

ADJOURNED MEETING OF THE COUNTY BOARD
December 17th, 2024

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, December 17th, 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 following update; Under Report of Highway, to remove the resolution to approve the Union Pacific Crossing Agreement – CSAH 48.

Motion seconded by Commissioner Eckstrom.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 24-340
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 December 3rd, 2024 minutes;
- 2) Approval of Regular Full-Time Status Employees;
- 3) Approval of the updated grade of pay for the following positions;
- 4) Approval of Drainage Repairs

Resolution seconded by Commissioner Forman.

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. Robert Sharp spoke regarding the Veteran's Service Office.

Commissioner Eckstrom offered the following resolution;

RESOLUTION 24-341
RESOLUTION APPROVING THE CANNABIS AND SUBSTANCE USE PREVENTION GRANT WITH
MDH

WHEREAS, Freeborn County Community Health Board will contract Minnesota Department of Health (MDH) for the Cannabis and Substance Use Prevention Grant 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 November 1, 2025 to October 31, 2025:

WHEREAS, The Cannabis and Substance Use Prevention Grant with MDH shall be used to prevent use of other substances, including cannabis. The main focus must be on primary prevention of substance use/misuse. MDH will fund evidence-based, evidence-informed, or promising practices in cannabis and substance use education, prevention, and policy, systems and environmental change.;

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners/Freeborn County Community Health Board does hereby approve the Cannabis and Substance Use Prevention Grant with Minnesota Department of Health.

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

Commissioner Kaasa offered the following resolution;

RESOLUTION 24-342

Resolution Approving the Freeborn County Opioid Settlement Request for Proposal Application Form

WHEREAS, Freeborn County Public Health has been authorized by the Minnesota Opioids State Subdivision Memorandum of Agreement for Public Health to serve as the Opioid Settlement Fund Chief Strategist. Public Health is requesting the approval of the Freeborn County Opioid Settlement Request for Proposal (RFP) form;

WHEREAS, according to the Minnesota Opioids State Subdivision Memorandum of Agreement participating Local Governments that have Public Health departments, the Public Health departments shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds. In their role as Chief Strategist, Public Health departments will convene multi-sector meetings and lead efforts that build upon local efforts like Community Health Assessments and Community Health Improvement Plans, while fostering community focused and collaborative evidence-informed approaches that prevent and address addiction across the areas of public health, human services, and public safety. Chief Strategists should consult with municipalities located within their county in the development of any Community Health Assessment, and are encouraged to collaborate with law enforcement agencies in the county where appropriate.

WHEREAS, In Freeborn County, the Freeborn County Opioid Advisory Committee has developed the Freeborn County RFP application form;

WHEREAS, the application is designed so that applicants can complete the form utilizing the materials included to be able to develop a project that will apply toward prevention, treatment, recover and harm reduction related to opioids;

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners does hereby approve the Freeborn County Opioid Settlement Request for Proposal application form.

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

The Public Hearing for the Freeborn County Fee Schedule was held from 8:47-8:49 a.m.

Commissioner Eckstrom offered the following resolution:

RESOLUTION 24-343

RESOLUTION APPROVING A REVISED FREEBORN COUNTY FEE SCHEDULE

WHEREAS, the Freeborn County Board of Commissioners are the governing body of Freeborn County;
and

WHEREAS, the Freeborn County Board of Commissioners must approve any fees or service(s) for a specific need and purpose; and

WHEREAS, the Freeborn County Board of Commissioners adopted a countywide fee schedule on September 15, 2020, and revised said fee schedule on August 31, 2022; and

WHEREAS, the Freeborn County Board of Commissioners recognize the need for continued and sustained funding for rapidly evolving needs now and in the future; and

WHEREAS, a Public Hearing was held on December 17th, 2024 as required by Minnesota Statute 373.41;

NOW, THEREFORE, BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby approve the revised Freeborn County Fee Schedule as written and included within:

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 24-344
RESOLUTION AUTHORIZING AUDITOR-TREASURER
TO ENTER INTO CONTRACTS**

WHEREAS, pursuant to Minnesota Statute §261.061 Subd 2(b) Kelly D. Hendrickson, Freeborn County Auditor-Treasurer has designed Luke Onstad, SAMA, Houston County Assessor to assist as Interim Assessor.

