



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

March 25, 2025 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

- I. Approve Agenda
- II. Public Forum
- III. Consent Agenda
 - a. February 25, 2025 Council Meeting Minutes (1-2)
 - b. Claims Report (3-4)
 - c. February Sheriff's Report (5)
- IV. Reports
 - a. Clerk-Treasurer Report (N/A)
 - b. Fire Department Report (N/A)
 - c. Public Works Report (6)
 - d. Engineer Report (7)
 - e. Attorney Report (8)
- V. Old Business
 - a. Long Term Plan – Vicki Holthaus (9)
 - b. Mural Ordinance Addendum (10-13)
 - c. Refuse Contracts (14)
 - d. AED Machine – Community Center (15)
- VI. New Business
 - a. Cody Nelson – CSN Properties: Welle IV Opportunity (16)
 - b. Pay Equity Report (17)
- VII. Adjourn

Next Regular Meeting: April 29, 2025



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cityfrpt@albanytel.com

February 25, 2025 – 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, Tim Hennen & Jake Renneker. Councilor Sarah Blake was absent.

Staff in attendance: City Clerk-Treasurer Jon Nelson, Fire Chief Andy Grieve, Public Works Director Loren Goebel, City Engineer Dave Blommel, Financial Advisor Ashley Feldewerd, & City Attorney Scott Dymoke

Others in attendance: Carol Moorman – Star Post, Ema Feldewerd, Ellie Grieve, Jon Stueve – Albany Township, Peter Welle & Tom Roelike – Oak Township, John Arnzen – City of St. Rosa, Jim Cremers – City of St. Anthony, Nate Arnzen – Millwood Township, Randy Hartung – Krain Township, & Janelle Kendall – Stearns County Attorney.

Approval of Agenda

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

City Prosecution Update – Janelle Kendall, Stearns County Attorney

- Kendall reviewed the county diversion programs and said to let her know if we have any city projects that could use the programs. New justice center is coming and public meetings will be held for those who want to gather more information on that.

AFSA 2025 Annual Meeting

- Mayor Eveslage called for motion to recess the Council Meeting for the AFSA Meeting. Arnzen motioned, seconded by Renneker. Motion carried. Mayor Eveslage opened the 2025 Annual AFSA Meeting.
- Nelson took roll call, all townships and cities had representatives present.
- Feldewerd reviewed the 2026 budget and fielded questions.
- Grieve gave his report during the meeting. Last month there was 1 fire and 1 cancelled medical. Last year, we had 84 calls, which was up a bit from the year prior but still pretty average. Grieve offered to come out to any township or city meetings if members have any questions for the fire department.
- Cremers motioned to approve the 2026 budget, seconded by Stueve. Motion carried.
- Welle motioned to adjourn the AFSA meeting, seconded by Nate Arnzen. Motion carried.

Mayor Eveslage reopened the Council 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

- AED at the Community Center is in need of replacement. Nelson was asked to look into pricing of an outdoor unit and for funding sources.
- We’ve had 41 responses to the city survey. We have already extended the deadline by two months. Council agreed to keep the February 28 deadline for responses.
- Rose Austing paid to have her property resurveyed to move property pins to the correct place. The pins have been moved and she needs a resolution from council to bring to County to show the City’s approval. Harold Hoppe owns the neighboring property and has given his approval of the new property line.
- Arnzen motioned to approve Reoslution 2025-05 correcting the property line between Austings and Hoppe, seconded by Hennen. Motion carried.
- West Central Sanitation, Waste Management, and Borgmann Disposal all returned our RFPs for refuse collection. The subcommittee has met to review and will meet again before next meeting to bring a recommendation for Council’s approval.
- The Senior Center had a furnace repair in the amount of \$896 from Kraemer. Hennen motioned to approve the payment of the bill, seconded by Arnzen. Motion carried.
- Granite City Concrete will be able to get to the CSAH 11 repairs early June.

b. Public Works Report – Public Works Director Loren Goebel

- Will be attending the MRWA Conference next week.
- Xcel Energy has begun trimming trees along CSAH 157. The City has no say in this project whatsoever.

c. Engineer Report – City Engineer Dave Blommel

- Blommel presented a plan for the CSAH 11 sidewalk. MnDOT needs to approve the plan since they are funding it. Council agreed to submit the presented to plan to MnDOT for approval.

d. Attorney Report – Attorney Scott Dymoke

- Dymoke presented a code addendum for regulating murals in the City of Freeport. Council can review the addendum and discuss at next month’s meeting.

