ADJOURNED MEETING OF THE COUNTY BOARD
November 15th, 2022

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, November 15th, 2022. Members present: Commissioners Shoff, Belshan, Forman and Herman. Commissioner Forman was excused.

The meeting was opened with the Pledge of Allegiance.

Commissioner Herman offered the following motion;

MOVED, approving the agenda with the addition of 2 items under 8 - Report of Personnel and setting a date for next workshop.

Motion seconded by Commissioner Belshan.
After discussion, a vote was taken and the Chair declared the motion approved.

Commissioner Edwin offered the following resolution;

RESOLUTION No. 22–339
APPROVAL OF THE FREEBORN COUNTY BOARD OF COMMISSIONERS CONSENT AGENDA AS PROVIDED IN THE FREEBORN COUNTY BOARD RULE OF PROCEDURE 9(A)

WHEREAS, the Freeborn County Board is the governing body of Freeborn County, and;

WHEREAS, the Freeborn County Board has implemented a Consent agenda to perform the duties of the board in a more effective and efficient manner, and

WHEREAS, the following items have been placed for approval of the Freeborn County Board of Commissioners on the current Board meeting Consent Agenda as provided by the Board rules of procedure, being routine and of a regular action;

NOW, THEREFORE BE IT RESOLVED, to place the following are hereby approved for appropriate action:

1) Approval of the October 18, 2022 minutes;
2) Approval of Drainage Repairs: CD 31, CD 36, CD 54, CD 65 and CD 71.

Resolution seconded by Commissioner Belshan.
After discussion a vote was taken and the Chair declared the resolution adopted.

The Commissioners provided Board Committee updates.

Chairman Shoff asked if there was any public comment and there was none.

Commissioner Belshan offered the following resolution;

RESOLUTION No. 22-340
RENEWAL OF MCAPS CONTRACT

- Pursuant to Article VII.A.2, the parties hereby enter into this Agreement to Renew with the following terms. Except for the terms stated herein, all terms of the original agreement and its attachments shall remain in effect.
  - **Term of Agreement.** The term of this Agreement shall be 3 years, from January 1, 2023 through December 31, 2025.
  - **Development Hours.** Enhancements and Modernization activities shall be accomplished through the use of Development Hours, with priority given to Modernization of software infrastructure projects. The Executive Committee shall authorize the use of Development Hours for projects, unless they otherwise delegate that authority.

- **Support Hours.** If the total support hours in any quarter exceeds one-quarter of the total support hours, STI will be compensated for the additional hours on a time and materials basis in quarter-hour increments computed at the hourly rate for billable work for that year. At the discretion of the MCAPS Executive Committee, support overages may also be charged against the Development Hours. If the total support hours in any quarter is less than one-quarter of the total support hours, MnCCC will receive an hour-for-hour credit up to 20% of the quarterly support hours rounded up to the next whole hour. These hours will be banked and may be used toward future support overages, converted to Development Hours, or the value at the hourly rate for billable work for the year in which they were accumulated may be applied to reduce the first quarter support payment in the following year.

- **Attorney Count.** The attorney count for each year shall be based on the survey count from the preceding year.

- **Fee Schedule.** The parties agree to the following fee schedule during the term of this Agreement, which may be further modified by mutual written agreement of the parties at any time during the term of the agreement:

2023 - Hourly Rate for Billable Work: $192.50

	FEES		HOURS			
Attorney Count	**Annual Support**	**Quarterly Support**	**Total**	**Annual Support**	**Quarterly Support**	**Annual Development**
200-249,	$475,090.00	$118,772.50	2,468	1,648	412	820
250-299	$522,445.00	$130,611.25	2,714	1,808	452	906
300-349	$555,555.00	$138,888.75	2,886	1,924	481	962

2024 - Hourly Rate for Billable Work: $200.00

	FEES		HOURS			
Attorney Count	**Annual Support**	**Quarterly Support**	**Annual Total**	**Annual Support**	**Quarterly Support**	**Annual Development**
200-249	$493,600.00	$123,400.00	2,468	1,648	412	820
250-299	$542,800.00	$135,700.00	2,714	1,808	452	906
300-349	$577,200.00	$144,300.00	2,886	1,924	481	962

2025 - Hourly Rate for Billable Work: $207.50

	FEES		HOURS			
Attorney Count	**Annual Support**	**Quarterly Support**	**Annual Total**	**Annual Support**	**Quarterly Support**	**Annual Development**
200-249	$512,110.00	$120,027.50	2,468	1,648	412	820
250-299	$563,155.00	$140,788.75	2,714	1,808	452	906
300-349	$598,845.00	$149,711.25	2,886	1,924	481	962

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate or counterpart originals, all of which when taken together shall constitute a single original agreement, entered into by their respective undersigned duly authorized representatives, and intending to be bound thereby.