BE IT RESOLVED, that Kelly D. Hendrickson, Freeborn County Auditor-Treasurer is hereby authorized to enter into contracts with Houston County, Luke Onstad and Joe Olson attached hereto as Exhibit “A”, Exhibit “B” and Exhibit “C” to act as designated Assessor and Independent Contractor.

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24- 345

**RESOLUTION TO SET PUBLIC HEARING TO AUTHORIZE HOUSING TAX ABATEMENT ON
PROPERTY WITHIN FREEBORN COUNTY FOR THE PURPOSE OF FUNDING DEVELOPMENT
COSTS FOR CONSTRUCTION OF A NEW SINGLE FAMILY HOME**

WHEREAS, By Resolution 22-037 Freeborn County has continued to Participate in the above program through December of 2026 in accordance with and subject to the requirements and limitations imposed by the policy adopted by the City of Albert Lea, with the specific additional condition that the City of Albert Lea provide timely notification to the Freeborn County Auditor/Treasurer of any construction in a given year that qualifies for tax abatement under the existing city policy;

WHEREAS, the City of Albert Lea has granted abatements to:

Richard and Marcia Hoffman
1507 Ashley Court, Albert Lea, MN
Parcel No. 34.370.0410

WC Estates, LLC
2329 9th St W, Albert Lea, MN
Parcel No. 34.431.0130

WC Estates, LLC
2329 9th St W, Albert Lea, MN
Parcel No. 34.433.0060

WC Estates, LLC
2334 9th St W, Albert Lea, MN
Parcel No. 34.443.0070

WHEREAS Minnesota Statutes § 469.1813, Subd. 5(a) and (b) states: (a) The governing body of the political subdivision may approve an abatement under sections [469.1812](#) to [469.1815](#) only after holding a public hearing on the abatement.

(b) Notice of the hearing must be published in a newspaper of general circulation in the political subdivision at least once more than ten days but less than 30 days before the hearing. The newspaper must be one of general interest and readership in the community, and not one of limited subject matter. The newspaper must be published at least once per week. The notice must indicate that the governing body will consider granting a property tax abatement, identify the property or properties for which an abatement is under consideration, and the total estimated amount of the abatement.

NOW THEREFORE, a public hearing is hereby set for January 21, 2025 at 9:15 a.m.

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 –346

INTRODUCED BY COMMISSIONER KAASA

RESOLUTION ADOPTING INDIVIDUAL SEWAGE TREATMENT SYSTEM LOANS

WHEREAS, pursuant to proper notice given as required by law and Resolution, the County Board has met and heard and passed upon all obligations to the proposed assessments for the Individual Sewage Treatment System Loan Program and has set the assessments and distribution of costs as follows: total Individual Sewage Treatment System Loans for 2025 taxes payable is \$19,900.00.

NOW, THEREFORE

THE COUNTY OF FREEBORN RESOLVES:

Sec.1 That such proposed assessments, a copy of which is on file in the office to the Freeborn County Auditor-Treasurer, are hereby accepted and shall constitute the special assessment against the lands named herein, and each tract of land therein included is hereby found to be benefited by the proposed improvement loan in the amount of the assessment levied against it.

Sec.2 That assessments for the Individual Sewage Treatment Systems shall be payable in equal annual installments extending over a period of 15 years, as per the attached Auditor's Tabular Lien statement, the first of the installments to be payable on or before the first Monday in January, 2025 and shall bear interest at the rate of six (6.00) percent stated on the attached Auditor's Tabular Lien statement from the date of the adoption of the assessment resolution. To each subsequent installment when due shall be added interest for one year on all unpaid assessments.

Sec.3 That the owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor-Treasurer, pay the whole of the assessment on such property or they may make partial payments pursuant to the ordinance providing therefore, with interest accrued to the date of payment, to the County Auditor-Treasurer, and they may, at any time thereafter, pay to the County Auditor-Treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before December 31 of the current year or interest will be charged through December 31 of the next succeeding year per the terms of the special assessment.