New Business

a. 2024 Fourth Quarter Report

- Feldewerd reviewed the 2024 fourth quarter financial report with Council.

Adjourn

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

Mayor Mike Eveslage

Attest: _____
Clerk-Treasurer Jon Nelson

03/19/25
14:37:19

CITY OF FREEPORT
Claim Details
For the Accounting Period: 3/25

Page: 1 of 2
Report ID: AP100

For doc #s from 6301 to 6325
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6301		829 ABDO	980.00					
1	503111 02/28/25 Payroll Prep - Feb 2025		470.00			101 41000	300	10100
2	503111 02/28/25 2025 PERA Exclusion Reporting		510.00			101 41000	300	10100
6302		24 AMERICAN SOLUTIONS FOR BUSINESS	470.72					
1	INV0794196 02/11/25 Laser Check Stock		470.72			101 41000	210	10100
6303		647 BADGER METER INC	27.27					
1	80188376 02/28/25 Beacon MBL Hosting Unit		13.63			601 43225	433	10100
2	80188376 02/28/25 Beacon MBL Hosting Unit		13.64			602 43250	433	10100
6304		675 CUSTOMIZED FIRE RESCUE TRAINING	550.00					
1	2978 03/06/25 Training - NFPA		550.00			225 42200	330	10100
6305		778 DISPLAY SALES CO	265.50					
1	S06845 03/18/25 Light Bulbs		265.50			101 43100	210	10100
6306		155 FREEPORT FARM CENTER, INC	1,227.46					
1	W14279 03/03/25 Repairs to Turf Cat		1,187.46			101 43100	220	10100
2	110187 01/10/25 Repaire wires on Turf Cat		40.00			101 43100	220	10100
6307		751 CITY OF FREEPORT	516.35					
1	03/12/25 Fire Hall Water Usage		516.35			225 42200	384	10100
6308		713 RBC FBO FREEPORT FIRE DEP RELIEF	2,933.73					
1	03/13/25 Firefighters SBR Reimb		2,933.73			225 42200	315	10100
6309		157 FREEPORT FIRE DEPT RELIEF ASSOC	2,130.21					
1	03/05/25 St. Rosa Horse Races		2,130.21			225 42200	430	10100
6310		174 GOPHER STATE ONE CALL, INC	9.45					
1	5020411 02/28/25 Email Tickets - Feb 2025		8.10			601 43225	300	10100
2	4120411.1 12/31/25 Email Tickets		1.35			601 43225	300	10100
6311		891 GRANITE CITY JOBBING	0.52					
1	437957 02/28/25 Supplies		0.52			101 43100	210	10100
6312		194 HENNEN LUMBER CO, INC	29.07					
1	162434 02/25/25 Blue Softener Salt		16.38			101 43100	210	10100
2	162159 02/21/25 Caulk		12.69			101 43100	210	10100

03/19/25
14:37:19

CITY OF FREEPORT
Claim Details
For the Accounting Period: 3/25

Page: 2 of 2
Report ID: AP100

For doc #s from 6301 to 6325
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6313	1 4165 01/30/25 Oil Changes/Filters	199 HILTNER COMPANY, INC	127.86			225 42200	215	10100
6314	1 03/19/25 Feb/Mar Cleaning Services	219 JOANN TIMP	200.00			101 41000	300	10100
6315	1 116792969 02/17/25 Bulletins	889 LAMAR COMPANIES	500.00			101 41000	340	10100
6316	1 38762632 03/11/25 Copier Agreement	269 MARCO	151.86			101 41000	410	10100
6317	1 03/19/25 Goebel-Life Ins-Apr 2025	309 MINNESOTA LIFE INSURANCE CO	1.70			101 43000	131	10100
6318	1 03/13/25 Pay Equity Report	587 MURPHY MANAGEMENT CONSULTANTS	175.00			101 41000	300	10100
6319	1 8475 03/15/25 General Matters	896 REVERMANN LAW, P.A.	680.00			101 41000	305	10100
6320	1 D071348 03/11/25 Quarterly Influent	782 RMB ENVIRONMENTAL LABORATORIES	182.88			602 43250	460	10100
6321	1 299132 02/04/25 Freights	710 SAUK CENTRE FLEET SUPPLY	14.25			601 43225	200	10100
6322	1 328172 02/25/28 Assessing for Federal Audit	413 SCHLENNER WENNER & CO	360.00			101 41500	301	10100
6323	1 99369 02/28/25 Online Monthly Maintenance	809 VALLI INFORMATION SYSTEMS, INC	75.00			101 41000	300	10100
6324	1 0201143 03/03/25 Broom Refill/Disposable Gutte	790 ZARNOTH BRUSH WORKS, INC	548.50			101 43100	220	10100
6325	1 03/19/25 2025 Property Taxes	440 STEARNS CO AUDITOR-TREASURER	689.26			101 41000	430	10100
	2 03/19/25 2025 Property Taxes		73.98			300 46500	430	10100
		# of Claims 25	Total: 12,846.59					



