

ADJOURNED MEETING OF THE COUNTY BOARD
Tuesday, March 18th, 2025

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, March 18th, 2025. Members present: Commissioners Severson, Edwin, Kaasa, Shoff. Commissioner Eckstrom was absent.

The meeting was opened with the Pledge of Allegiance.

Commissioner Severson offered the following motion;

MOVED, approving the agenda with the following additions under Report of County Administration; to accept the resignation of Brenda Jensen, License Center Supervisor effective April 11th, 2025; and to fill the vacant License Center Supervisor position.

Motion seconded by Commissioner Shoff.

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

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 25-100
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 March 4th, 2025 minutes;

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 and there was none.

Commissioner Kaasa offered the following resolution;

RESOLUTION 25-101
Resolution to Write Off an Uncollectable Account

Whereas, Freeborn County Community Health Board will write off an uncollectable account;

Whereas, Minnesota Statute 145A.14 allows for the Community Health Boards to use their local public health grant funds and tax levy to address the areas of public health responsibility;

Whereas, Freeborn County Public Health is requesting to write off an uncollectable account of a past client. The client passed away on 1/1/21 and Revenue Recapture was done and no more funds are available. The amount that we are requesting to write off is \$25.46;

Now, Therefore, Be It Resolved that the Freeborn County Board of Commissioners/Freeborn County Community Health Board does hereby write off an uncollectable account in the amount of \$25.46.

Resolution seconded by Commissioner Shoff.

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

Commissioner Severson offered the following resolution;

RESOLUTION 25-102
RESOLUTION PLACING FREEBORN COUNTY DRAINAGE INSPECTORS
UNDER THE SUPERVISION OF THE AUDITOR-TREASURER

WHEREAS, the Drainage Inspectors for Freeborn County are currently under the supervision of the County Administrator and report to the County Administrator;

WHEREAS, the Drainage Inspectors have direct contact and communication with the Freeborn County Auditor-Treasurer relative to the drainage systems in Freeborn County;

WHEREAS, the Drainage Inspectors work with the Freeborn County Auditor-Treasurer on the budget for the drainage systems in Freeborn County;

WHEREAS, it is in the best interest of the County and the drainage systems to move the Drainage Inspectors to the supervision of the Auditor-Treasurer;

BE IT RESOLVED, that the Drainage Inspectors for Freeborn County will be moved to the supervision of the Auditor-Treasurer.

Resolution seconded by Commissioner Kaasa.

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

Commissioner Shoff offered the following resolution;

RESOLUTION 25-103
Resolution to accept a donation to the Freeborn County CVCC
From Jennifer Vogt-Erickson and Jeshua Erickson

WHEREAS, the Freeborn County Department of Human Services Crime Victims Crisis Center serves those who have been victims of crime, domestic violence and sexual assault; and

WHEREAS, the Freeborn County Human Department of Services Crime Victims Crisis Center plans events and campaigns bringing community awareness to the issues of crime, domestic violence and sexual assault; and

WHEREAS, the Freeborn County Human Department of Services Crime Victims Crisis Center provides direct and indirect services, including but not limited to support, shelter, advocacy, limited financial assistance for basic needs, transportation and referrals to those who have been victims of crime, domestic violence and sexual assault; and

WHEREAS, Jennifer Vogt-Erickson and Jeshua Erickson have offered a donation to the Freeborn County Department of Human Services Crime Victims Crisis Center in the amount of \$600.00 to be used for services provided by the CVCC; therefore

BE IT RESOLVED, that the Freeborn County Department of Human Services Crime Victims Crisis Center accept the donation in the amount of \$600.00 from Jennifer Vogt-Erickson and Jeshua Erickson to be used in 2025 for services provided by the CVCC.

Resolution seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 25-104

Award of SAP 024-599-058 - Contract 259958

*SAP 024-599-058 Construct Culvert 24J70, 1-Line 169' x 107" x 42' RCP Arch
and Approach Grading for Oakland Township.*

WHEREAS, the Freeborn County Highway Department has the responsibility inspecting and replacing bridges on the town road system;

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for the replacement of the above referenced structure and that Freeborn County's town bridge balance is sufficient to cover the costs of the project with assistance from Oakland Township;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from Jensen Excavating and Trucking for \$211,435.00 for the following project(s) SAP 024-599-058 – Contract 259958.

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 25-105

Award of CP 025-CULV-095 - Contract 250095

CP 025-CULV-095 - Construct 8' x 5' RCBC with Aprons on CR 95.

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for the improvement project on CR 95 in Freeborn County;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from ICON Constructors, LLC for \$112,053.20 for the following project(s): CP 025-CULV-095 - Contract 250095.

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 25-106

Award of CP 025-M-004 - Contract 250004

2025 Applying Magnesium Chloride in Freeborn County, Minnesota

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for the application of magnesium chloride on various highways in Freeborn County;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from Freeborn County Coop oil for \$128,247.00 for the following project(s): CP 025-M-004 - Contract 250004.

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 25-107
Award of CP 025-M-002 - Contract 250002
2025 Road Striping for Freeborn County, Minnesota

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for the pavement markings on various highways in Freeborn County;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from Sir Lines-A-Lot, LLC for \$174,384.26 for the following project(s): CP 025-M-002 - Contract 250002.

