

ADJOURNED MEETING OF THE COUNTY BOARD
November 19th, 2024

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, November 19th, 2024. Members present: Commissioners Forman, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Forman offered the following motion;

MOVED, approving the agenda as presented with the addition under Miscellaneous Business to add the discussion on applicant interviews for the County Administrator position.

Motion seconded by Commissioner Eckstrom.

After discussion, a vote was taken and the Chair declared the motion approved.

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 24-306
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 November 5th, 2024 minutes;
- 2) Approval of Regular Full-Time status employees;
- 3) Approval of Drainage Repairs

Resolution seconded by Commissioner Shoff.

After discussion a vote was taken and the Chair declared the resolution adopted.

The Commissioners provided Board Committee updates.

Chairman Edwin asked if there was any public comment. Martha J. Sichko presented to the Board regarding Public Health.

Commissioner Eckstrom offered the following resolution;

RESOLUTION 24-307

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 Forman.

After discussion a vote was taken and the Chair declared the resolution adopted.

Commissioner Forman offered the following resolution;

RESOLUTION 24-308

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 seconded by Commissioner Eckstrom.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-309

Resolution Approving the Master Grant Agreement with MDH

Whereas, Freeborn County Community Health Board will contract Minnesota Department of Health (MDH) for the Master Grant Contract Agreement with MDH;

Whereas, Minnesota Statute 145A.04 Subd. 1a. supporting the Community Health Board duties of assuring an adequate local public health infrastructure, promoting health communities and healthy behaviors, preventing the spread of infectious diseases, protecting against environmental health hazards, preparing and responding to emergencies, and assuring health services;

Whereas, The Master Grant Contract Program is designed to administratively simplify the review of grant agreements for the local public health agencies. A Master Grant Contract is written for a five-year term for each Community Health Board (CHB) and includes boilerplate contract language that applies to all grants that MDH distributes to each community health board. In addition to the master contract, community health boards enter a Grant Project Agreement. This agreement addresses requirements not listed in the Master Grant Contract. These requirements are written to address individual program requirements that include duties, considerations and terms of payment. Every program that distributes grants to a community health board needs to complete its own separate grant project agreement. The grant agreement is effective from January 1, 2025 – December 31, 2029;

Now, Therefore, Be It Resolved that the Freeborn County Board of Commissioners/Freeborn County Community Health Board does hereby approve the Master Grant Agreement with Minnesota Department of Health.

Resolution was seconded by Commissioner Shoff.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION 24-310

Resolution Approving the Local Public Health and Foundational Public Health Responsibilities Grant Contract Agreement with MDH

Whereas, Freeborn County Community Health Board will contract Minnesota Department of Health (MDH) for the Local Public Health and Foundational Public Health Responsibilities grant contract agreement with MDH;

Whereas, Minnesota Statute 145A.04 Subd. 1a. (ii) promoting healthy communities and healthy behavior through activities that improve health in a population, such as investing in healthy families; engaging communities to change policies, systems, or environments to promote positive health or prevent adverse health; providing information and education about healthy communities or population health status; and addressing issues of health equity, health disparities, and the social determinants to health. The grant agreement is from January 1, 2025 to December 31, 2029;

Whereas, The purpose of the LPH funds and matching funds (as required in MN Statute 145A.131) is to work in partnership with MDH to address the areas of public health responsibility, foundational public health responsibilities, and essential public health services as defined in MN Statute 145A. The purpose of the FPHR

funding is to support the implementation of Foundational Public Health Responsibilities by community health boards (grantees) as outlined in MN Statute 145A.131. The funding amount for the LPH

grant is \$192,111. The Foundational Public Health Responsibilities are the unique responsibilities of governmental public health that define a minimum package of public health capabilities and areas that must be available in every community. Grantees are required to match the foundational public health responsibilities funding with allowable sources as outlined in MN Statute 145A.131. The funding amount for the FPHR grant is \$216,045.00. The total of the two grants is \$408,156.00. This grant agreement is effective January 1, 2025 – December 31, 2029;

Now, Therefore, Be It Resolved that the Freeborn County Board of Commissioners/Freeborn County Community Health Board does hereby approve the Local Public Health and Foundational Public Health Responsibilities grant contract agreement with Minnesota Department of Health.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-311

Authorizing Final Payment of SAP 024-608-007 (low SAP)

WHEREAS, the Freeborn County Highway Department has the responsibility of maintaining the county highway system; and

WHEREAS, that the work for a full depth reclamation, reconditioning and bituminous surfacing with rumble stripes and aggregate shoulders on designated areas of CSAH 8 and CSAH 29 in Freeborn County performed by Ulland Brothers Inc. of Albert Lea, MN, has been completed in a satisfactory manner.

