



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

October 28, 2025 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

I. Approve Agenda

II. Public Forum

III. Consent Agenda

- a. September 30, 2025 Council Meeting Minutes (1-3)
- b. Claims Report (4-6)
- c. Sheriff's Report (7-8)

IV. Reports

- a. Clerk-Treasurer Report (9)
- b. Fire Department Report (N/A)
- c. Public Works Report (10)
- d. Engineer Report (11-16)
- e. Attorney Report (N/A)

V. New Business

- a. Minnesota Paid Leave (17-18)
- b. December Meeting Date Change (19)
- c. City Website (20)
- d. Public Works Director Loren Goebel's Review (N/A)

VI. Adjourn

Next Regular Meeting: November 25, 2025



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

September 30, 2025 – Council Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00 pm by Acting Mayor Tim Hennen and councilors Nick Arnzen, Sarah Blake, and Jake Renneker.

Staff in attendance: Clerk-Treasurer Jon Nelson, Public Works Director Loren Goebel, Fire Chief Andy Grieve, City Engineer Dave Blommel, Administrative Assistant Rachel Tschida, City Attorney Joe Krueger

Others in attendance: Carol Moorman – Star Post, Rodney Atkinson, Shirley Blommel, Tom Middendorf, and Branden Roering.

Approval of Agenda

Renneker motioned to approve the agenda with the additions, seconded by Blake. Motion carried 4-0.

Public Forum

Acting Mayor Hennen opened and closed the public forum after hearing no comment.

Consent Agenda

Arnzen motioned to approve the consent agenda, seconded by Blake. Motion carried 4-0.

Reports

Clerk-Treasurer Report – Jon Nelson

Attended the Stearns County Hazard Mitigation meeting.

Lot sales and construction keep moving along in Welle IV. Certificates of occupancy have been issued and purchase agreement no. 11 has been signed.

Main Street Trick-or-Treat will be happening again. We are also offering trunk-or-treat opportunities in the Main Street parking lot so businesses that are out of the downtown area can join us.

Nelson has been working with David Waletzko of Community Technology Center to get computers updated before security updates are no longer available on the Windows 10 devices.

Our SCADA system needs to be updated as well. Preferred Controls has quoted \$5-7,000 for a new computer and setup. Arnzen motioned to approve updating the SCADA system, seconded by Arnzen. Motion carried 4-0.

Fire Department Report – Chief Andy Grieve

Calls this month: 2 cancelled calls, 2 mutual aid with Melrose, 2 car accidents, 1 grass fire, and 5 medicals.

Seven AED machines were ordered as discussed at our last meeting. They are in the trucks and with a few fire members that live outside of town that may respond to a call directly from home. Funds from the Ham BBQ were used to purchase them but Grieve is also applying for grant money.

Grieve is working with Dakota Steel to potentially get some red steel donated to give the fire hall a facelift. He is also looking into installing lights on the exterior as it is quite dark around the building at night.

Grieve requested approval to purchase a new tanker chassis for \$115,000. If the purchase is not made by Friday, it is estimated that the cost will go up 25 percent. The equipment would be taken off of our current chassis and put on the new. The new chassis retrofitted will cost around \$180,000 total, vs. \$340,000 if we were to purchase everything new. Arnzen motioned to approve the purchase of the new tanker chassis, seconded by Renneker. Motion carried 4-0.

Public Works Report – Public Works Director Loren Goebel
Johnson Jetting came through to clean out some pipes around town.

Crack sealing is done.

The Industrial Drive culvert “speed bump” has been repaired.

Cement will be poured for the new sidewalk either October 2nd or 12th depending on the arrival of some delayed electrical components for the beacon crosswalk.

Engineer Report – City Engineer Dave Blommel
Sidewalk project is going well and as pretty much expected.

We’ve been discussing the 2026 street project. Blommel discussed funding with Ashley Feldewerd. She believes we are sitting well for financing the street portion of the project but advised that we contact Jason Murray for funding the utility portion of it.

Blommel can roughly estimate that there has been a 14% increase in water draining into the properties east of town, likely due to industrial and residential development. Council directed Blommel to continue to look into mitigation.

Attorney Report – Attorney Joe Krueger
Attorney Krueger had nothing to report on at this time.

*Mayor Eveslage arrived at 7:30pm.

Old Business

Welle Traffic Calming

Mayor Eveslage has been talking with MnDOT and State Patrol members that have advised against installing speed bumps and stop signs for traffic calming, hence the delay of installation of those items in the Welle Addition. Additional patrol is the most effective method. Signs must be installed for issuing citations for our 20 MPH speed limit on residential streets.

After discussion, Hennen motioned to purchase a dozen 20 MPH speed limit signs/posts/hardware to install throughout town, seconded by Renneker. Motion carried 5-0.

New Business

Fire Hydrant Painting

We’ve tried to receive help painting the fire hydrants through the Stearns County Diversion Program to no avail. Council agreed it was time to take on the project ourselves since we our attempts with the diversion program were unsuccessful.

Council Meeting Change to Wednesdays

Most officials and staff are open to the idea of trying Wednesday meetings. Attorney Krueger advised that if it is something we want to establish permanently that we should do so at our December meeting for the following year.

