

01/23/25
12:26:43

CITY OF FREEPORT
Claim Details
For the Accounting Period: 1/25

Page: 3 of 3
Report ID: AP100

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
6234		440 STEARNS CO AUDITOR-TREASURER	28.47					
1	2024-00000 12/20/24	Ballots	28.47			101 41450	210	10100
6235		441 STEARNS CO MUNICIPAL LEAGUE	100.00					
1	01/23/25 2025	Membership Dues	100.00			101 41000	433	10100
6236		809 VALLI INFORMATION SYSTEMS, INC	75.00					
1	98318 12/31/24	Online Monthl Maintenance	75.00			101 41000	300	10100
# of Claims			27	Total:	67,169.53			
Total Electronic Claims			30,761.50	Total Non-Electronic Claims	36408.03			

Memo

From: Jon Nelson - Clerk-Treasurer

To: Freeport City Council

Date: 01/24/25

Re: Clerk-Treasurer Report

1. West Central Sanitation has contacted us to set up a meeting to discuss a new waste removal contract. I would like to set up a subcommittee to discuss creating a request for proposal and to meet with the companies that are interested in submitting a proposal.

Job Duty	Date	Initial
Well, tower, pond checks, garbages, locates —	FRI 12/13/24	XJ
Well, tower, pond checks, sanded intersections	SAT 12/14/24	XJ/BR
Well, tower, pond checks	SUN 12/15/24	XJ
Well, tower, lift station, pond checks, water samples, garbages, finish locates on storm	SUN 12/15/24	XJ
shop, lights at city hall. —	"	XJ
Well, tower, pond checks, copper/lead services, ran vehicles, put blower on. —	CONV. / MON TUE 12/17/24	XJ
Well, tower, pond checks, shop ran vehicles, copper/lead services	WED 12/17/24	XJ
Well, tower, lift station, pond checks, water samples, push snow	THUR 12/19/24	XJ/BR SB
Well, tower, pond checks, plowed snow, garbages	FRI 12/20/24	XJ/BR
Well, tower, pond checks, snow clean up. —	SAT 12/21/24	XJ
Well, tower, pond checks. —	SUN 12/22/24	XJ
Well, tower, lift station, pond checks, water samples ^{garbages} (VAC)	MON 12/23/24	XJ
Well, tower, pond checks	TUE 12/24/24	XJ
Well, tower, pond checks	WED 12/25/24	XJ
Well, tower, pond, lift station, checks, water samples, lead/copper rules (VAC)	THUR 12/26/24	XJ
Well, tower, pond checks	FRI 12/27/24	XJ
Well, tower, pond checks	SAT 12/28/24	XJ
Well, tower, pond checks	SUN 12/29/24	XJ
Sanded, Well, tower, lift station, pond checks, water samples, garbages	MON 12/30/24	XJ
Well #4 digging started. — VAC	"	XJ
Well, tower, pond checks, dog catch - for dog complaints - flags w/ staff	TUE 12/31/24	XJ
Well, tower, pond checks. —	WED 1/1/25	XJ
Well, tower, lift station, pond checks, water samples, MDH + MPCA reports, water meter readings	THUR 1/2/25	XJ
Well, tower, pond checks, print at city hall, new exit lights up, shop maint.	"	XJ
Well, tower, pond checks	FRI 1/3/25	XJ
Well, tower, pond checks	SAT 1/4/25	XJ
Well, tower, pond checks	SUN 1/5/25	XJ
Well, tower, lift station, pond checks, water samples, garbages, took xmas dec down	MON 1/6/25	XJ
Well, tower, pond checks, finish taking down xmas dec started pitting away	TUE 1/7/25	XJ
Well, tower, pond checks lead/copper rule + water sampling w/ MDH	WED 1/8/25	XJ
Well, tower, lift station, pond checks, water samples, push snow	THUR 1/9/25	XJ/BR
Well, tower, pond checks, pushed snow - worked on turfcat. —	FRI 1/10/25	XJ/BR
Well, tower, pond checks —	SAT 1/11/25	XJ
Well, tower, pond checks, pushed snow —	SUN 1/12/25	XJ/BR/SP
Well, tower, pond, lift station checks, water samples, garbages shop	MON 1/13/25	XJ
Well, tower, pond checks, plow blades, ^{sweep side walks} lead/copper, team lab, rural water	TUE 1/14/25	XJ
Well, tower, pond checks, shop maint, turfcat maint, —	WED 1/15/25	XJ
Well, tower, pond, lift station checks, water samples lead/copper w/ Dnr	THUR 1/16/25	XJ
Well, tower, pond checks, garbages, scrape streets	FRI 1/17/25	XJ
Well, tower, pond checks	SAT 1/18/25	XJ
Well, tower, pond checks	SUN 1/19/25	XJ