NOW, THEREFORE BE IT RESOLVED, that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment in the amount of \$459,822.65.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24-312

Authorizing Final Payment of SAP 024-624-004

WHEREAS, the Freeborn County Highway Department has the responsibility of maintaining the county highway system; and

WHEREAS, that the work for aggregate base, curb & gutter, bituminous surface and aggregate shoulders on CSAH 24 between CSAH 31 and .26 miles north in Clarks Grove performed by Ulland Brothers Inc. of Albert Lea, MN, has been completed in a satisfactory manner.

NOW, THEREFORE BE IT RESOLVED, that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment in the amount of \$15,891.77.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-313

Authorizing Final Payment of SAP 024-598-019

WHEREAS, the Freeborn County Highway Department has the responsibility of maintaining the county highway system; and

WHEREAS, that the work for construction of bridge 24555 on CR 60, 3 miles west of Emmons, MN performed by ICON Constructors, LLC of Mabel, MN, has been completed in a satisfactory manner.

NOW, THEREFORE BE IT RESOLVED, that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment in the amount of \$52,866.96.

Resolution was seconded by Commissioner Eckstrom.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Shoff offered the following resolution:

FREEBORN COUNTY MINNESOTA RESOLUTION # 24-314

A RESOLUTION to purchase two (2) 2025 Dodge Durango's from Dodge of Burnsville Inc.

WHEREAS, Minnesota State Statute 471.345 Subd. 15 allows for counties to purchase equipment by utilizing contracts that are available through the state's cooperative purchasing venture.

WHEREAS, the Freeborn County Sheriff's Office ordered two Dodge Durango's (squad cars) from Dodge of Burnsville Inc who sells at the MN state bid price to law enforcement agencies.

WHEREAS, the vehicles were ordered under the 2025 budget monies and anticipated to arrive in 2025.

WHEREAS, the vehicles arrived early to Freeborn County on November 1st, 2024.

WHEREAS, Freeborn County's Procurement Policy allows for Department Heads to purchase items, outside of the approved budget, for up to \$25,000 without authorization.

WHEREAS, the vehicles are priced at \$43,729 each for a total of \$87,458.

WHEREAS, the bill to Dodge of Burnsville is due by December 1, 2024.

BE IT THEREFORE RESOLVED, that Freeborn County, by and through its Board of Commissioners, approves purchase of two Dodge Durango's for the Sheriff's Office use from Dodge of Burnsville Inc.

Resolution was seconded by Commissioner Kaasa.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Shoff offered the following resolution:

RESOLVED AS, approving out-of-state travel for the Finance Manager and the Human Services Fiscal Supervisor to attend the National GFOA conference June 29th-July 3rd in Washington D.C.

Resolution was seconded by Commissioner Forman.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION 24-316

ACCEPTING THE RESIGNATION OF CHELSEA ADAMS

WHEREAS, the Freeborn County Detention Center has the responsibility for providing a 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;

WHEREAS; Chelsea Adams has been employed as a Detention Deputy since August 12th, 2019 and is resigning her position effective November 23rd, 2024,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Chelsea Adams as a Freeborn County Detention Deputy effective on or about November 23rd, 2024.

Resolution was seconded by Commissioner Shoff.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION 24-317

PERMISSION TO FILL THE FREEBORN COUNTY DETENTION DEPUTY 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, Chelsea Adams, Freeborn County Detention Deputy has resigned her position effective November 23rd, 2024;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Detention Deputy position.