Administrative Assistant Tschida's Review

Both Tschida and Nelson requested to close the meeting for their reviews. Arnzen motioned to close the meeting, seconded by Hennen. Motion carried 5-0.

Nelson and officials are appreciative of Tschida's contribution to the City over the last couple years. Tschida will be expanding her role at City Hall and will be working additional hours to handle the extra duties.

Clerk-Treasurer Nelson's Review

Nelson's returned evaluations landed within the *exceeds requirements* scoring range. Hennen motioned to approve a raise for Nelson, seconded by Eveslage. Motion carried 4-0 with Blake abstaining.

Adjourn

Arnzen motioned to adjourn, seconded by Hennen. Motion carried 5-0.

Mayor, Mike Eveslage

City Clerk-Treasurer, Jon Nelson

10/23/25
10:52:55

CITY OF FREEPORT
Claim Details
For the Accounting Period: 10/25

Page: 1 of 3
Report ID: AP100

For doc #s from 6550 to 6573
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6550	829 ABDO		9,295.00					
1	512883 09/30/25 Payroll Prep - Sept 2025		545.00			101 41000	300	10100
2	512617 10/01/25 Monthly Fee - Oct 2025		8,750.00			101 41000	300	10100
6551	647 BADGER METER INC		27.45					
1	80212830 09/30/25 Beacon MBL Hosting Unit		13.72			601 43225	433	10100
2	80212830 09/30/25 Beacon MBL Hosting Unit		13.73			602 43250	433	10100
6552	174 GOPHER STATE ONE CALL, INC		41.85					
1	5090411 09/30/25 Enail Tickets - Sept 2025		41.85			601 43225	300	10100
6553	605 HEARTLAND DOOR SALES INC		540.00					
1	37013 09/29/25 Astragal/Service & Adjust		540.00*			225 42200	210	10100
6554	187 HAWKINS, INC		10.00					
1	7225739 10/15/25 Chlorine Cylinders		10.00*			601 43225	440	10100
6555	194 HENNEN LUMBER CO, INC		294.71					
1	INV1017842 09/24/25 Wood/Screws		195.36*			225 42200	210	10100
2	INV1016132 09/12/25 Rebar/Wood		81.23*			225 42200	210	10100
3	INV1015304 09/05/25 Screws		25.50*			225 42200	210	10100
4	INV1015218 09/05/25 Posts		54.96*			225 42200	210	10100
5	INV1015120 09/04/25 Sakrete Concrete		22.68*			225 42200	210	10100
6	RO13262 09/30/25 Returned Items		-85.02*			225 42200	210	10100
6556	725 HOPPE'S DIRTWORK		5,700.00					
1	933 10/11/25 Street Repairs		5,700.00*			101 43100	311	10100
6557	820 INDEPENDENT TESTING		4,180.00					
1	46026 09/30/25 Density Testing		2,205.00*			401 41000	300	10100
2	46096 10/15/25 Testing		1,975.00*			401 41000	300	10100
6558	219 JOANN TIMP		100.00					
1	10/23/25 Sept/Oct Cleaning		100.00			101 41000	300	10100
6559	889 LAMAR COMPANIES		515.00					
1	117499128 09/29/25 Bulletins		515.00*			101 41000	340	10100
6560	529 LOREN GOEBEL		100.00					
1	10/09/25 DOT Physical		100.00*			101 43000	333	10100

10/23/25
10:52:55

CITY OF FREEPORT
Claim Details
For the Accounting Period: 10/25

Page: 2 of 3
Report ID: AP100

For doc #s from 6550 to 6573
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6561	269 MARCO		199.61					
1	INV1441040 10/08/25 Scanner Support		43.75			101 41000	300	10100
2	40346919 10/13/25 Copier Agreement		155.86*			101 41000	410	10100
6562	268 MARC		967.81					
1	0859886-IN 09/24/25 Enzym Packets		967.81*			602 43250	210	10100
6563	748 NORTHWEST RESPIRATORY SERVICES,		159.28					
1	105965 10/02/25 Oxygen Cylinders		159.28*			225 42200	210	10100
6564	915 QUINLIVAN & HUGHES PA		357.50					
1	18696 10/10/25 Council Meetings - Sept 2025		357.50			101 41000	302	10100
6565	713 RBC FBO FREEPORT FIRE DEP RELIEF		30,510.54					
1	09/30/25 Supp Fire State Aid		3,599.68*			225 42200	315	10100
2	09/30/25 Fire State Aid		26,910.86*			225 42200	315	10100
6566	782 RMB ENVIRONMENTAL LABORATORIES		912.29					
1	D081173 09/29/25 PredischARGE		140.03*			602 43250	460	10100
2	D081167 09/29/25 PredischARGE		140.03*			602 43250	460	10100
3	D081812 10/10/25 Discharge		209.00*			602 43250	460	10100
4	D082212 10/20/25 PredischARGE		140.03*			602 43250	460	10100
5	D081705 10/14/25 Discharge		283.20*			602 43250	460	10100
6567	802 SCHERPING TREE & STUMP REMOVAL		350.00					
1	650995 09/12/25 30 yards of mulch		350.00*			101 43100	311	10100
6568	418 SEH, INC		17,972.38					
1	496289 10/15/25 CSAH 11 Sidewalk		17,972.38*			401 41000	300	10100
6569	440 STEARNS CO AUDITOR-TREASURER		800.00					
1	2025-00018 10/01/25 2025 - 2nd Half Criminal P		800.00*			101 41000	305	10100
6570	809 VALLI INFORMATION SYSTEMS, INC		75.00					
1	102616 09/30/25 Online Monthly Maintenance		75.00			101 41000	300	10100
6571	523 WORMS LUMBER & READY MIX INC		500.00					
1	INV1191755 10/01/25 4000 PSI Concrete		500.00*			225 42200	210	10100