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MEMORANDUM

TO: Freeport City Council
FROM: Dave Blommel, PE (Lic. MN)
DATE: January 24, 2025
RE: Council Update
SEH No. FREEP GEN 14.00

Welle Country Acres

The lift station control panel is in the contractor's hands and is ready for installation. The supplier for the top hatch has notified us that it will be ready soon. Installation is expected in February and March. Payment #4 in the amount of \$202,120.80 is enclosed to address the completed lift station components and pay for the first layer of asphalt.

Requested Action – Approve Payment No 4.

CSAH 11 sidewalk

The preliminary plans have been submitted to Stearns County for review. The slope near the interstate ramp is proving to be difficult to match the roadway and still meet ADA guidelines. County comments on trail placement may impact the alignment of the trail, possible forcing the extension of the shoulder. I hope to provide an update on those comments at the meeting.

Requested action – update only

Other items we have assisted the City of Freeport within the last month include:

Lead Service line sampling
Stearns County Correspondence regarding CR 157 (to Albany)
Capital Improvement plan cost estimates for Abdo Study

dwb
Enclosure

x:\fj\freep\common_council meeting\2025.01.24 m council update.docx

Contract Number: FREEP 153897
Pay Request Number: 4

Project Number	Project Description
FREEP 153897	Welle's Country Acres Phase 4

Contractor: Kuechle Underground Inc. 10998 State Highway 55 Kimball, MN 55353	Vendor Number: n/a Up To Date: 01/10/2025
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Contract Amount

Original Contract	\$1,161,480.56
Contract Changes	\$0.00
Revised Contract	\$1,161,480.56

Work Certified To Date

Base Bid Items	\$1,040,982.58
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$1,040,982.58

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$212,758.74	\$1,040,982.58	\$52,049.13	\$786,812.65	\$202,120.80	\$988,933.45
Percent: Retained: 5%			Percent Complete: 89.63%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By Short Elliott Hendrickson Inc.

Approved By Kuechle Underground Inc.

Date _____

Date _____

Approved By City of Freeport

Date _____

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-07-12	\$486,826.66	\$24,341.33	\$462,485.33
2	2024-08-16	\$184,663.95	\$9,233.20	\$175,430.75
3	2024-09-19	\$156,733.23	\$7,836.66	\$148,896.57
4	2025-01-10	\$212,758.74	\$10,637.94	\$202,120.80

Funding Category Name	Funding Category No.	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
FREEP 153897		\$1,040,982.58	\$52,049.13	\$786,812.65	\$202,120.80	\$988,933.45

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
FREEP 153897	Local	\$202,120.80	\$1,161,480.56	\$1,161,480.56	\$988,933.45