Resolution seconded by Commissioner Edwin.
After discussion a vote was taken and the Chair declared the resolution adopted.

Commissioner Edwin offered the following resolution;

RESOLUTION No. 22-341
APPROVING ON SALE FOR WINE AND STRONG BEER

BE IT RESOLVED, that Freeborn County grants liquor licenses to the following applicants:

Three Oak Wines in Bancroft Township - On Sale – Wine License With Strong Beer Authorization

Resolution seconded by Commissioner Herman.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-342
APPROVING ON SALE FOR 3.2 BEER

BE IT RESOLVED, that Freeborn County grants liquor licenses to the following applicants:

Three Oak Wines in Bancroft Township - On Sale - 3.2 Beer License.

Resolution was seconded by Commissioner Belshan.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-343
AUTHORIZING FINAL PAYMENT OF CP 022-M-002

IT IS RESOLVED that the Freeborn County Highway Department has the responsibility of maintaining the county highway system.

BE IT RESOLVED that the work to furnish and apply road striping performed by Traffic Marking Service, Inc. of Maple Lake, MN, CP 022-M-002 has been completed in a satisfactory manner.

IT IS FURTHER RESOLVED that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment in the amount of $123,269.37.

Resolution was seconded by Commissioner Belshan.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Edwin offered the following resolution:

RESOLUTION No. 22-344
AUTHORIZING FINAL PAYMENT OF SP 024-070-030 / SAP 024-610-010

IT IS RESOLVED that the Freeborn County Highway Department has the responsibility of maintaining the county road system;

BE IT RESOLVED that the work to mill, bituminous overlay, rumble strips with pavement markings and aggregate shoulders by Ulland Brothers Inc. of Albert Lea, MN, has been completed in a satisfactory manner;

IT IS FURTHER RESOLVED, that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment in the amount of $72,675.16.

Resolution was seconded by Commissioner Herman.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-345
AUTHORIZING FINAL PAYMENT OF SP 024-070-031 / SAP 024-635-024

IT IS RESOLVED that the Freeborn County Highway Department has the responsibility of maintaining the county road system;

BE IT RESOLVED that the work to reclaim, bituminous surface and shoulders by Ulland Brothers Inc. of Albert Lea, MN, has been completed in a satisfactory manner;

IT IS FURTHER RESOLVED, that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment in the amount of $113,554.11.

Resolution was seconded by Commissioner Edwin.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Belshan offered the following motion:

MOVED, approving out of state travel for the County Engineer to travel to Alabama on April 16-19, 2023 for the National Association of County Engineers (NACE) Annual Conference.

Motion seconded by Commissioner Edwin.
After discussion, a vote was taken and the Chair declared the motion approved.

Commissioner Belshan offered the following motion:

MOVED, approving to set a workshop on November 22nd, 2022 at 8:30 am in the Freeborn room.

Motion seconded by Commissioner Edwin.
After discussion, a vote was taken and the Chair declared the motion approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-346
PERMISSION TO FILL THE ADULT MENTAL HEALTH CASE MANAGER POSITION

WHEREAS, the Freeborn County employees have the responsibility for providing quality service with integrity and accountability to the citizens of Freeborn County;

WHEREAS, the Freeborn County Board is the appointing authority for all county employees, and;

WHEREAS, Megan Ritter, Freeborn County Adult Mental Health Case manager has been promoted to Lead Adult Mental Health Case Manager position effective November 27th, 2022;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Adult Mental Health Case Manager position.

Resolution was seconded by Commissioner Edwin.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-347
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before November 25th, 2022.

FUND	NAME	AMOUNT
01	General Fund	$ 966,003.33
03	County Road & Bridge	$1,292,399.70
05	Human Services	$ 333,104.87
06	Public Health	$ 126,138.46
31	Capital Improvement	$2,849,363.46
40	County Ditch	$ 40,263.46
70	Trust & Agency	$ 45,150.26
73	Payroll Clearing Fund	$ 14,850.62
77	Recorder's Clearing	$ 4,584.00
79	Social Services Collaborative	$ 92.30
	FUND TOTALS	**$5,648,299.46**

Number of Claims not exceeding $300 – 127
Dollar amount of claims not exceeding $300 – $13,727.52
Resolution seconded by Commissioner Belshan.
After discussion, a vote was taken and the Chair declared the resolution adopted.

Chair, Commissioner Shoff adjourned the meeting at 8:52 a.m. until 8:30 a.m. on Tuesday, November 29th, 2022.

By: ______________________________ Attest: ______________________________
Christopher N. Shoff Candace Pesch
Chair Clerk/Administrator