10/23/25
10:52:55

CITY OF FREEPORT
Claim Details
For the Accounting Period: 10/25

Page: 3 of 3
Report ID: AP100

For doc #s from 6550 to 6573
* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
6572	918 J.R. FERCHE, INC		278,945.65					
1	10/17/25 2025 Sidewalk Improvements		278,945.65*			401 41000 310		10100
6573	440 STEARNS CO AUDITOR-TREASURER		2,100.00					
1	2025-00028 10/14/25 2025 Annual Equip Costs		2,100.00*			101 41450 210		10100
# of Claims		24	Total:	354,654.07				



Freeport Monthly Report

Results



Agency: SCSO
Agency #: MN0730000

Print Date/Time: 10/02/2025 12:33
Total Records : 31

Location City	Agency	Call Date/Time		Incident Number	Incident Type
FREEPORT	SCSO	09/03/2025 10:04		2025-25021287	Parking Complaint
FREEPORT	SCSO	09/04/2025 11:40		2025-25021361	Theft
FREEPORT	SCSO	09/04/2025 18:47		2025-25021402	Harassment
FREEPORT	SCSO	09/05/2025 19:21		2025-25021501	Agency Assist
FREEPORT	ALPD	09/05/2025 19:21		2025-25001178	Agency Assist
FREEPORT	SCSO	09/07/2025 00:39		2025-25021590	Noise Complaint
FREEPORT	SCSO	09/07/2025 01:33		2025-25021594	Personal Assist
FREEPORT	SCSO	09/08/2025 13:02		2025-25021663	Warrant
FREEPORT	SCSO	09/09/2025 23:38		2025-25021789	Traffic Stop
FREEPORT	SCSO	09/10/2025 16:11		2025-25021858	Matter of Information
FREEPORT	SCSO	09/11/2025 17:17		2025-25021978	Welfare Check
FREEPORT	SCSO	09/12/2025 08:52		2025-25022011	Patrol
FREEPORT	SCSO	09/12/2025 09:34		2025-25022018	Paper Service
	SCSO	09/13/2025 13:48		2025-25022098	Traffic Stop
FREEPORT	SCSO	09/14/2025 08:52		2025-25022144	Traffic Stop
FREEPORT	SCSO	09/15/2025 12:44		2025-25022213	Business Assist
FREEPORT	SCSO	09/15/2025 13:32		2025-25022219	Medical Emergency
FREEPORT	SCSO	09/17/2025 09:28		2025-25022353	Paper Service



Freeport Monthly Report

Results



Agency: SCSO
Agency #: MN0730000

Print Date/Time: 10/02/2025 12:33
Total Records : 31

Location City	Agency	Call Date/Time		Incident Number	Incident Type
FREEPORT	MRPD	09/18/2025 11:54		2025-25002485	Meeting
	SCSO	09/18/2025 13:50		2025-25022449	Warrant
	SCSO	09/20/2025 17:04		2025-25022615	Traffic Stop
FREEPORT	SCSO	09/20/2025 21:57		2025-25022633	Suspicious Incident
FREEPORT	SCSO	09/20/2025 23:14		2025-25022639	Traffic Stop
FREEPORT	SCSO	09/22/2025 07:41		2025-25022758	Abandoned Vehicle
FREEPORT	SCSO	09/23/2025 14:24		2025-25022894	Traffic Stop
FREEPORT	SCSO	09/24/2025 16:43		2025-25023014	Assault
FREEPORT	ALPD	09/24/2025 16:43		2025-25001258	Assault
FREEPORT	SCSO	09/25/2025 08:04		2025-25023042	Alarm
FREEPORT	SCSO	09/28/2025 02:51		2025-25023321	Driving Complaint
FREEPORT	MRPD	09/28/2025 02:51		2025-25002591	Driving Intoxicated
FREEPORT	SKPD	09/28/2025 02:51		2025-25008525	Agency Assist

Memo

From: Jon Nelson - Clerk-Treasurer

To: Freeport City Council

Date: 10/24/25

Re: Clerk-Treasurer Report

1. Almost done with computer replacement in the office, SCADA computer replacement is complete.
2. Working on grants: ReLeaf grant for trees in the Welle Park, and a polling place accessibility grant to replace accessible door motors and add two additional control buttons inside the vestibule. Neither grant requires any cost share.
3. We will need to call for a public hearing at some point to remove the utility easements going through Cody Nelson's properties after he changes the property lines. Ideally, we will wait until construction begins on his other planned twin homes.
4. Trick-or-Treat Main Street is scheduled from 3-5pm for downtown businesses and at least one business in the Main Street parking lot for trunk-or-treat. Businesses will have a poster on the door to show that they are participating.
5. Santa Day will be moving back to downtown Freeport this year. More details to come, Santa pictures are tentatively at City Hall as they were in the past.