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	1	MOBILIZATION	LUMP SUM	\$16,606.30	1	0	\$0.00	0.95	\$15,775.99
Base Bid	2	2	TRAFFIC CONTROL	LUMP SUM	\$200.00	1	0	\$0.00	0.95	\$190.00
Base Bid	3	3	CLEAR AND GRUB	LUMP SUM	\$2,025.00	1	0	\$0.00	1	\$2,025.00
Base Bid	4	4	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$26.20	10	10	\$262.00	10	\$262.00
Base Bid	5	5	REMOVE ROCKCHECK	EACH	\$167.31	13	0	\$0.00	13	\$2,175.03
Base Bid	6	6	SALVAGE TYPE 3 BARRICADES	EACH	\$20.00	6	0	\$0.00	0	\$0.00
Base Bid	7	7	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$3.50	120	110	\$385.00	110	\$385.00
Base Bid	8	8	COMMON EXCAVATION (P) (P)	CU YD	\$10.86	2483	0	\$0.00	2483	\$26,965.38
Base Bid	9	9	COMMON BORROW	CU YD	\$12.98	1224	0	\$0.00	0	\$0.00
Base Bid	10	10	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$130.00	20	0	\$0.00	14	\$1,820.00
Base Bid	11	11	SELECT GRANULAR BORROW (CV)	CU YD	\$14.00	3551	0	\$0.00	3702	\$51,828.00
Base Bid	12	12	SUBGRADE PREPARATION	ROAD STA	\$341.00	17	0	\$0.00	17	\$5,797.00
Base Bid	13	13	GEOTEXTILE FABRIC TYPE 5	SQ YD	\$1.43	7102	0	\$0.00	7241	\$10,354.63
Base Bid	14	14	AGGREGATE BASE (CV) CLASS 5 (P) (P)	CU YD	\$23.30	1184	0	\$0.00	1184	\$27,587.20
Base Bid	15	15	TYPE SPWEA240C WEARING COURSE MIXTURE	TON	\$79.00	602	0	\$0.00	0	\$0.00
Base Bid	16	16	TYPE SPWE230B NON WEARING COURSE MIXTURE	TON	\$74.00	1003	994	\$73,556.00	994	\$73,556.00
Base Bid	17	17	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$5.00	355	0	\$0.00	0	\$0.00
Base Bid	18	18	CONCRETE CURB & GUTTER DESIGN D418	LIN FT	\$17.50	3115	0	\$0.00	3165	\$55,387.50
Base Bid	19	19	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$62.00	24	0	\$0.00	0	\$0.00
Base Bid	20	20	ADJUST FRAME & RING CASTING	EACH	\$0.01	11	0	\$0.00	13	\$0.13
Base Bid	21	21	INSTALL PERMANENT BARRICADES	EACH	\$400.00	2	0	\$0.00	0	\$0.00
Base Bid	22	22	SIGN PANELS TYPE C	SQ FT	\$45.00	30	0	\$0.00	0	\$0.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	23	23	SIGN PANELS STREET NAME BLADES (PER SIGN)	EACH	\$400.00	3	0	\$0.00	0	\$0.00
Base Bid	24	24	DEWATERING	LUMP SUM	\$22,747.81	1	0.4	\$9,099.12	1	\$22,747.81
Base Bid	25	25	4" FORCEMAIN	LIN FT	\$41.08	348	0	\$0.00	348	\$14,295.84
Base Bid	26	26	4" PIPE SEWER SERVICE	LIN FT	\$15.16	778	0	\$0.00	847	\$12,840.52
Base Bid	27	27	8" PIPE SEWER	LIN FT	\$68.83	1151	0	\$0.00	1150	\$79,154.50
Base Bid	28	28	CONNECT TO EXISTING SANITARY SEWER PIPE (SERVICE)	EACH	\$636.35	2	0	\$0.00	2	\$1,272.70
Base Bid	29	29	CONNECT TO EXISTING FORCEMAIN	EACH	\$1,835.08	1	0	\$0.00	1	\$1,835.08
Base Bid	30	30	SANITARY SEWER LIFT STATION W/ VALVE MANHOLE	LUMP SUM	\$200,962.84	1	0.15	\$30,144.42	0.8	\$160,770.27
Base Bid	31	31	8" X 4" WYE	EACH	\$505.88	27	0	\$0.00	26	\$13,152.88
Base Bid	32	32	8" PIPE PLUG	EACH	\$150.55	1	0	\$0.00	1	\$150.55
Base Bid	33	33	SANITARY SEWER CLEANOUT	EACH	\$250.97	27	0	\$0.00	26	\$6,525.22
Base Bid	34	34	EXTERIOR CHIMNEY SEAL	EACH	\$173.40	8	8	\$1,387.20	8	\$1,387.20
Base Bid	35	35	CASTING ASSEMBLY	EACH	\$710.94	8	8	\$5,687.52	8	\$5,687.52
Base Bid	36	36	CONSTRUCT SANITARY MANHOLES	EACH	\$5,637.74	8	0	\$0.00	8	\$45,101.92
Base Bid	37	37	FORCE MAIN FITTINGS	POUND	\$0.01	200	0	\$0.00	86	\$0.86
Base Bid	38	38	EXTRA DEPTH MANHOLE	LIN FT	\$194.38	29	0	\$0.00	39.06	\$7,592.48
Base Bid	39	39	8" OUTSIDE DROP	VERT FT	\$1,051.55	6.5	0	\$0.00	6.5	\$6,835.08
Base Bid	40	40	AGGREGATE BEDDING (CV) (P) (P)	CU YD	\$33.60	200	0	\$0.00	200	\$6,720.00
Base Bid	41	41	CONNECT TO EXISTING WATER MAIN	EACH	\$3,898.14	3	0	\$0.00	3	\$11,694.42
Base Bid	42	42	HYDRANT	EACH	\$6,926.41	3	0	\$0.00	3	\$20,779.23
Base Bid	43	43	ADJUST VALVE BOX	EACH	\$655.81	2	0	\$0.00	0	\$0.00
Base Bid	44	44	ADJUST CURB STOP	EACH	\$130.07	2	0	\$0.00	0	\$0.00
Base Bid	45	45	1" CORPORATION STOP & SADDLE	EACH	\$451.20	27	0	\$0.00	26	\$11,731.20
Base Bid	46	46	6" GATE VALVE AND BOX	EACH	\$2,506.99	3	0	\$0.00	3	\$7,520.97
Base Bid	47	47	8" GATE VALVE AND BOX	EACH	\$3,305.44	8	0	\$0.00	8	\$26,443.52
Base Bid	48	48	1" CURB STOP AND BOX	EACH	\$617.86	27	0	\$0.00	26	\$16,064.36
Base Bid	49	49	1" WATER SERVICE PIPE	LIN FT	\$11.98	1000	0	\$0.00	898	\$10,758.04
Base Bid	50	50	6" WATERMAIN	LIN FT	\$51.26	60	0	\$0.00	47	\$2,409.22
Base Bid	51	51	8" WATERMAIN	LIN FT	\$53.10	1522	0	\$0.00	1540	\$81,774.00
Base Bid	52	52	4" INSULATION	SQ YD	\$30.41	20	0	\$0.00	21	\$638.61
Base Bid	53	53	DUCTILE IRON FITTINGS	POUND	\$0.01	1900	745	\$7.45	1425	\$14.25
Base Bid	54	54	6" DRAINTILE WITH SOCK	LIN FT	\$9.50	2770	1915	\$18,192.50	2759	\$26,210.50
Base Bid	55	55	4" DRAIN TILE SERVICE CONNECTION	EACH	\$200.00	27	0	\$0.00	26	\$5,200.00
Base Bid	56	56	15" STORM SEWER	LIN FT	\$42.05	808	0	\$0.00	788	\$33,135.40

