

ADJOURNED MEETING OF THE COUNTY BOARD
July 15th, 2025

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, July 15th, 2025. Members present: Commissioners Severson, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Kaasa offered the following motion;

MOVED, approving the agenda with the following additions Under Report of County Administration; to accept the resignation of Amanda Vaith, Public Safety Telecommunicator, effective July 26th, 2025; and to fill the vacant Public Safety Telecommunicator.

Motion seconded by Commissioner Severson.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 25-216
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 July 1st, 2025 minutes;
- 2) Approval of Regular Full-Time Status employees;
- 3) Approval of Drainage Repairs

Resolution seconded by Commissioner Kaasa.

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;

FREEBORN COUNTY, MINNESOTA - BOARD OF COMMISSIONERS

RESOLUTION NO. 25-217

TITLE: Approval of Funding for Early Onboarding of AmeriCorps Recovery Corps Member

WHEREAS, Freeborn County Public Health is scheduled to host an AmeriCorps Recovery Corps member beginning on September 8, 2025, for an eleven-month term, to support local efforts related to substance use prevention and recovery; and

WHEREAS, the original planned start date for this member was July 28, 2025, but AmeriCorps delayed the program start to September 8, 2025, creating a seven-week gap that jeopardizes planned initiatives and risks losing the selected candidate; and

WHEREAS, Freeborn County Public Health has proposed to use up to \$9,462.50 in available Cannabis and Substance Use Prevention grant funding, approved by the Minnesota Department of Health, to support a temporary consulting contract of up to \$4,462.50 to begin onboarding the member on July 21, 2025, and to reserve funding for the standard AmeriCorps host site fee of \$5,000 for the official service year, which is currently under discussion and may be waived due to the change in AmeriCorps contract start date; and

WHEREAS, this short-term investment enables the member to support time-sensitive public health activities including school-based prevention education, community listening sessions on opioid/substance use, youth-led retail audits, resource guide development, and public outreach campaigns, thereby strengthening Freeborn County's substance use prevention and recovery strategy while avoiding a significantly higher cost of alternative staffing;

NOW, THEREFORE, BE IT RESOLVED, by the Freeborn County Board of Commissioners, that:

1. The Board hereby approves the allocation of up to \$9,462.50 to Freeborn County Public Health to support early onboarding of the AmeriCorps Recovery Corps member through a temporary consulting contract beginning July 21, 2025, and to reserve funding for the AmeriCorps host site fee if required.
2. The Board authorizes the County Administrator or designated Public Health leadership to execute all necessary agreements and documentation related to this funding arrangement.

Resolution seconded by Commissioner Eckstrom.

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

Commissioner Severson offered the following resolution;

RESOLUTION No. 25-218, RESOLVED AS, approving the contract with ArticWolf (Cyber Security) and Antivirus Renewals

Resolution seconded by Commissioner Kaasa.

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

Commissioner Eckstrom offered the following motion:

MOVED, to take Resolution 25-206, resolution approving office hours for the Highway Department Office, off the table from the July 1st, 2025 Regular Board Meeting.

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, MINNESOTA - BOARD OF COMMISSIONERS

RESOLUTION NO. 25-219

TITLE: Approval of office hours for the Highway Department Office located at 3300 Bridge Avenue in Albert Lea.

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

WHEREAS, the Freeborn County Highway Department prides itself on providing every citizen quality and consistent customer service through a variety of modes including face to face meetings, telephone, emails, and construction update notifications; and,

WHEREAS, Section XI A of the Freeborn County Personnel Manual establishes that normal office hours are from 8:00 am to 5:00 pm, Monday through Friday or as otherwise scheduled by the County Board; and,

WHEREAS, Resolution 23-027 establishes the hours for maintenance operations within the highway department and shall remain unchanged as a result of the below resolution; and,

WHEREAS, the Engineer has reviewed various items concerning the current office hours and the service provided to the public and is requesting the following resolution be approved.