Freeport Monthly Report

Results



Agency: SCSO
Agency #: MN0730000

Print Date/Time: 03/01/2025 00:16
Total Records : 24

Agency	Location City	Call Date/Time	Incident Number	Incident Type
SCSO	FREEPORT	02/01/2025 01:44	2025-25002335	Crash/No Injuries
SCSO	FREEPORT	02/01/2025 01:44	2025-25002338	Unknown
SCSO	FREEPORT	02/01/2025 15:16	2025-25002372	Compliance Check
SCSO	FREEPORT	02/02/2025 09:57	2025-25002416	Agency Assist
SCSO	FREEPORT	02/04/2025 00:57	2025-25002514	Alarm
SCSO	FREEPORT	02/04/2025 07:30	2025-25002523	Alarm
SCSO	FREEPORT	02/04/2025 13:44	2025-25002548	Crash/No Injuries
SCSO	FREEPORT	02/04/2025 13:52	2025-25002549	Traffic Stop
SCSO	FREEPORT	02/04/2025 14:10	2025-25002551	Crash Investigation
SCSO	FREEPORT	02/04/2025 23:46	2025-25002565	Traffic Stop
SCSO	FREEPORT	02/06/2025 13:02	2025-25002670	Assault
SCSO	FREEPORT	02/08/2025 23:28	2025-25002807	Juvenile Problem
SCSO	FREEPORT	02/09/2025 22:25	2025-25002858	Traffic Stop
SCSO	FREEPORT	02/10/2025 15:47	2025-25002910	Threats
SCSO	FREEPORT	02/11/2025 12:24	2025-25002978	Traffic Stop
SCSO	FREEPORT	02/11/2025 17:01	2025-25003006	Traffic Stop
SCSO	FREEPORT	02/14/2025 07:04	2025-25003203	Suspicious Incident
SCSO	FREEPORT	02/18/2025 08:22	2025-25003455	Traffic Stop
SCSO	FREEPORT	02/19/2025 08:23	2025-25003566	Welfare Check
SCSO	FREEPORT	02/21/2025 15:05	2025-25003763	Personal Assist
SCSO	FREEPORT	02/23/2025 05:36	2025-25003845	Alarm
SCSO	FREEPORT	02/25/2025 21:14	2025-25004020	Traffic Stop
SCSO	FREEPORT	02/26/2025 09:20	2025-25004044	Personal Assist
SCSO	FREEPORT	02/27/2025 12:20	2025-25004188	Paper Service