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	57	57	18" STORM SEWER	LIN FT	\$48.80	117	85	\$4,148.00	120	\$5,856.00
Base Bid	58	58	21" STORM SEWER	LIN FT	\$62.23	35	35	\$2,178.05	35	\$2,178.05
Base Bid	59	59	24" STORM SEWER	LIN FT	\$58.70	55	0	\$0.00	55	\$3,228.50
Base Bid	60	60	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	EACH	\$2,056.97	4	0	\$0.00	4	\$8,227.88
Base Bid	61	61	CONSTRUCT DRAINAGE STRUCTURE 4020 -48"	EACH	\$3,595.26	7	0	\$0.00	7	\$25,166.82
Base Bid	62	62	CONSTRUCT DRAINAGE STRUCTURE 4020 -60"	EACH	\$5,200.53	1	0	\$0.00	1	\$5,200.53
Base Bid	63	63	CASTING ASSEMBLY	EACH	\$2,731.29	12	12	\$32,775.48	12	\$32,775.48
Base Bid	64	64	CLEAN EXISTING PIPE SEWER (STORM)	LIN FT	\$1.70	330	330	\$561.00	330	\$561.00
Base Bid	65	65	CONNECT TO EXISTING DRAINAGE STRUCTURE	EACH	\$1,741.77	3	0	\$0.00	3	\$5,225.31
Base Bid	66	66	STABILIZED CONSTRUCTION EXIT	EACH	\$500.00	3	2	\$1,000.00	2	\$1,000.00
Base Bid	67	67	STORM DRAIN INLET PROTECTION	EACH	\$125.00	12	11	\$1,375.00	11	\$1,375.00
Base Bid	68	68	SILT FENCE, TYPE MS	LIN FT	\$2.25	1575	0	\$0.00	1500	\$3,375.00
Base Bid	69	69	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	\$3.25	750	0	\$0.00	80	\$260.00
Base Bid	70	70	COMMON TOPSOIL BORROW (LV)	CU YD	\$26.25	200	0	\$0.00	0	\$0.00
Base Bid	71	71	COMMERCIAL FERTILIZER	POUND	\$1.00	1600	1500	\$1,500.00	1500	\$1,500.00
Base Bid	72	72	SEEDING	ACRE	\$1,500.00	4	3.8	\$5,700.00	3.8	\$5,700.00
Base Bid	73	73	SEED MIXTURE 25-151	POUND	\$7.00	200	400	\$2,800.00	400	\$2,800.00
Base Bid	74	74	HYDRAULIC MULCH MATRIX	POUND	\$2.00	11200	11000	\$22,000.00	11000	\$22,000.00
Base Bid	75	75	SEEDING (TEMPORARY)	ACRE	\$250.00	4	0	\$0.00	0	\$0.00
Totals:								\$212,758.74		\$1,040,982.58