Sec.4 The Freeborn County Auditor-Treasurer's Office shall complete a tabular lien statement and send it to the Freeborn County Recorder's Office to place this lien on record. The total amount of installments and interest

which is due to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other county taxes.

Sec.5 That reading of this resolution is waived by Board consent.

That the motion for the adoption of the foregoing resolution was duly seconded by Commissioner Forman, and upon a vote being taken thereon, the following voted in favor thereof:

Commissioners: Shoff, Kaasa, Eckstrom, Forman and Edwin

Resolution was seconded by Commissioner Forman.

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

Commissioner Forman offered the following motion:

MOVED, to table the following two resolutions to a future meeting; to Consider a resolution to adopt amendments to the Zoning Ord. (Ch. 42) allowing for the regulation of cannabis businesses in Freeborn County; and Consider a resolution to adopt amendments to the Businesses Ord. (Ch.8) establishing a registration procedure for cannabis businesses in Freeborn County

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 #24-347

A RESOLUTION APPOINTING MEMBERS TO THE FREEBORN COUNTY PLANNING COMMISSION PURSUANT TO THE CODE OF ORDINANCES OF FREEBORN COUNTY, MINNESOTA, CHAPTER 42

RESOLVED, that the following named person be and is hereby appointed to the Freeborn County Planning Commission Board for a first term ending December 31, 2027:

Bob VanPelt 18067 860th Avenue Austin, MN 55912
Chris Larson 15683 760th Avenue Albert Lea, MN 56007
John Forman 117 Bridge Avenue Albert Lea, MN 56007
Paula Conroy 82925 310th Street Ellendale, MN 56026

Resolution was seconded by Commissioner Eckstrom.

After discussion, a vote was taken and the Chair declared the resolution approved With Commissioners Shoff, Eckstrom, Forman and Edwin voting yay, and Commissioner Kaasa voting nay.

Commissioner Kaasa offered the following resolution:

FREEBORN COUNTY MINNESOTA RESOLUTION #24-348

A RESOLUTION APPOINTING MEMBERS TO THE FREEBORN COUNTY BOARD OF ADJUSTMENTS PURSUANT TO THE CODE OF ORDINANCES OF FREEBORN COUNTY, MINNESOTA, CHAPTER 42

RESOLVED, that the following named person be and is hereby appointed to the Freeborn County Board of Adjustments for a third term ending December 31, 2027:

Kevin Learn 217 Main Street Hayward, MN 56043
Mark Chrz 86464 190th Street Oakland, MN 56007

FURTHERMORE, be it hereby resolved that the following named persons be and are hereby appointed to the Freeborn County Board of Adjustments for a first term ending December 31, 2027:

Cody Knaack 13411 790th Avenue Glenville, MN 56036

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Forman offered the following resolution:

Freeborn County Board of Commissioners

RESOLUTION 24-349

Resolution to approve the Interagency Agreement with the MN Department of Human Services/Department of Children, Youth and Families for Family Child Care Continuous Licensing Fee Reimbursement

WHEREAS, Minnesota Statutes 142B outline licensing procedures within the MN Department of Children, Youth and Families; and

WHEREAS, the Minnesota Legislature passed several provisions in order to simplify, streamline and standardize family child care licensing procedures; and

WHEREAS, Family Child Care Continuous Licensing moves recertification and licensure dates for all family child care providers to align with the calendar year which would have created a one-time situation of shorter licensure periods for some providers and longer licensure periods for others; and

WHEREAS, in order to avoid undue hardship on providers and counties, the MN Department of Human Services waived provider relicensing fees and secured one-time funds in order to reimburse counties for family child care licenses renewed in State Fiscal Years 2024-2025; and

WHEREAS, an Inter-Agency Agreement has been drafted to outline the payment process for counties to receive reimbursement; therefore

BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby approve the State Fiscal Year 2024-2025 Inter-Agency Agreement with the MN Department of Human Services/Department of Children Youth and Families for Family Child Care Continuous Licensing Fee Reimbursement

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:

Freeborn County Board of Commissioners

RESOLUTION 24-350

Resolution to approve Purchase of Service Agreement with Central Minnesota Mental Health Center for Detoxification and Withdrawal Management Services

