Hall - 7:00 pm

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

Council members discussed the local election results provided by Stearns County from the 2024 General Election held on November 5, 2024. Having no objections to the results, Hennen motioned to approve the results of the 2024 General Election held in Freeport, seconded by Renneker. Motion carried.

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

Next Regular Meeting: November 24, 2020



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December 17, 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, & City Finance Advisor Vicki Holthaus.

Others in attendance: Branden Roering, Rodney Atkinson, Al Williams, Jason Hoeschen, Jim Hemker, & Eric Streed.

Approve Agenda

- Nelson added claims #6161-6170. Arnzen motioned to approve the agenda with the addition, seconded by Blake. Motion carried.

TNT Meeting

- Mayor Eveslage opened the TNT meeting. Atkinson, Streed, & Hemker commented from the public. Mayor Eveslage asked for further comment and after hearing none, closed the TNT meeting.

Public Forum

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

Consent Agenda

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

Reports

a. Clerk-Treasurer Report – Jon Nelson

- LMC Elected Officials Training is coming up in Alexandria. Nelson will send details to council members.
- After discussion, Arnzen motioned to move the January meeting to Monday, January 27 @7pm, seconded by Hennen. Motion carried.

b. Fire Department Report – Fire Chief Andy Grieve

- 4 calls last month; 1 grass fire, 2 medicals, and 1 cancelled mutual aid.
- Had around 86 calls last year, which is pretty normal.
- Grieve requested that Nelson get certified to sign burning permits so that they would be available at City Hall. Nelson agreed to become certified.

- Grieve asked for preapproval to purchase air bags for the fire department in the amount of \$11,600. Eveslage motioned to approve the preapproval request, seconded by Hennen. Motion carried.
- Fire Department elections were held. Grieve was reelected as Chief, Branden Roering was reelected as Assistant Chief #1, Loren Goebel was newly elected as Assistant Chief #2, and Kyle Rademacher was newly elected as Secretary. Hennen motioned to approve the election results, seconded by Blake. Motion carried.

c. Public Works Report – Public Works Director Loren Goebel

- Discharged the ponds.
- Has been busy doing locates in the Welle IV Addition for utility installation.

d. Engineer Report – City Engineer Dave Blommel

- Welle utility installation is under way.
- Lift station pumps will be in soon and installation can begin.
- Looking to submit plans in January for CSAH 11 project.
- Previous SEH invoices were put on hold when Blommel was absent from a council meeting. Blommel reviewed the invoices with council and Hennen motioned to approve, seconded by Arnzen. Motion carried.
- There is one pole along CSAH 11 that will be replaced with a shorter pole because it is too close to power lines. Design Electric is expecting to receive the pole sometime in February.

e. Attorney Report – Attorney Scott Dymoke

- Dymoke worked on a cannabis ordinance that will be covered in old business.

Old Business

a. Cannabis Regulation – Proposed Ordinance Changes

- Dymoke prepared and reviewed cannabis ordinance changes with Council. Council will hold a public hearing in January to update the changes.

New Business

a. 2025 Final Budget

- Holthaus reviewed the final budget with council members.

b. Resolution 2024-16 Adopting the Final 2025 Budget and Tax Levy

- Renneker motioned to approve Resolution 2024-16, seconded by Blake. Motion carried.

c. Resolution 2024-17 Designating a Polling Place for the Year 2025

- Arnzen motioned to approve Resolution 2024-17, seconded by Blake. Motion carried.

Adjourn

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

Mayor Mike Eveslage

Attest: _____
Clerk-Treasurer Jon Nelson



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January 8, 2025 - Emergency Meeting Minutes Hennen Lumber – 8:30am

An emergency meeting of the Freeport City Council was called for by Mayor Mike Eveslage to accept an offsite gambling permit request from the Freeport Lions Club. The Freeport Lions requested to conduct offsite gambling at the Freeport Community Center during their *Sip, Savor & Socialize* event that will be held February 8, 2025, from 6-9pm. Council approval is required for the application and the emergency meeting was necessary due to time constraints for submittal to Minnesota Alcohol & Gambling Enforcement. Mayor Mike Eveslage called the meeting to order, along with council members Tim Hennen & Jake Renneker. Clerk-Treasurer Jon Nelson was also present. Councilors Nick Arnzen & Sarah Blake were absent.

Hennen motioned to approve the agenda, seconded by Eveslage. Motion carried.

Renneker motioned to accept the Freeport Lions application to conduct off-site gambling, seconded by Hennen. Motion carried.

Renneker motioned to adjourn the meeting, seconded by Hennen. Motion carried.