Resolution was seconded by Commissioner Severson.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 25-108
Award of CP 025-MICRO-014 (low CP) – Contract 251434
2025 Micro-Surfacing in Freeborn County, Minnesota

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for applying micro-surfacing to various highways in Freeborn County;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from Fahrner Asphalt Sealers, LLC for \$928,042.97 for the following project(s): CP 025-MICRO-014 (low CP) - Contract 251434; and

BE IT FURTHER RESOLVED, that the County Engineer is authorized to negotiate a change order for additional work required to micro-mill CSAH 34 to appropriately prepare the surface for the micro-surface process in an amount up to 20% of the originally awarded contract.

Resolution was seconded by Commissioner Severson.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 25-109
Award of SAP 024-616-007 (low SAP) - Contract 251607
2025 Paving of various roads in Freeborn County

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for the paving of CSAH 16 south of Twin Lakes, CSAH 26 between CSAH 1 and CSAH 13, and CSAH 30 from CSAH 1 to Th 251 in Freeborn County;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from Ulland Brothers Inc. for \$7,494,896.53 for the following project(s) SAP 024-616-007 (low SAP) - Contract 251607.

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

Commissioner Severson offered the following resolution:

RESOLUTION 25-110

Award of CP 025-LINE-999 - Contract 259999
Cleaning and Lining Culverts on Various Roads in Freeborn County.

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for the cleaning and lining of specific culverts on various highways in Freeborn County;

NOW, THEREFORE BE IT RESOLVED, to accept the low bid from Subsurface, Inc. for \$286,386.00 for the following project(s): CP 025-LINE-999 – Contract 259999.

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 25-111
2025 Seasonal Bids

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

WHEREAS, the Freeborn County Highway Department has prepared specifications for various seasonal bid requirements.

NOW, THEREFORE BE IT RESOLVED, to accept that the following price lists be placed on file for consideration during the specified time period:

Plant Mixed Bituminous Materials - Ulland Brothers Inc.

Equipment Rental - Freeborn Construction, BC Landworks LLC, Jensen Excavating & Trucking

Corrugated Metal Pipe Culvert – TrueNorth Steel, Metal Culverts

Gravel and Crushed Quarry Rock –Ulland Brothers Inc and Freeborn Construction

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

Commissioner Severson offered the following resolution:

RESOLUTION 25-112
Award of CP 025-SAND-005
2025 Supply Washed Sand for Ice Control

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

WHEREAS, the Freeborn County Highway Department has prepared plans and specifications for purchasing a supply of washed sand for ice control that meets product spec 3126 for various highways in Freeborn County.

NOW, THEREFORE, BE IT RESOLVED, to accept the low bid from Ulland Brothers, Inc. of Albert Lea, MN for \$12.73/ton for 5,000 ton from the Glenville pit meeting product spec 3126 for project CP 025-SAND-005.

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 25-113

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 December 31st, 2025, per statute the agreement cannot exceed 5 years in length.

AT BE IT FURTHER RESOLVED, to amend the 2025 Budget with the following changes;

Budget Item 001-002-5710 Interest earnings is increased to \$1,000,080.00 (\$30,000.00 increase) and Budget Item 001-121-6105 part-time salaries is increased to \$30,000.00

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

There was a discussion regarding Interim County Assessor, Luke Onstad's Professional Services Agreement.

There was a discussion regarding the Interim County Assessor contract negotiation with Candice Lahann.

Commissioner Shoff offered the following resolution:

RESOLVED AS, approving a Professional Services Agreement with Candy Lahann as Interim County Assessor.

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

Commissioner Severson offered the following resolution:

RESOLUTION 25-115

ACCEPTING THE RESIGNATION OF BRENDA JENSEN

WHEREAS, the Freeborn County License 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; Brenda Jensen has been employed with the Freeborn County License Center since November 5th, 2018 and is resigning her position effective April 11th, 2025,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Brenda Jensen as a Freeborn County License Center Supervisor effective on or about April 11th, 2025.

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 25-116

PERMISSION TO FILL THE FREEBORN COUNTY LICENSE CENTER SUPERVISOR 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, Brenda Jensen, Freeborn County License Center Supervisor has resigned her position effective April 11th, 2025;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County License Center Supervisor position.

Resolution was seconded by Commissioner Shoff.

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

Commissioner Severson offered the following:

RESOLVED AS, to approve sending a letter to the DNR for the permit regarding the dredging on Fountain Lake being denied.

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 No. 25-118

Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before March 21st, 2025.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 691,103.76
03	County Road & Bridge	\$ 700,792.30
05	Human Services	\$ 194,362.05
06	Public Health	\$ 72,879.12
31	Capital Improvements	\$ 21,708.20
40	County Ditch	\$ 42,008.47
70	Trust & Agency	\$ 107,278.80
73	Payroll Clearing Fund	\$ 23,769.45
74	Turtle Creek Watershed Dist.	\$ 46.00
77	Recorder's Clearing	\$ 3,425.00
85	<u>Septic Loan Fund</u>	<u>\$ 46.00</u>
	FUND TOTALS	\$ 1,857,419.15

Number of Claims not exceeding \$300 – 64

Dollar amount of claims not exceeding \$300 – \$6,926.77

Resolution seconded by Commissioner Severson.

After discussion, a vote was taken and the Chair declared the resolution adopted, with Commissioner Edwin abstaining from the claims regarding the Credit Bureau of Albert Lea.

Chair, Commissioner Edwin adjourned the meeting at 9:15 a.m. until 8:30 a.m. on Tuesday, April 1st, 2025.

By: _____
Brad Edwin
Chair

Attest: _____
Chelsea Barrett
County Clerk