WHEREAS, per Minnesota Statute 245A.05, every county board shall provide detoxification services for any person incapable of self-management or management of personal affairs or unable to function physically or mentally in an effective manner because of the use of a drug, including alcohol. The board may utilize existing treatment programs and other agencies to meet this responsibility; and

WHEREAS, the Freeborn County Department of Human Services regularly works with two detoxification centers in South East and South-Central Minnesota to ensure individuals have access to the services they provide; and

WHEREAS, the number of detoxification centers in Minnesota has steadily decreased over the past few decades and there have been instances when residents require services at a detoxification center but the service is not available in southern Minnesota; and

WHEREAS, individuals experiencing detoxification may have dangerous withdrawal symptoms, requiring medical attention and;

WHEREAS, the Central Minnesota Mental Health Center is able and willing to provide detoxification and withdrawal management services for residents of Freeborn County, pending there is a Purchase of Services Agreement in place; therefore

BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby approve the 2025 Purchase of Service Agreement with Central Minnesota Mental Health Center for detoxification and withdrawal management services.

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:

Freeborn County Board of Commissioners

RESOLUTION 24-351

Resolution to write off accounts determined uncollectible effective 2024

WHEREAS, the Freeborn County Department of Human Services maintains accounts of debts owed to the Human Services Department for specific services as allowed by Minnesota Statute; and

WHEREAS, criteria for writing off uncollectible accounts varies, depending on the program area and type of debt; and

WHEREAS, uncollectible debts have been identified by DHS accounting staff for 2024 using Minnesota Statutes applicable to each program area, guidance from the Minnesota Department of Revenue, direction from the Center for Medicare and Medicaid Services, and reports provided by the Minnesota Department of Human Services; and

WHEREAS, all collection efforts have been exhausted for each identified account; therefore

BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby write off uncollectable accounts in the amount totaling \$97,581.95 for Human Services accounts deemed uncollectible effective 2024.

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:

Freeborn County Board of Commissioners

RESOLUTION 24-352

Resolution to write off accounts determined uncollectible effective 2024

WHEREAS, the Freeborn County Department of Human Services/Mental Health Center maintains accounts of debts owed to the Freeborn County Mental Health Center for specific services as allowed by Minnesota Statute; and

WHEREAS, criteria for writing off uncollectible accounts varies, depending on the program area and type of debt; and

WHEREAS, uncollectible debts have been identified by DHS/MHC accounting staff for 2024 using Minnesota Statutes applicable to each program area and guidance from the Minnesota Department of Revenue; and

WHEREAS, all collection efforts have been exhausted for each identified account; therefore

BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby write off uncollectable accounts in the amount totaling \$705.43 for Freeborn County Mental Health Center accounts deemed uncollectible effective 2024.

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 24-353
RESOLUTION APPROVING A PREVENTATIVE MAINTENANCE AGREEMENT WITH HARRIS COMPANY

WHEREAS, preventative maintenance agreements from several companies have been evaluated by Freeborn County staff for the HVAC systems at the government center; and

WHEREAS, the new HVAC equipment installed at the government center does not require the same level of monitoring as the old equipment and there is savings to be realized with a new preventative maintenance agreement; and

WHEREAS, staff have determined that the preventative maintenance agreement with HARRIS COMPANY for HVAC equipment at the Freeborn County Government Center beginning in 2025 will best serve the needs for the County.

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners approve a preventative maintenance agreement with HARRIS COMPANY for HVAC equipment at the Freeborn County Government Center

Resolution was seconded by Commissioner Shoff.

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION 24-354
Authorizing Final Payment for Masonry Restoration at Human Services Building

WHEREAS the Freeborn County has the responsibility of maintaining the buildings and facilities owned by and used by the various departments; and

WHEREAS, Freeborn County has commissioned plans and specifications for tuckpointing and other restorative exterior work at the Human Services Building due to maintenance concerns with the brick, paint, and other appurtenant items; and,

WHEREAS, Restoration Systems of Chaska, MN, has completed the project in a satisfactory manner and fulfilled the construction contract.