Resolution was seconded by Commissioner Kaasa.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION 24-318

ACCEPTING THE RESIGNATION OF TAVIS BOLINGER

WHEREAS, the Freeborn County Detention Center has the responsibility for providing a 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;

WHEREAS; Tavis Bolinger has been employed as a Detention Deputy / Detention Center Assistant Administrator since September 29th, 2003 and is resigning his position effective December 9th, 2024,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Tavis Bolinger as a Freeborn County Detention Center Assistant Administrator effective on or about December 9th, 2024.

Resolution was seconded by Commissioner Shoff.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-319

PERMISSION TO FILL THE FREEBORN COUNTY DETENTION CENTER ASSISTANT ADMINISTRATOR 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, Tavis Bolinger, Freeborn County Detention Center Assistant Administrator has resigned his position effective December 9th, 2024;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Detention Center Assistant Administrator position.

Resolution was seconded by Commissioner Shoff.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION 24-320

PERMISSION TO FILL THE FREEBORN COUNTY LEAD ELIGIBILITY WORKER 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, Denise Olson, Freeborn County Lead Eligibility Worker has accepted another position within DHS as the Financial Assistant Supervisor.

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Lead Eligibility Worker position.

Resolution was seconded by Commissioner Kaasa.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Shoff offered the following resolution:

RESOLUTION No. 24-321

Approving Out of State Travel for Commissioner Eckstrom

Whereas, the University of Minnesota and the Minnesota Pollution Control Agency (MPCA) will lead an exchange with their partners from the North Rhine-Westphalia government to host the first Sustainable Materials and Solid Waste Exchange between Minnesota and North Rhine-Westphalia.

Whereas, the Exchange is modeled off of the successful exchanges between Minnesota agencies and North Rhine-Westphalia for renewable energy, and together have cooperative agreements between Minnesota businesses, researchers, and government officials.

Whereas, the goal of the Sustainable Materials and Solid Waste Exchange is to explore policies, programs, and activities firsthand in Germany that would lead to significantly reducing our waste generation and increase handling of the remaining materials in a manner to create a circular economy in Minnesota. Topics will include reuse and refill programs, recycling systems, food waste prevention, composting/anaerobic digestion, and disposal systems.

Whereas, the Exchange will include leaders from the private solid waste industry, state and local governments, retailers, and nonprofits to learn together.

Whereas, Commissioner Eckstrom is assigned to solid waste committees and the Environment and Natural Resource committee for the Association of Minnesota Counties (AMC) and has been recommended by AMC, and invited by the MCPA, to partake in the Exchange.

Whereas, the cost for transportation within North Rhine-Westphalia during the tour, hotel lodging, and several group dinners will be covered by the Exchange. Participants will be required to cover their airfare, a small number of meals.

Whereas, County Policy requires Board approval for out of state travel.

Now, Therefore, Be it Resolved, that the Freeborn County Board of Commissioners approves Commissioner Eckstrom for out of state travel to attend the Exchange.

Resolution was seconded by Commissioner Kaasa.

After discussion, a vote was taken with Commissioners Shoff, Kaasa, Forman and Edwin voted yay, with Commissioner Eckstrom abstaining from the vote, the Chair declared the resolution approved.

Commissioner Eckstrom offered the following resolution:

RESOLUTION No. 24-322
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before November 22nd, 2024.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 698,949.41
03	County Road & Bridge	\$ 806,426.55
05	Human Services	\$ 175,376.25
06	Public Health	\$ 64,387.60
31	Capital Improvements	\$ 114,945.63
40	County Ditch	\$ 51,357.16
70	Trust & Agency	\$ 6,755.60
73	Payroll Clearing Fund	\$ 4,431.13
77	Recorder's Clearing	\$ 3,915.00
80	Tax Collection Fund	\$ 46.00
	FUND TOTALS	\$1,926,590.33

Number of Claims not exceeding \$300 – 64

Dollar amount of claims not exceeding \$300 – \$ 7,053.37

Resolution seconded by Commissioner Shoff.

After discussion, a vote was taken with Commissioners Shoff, Kaasa, Eckstrom and Forman voting yay and Commissioner Edwin abstaining from the vote, the Chair declared the resolution adopted.

Chair, Commissioner Edwin adjourned the meeting at 9:40 a.m. until 8:30 a.m. on Tuesday, December 3rd, 2024.

By: _____
Brad Edwin
Chair

Attest: _____
Chelsea Barrett
County Clerk