Job Duty	Date	Initial
Well, tower, lift station, pond checks, water samples, worked on sweeper lights, van light,	THUR 2/20/25	JK
Well, tower, pond checks, garbage, finished sweeper, greased equipment	FRI 2/21/25	JK
Well, tower, pond checks	SAT 2/22/25	JK
Well, tower, pond checks	SUN 2/23/25	JK
Well, tower, lift station, pond checks, water samples, garbage, storm sewer behind 215 main street, ran equipment, shop maid.	MON 2/24/25	JK
Well, tower, pond checks, storm sewer behind 215 main st., removed fire extinguishers in plow truck & on walls, meeting w/ son, reframe back storage room by Gerald W., met w/ Dave before council look at roads & New Development corr.	TUE 2/25/25	JK
Well, tower, pond checks, storm sewer by 215 main st, oil change for truck, shop main, meter ice cream shop.	Wed 2/26/25	JK
Well, tower, lift station, pond checks, water samples, tractor new handle, Tan truck windshield washer pump, shop	THUR 2/27/25	JK
Well, tower, pond checks, garbage, water meter readings	FRI 2/28/25	JK
Well, tower, pond checks	SAT 3/1/25	JK
Well, tower, pond checks	SUN 3/2/25	JK
Well, tower, lift station, pond checks, water samples, garbage, NDH & MPCA reports, daily influents sampling	MON 3/3/25	JK
Well, tower, pond checks, conference	TUE 3/4/25	JK
Well, tower, pond checks, sanded & plowed streets, conference	Wed 3/5/25	JK/JP
Well, tower, pond, lift station checks, water samples, sanded	THUR 3/6/25	JK/JP
Well, tower, pond checks, garbage	FRI 3/7/25	JK
Well, tower, pond checks	SAT 3/8/25	JK
Well, tower, pond checks	SUN 3/9/25	JK
Well, tower, lift station, pond checks, water samples, shop maint sweeper, garbage	MON 3/10/25	JK
Well, tower, pond checks shop equipment fixing.	TUE 3/11/25	JK
Well, tower, pond checks, filed reports read over cybersecurity.	Wed 3/12/25	JK
Well, tower, lift station, pond checks, water samples, city hall maint.	THUR 3/13/25	JK
Well, tower, pond checks, garbage, gopher locates	FRI 3/14/25	JK
Well, tower, pond checks	SAT 3/15/25	JK
Well, tower, pond checks	SUN 3/16/25	JK
Well, tower, lift station, pond checks, garbage, water samples, gopher call meeting & locates, shop.	MON 3/17/25	JK
Well, tower, pond checks, city hall meeting & maint., locates	TUE 3/18/25	JK
Well, tower, pond checks, ran equipment, order lights & get quote on water faucet.	Wed 3/19/25	JK



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: March 18, 2025

RE: Council Update
SEH No. FREEP GEN 14.00

Welle 4

The lift station coatings are ready to go on as soon as the temperature allow. Once installed and cured the structure can be plumbed and connected. We are estimating 6-8 weeks before the system is operational. Kuechle Underground has committed to pumping the station out if necessary to prevent any impact on lot sales. Additionally, staff have been working with the private utilities (Power, Communications, Gas) to clean up after their installation. This work was requested to be completed as soon as temperatures allow the soil to be leveled and re-seeded.

Requested Action: Information only

Active Transportation Sidewalk

Final drawings based on the MnDOT and county comments are nearing completion. The drawing approval process is now expedited with the preliminary submittals complete. We anticipate being ready for bid in advance of your meeting in April. The trail ended up shifting 4' closer to the road as compared to the alignment we discussed in February, but we are still maintaining the MnDOT required separation. This shift will allow for less impact to residents and less fill on the ditch slope between 7th and I-94 ramp.

Requested action: Authorize advertisement for bids contingent on the approval of MnDOT and Stearns County.

Street Lighting Project

The shorter pole has been installed. The taller pole was donated by the supplier to the City as a replacement in the event of a knockdown in the future. That pole has a value of about \$4,000. Final punch list development is underway and we expect it to be completed in the spring with final payment anticipated in May or June.

Requested Action: Information only

dwb

x:\fj\freep\common_council meeting\2025.03.18 m council update.docx

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 **Page 7 of 17** Affirmative Action—Equal Opportunity Employer



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— LAW —

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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

March 18, 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 February 19, 2025 through March 18, 2025, we have given significant attention to the following projects on behalf of the City of Freeport:

- **Murals** – prepared preliminary draft of ordinance regulating murals for review by Council.
- **Zoning Ordinance** – reviewed zoning ordinance and provided opinion concerning proposed accessory building in the Residential District.
- **Auditor** – Assisted City Clerk with response to transactions brought up by Auditor.

Sincerely,

REVERMANN LAW, P.A.

Scott E. Dymoke

cc: M. Eveslage

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 03/21/25

Re: Long Term Plan

Vicki Holthaus will join us to review the long-term plan Abdo has put together for the City of Freeport.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 03/21/25

Re: Mural Ordinance Addendum

Attorney Dymoke provided a code addendum last month for regulating murals within the City of Freeport. We will take a closer look at it this month to make any changes and potentially call for a public hearing if we want to move forward with adopting the code.