BE IT RESOLVED, that the Freeborn County Auditor-Treasurer is hereby authorized to make final payment for Human Services Building Masonry Restoration in the amount of \$62,659.82.

Resolution was seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following:

RESOLVED AS, approving the South Central Drug Investigation Unit Joint Powers Agreement

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:

RESOLVED AS, approving the “Shop with a Cop” grant through Wal-Mart

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION 24 - 357

RESOLVED, that the Freeborn County Board of Commissioners does, hereby, certify to the Freeborn County Auditor-Treasurer that it proposes the following tax levy which, if adopted pursuant to Minnesota Law, will be ordered on all taxable property in Freeborn County, payable in 2025, to wit:

Freeborn County

Final 2025 Tax Levy

2025

Levy

For General Revenue Fund	\$16,718,414
For Soil & Water Conservation Dist.	<u>183,000</u>
Total General Fund	\$16,901,414
For Human Services Fund	\$6,187,275
For Road and Bridge Fund	\$5,363,846
For Public Health Fund	\$102,962
For Capital Improvement Fund	\$1,303,801
For County Library Fund	\$286,800
For Capital Improvement Bond	<u>\$707,721</u>
TOTAL TAX LEVY	\$30,853,819
Less State Aid	<u>\$(2,363,274)</u>
TOTAL LOCAL TAX LEVY	<u>\$28,490,545</u>

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 - 358

RESOLVED, that the Freeborn County Board of Commissioners does, hereby, propose a final budget for the fiscal year beginning January 1, 2025 a summary of which is as follows:

Freeborn County

Final 2025 Budget

BUDGETED REVENUE

General Revenue Fund	\$ 27,221,721
Human Services	\$ 14,955,081
Highway	\$ 21,033,115
Public Health	\$ 4,084,549
Ditch Fund	\$ 972,000
Capital Improvements Fund	\$ 2,178,801
Capital Improvements Bond	\$ 707,721
Library	<u>\$ 286,800</u>
TOTAL REVENUE	<u>\$ 71,439,788</u>

BUDGETED EXPENDITURES

General Revenue Fund	\$ 28,907,521
Human Services	\$ 14,955,081
Highway	\$ 22,033,115
Public Health	\$ 4,084,549
Ditch Fund	\$ 909,586
Capital Improvements Fund	\$ 4,227,600
Capital Improvements Bond	\$ 674,820
Library	\$ 286,800
TOTAL EXPENDITURES	<u>\$ 75,792,272</u>

FURTHER, BE IT RESOLVED that this budget shall be certified to the Freeborn County Auditor/Treasurer.

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:

RESOLVED AS, to approve setting a Special Meeting for December 27th, 2024 for Approval of Final Claims at 8:30 a.m.

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 24-360
2025 Solid Waste Fees.**

WHEREAS, the Freeborn County Environmental Services Department is charged with the responsibility of implementing a variety of solid waste programs to maintain a healthy environment, and

WHEREAS, that for the past 29 years Freeborn County's solid waste programs have included a successful county wide recycling program, waste electronic collection program and the collection of Household Hazardous Waste, and

WHEREAS, the total cost of the services contract to providing recycling services has increased substantially over the past years and Freeborn County is now required to house certain materials for disposal, and

WHEREAS the proposed rate for 2025 will allow for the continuation of the Freeborn County Solid waste program:

NOW THEREFORE BE IT RESOLVED, that Freeborn County sets the annual household solid waste fee at \$68.00 for the resident of the cities within Freeborn County and \$58 for rural county residents and \$49 per 4 units or less and \$7 per 4 units or more beginning on January 1, 2025.

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 24-361
Minnesota Housing - Minnesota City Participation Program
Joint Powers Agreement**

The Albert Lea Housing and Redevelopment Authority (HRA) enters into this Joint Powers Agreement with Freeborn County to administer the Minnesota Housing Minnesota City Participation Program (MCP) for Freeborn County for the 2025 MCP year.

The HRA agrees to coordinate program requests for 2025 under the Minnesota Cities Participation Program for Freeborn County.