Job Duty	Date	Initial
Well, tower, pond checks, gopher calls, mowed, painted hydrants, Flow station maint.	Wed 9/24/25	RJ/NB
	"	XJ/NB
Well, tower, lift station, pond checks, water samples, x cell power out at Tower well/shop, gopher locate; new cfi at gatebo, checked problem power at mamorial, shop maint,	Thur 9/25/25	RJ
	"	RJ
Well, tower, pond checks, gasbages, put cement baracades out shop maint	FRI 9/26/25	RJ
Well, tower, pond checks, gasbages	SAT 9/27/25	RJ
Well, tower, pond checks, gasbages	SUN 9/28/25	RJ
Well, tower, lift station, pond checks, water samples, mowed lawn, gopher calls, gasbages	MON 9/29/25	RJ/NB
	"	XJ/NB
Well, tower, pond checks, safety meeting, gopher calls	TUE 9/30/25	RJ/NB
Well, tower, pond checks, mowed lawn, discharge samples, gopher call	Wed 10/1/25	RJ/NB
Well, tower, pond, lift station, pond checks, water samples, Discharge samples, shop maint, water on 11th, peds in ^{turn} for crosswalk signal.	Thur 10/2/25	RJ
	"	RJ
Well, tower, pond checks, MNH-MPCA reports gasbages	FRI 10/3/25	RJ
Well tower, pond checks	SAT 10/4/25	RJ
Well, tower, pond checks	SUN 10/5/25	RJ
Well, tower, lift station, pond checks, water samples, drain tower w/ Rural water	MON 10/6/25	RJ
Paperwork, gasbages	"	RJ
Well, tower, pond checks, Filed paperwork, Flush dead ends	TUE 10/7/25	RJ
Well, tower, pond checks, winterized hydrants	Wed 10/8/25	RJ
Well, tower, lift station, pond checks, water samples, winterize hydrants + ballpnt	Thur 10/9/25	RJ
Well, tower, pond checks, gasbages, paperwork, meeting, winterize bathrooms	FRI 10/10/25	RJ
Well, tower, pond checks	SAT 10/11/25	RJ
Well, tower, pond checks	SUN 10/12/25	RJ
Well, tower, lift station, pond checks, water samples, gasbages, re discharge samples, cement started on sidewalk.	MON 10/13/25	RJ
	"	RJ
Well, tower, pond checks, leveled shed area , gopher call meeting	TUE 10/14/25	RJ
Well, tower, pond checks, meeting, discharge reporting,	Wed 10/15/25	RJ
Prefecel control new computer hooked up to scada for trial run "lots of Alarms"	Thur 10/16/25	NB
	FRI 10/17/25	NB
Well, tower, pond checks	SAT 10/18/25	RJ
Well, tower, pond checks	SUN 10/19/25	RJ
Well, tower, lift station, pond checks, water samples, gasbages, Discharge samples, Final cement put down for sidewalk. -	MON 10/20/25	RJ
	"	RJ
Well, tower, pond checks, safety meeting, Discharge samples, paperwork gopher calls,	TUE 10/21/25	RJ
	"	RJ
Well, tower, pond checks, prefecel controls scada system, shop maint on sweeper, gopher	Wed 10/22/25	RJ
	"	RJ



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)

DATE: October 22, 2025

RE: Council October Update
SEH No. FREEP GEN 14.00

CSAH 11 Sidewalk

The past month has been primarily working on the new sidewalk project. The concrete has all been poured. Only landscaping and the final pedestrian crossing improvements at 3rd are remaining. I have included pay application number 1 for the project. We will follow up with a second payment in November with final payment being made in early summer 2026.

Recommended action – Approve payment No. 1 in the amount of \$278,945.65. Once approved, the City will be reimbursed by the state for the payment.

Street Light Replacement

Final closeout documents have been requested for the project. I have enclosed the final payment request. The project came in just under budget as expected. Original Bid price was \$530,903.38 with at total final contract cost of \$524,517.22.

Recommended action – Approve Final payment (No 4) in the amount of \$28,002.36.

dwb
Enclosures

x:\fj\freep\common_council meeting\2025.10.22 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. Affirmative Action/Equal Opportunity Employer

Short Elliott Hendrickson Inc.
2351 Connecticut Avenue, Suite 300
Sartell, MN 56377

Contract Number: FREEP 181146
Pay Request Number: 1

Project Number	Project Description
FREEP 181146	2025 Sidewalk Improvements

Contractor: J.R. Ferche, Inc. PO Box 129 Rice, MN 56367	Vendor Number: Up To Date: 10/17/2025
---------------------------------------------------------------	------------------------------------------

Contract Amount

Original Contract	\$408,174.10
Contract Changes	\$0.00
Revised Contract	\$408,174.10

Work Certified To Date

Base Bid Items	\$293,627.00
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$293,627.00

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$293,627.00	\$293,627.00	\$14,681.35	\$0.00	\$278,945.65	\$278,945.65
Percent: Retained: 5%			Percent Complete: 71.94%		

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: J.R. Ferche, Inc.

