ADJOURNED MEETING OF THE COUNTY BOARD
November 4th, 2025

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, November 4th, 2025. Members present: Commissioners Severson, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Severson offered the following motion;

MOVED, approving the agenda with the following addition under Other Items necessary but Unknown at this time, to fill the vacant Assistant Court Security Deputy position.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 25–313
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, with the removal of the following; minutes from the October 14th, 2025 Special board Meeting, and removal of the minutes from the October 21st, 2025 Board Meeting, those minutes were not available online with some corrections to the packet made, the resolution to approve the Consent Agenda will entail the following;

1) Approval of Regular Full-Time Status Employees;
2) 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.

Under Miscellaneous Business to consider a resolution to appoint a manager to the Turtle Creek Watershed District. The Commissioners received letters from Kevin Finley and Anthony Dahl. After discussion, a unanimous vote was taken and the Chair declared Anthony Dahl as a new manager of the Turtle Creek Watershed District under **Resolution 25-314**

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

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 25-315 to amend Resolution 25-290 Recovery is Happening; to increase the approved amount from $9,474 to $12, 137.

Resolution seconded by Commissioner Edwin.
After discussion a vote was taken with Commissioners Kaasa and Edwin voting yay; Commissioners Severson, Eckstrom and Shoff voting nay, and the Chair declared the resolution had failed.

Commissioner Eckstrom offered the following resolution;

RESOLUTION No. 25-316; to approve the liquor license for Three Oaks Winery,

Resolution 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. 25-317

TITLE: Resolution to Accept a $20 Donation to the Freeborn County Crime Victims Crisis Center from Mr. Larry Baker

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

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

WHEREAS, Mr. Larry Baker has offered a donation to the Freeborn County Department of Human Services - Crime Victims Crisis Center in the amount of $20 to be used for services provided by the CVCC; and

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

1. The Freeborn County Department of Human Services - Crime Victims Crisis Center accepts the donation in the amount of $20 from Mr. Larry Baker to be used for services provided by the CVCC.

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.

Commissioner Severson offered the following resolution:

RESOLUTION No. 25-318; approving the Road Use Agreement with Alliant Energy for Bent Tree 1 Wind Farm Reconditioning Project

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 NO. 25-319

TITLE: Authorizing Final Payment of SAP 024-599-058

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

WHEREAS, the work for the construction of culvert 24J70 in Oakland Township in Freeborn County has been completed 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 $15,388.32.

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

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION NO. 25-320

TITLE: Authorizing Final Payment of SAP 024-635-028 (low SAP)

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

WHEREAS, the work for 2025 Paving on CSAH 35 and CR 95 in Freeborn County has been completed 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 $84,452.35.

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.

Commissioner Kaasa offered the following resolution:

RESOLUTION No. 25-321
FREEBORN COUNTY CHANGE FUND/IMPRESS CASH FUND

WHERE AS, Minnesota Statute 375.44 States" The county board shall establish funds in the county offices and departments as it deems necessary for the purpose of making change only. The change funds shall be established by making an appropriation for them from the proper fund in whatever amounts the county board shall determine. The officer receiving a change fund shall be its custodian and responsible for its safekeeping and use. The change fund shall not be used to make payments of expenses provided for in section"

WHERE AS, the County Board established the change funds with resolution 25-04 on January 7,2025 and since that time new employees have entered those Positions.

BE IT RESOLVED, that the that the custodians of change funds change to current employees

		Custodian #1	**Custodian #2**	**Custodian #3**
County Treasurer	$1,200.00	Amy Connor	JoDee Avery	
County Recorder	$ 240.00	Heather Bagley	Krista Walton	
County Auditor/License Ctr.	$ 550.00	Amy Connor	Megan Reule	
County Sheriff	$ 350.00	Ryan Shea	Terri Zabrocki	Jess Dreyling
County Public Health	$ 25.00	Sue Yost	Anita Majerus	Natalie Loock
Dept. of Human Services	$ 50.00	Suzanne Nerison	EmmyLou Allen	Doug Miller
Environmental Services	$ 300.00	Mark Goskeson	Gina Gullickson	
	$2,715.00			