1 **500.36 Murals**

2 **Subd. 1 Interim Use Permit Required.**

3 Murals may be allowed by Interim Use Permit only on property zoned C-1 or C-2, subject to the
4 following regulations:

5 (1) Murals shall not:

- 6 (a) Imitate or appear to imitate official traffic signs;
- 7 (b) Obscure or conceal safety equipment, lock boxes, or building numbers;
- 8 (c) Incorporate an advertising sign as defined in Section 500.35, subd. 4;
- 9 (d) Incite lawless actions;
- 10 (e) Convey threats of violence against any person or persons; or
- 11 (f) Predominantly appeal to prurient sexual interests

12 (2) Murals on buildings are limited to a maximum coverage of 75% of the building wall area
13 on which it is affixed.

14 (3) No more than one wall on any structure may be covered by a mural.

15 (4) Murals may not be affixed to building walls facing streets or residential districts.

16 (5) The Council, upon recommendation of the Commission, may establish such additional
17 conditions as are appropriate and necessary to protect the public health, safety, and welfare. Such
18 conditions may include a provision that the property owner certify on a periodic basis that the terms
19 and conditions of the interim use permit have been met and that the mural has been maintained in
20 a manner consistent with the maintenance plan.

21 **Subd. 2 Maintenance.**

22 All murals shall be properly maintained. A mural is considered to be in a state of disrepair when
23 not preserved in accordance with the maintenance plan.

- 24 (1) Exposed mural surfaces shall be clean and painted if paint is required.
- 25 (2) Defective parts shall be replaced.

1 (3) Any mural or any structure to which a mural is affixed that may be, or may hereafter
2 become, rotted, unsafe or unsightly shall be repaired or removed by the owner or manager of the
3 property upon which the mural stands, at their expense, upon written notice of the Zoning
4 Administrator.

5 (4) The Zoning Administrator or Building Official shall have the right to order the repair or
6 removal of any mural which is defective, damaged, or substantially deteriorated.

7 (5) The owner of the property on which the mural is situated shall be responsible for ensuring
8 that murals on the property are properly maintained.

9 **Subd. 3 Administration.**

10 (1) Interim Use Permits.

11 (a) No mural shall be erected, altered, reconstructed, or moved in the City without first
12 securing an interim use permit from the City, unless specifically waived within this Section or
13 elsewhere in the Ordinance.

14 (b) Application for the interim use permit shall be in writing addressed to the issuing
15 authority and shall contain the following information:

16 (1) Names and addresses of the owners of the mural and property on which the mural
17 will be located;

18 (2) The address at which any murals are to be affixed;

19 (3) The names of the persons affixing the murals;

20 (4) The lot, block, and addition at which the murals are to be affixed;

21 (5) A complete set of plans showing the necessary elevations, distances, size, content,
22 and details to fully and clearly represent the construction and placement of the murals;

23 (6) A maintenance plan for the murals based on the type and durability of the
24 materials used to affix the mural;

25 (7) Approximate start and end dates for completion of the mural.

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(2) Fees.