For doc #s from 6210 to 6236
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6210		829 ABDO	8,621.00					
1	500259 01/01/25 Monthly Fee - Jan 2025		8,100.00			101 41000	300	10100
2	500056 12/31/24 Payroll Prep - Dec 2024		521.00			101 41000	300	10100
6211		777 ANDY GRIEVE	52.00					
1	01/14/25 Chiefs Meeting Meals		52.00			225 42200	335	10100
6212		647 BADGER METER INC	27.27					
1	80182380 12/28/24 Dec 24 - Beacon MBL Hosting		13.63			601 43225	433	10100
2	80182380 12/28/24 Dec 24 - Beacon MBL Hosting		13.64			602 43250	433	10100
6213		824 CAPITAL ONE TRADE CREDIT	23.16					
1	E41313 11/26/24 Supplies		23.16			101 43100	210	10100
6214		111 DAVID DROWN & ASSOC, INC	300.00					
1	00006077 12/11/24 2013A Bonds-Lmtd Continuing		300.00			601 43225	300	10100
6215		907 DEAN DUMONT	39.90					
1	01/24/25 UB Refund Act #001270-01		19.95			601 43225	430	10100
2	01/24/25 UB Refund Act #001270-01		19.95*			602 43250	430	10100
6216		258 LEAGUE OF MN CITIES	1,048.00					
1	419232 01/23/25 2025 Memership Dues		1,018.00*			101 41000	434	10100
2	01/23/25 2025 Mayor Membership Dues		30.00			101 41300	433	10100
6217		157 FREEPORT FIRE DEPT RELIEF ASSOC	450.00					
1	12/07/24 Donation - Sunny Brook Enterpr		250.00			225 42200	430	10100
2	01/26/25 Donation - Christmas Care Driv		200.00			225 42200	430	10100
6218		641 FREEPORT ELECTRIC, INC	29.87					
1	6442 12/30/24 Ballast for office light fixtu		29.87			101 41000	220	10100
6219		E 162 FREEPORT STATE BANK	30,761.50					
1	01/23/25 2024 A Bond Interest Payment		30,761.50*			420 43100	610	10100
6220		174 GOPHER STATE ONE CALL, INC	1.35					
1	4120411 12/31/24 Email Tickets		1.35			601 43225	300	10100
6221		891 GRANITE CITY JOBBING	106.74					
1	432340 01/09/24 Liner		106.74			101 43100	210	10100

For doc #s from 6210 to 6236
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date	Vendor #/Name/Description	Document \$/Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6222		187 HAWKINS, INC	40.00					
1	6960487 01/15/25	Chlorine Cylinders	40.00			601 43225	440	10100
6223		219 JOANN TIMP	100.00					
1	01/23/25 Dec 2024	Cleaning	100.00			101 41000	300	10100
6224		248 LAKE REGION FIREFIGHTERS ASSN	40.00					
1	1346 01/07/25	2025 Dues	40.00			225 42200	433	10100
6225		889 LAMER COMPANIES	500.00					
1	116633386 12/23/24	Bulletins	500.00*			101 41000	340	10100
6226		269 MARCO	320.04					
1	38095303 12/11/24	Copier Agreement	147.02			101 41000	410	10100
2	38327957 01/13/25	Coper Agreement	173.02			101 41000	410	10100
6227		843 MELROSE AREA CHAMBER OF COMMERCE	125.00					
1	01/23/25 2025	Full Membership	125.00			101 41000	433	10100
6228		309 MINNESOTA LIFE INSURANCE CO	3.40					
1	01/23/25 Goebel-Life Ins-Jan/Feb 2025		3.40			101 43000	131	10100
6229		328 MN RURAL WATER ASSOCIATION	800.00					
1	01/23/25 2025	Conference	175.00			601 43225	330	10100
2	01/23/25 2025	Conference	175.00			602 43250	330	10100
3	12/09/24 2025	Membership Dues	450.00			601 43225	433	10100
6230		316 MINNESOTA STATE FIRE CHIEFS	220.00					
1	8530 11/16/24	2025 Membership Dues	220.00			225 42200	433	10100
6231		389 RAMLER TRUCK & TRAILER REPAIR,	3,184.46					
1	RIO65655 12/19/24	Trk#407 - Repairs/Tires	3,184.46			225 42200	401	10100
6232		782 RMB ENVIRONMENTAL LABORATORIES	20.00					
1	C070065c 01/06/25	Courier Charge	20.00			602 43250	460	10100
6233		418 SEH, INC	20,152.37					
1	478983 12/16/24	2020 Freeport Facility Plan	213.00*			420 41000	300	10100
2	479000 12/16/24	2024 Street Lighting	2,260.50*			419 43160	300	10100
3	479033 12/16/24	CSAH 11 Sidewalk	9,100.00*			420 41000	300	10100
4	481138 01/15/25	2020 Freeport Facility Plan	8,475.37*			420 41000	300	10100
5	481173 01/15/25	General Engineering	103.50			101 41000	300	10100