Date

Date

10-22-25

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	2025-10-17	\$293,627.00	\$14,681.35	\$278,945.65

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
SAP 073-611-018		\$293,627.00	\$14,681.35	\$0.00	\$278,945.65	\$278,945.65

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 073-611-018	State	\$278,945.65	\$408,174.10	\$408,174.10	\$278,945.65

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	2021.501	MOBILIZATION	LUMP SUM	\$39,340.00	1	0.95	\$37,373.00	0.95	\$37,373.00
Base Bid	2	2101.502	GRUBBING	EACH	\$150.00	5	5	\$750.00	5	\$750.00
Base Bid	3	2104.502	REMOVE CONCRETE APRON	EACH	\$1,000.00	1	1	\$1,000.00	1	\$1,000.00
Base Bid	4	2104.502	SALVAGE CASTING	EACH	\$500.00	1	0	\$0.00	0	\$0.00
Base Bid	5	2104.502	SALVAGE CONCRETE APRON	EACH	\$1,200.00	2	1	\$1,200.00	1	\$1,200.00
Base Bid	6	2104.502	SALVAGE CULVERT MARKER	EACH	\$120.00	1	0	\$0.00	0	\$0.00
Base Bid	7	2104.502	SALVAGE SIGN	EACH	\$50.00	5	0	\$0.00	0	\$0.00
Base Bid	8	2104.503	REMOVE CURB AND GUTTER	LIN FT	\$20.00	85	85	\$1,700.00	85	\$1,700.00
Base Bid	9	2104.503	SALVAGE CONCRETE PIPE CULVERT	LIN FT	\$75.00	8	8	\$600.00	8	\$600.00
Base Bid	10	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$7.00	26	63	\$441.00	63	\$441.00
Base Bid	11	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$3.00	440	440	\$1,320.00	440	\$1,320.00
Base Bid	12	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$14.00	365	365	\$5,110.00	365	\$5,110.00
Base Bid	13	2104.507	REMOVE RIPRAP	CU YD	\$60.00	5	5	\$300.00	5	\$300.00
Base Bid	14	2104.518	REMOVE CONCRETE WALK	SQ FT	\$5.50	640	585	\$3,217.50	585	\$3,217.50
Base Bid	15	2106.507	EXCAVATION - COMMON (P)	CU YD	\$49.20	578	578	\$28,437.60	578	\$28,437.60
Base Bid	16	2106.507	EXCAVATION - SUBGRADE	CU YD	\$16.00	152	0	\$0.00	0	\$0.00
Base Bid	17	2106.507	COMMON EMBANKMENT (CV)	CU YD	\$36.00	1319	1380	\$49,680.00	1380	\$49,680.00
Base Bid	18	2106.602	GRAVEL ENTRANCE RESTORATION	EACH	\$1,200.00	2	0	\$0.00	0	\$0.00
Base Bid	19	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	TON	\$100.00	8	2.75	\$275.00	2.75	\$275.00
Base Bid	20	2211.509	AGGREGATE BASE CLASS 5	TON	\$47.00	619	540	\$25,380.00	540	\$25,380.00