NOW, THEREFORE, BE IT RESOLVED, by the Freeborn County Board of Commissioners, that:

1. The schedule of office hours for the Highway Department shall be Monday through Friday from 7:00 am to 3:30 pm with exceptions for holidays observed by the County.
2. The Highway Engineer may adjust the hours of the Maintenance and Construction staff to meet the needs of the department and shall not be subject to the Highway Department Office hours.

Resolution was seconded by Commissioner Shoff.

After discussion, a vote was taken with Commissioners Severson, Kaasa, Eckstrom and Shoff voting yes, and Commissioner Edwin voting no; the Chair declared the resolution approved.

Commissioner Severson offered the following resolution:

FREEBORN COUNTY, MINNESOTA - BOARD OF COMMISSIONERS

RESOLUTION NO. 25-220

TITLE: Authorizing Final Payment of CP 025-CULV-095

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

WHEREAS, the work for removal and replacement of an 8' x 5' RCBC with aprons has been completed by ICON Constructors, LLC in a satisfactory manner.

NOW, THEREFORE, BE IT RESOLVED, by the Freeborn County Board of Commissioners, that:

1. The Board authorizes the Freeborn County Auditor-Treasurer to make final payment in the amount of \$108,438.48.

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:

RESOLVED AS, appointing Rich Heffner as Freeborn County Assessor

Resolution was seconded by Commissioner Shoff.

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

Brad Edwin, Board Chair presented the Oath of Office for the County Assessor, to Rich Heffner.

Commissioner Severson offered the following resolution:

FREEBORN COUNTY, MINNESOTA - BOARD OF COMMISSIONERS

RESOLUTION NO. 25-222

TITLE: Accepting the Resignation of Amanda Vaith

WHEREAS, the Freeborn County Sheriff's Office 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, Amanda Vaith has been employed with the Freeborn County Sheriff's Office as a Public Safety Telecommunicator since April 22nd, 2019 and is resigning her position effective July 26th, 2025;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Amanda Vaith as a Freeborn County Public Safety Telecommunicator effective on or about July 26th, 2025.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption.

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 - BOARD OF COMMISSIONERS

RESOLUTION NO. 25-223

TITLE: Permission to fill the Freeborn County Public Safety Telecommunicator position

WHEREAS, the Freeborn County Sheriff's Office 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, Amanda Vaith, Freeborn County Public Safety Telecommunicator has resigned her position effective July 26th, 2025;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Public Safety Telecommunicator position.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption.

Resolution was seconded by Commissioner Kaasa.

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

The Freeborn County Board of Commissioners entered into Closed Session at approximately 9:00, pursuant to Minnesota Statute 13D.05 subd. 3(b) to receive legal advice regarding pending litigation in the case of Candace A. Pesch vs. Freeborn County, File No. 24-CV-23-1522.

The Freeborn County Board of Commissioners reconvened their regular Board meeting at approximately 10:21 a.m.

Commissioner Severson offered the following resolution:

RESOLUTION No. 25-224
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before July 18th, 2025.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 714,782.12
03	County Road & Bridge	\$ 255,840.75
05	Human Services	\$ 198,049.08
06	Public Health	\$ 88,640.18
31	Capital Improvements	\$ 362,581.40
40	County Ditch	\$ 14,314.28
70	Trust & Agency	\$ 4,918.70
73	Payroll Clearing Fund	\$ 6,439.30
74	Turtle Creek Watershed	\$ 46.00
77	Recorder's Clearing	\$ 3,716.00
80	Tax Collection Fund	\$ 238,680.58
	FUND TOTALS	\$ 1,888,008.39

Number of Claims not exceeding \$300 – 42

Dollar amount of claims not exceeding \$300 – \$5,628.03

Resolution seconded by Commissioner Eckstrom.

After discussion, a vote was taken with Commissioners Severson, Kaasa, Eckstrom and Shoff voting yes, and Commissioner Edwin voting yes, abstaining from the Claims from The Credit Bureau of Albert Lea; the Chair declared the resolution adopted.

Chair, Commissioner Edwin adjourned the meeting at 10:28 a.m. until 8:30 a.m. on Tuesday, August 5th, 2025.

By: _____
Brad Edwin
Chair

Attest: _____
Chelsea Barrett
County Clerk