In order for loans to meet the program requirements, the following criteria must be met:

- The borrower is a first-time homebuyer loan using the Start Up program.
- The borrower's income is below 80% of the area median income.
- The property is located in Freeborn County.

The HRA will forward program reports on loan activity to the county administrator.

The HRA will promote the program throughout the community using marketing information provided by Minnesota Housing.

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

There was discussion regarding the payment of an Assessment from the City of Albert Lea on a parcel of land.

Commissioner Forman offered the following resolution:

RESOLUTION 24-XXX

RESOLUTION SETTING THE 2025 SALARY FOR THE FREEBORN COUNTY CHIEF DEPUTY

Whereas, Minnesota Statutes §387.145 allows for the Sheriff to appoint a Chief Deputy; and

Whereas, Minnesota Statutes §387.14 requires the county board to determine the number of permanent full-time deputies and other employees and fix the compensation for each position, and;

Whereas, Freeborn County Board of Commissioners considered and openly discussed at public meetings the factors outlined by the statute, including duties, responsibilities, education, experience and performance of the Chief Deputy, which consideration included review and consideration of the data and documentation provided by the Sheriff and County Administrator; and

Whereas, the Freeborn County Board of Commissioners also considered and have openly discussed at public meetings the performance of the Chief Deputy in his capacity, responsibility and service to Freeborn County;

Now, Therefore Be It Resolved that the Freeborn County Board of Commissioners by resolution does hereby set the 2025 salary for the Freeborn County Chief Deputy at \$130,500 annually at such intervals as determined by the board.

Resolution was seconded by Commissioner Kaasa.
After discussion, Commissioner Forman rescinded his offer for the resolution and the Chair declared the resolution null and void.

Commissioner Forman offered the following motion:

MOVED, to table the resolution regarding the Chief Deputy Salary to the December 27th, 2024 Special Meeting.

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

Commissioner Shoff offered the following resolution:

RESOLUTION 24-362

RESOLUTION SETTING THE 2025 SALARY FOR THE FREEBORN COUNTY BOARD OF COMMISSIONERS

WHEREAS, Minnesota Statutes §375.055 Subd 1 requires the county board to annually set, by resolution, the salary of the members of the Board of Commissioners; and

WHEREAS, the Freeborn County Board of Commissioners have considered and have openly discussed at public meetings, the performance of the Board of Commissioners in their capacity, responsibility and service to Freeborn County, which included review and consideration of data and documentation provided by the County Administrator;

NOW, THEREFORE BE IT RESOLVED THAT the Freeborn County Board of Commissioners by resolution does hereby set the 2025 salary for the Freeborn County Board of Commissioners at \$27,810 annually at such intervals as determined by the board.

Resolution was seconded by Commissioner Forman.
After discussion, a vote was taken with Commissioners Shoff, Eckstrom, Forman and Edwin voting yay and Commissioner Kaasa voting nay. The Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION 24-363

PERMISSION TO APPROVE THE PERA PRO POSITION FOR THE VETERAN'S SERVICES

WHEREAS, Minnesota Statute 353.371 authorizes a Phased Retirement Program (PERA PRO); and

WHEREAS, Robin Evenson requested the Phased Retirement Program (PERA PRO) option starting April 1st, 2024; and

WHEREAS, her request was reviewed and approved by the County Administrator; and

WHEREAS, this agreement was to be annually reviewed; and

BE IT THEREFORE RESOLVED, that this Phased Retirement Agreement with Robin Evenson will run through March 31, 2025; and

AT BE IT FURTHER RESOLVED, that the Phased Retirement Program will be reviewed for possible extension prior to March 31st, 2025, per statute the agreement cannot exceed 5 years in length.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24-364

PERMISSION TO APPROVE THE PERA PRO POSITION FOR THE COUNTY ATTORNEY OFFICE

WHEREAS, Minnesota Statute 353.371 authorizes a Phased Retirement Program (PERA PRO); and

WHEREAS, Karyn Sackis Lunn requested the Phased Retirement Program (PERA PRO) option starting April 2nd, 2024; and

WHEREAS, her request was reviewed and approved by the County Administrator; and

WHEREAS, this agreement was to be annually reviewed; and

BE IT THEREFORE RESOLVED, that this Phased Retirement Agreement with Karyn Sackis Lunn will end on December 31st, 2024.