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	21	2360.509	TYPE 9.5 WEARING COURSE MIXTURE (3,C)	TON	\$265.00	67	0	\$0.00	0	\$0.00
Base Bid	22	2501.502	24" RC PIPE APRON	EACH	\$3,200.00	1	1	\$3,200.00	1	\$3,200.00
Base Bid	23	2501.502	INSTALL CONCRETE APRON	EACH	\$1,000.00	1	1	\$1,000.00	1	\$1,000.00
Base Bid	24	2501.502	INSTALL CULVERT MARKER	EACH	\$220.00	1	0	\$0.00	0	\$0.00
Base Bid	25	2501.503	24" RC PIPE CULVERT CLASS III	LIN FT	\$240.00	8	8	\$1,920.00	8	\$1,920.00
Base Bid	26	2501.503	INSTALL CONCRETE CULVERT	LIN FT	\$175.00	8	8	\$1,400.00	8	\$1,400.00
Base Bid	27	2501.602	PIPE TIES	EACH	\$200.00	12	4	\$800.00	4	\$800.00
Base Bid	28	2501.603	CLEAN DRAINAGE DITCH	LIN FT	\$100.00	45	45	\$4,500.00	45	\$4,500.00
Base Bid	29	2503.602	CONSTRUCTION JOINT	EACH	\$2,500.00	1	1	\$2,500.00	1	\$2,500.00
Base Bid	30	2504.602	ADJUST VALVE BOX	EACH	\$400.00	0.5	0	\$0.00	0	\$0.00
Base Bid	31	2504.603	HYDRANT RISER	LIN FT	\$3,000.00	0.5	0	\$0.00	0	\$0.00
Base Bid	32	2506.502	INSTALL CASTING	EACH	\$550.00	1	0	\$0.00	0	\$0.00
Base Bid	33	2506.502	ADJUST FRAME AND RING CASTING	EACH	\$600.00	2	1	\$600.00	1	\$600.00
Base Bid	34	2511.507	RANDOM RIPRAP CLASS III	CU YD	\$125.00	15	15	\$1,875.00	15	\$1,875.00
Base Bid	35	2521.518	4" CONCRETE WALK	SQ FT	\$7.80	8386	9498	\$74,084.40	9498	\$74,084.40
Base Bid	36	2521.518	6" CONCRETE WALK	SQ FT	\$17.00	884	530	\$9,010.00	530	\$9,010.00
Base Bid	37	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$65.00	82	53	\$3,445.00	53	\$3,445.00
Base Bid	38	2531.503	CONCRETE CURB & GUTTER DESIGN D418	LIN FT	\$65.00	22	57	\$3,705.00	57	\$3,705.00
Base Bid	39	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$83.00	390	34	\$2,822.00	34	\$2,822.00
Base Bid	40	2531.618	TRUNCATED DOMES	SQ FT	\$86.00	149	149	\$12,814.00	149	\$12,814.00
Base Bid	41	2563.601	TRAFFIC CONTROL	LUMP SUM	\$5,500.00	1	0.95	\$5,225.00	0.95	\$5,225.00
Base Bid	42	2564.602	INSTALL SIGN	EACH	\$250.00	5	0	\$0.00	0	\$0.00
Base Bid	43	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYS	\$29,400.00	1	0	\$0.00	0	\$0.00
Base Bid	44	2572.602	TREE PRUNING	EACH	\$400.00	5	5	\$2,000.00	5	\$2,000.00
Base Bid	45	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	\$350.00	3	0	\$0.00	0	\$0.00
Base Bid	46	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$250.00	2	0	\$0.00	0	\$0.00
Base Bid	47	2573.502	CULVERT END CONTROLS	EACH	\$250.00	4	0	\$0.00	0	\$0.00
Base Bid	48	2573.503	SILT FENCE, TYPE MS	LIN FT	\$4.00	200	127	\$508.00	127	\$508.00
Base Bid	49	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	\$2.75	2000	1758	\$4,834.50	1758	\$4,834.50



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	50	2574.505	SOIL BED PREPARATION	ACRE	\$1,000.00	0.6	0.6	\$600.00	0.6	\$600.00
Base Bid	51	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	SQ YD	\$5.50	1513	0	\$0.00	0	\$0.00
Base Bid	52	2575.605	SEEDING TEMPORARY	ACRE	\$1,000.00	0.6	0	\$0.00	0	\$0.00
Base Bid	53	2575.505	SEEDING	ACRE	\$1,000.00	0.6	0	\$0.00	0	\$0.00
Base Bid	54	2575.508	FERTILIZER TYPE 3	POUND	\$1.00	214	0	\$0.00	0	\$0.00
Base Bid	55	2575.508	SEED MIXTURE TYPE TWO-YEAR COVER CROP	POUND	\$11.00	16	0	\$0.00	0	\$0.00
Base Bid	56	2575.508	SEED MIXTURE TYPE RESIDENTIAL TURF GRASS	POUND	\$3.50	154	0	\$0.00	0	\$0.00
Base Bid	57	2575.508	HYDRAULIC BONDED FIBER MATRIX	POUND	\$1.60	1042	0	\$0.00	0	\$0.00
Base Bid	58	2575.604	MULCH MATERIAL TYPE SPECIAL	SQ YD	\$37.00	110	0	\$0.00	0	\$0.00
Base Bid	59	2582.503	24" SOLID LINE MULTI-COMP	LIN FT	\$15.00	33	0	\$0.00	0	\$0.00
Base Bid	60	2582.518	CROSSWALK MULTI COMP	SQ FT	\$10.00	355	0	\$0.00	0	\$0.00
Totals:								\$293,627.00		\$293,627.00