Contract Total	\$1,040,982.58
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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

January 22, 2025

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 December 11, 2024 through January 22, 2025, we have given significant attention to the following project on behalf of the City of Freeport:

- Cannabis Zoning Ordinance – Prepared final 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: 01/24/25

Re: Ordinance 2025-02 Fee Schedule

Changes have been made to fire department rates per Chief Grieve's research and recommendations.

A 3% increase on flat and usage-based water fees is also being considered per the recommendation of Jason Murray from David Drown & Associates. This is a decrease from the 4% increases over the past few years.



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

ORDINANCE 2025-02

AN ORDINANCE FIXING THE LICENSE, CONSUMPTION AND PERMIT FEES UNDER THE FREEPORT CITY CODE OF 1995 (APPENDIX I)

BE IT ORDAINED BY THE CITY COUNCIL OF FREEPORT, MINNESOTA:

Section 1. The Freeport City Code of 1995 authorizes the City Council to fix the fees and charges imposed by the Code for various city services. The fees and charges imposed may be amended from time to time by the council and is to be entitled Appendix I.

Section 2. The license, consumption and permit fees, as well as other related charges, are hereby amended, as follows:

<u>City Code</u>	<u>Description</u>	<u>Fee (\$)</u>
500 - Zoning		
	Building Permit	per Building Inspector's fee schedules
	Conditional Use or Variance Requests	150.00
	Rezoning Request	250.00
	Zoning Permit	25.00
	Curb/Gutter/Driveway Permit	25.00
510 – Rental Housing		
	Rental Registration License Fee (annual)	75.00
	Delinquency Penalty	5% each day late
	Reinspection Fee	50.00
605 - Noxious Weeds		
	Minimum Charge for Removal	150.00
	Equipment Use Fees:	
	Tractor, Mower, and Labor (hourly)	150.00
705 - Private Drains		
	Disposal into Sanitary Sewer Violation (monthly)	75.00

710 - Wastewater Service Charges

Usage Charge with Meter (per 1,000 gallons)	2.23
<i>Flat Charges (monthly)</i>	
Commercial, Without Meter	35.18
Commercial, Convenience Store/Car Wash	38.49
Commercial, Large Business (e.g. service station, church)	32.92
Commercial, Liquor Stores, On/Off Sale	37.75
Commercial, Restaurants	73.16
Commercial, Small Business	30.89
Residential, Without Meter	38.33
Residential, Manor Apartments	155.56
Residential, Multiple Family	54.32
Residential, Single Family	26.86
School	52.60
<i>Other</i>	
Wastewater Bulk Dumping Fee	25.00
Wastewater Hook-up Charge (per parcel)	1,200.00
Wastewater Main Stub-out Charge (per parcel)	3,800.00

715 - Water Service Charges

<i>Usage-based Charges (per 1,000 gallons)</i>	
Usage Charge with Meter	2.41
Usage Charge Irrigation Meter	3.55
Water Tower Debt Service Fee	2.68
Water Tower Maintenance Fee	1.92
Hydrant Water Sales	10.00
<i>Flat Charges (monthly)</i>	
Service Charge	8.43
Water Security Fee	.90
Water Testing Fee	.55
Water Tower Debt Service Fee	3.49
<i>Other</i>	
Disconnect	50.00
Reconnect	50.00
Late Payment Fee (monthly)	15.00
Utility Labels (full or partial set)	35.00
Water/Sewer Account Update	15.00
Water Account/Meter Investigation	20.00
Water Hook-up Charge (per parcel)	1,200.00
Water Main Stub-out Charge (per parcel)	3,800.00
Water Meters	actual cost of meter