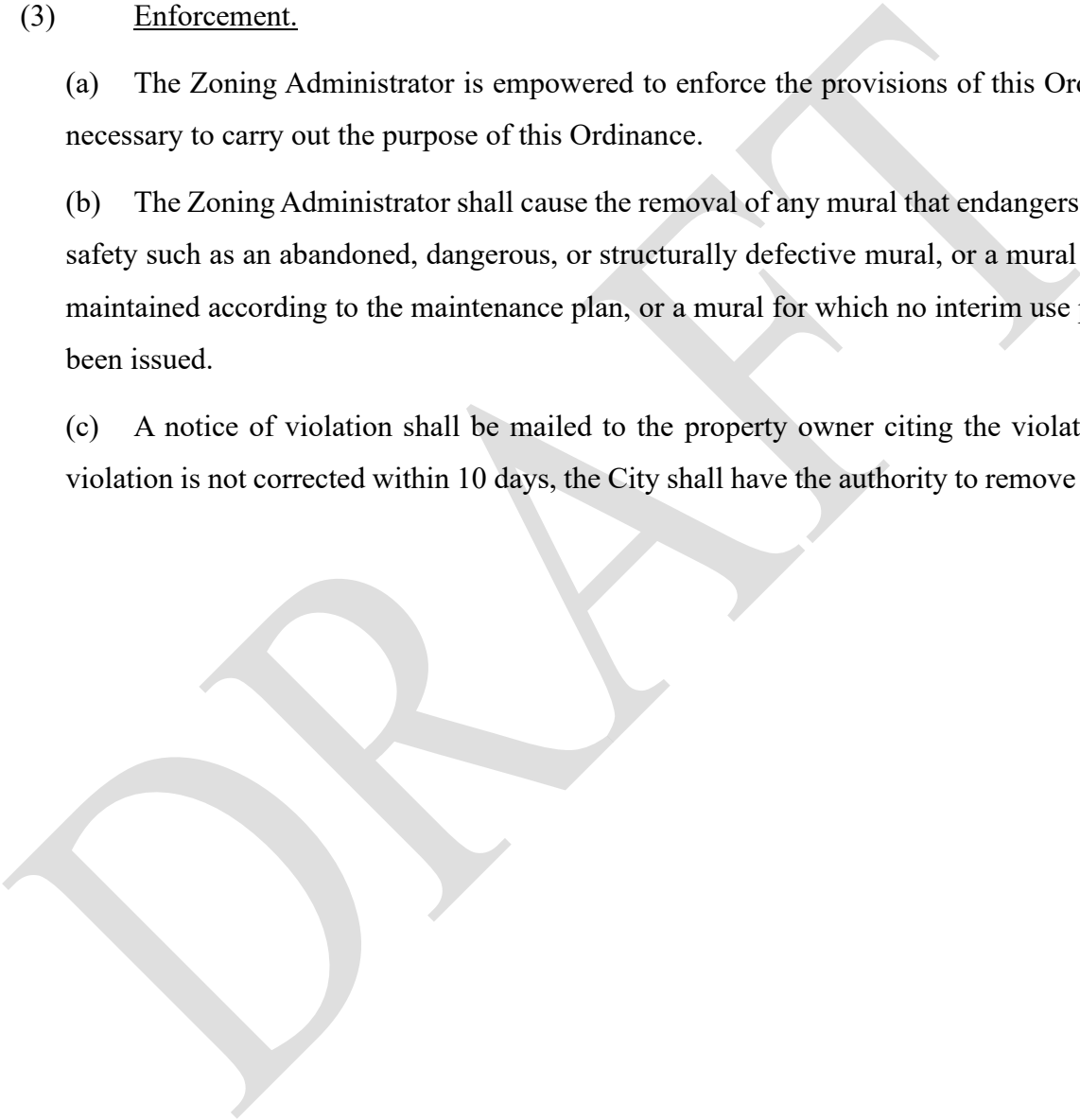
The fee for an application and all mural interim use permits shall be established by the Freeport City Council.

(3) Enforcement.

(a) The Zoning Administrator is empowered to enforce the provisions of this Ordinance as necessary to carry out the purpose of this Ordinance.

(b) The Zoning Administrator shall cause the removal of any mural that endangers the public safety such as an abandoned, dangerous, or structurally defective mural, or a mural that is not maintained according to the maintenance plan, or a mural for which no interim use permit has been issued.

(c) A notice of violation shall be mailed to the property owner citing the violation. If the violation is not corrected within 10 days, the City shall have the authority to remove the mural.



Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 03/21/25

Re: Refuse Contracts

Borgmann Disposal Services, Waste Management, & West Central Sanitation all responded to our RFP for refuse collection. The committee will discuss our findings with the Council.

Prepare to award a contract to a service provider.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 03/21/25

Re: AED Machine – Community Center

We discussed that the AED machine is no longer in service at the Community Center. Replacement cost is \$2,399. I was directed to look into an outdoor unit that would be placed somewhere between the park and Community Center.

An outdoor unit would cost \$6,850 and have a \$600/year maintenance fee, which includes cell service for 24/7 monitoring, and equipment replacement as needed. The machine takes a picture of the person who opens the cabinet and photos are sent real-time to the monitoring company. They are also equipped with Apple Air Tags so they can track where the machine is at. The purchase of the machine would also include a training session for whoever wants to learn how to use the machine, this can be a public event.

You can gather more information on the units by visiting advocates4health.org.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 03/21/25

Re: Cody Nelson – CSN Properties

Cody Nelson joined us at our last EDA meeting and has requested to be on the agenda to review his plans for building in Welle IV with Council.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 03/21/25

Re: Pay Equity Report

We will review our pay equity report that needs to be adopted by Council before sending it to the state for their review.