Contract Total	\$293,627.00
-----------------------	---------------------



ITEM	MNDOT	DESCRIPTION	UNIT	UNIT COST	CONTRACT		THIS PAYMENT		WORK TO DATE	
					QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
1	2021.501	MOBILIZATION	LUMP SUM	\$18,461.78	1.00	\$18,461.78		\$0.00	1.00	\$18,461.78
2	2104.502	REMOVE EQUIPMENT PAD	EACH	\$301.69	1.00	\$301.69		\$0.00	1.00	\$301.69
3	2104.502	SALVAGE SERVICE CABINET	EACH	\$302.86	1.00	\$302.86		\$0.00	1.00	\$302.86
4	2104.502	REMOVE LIGHTING UNIT (AND SALVAGE ARM)	EACH	\$604.55	30.00	\$18,136.50		\$0.00	30.00	\$18,136.50
5	2104.518	REMOVE CONCRETE WALK	SQ FT	\$5.89	1,324.00	\$7,798.36		\$0.00	1,640.00	\$9,659.60
6	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	\$470.80	10.00	\$4,708.00		\$0.00	10.00	\$4,708.00
7	2545.502	HANDHOLE	EACH	\$1,483.77	4.00	\$5,935.08		\$0.00	4.00	\$5,935.08
8	2545.502	LIGHT FOUNDATION DESIGN E MODIFIED	EACH	\$1,241.43	32.00	\$39,725.76		\$0.00	32.00	\$39,725.76
9	2545.502	EQUIPMENT PAD B	EACH	\$1,360.19	1.00	\$1,360.19		\$0.00	1.00	\$1,360.19
10	2545.502	LIGHTING UNIT TYPE SPECIAL 1	EACH	\$7,252.72	26.00	\$188,570.72		\$0.00	26.00	\$188,570.72
11	2545.502	LIGHTING UNIT TYPE SPECIAL 2	EACH	\$8,379.94	4.00	\$33,519.76		\$0.00	4.00	\$33,519.76
12	2545.502	LIGHTING UNIT TYPE SPECIAL 3	EACH	\$7,816.03	2.00	\$15,632.06		\$0.00	2.00	\$15,632.06
13	2545.502	LIGHTING UNIT TYPE SPECIAL 4	EACH	\$9,722.77	2.00	\$19,445.54		\$0.00	2.00	\$19,445.54
14	2545.503	REMOVE UNDERGROUND WIRE	LF	\$1.18	1,222.00	\$1,441.96		\$0.00	1,200.00	\$1,416.00
15	2545.503	2" NON-METALLIC CONDUIT SCHEDULE (DIRECTIONAL BORE)	LF	\$13.99	4,288.00	\$59,989.12		\$0.00	3,807.00	\$53,259.93
16	2545.503	3" NON-METALLIC CONDUIT SCHEDULE (DIRECTIONAL BORE)	LF	\$21.33	517.00	\$11,027.61		\$0.00	192.00	\$4,095.36
17	2545.503	UNDERGROUND WIRE 1/C 8 AWG	LF	\$1.10	17,430.00	\$19,173.00	1,700.00	\$1,870.00	17,150.00	\$18,865.00
18	2545.503	UNDERGROUND WIRE 1/C 6 AWG	LF	\$1.35	17,430.00	\$23,530.50		\$0.00	15,450.00	\$20,857.50
19	2545.602	SERVICE CABINET MODIFICATION	EACH	\$1,342.28	2.00	\$2,684.56		\$0.00	2.00	\$2,684.56
20	2545.602	INSTALL LIGHTING SERVICE CABINET	EACH	\$1,836.87	1.00	\$1,836.87		\$0.00	1.00	\$1,836.87
21	2521.518	6" CONCRETE SIDEWALK	SQ FT	\$28.25	1,114.00	\$31,470.50		\$0.00	1,450.00	\$40,962.50
22	2521.518	6" CONCRETE SIDEWALK SPECIAL	SQ FT	\$53.55	210.00	\$11,245.50		\$0.00	190.00	\$10,174.50
23	2563.9011	TRAFFIC CONTROL	LUMP SUM	\$8,599.60	1.00	\$8,599.60		\$0.00	1.00	\$8,599.60
24	2575.501	TURF ESTABLISHMENT	LUMP SUM	\$2,779.72	1.00	\$2,779.72		\$0.00	1.00	\$2,779.72
TOTAL ITEMS BID						\$527,677.24		\$1,870.00		\$521,291.08
CHANGE ORDER NO. 1										
25		PREVAILING WAGES	LUMP SUM	\$3,226.14	1.00	\$3,226.14		\$0.00	1.00	\$3,226.14
TOTAL CHANGE ORDER NO. 1						\$3,226.14		\$0.00		\$3,226.14
STORED MATERIALS										
		STORED MATERIALS	LUMP SUM	\$20,547.25		\$0.00		\$0.00	0.00	\$0.00
TOTAL STORED MATERIALS						\$0.00		\$0.00		\$0.00
SUMMARY										
TOTAL ITEMS BID						\$527,677.24		\$1,870.00		\$521,291.08
CHANGE ORDER NO. 1						\$3,226.14		\$0.00		\$3,226.14
STORED MATERIALS								\$0.00		\$0.00
TOTAL						\$530,903.38		\$1,870.00		\$524,517.22

The undersigned Contractor certifies that all previous payments received from the Owner for work done under this contract have been applied to discharge in full all obligations the Contractor incurred in connection with the work covered by said progress payments. The undersigned Contractor agrees to pay all subcontractors within 10 days of receipt of payment from the municipality for undisputed services provided by the subcontractor. The Contractor agrees to pay interest as described under Minnesota state statute. In accordance with Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

SUBMITTED DESIGN ELECTRIC, INC.
PO BOX 1252
ST. CLOUD, MN 56302

RECOMMENDED SEH
2351 CONNECTICUT AVENUE, SUITE 300
SARTELL, MN 56377

APPROVED CITY OF FREEPORT
125 E MAIN ST
FREEPORT, MN 56331

BY: _____ DATE: _____

BY: _____ DATE: _____

BY: _____ DATE: _____

Gross Amount Due \$524,517.22

Less Retainage \$0.00

Amount Eligible to Date \$524,517.22

Less Previous Payments ~~\$496,514.86~~

Amount Due This Application \$28,002.36

MINNESOTA PAID LEAVE

Effective January 1, 2026

Minnesota Paid Leave provides payments and job protections when you need time off to care for yourself or your family.