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 No. 25-322; approving the resolution to schedule a Budget Only Workshop for Tuesday, November 25th, and Wednesday, November 26th, 2025 from 9:00 a.m. to 1:00 p.m. in the Freeborn Room

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 NO. 25-323

TITLE: Administration is recommending to fill the Freeborn County Assistant Court Security 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, the position of the Assistant Court Security Deputy has been reviewed by the department head, Human Resources and the Administrator to assess the ongoing need for the role and the responsibilities it entails;

WHEREAS, Charles Williams, Freeborn County Assistant Court Security Deputy, has been promoted and accepted a new position as a Patrol Deputy effective November 3rd, 2025;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Assistant Court Security Deputy 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.

Commissioner Shoff offered the following resolution:

RESOLUTION No. 25-324, RESOLVED AS, Age-Friendly Letter of Support to be sent on behalf of the Freeborn County Board of Commissioners

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

Commissioner Severson offered the following resolution:

RESOLUTION NO. 25-325

A RESOLUTION AUTHORIZING OUT-OF-STATE TRAVEL TO ATTEND THE NATIONAL ASSOCIATION OF COUNTIES (NACo) RURAL ENERGY ACADEMY PEER EXCHANGE IN OREGON, DECEMBER 1–3, 2025

WHEREAS, the National Association of Counties (NACo) is hosting the Rural Energy Academy Peer Exchange from December 1 through December 3, 2025, in Gilliam, Sherman, and Wasco Counties, Oregon; and

WHEREAS, the Peer Exchange will convene approximately 25 county officials and staff from 12 states across the United States to share best practices and lessons learned regarding renewable energy development, siting, permitting, workforce, and community engagement; and

WHEREAS, NACo will provide reimbursement for travel, per diem, and mileage expenses for invited county participants in accordance with NACo's Guest Travel Policy as outlined in the official invitation communication; and

WHEREAS, participation in the Rural Energy Academy Peer Exchange will allow Commissioner Shoff to gain valuable information and insight on clean energy planning and local policy considerations relevant to county governance; and

WHEREAS, the Freeborn County Travel Policy requires formal approval from the Board of Commissioners for any out-of-state travel by county officials; and

WHEREAS, the following out-of-state travel request has been submitted for authorization:

Traveler(s):	Commissioner Shoff
Department:	Freeborn County Board of Commissioners
Travel Dates:	December 1–3, 2025
Location:	Gilliam, Sherman, and Wasco Counties, Oregon
Purpose:	Attend the NACo Rural Energy Academy Peer Exchange

NOW, THEREFORE, BE IT RESOLVED

by the Freeborn County Board of Commissioners that the out-of-state travel request identified above is hereby approved.

BE IT FURTHER RESOLVED

that the County Administrator and/or Board Chair are authorized to finalize and sign any necessary documents consistent with the intent of this resolution.

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

Commissioner Severson offered the following resolution:

RESOLUTION No. 25-326
Approval of Claims - Excluding the SHIP Grants

RESOLVED, that the following claims be allowed and paid on or before November 7th, 2025.

FUND	NAME	AMOUNT
01	General Fund	$ 857,269.91
03	County Road & Bridge	$ 771,582.49
05	Human Services	$ 143,742.83
06	Public Health	$ 59,067.80
31	Capital Improvements	$ 47,874.49
40	County Ditch	$ 41,662.64
70	Trust & Agency	$ 26,254.24
73	Payroll Clearing Fund	$ 6,333.30
74	Turtle Creek Watershed	$ 44,810.41
	FUND TOTALS	**$ 1,998,598.11**

Number of Claims not exceeding $300 – 384
Dollar amount of claims not exceeding $300 – $36,496.12
Resolution seconded by Commissioner Eckstrom.
After discussion, a vote was taken and the Chair declared the resolution adopted.

Chair, Commissioner Edwin adjourned the meeting at 9:35 a.m. until 8:30 a.m. on Tuesday, November 18th, 2025.

By: ______________________________ Attest: ______________________________

Brad Edwin
Chair

Chelsea Barrett
County Clerk