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:

RESOLUTION 24-365

PERMISSION TO APPROVE THE PERA PRO POSITION FOR THE HIGHWAY DEPARTMENT

WHEREAS, Minnesota Statute 353.371 authorizes a Phased Retirement Program (PERA PRO); and

WHEREAS, Dan Kenison requested the Phased Retirement Program (PERA PRO) option starting May 1st, 2020; and

WHEREAS, his request was reviewed and approved by the County Administrator; and

WHEREAS, this agreement was to be annually reviewed; and

BE IT THEREFORE RESOLVED, that this Phased Retirement Agreement with Dan Kenison will run through May 1st, 2025 and this will end the maximum 5 year duration

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24-366

PERMISSION TO APPROVE THE PERA PRO POSITION FOR THE SHERIFF'S OFFICE

WHEREAS, Minnesota Statute 353.371 authorizes a Phased Retirement Program (PERA PRO); and

WHEREAS, Mary Seltun requested the Phased Retirement Program (PERA PRO) option starting January 2nd, 2024; and

WHEREAS, her request was reviewed and approved by the County Administrator; and

WHEREAS, this agreement was to be annually reviewed; and

BE IT THEREFORE RESOLVED, that this Phased Retirement Agreement with Mary Seltun will run through December 31st, 2024; and

AT BE IT FURTHER RESOLVED, that the Phased Retirement Program will be reviewed for possible extension prior to December 31st, 2024, per statute the agreement cannot exceed 5 years in length.

Resolution was seconded by Commissioner Shoff.

After discussion, a vote was taken Commissioners Shoff, Eckstrom, Forman and Edwin voted yea and Commissioner Kaasa voted nay. The Chair declared the resolution approved.

Commissioner Eckstrom offered the following resolution:

RESOLUTION 24-367

APPROVING THE CONTRACT/ENGAGEMENT WITH A SEARCH FIRM FOR A COUNTY ASSESSOR

WHEREAS, the Freeborn County requires a County Assessor, and;

WHEREAS, Candice Lahann has resigned her position as the County Assessor effective October 16th, 2024, and;

WHEREAS, the Freeborn County Board of Commissioners desire to use an independent search firm for the recruitment and selection process for a new County Assessor;

NOW, THEREFORE BE IT RESOLVED, that the Freeborn County Board of Commissioners hereby approves entering into a contract/engagement with a search firm.

Resolution was seconded by Commissioner Kaasa.

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

There was discussion on the 2025 GBERBA dues and it was recommended that the County does move forward with paying the dues until the Committee is phased out.

Commissioner Kaasa offered the following resolution:

OAKLAND SANITARY DISTRICT NO. 1

RESOLUTION NO. 24-368

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF THE DISTRICT'S REVENUE NOTE, SERIES 2024; FIXING ITS FORM AND SPECIFICATIONS; DIRECTING ITS EXECUTION AND DELIVERY; AND PROVIDING FOR ITS PAYMENT

Resolution was seconded by Commissioner Forman.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION No. 24-369
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before December 20th, 2024.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 741,358.95
03	County Road & Bridge	\$ 418,832.22
05	Human Services	\$ 192,807.53
06	Public Health	\$ 66,997.44
31	Capital Improvements	\$ 665.00
40	County Ditch	\$ 43,933.89
70	Trust & Agency	\$ 11,174.32
73	Payroll Clearing Fund	\$ 4,857.80
	FUND TOTALS	\$1,480,627.15

Number of Claims not exceeding \$300 – 60

Dollar amount of claims not exceeding \$300 – \$7,646.81

Resolution seconded by Commissioner Eckstrom.

After discussion, a vote was taken, Commissioner Edwin abstained from a claim for Credit Bureau of Albert Lea and the Chair declared the resolution adopted.

Chair, Commissioner Edwin adjourned the meeting at 9:51 a.m. until 8:30 a.m. on Wednesday, December 18th, 2024.

By: _____
Brad Edwin
Chair

Attest: _____
Chelsea Barrett
County Clerk