What can I use Paid Leave for?

Medical Leave:

- To care for your own serious health condition, including care related to pregnancy, childbirth, and recovery

Family Leave:

- **Bonding Leave** – to care for and bond with a new child welcomed through birth, adoption, or foster placement
- **Caring Leave** – to care for a family member with a serious health condition
- **Military Family Leave** – to support a family member called to active duty
- **Safety Leave** – to respond to issues related to domestic violence, sexual assault, or stalking for yourself or a family member

Generally, conditions must last more than seven days and be certified by a healthcare provider or other professional.

Am I covered by Paid Leave?

Most workers in Minnesota are covered by Paid Leave. You are covered no matter the size of your employer, or the hours or days you work. Independent contractors and self-employed individuals are not automatically covered but may opt in. You may qualify for payments if you've been paid a minimum amount for work in Minnesota in the last year (\$3,900 for the start of Paid Leave in 2026).

How long can I take leave?

You may qualify to take up to 12 weeks of family or medical leave per benefit year. If you need both family and medical leave in the same benefit year, you may qualify for up to 20 weeks in total.

How much will I get paid?

When you use Paid Leave, the state makes payments to you. Paid Leave will pay up to 90% of your wages, based on your income level, with a maximum weekly amount set at the state's average weekly wage. This amount changes each year, and is \$1,423 for the start of Paid Leave in 2026.

Who pays for Paid Leave?

Paid Leave is funded by premiums paid by employees and employers. The initial premium rate is 0.88% of covered wages. Your employer may deduct up to 0.44% of your wages to fund your portion of the premium.

What are my employment protections?

- **Job protections:** Generally, you must be restored to your job or an equivalent position when returning from leave. Job protections take effect 90 days after your date of hire.
- **Health insurance continuation:** Generally, employers must continue to fund their portion of healthcare insurance premiums while you are on leave.
- **No retaliation or interference:** Employers must not interfere with or retaliate against you if you apply for or use Paid Leave. Employers cannot take your Paid Leave payments.

For inquiries related to Paid Leave, please contact Minnesota Paid Leave at 651-556-7777 or visit our website.

If you think your employer is violating employment protections, contact the Labor Standards Division at the Minnesota Department of Labor and Industry.

LEARN MORE: paidleave.mn.gov



This information can be provided in alternative formats to people with disabilities or people needing language assistance by calling the Paid Leave Contact Center at 651-556-7777 or 844-556-0444 (toll-free).

m MINNESOTA
PAID LEAVE

Minnesota Paid Leave makes time for the moments that matter



Minnesotans take care of one another. Starting in January 2026, Paid Leave will ensure Minnesotans can take the time they need to be there for some of life's most important moments—like welcoming a child, recovering from a serious illness, or caring for a loved one.

Paid Leave coverage

Paid Leave will provide payments and job protection for:

Medical Leave

1-12 weeks



Someone's own
serious health
condition

Family Leave

1-12 weeks



Bonding with
a new child



Caring for
a loved one



Managing
military leave



Certain personal
safety issues

Maximum of 20 weeks combined in one year if someone qualifies for both medical and family leave.

Almost all employers and individuals that work in Minnesota will be covered by Paid Leave.

Paid Leave payments

Benefit payments will cover a portion of an individual's usual pay during a qualified leave. Eligibility for payments will be based on earnings in the previous year.

Paid Leave job protection

Paid Leave will ensure that employees are able to return to their job after taking leave. If someone has worked at their job for at least 90 days, their job will be protected when they return from leave.

Paid Leave funding

Paid Leave is a social insurance program. Both employers and employees will contribute premiums to the fund.

Learn more about Paid Leave eligibility, coverage, premiums and more at
info.paidleave.mn.gov



Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 10/24/25

Re: December Meeting Date Change

The regularly scheduled meeting will fall on December 30, 2025. Although this doesn't land directly on a holiday this year, I wanted to take the opportunity to discuss if anyone has any conflicts.

Recommendation: Discuss leaving meeting on December 30 or consider changing to December 17, 2025.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 10/24/25

Re: New Website

I have touched on the new legislation requiring public websites to be ADA-compliant by 2027. I have researched website providers and have found Munibit and Municipal Impact to be popular options. Feedback for both has been highly favorable, particularly regarding their aesthetics, user-friendliness, customer service, and pricing.

Both companies offer comparable features, including mass notifications, payment processing, calendars and events, online forms, and more. However, Municipal Impact is the more cost-effective option after their initial setup fee.

	Set Up	Annual
Municipal Impact:	\$499	\$737 (\$1,236 initial cost)
Munibit:	None	\$1,188
Current Web/Email Hosting:	Unknown	\$1,800

We have recently transitioned our email hosting to Microsoft Exchange, at an approximate annual cost of \$240. The website change will enhance the City's inclusivity and compliance with upcoming legislation, while also providing considerable cost savings for our website and email hosting.

Recommendation: Approve Municipal Impact for our website hosting.