

ADJOURNED MEETING OF THE COUNTY BOARD
November 18th, 2025

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

The meeting was opened with the Pledge of Allegiance.

Commissioner Shoff offered the following motion;

MOVED, approving the agenda as presented.

Motion seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 25-327
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 October 14th, 2025 minutes;
- 2) Approval of the October 21st, 2025 minutes;
- 3) Approval of the November 4th, 2025 minutes;
- 4) Approval of Regular Full-Time Status Employees;
- 5) Approval of Drainage Repairs

Resolution seconded by Commissioner Eckstrom.

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

The Commissioners provided Board Committee updates.

Under Miscellaneous Business Commissioner Kaasa offered the following resolution;

RESOLUTION No. 25-328; approving the habitat easement secured by the U.S. Fish and Wildlife Service from Steve and Sarah Penkava, located in Moscow Township, Section 24

Resolution seconded by Commissioner Eckstrom.

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

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

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 25-329 BANKS DOING BUSINESS

Resolution seconded by Commissioner Shoff.

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

Commissioner Eckstrom offered the following resolution;

RESOLUTION NO. 25-330

Resolution to Adopt and Implement the Cannon River Comprehensive Watershed Management Plan

Whereas, the Freeborn County (county) has been notified by the Minnesota Board of Water and Soil Resources that the Cannon River Comprehensive Watershed Management Plan has been approved according to Minnesota Statutes §103B.801 and Board Resolution #20-32.

Now; Therefore, Be it Resolved, the county hereby adopts and will begin implementation of the approved Comprehensive Watershed Management Plan for the area of the county identified within the Plan.

Be it Further Resolved after the adoption of the Plan, the county shall review and amend, if warranted, existing water and related land resources plans and official controls to conform them to Plan.

Be it Further Resolved after the adoption of the Comprehensive Watershed Management Plan or amendments to the plan, Freeborn County shall notify local units of government within the Watershed. The local units of government are required to submit existing water and related land resources plans and official controls within 90 days to the county for review as per Minnesota Statutes, Section 103B.321.

Be it Further Resolved that within 180 days, the county shall review the submitted plans and official controls and identify any inconsistencies between the local plans and official controls and the Comprehensive Watershed Management Plan. Freeborn County shall specify applicable and necessary measures to bring the local plans and official controls into conformance with the Comprehensive Watershed Management Plan.

Be it Further Resolved if a local unit of government disagrees with any changes to its plan, the local unit has 60 days after receiving the county's recommendations to appeal the recommendations to the Board of Water and Soil Resources.

Be it Further Resolved after receiving the recommendations of the county, or a resolution of an appeal, a local unit of government has 180 days to initiate revisions to its plan or official controls. The new or revised plans and official controls must be submitted to the county for review and recommendations.

Resolution seconded by Commissioner Kaasa.

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION NO. 25-331

Resolution to Submit, Adopt and Implement the Blue Earth River Watershed Comprehensive Watershed Management Plan

Whereas, Freeborn County entered into a planning Memorandum of Agreement to develop the Blue Earth River Watershed Comprehensive Watershed Management Plan (Plan); and

Whereas, Freeborn County has been an active participant on the Blue Earth River Watershed Policy Committee to oversee the development of the Plan; and

Whereas, the Blue Earth River Watershed Policy Committee submitted the Plan for 60-day formal review on July 21, 2025 and hosted a public hearing on November 17, 2025; and

Whereas, all comments received during the 60-day review and public hearing have been addressed by the Blue Earth River Watershed Policy Committee; and

Whereas, the Blue Earth River Watershed Policy Committee recommended approval of the Plan to each of the participating boards and council at their November 17, 2025 meeting; and

Whereas, Minnesota Statutes §103B.101, subd. 14 allows a local water management plan developed or amended, approved, and adopted, according to chapter 103B to be replaced with a comprehensive watershed management plan but only to the geographic area of the Plan and consistent with the One Watershed, One Plan suggested boundary map.

Now Therefore Be it Resolved, Freeborn County approves submission of the Plan to the Board of Water and Soil Resources (BWSR). Contingent on BWSR approval (according to Minnesota Statutes §103B.801 and Board Resolution #23-50), Freeborn County hereby adopts and will begin implementation of the approved Plan for the area of the county identified within the Plan. The approved Plan will replace the local water management plan for that geographic area of the county within the Plan for the duration of the state approved Plan.

Be it Further Resolved after the adoption of the Plan, the county shall review and amend, if warranted, existing water and related land resources plans and official controls to conform them to Plan.

Be it Further Resolved after the adoption of the Plan or amendments to the plan, Freeborn County shall notify local units of government within the Plan area. The local units of government are required to submit existing water and related land resources plans and official controls within 90 days to the county for review as per Minnesota Statutes, Section 103B.321.

Be it Further Resolved that within 180 days, the county shall review the submitted plans and official controls and identify any inconsistencies between the local plans and official controls and the Plan. Freeborn County shall specify applicable and necessary measures to bring the local plans and official controls into conformance with the Plan.

Be it Further Resolved if a local unit of government disagrees with any changes to its plan, the local unit has 60 days after receiving the county's recommendations to appeal the recommendations to BWSR.

Be it Further Resolved after receiving the recommendations of the county, or a resolution of an appeal, a local unit of government has 180 days to initiate revisions to its plan or official controls. The new or revised plans and official controls must be submitted to the county for review and recommendations.

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. 25-332

TITLE: RESOLUTION AUTHORIZING AN ORDINANCE AMENDMENT TO ESTABLISH A SETBACK DISTANCE FOR SUBSURFACE SEWAGE TREATMENT FACILITIES

WHEREAS, the County of Freeborn, State of Minnesota ("the County") is a statutory county duly organized and existing under Article XII of the Minnesota Constitution; and

WHEREAS, pursuant to Minnesota Statute (M.S.) Chapter 394 and specifically § 394.21, the County has the power and authority to conduct and implement planning activities; and

WHEREAS, the Freeborn County Planning Commission, at their November 3rd, 2025, held a public hearing on the ordinance amendment to Freeborn County's Zoning Ord. (Ch. 42) and made a recommendation for approval of an ordinance amendment to the Freeborn County Board of Commissioners; and

WHEREAS, the proposed ordinance is consistent with the statutory authority proscribed by M.S. Chapter(s) 115 and 394, or successor statutes for the regulation of Subsurface Sewage Treatment Systems; and

WHEREAS, the ordinance is hereby to be incorporated into the Freeborn County Zoning Ord. (Ch. 42); and

WHEREAS, the County hereby finds and determines that the ordinance amendment is necessary to promote the public health, safety, morals and general welfare of the County, including the terms and regulations herein;

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

Section 42-67. – Sanitary provisions is hereby amended to read as follows:

Sec. 42-67. – Sanitary provisions.

- (a) All sewage facilities shall be connected to sewers when available. Where sewers are not constructed or in operation all sewage facilities shall be connected to approved septic tanks and disposal fields. This provision shall not apply to temporary construction sites, or portable units used in farming operations.
- (b) All components of a Subsurface Sewage Treatment System (SSTS), including but not limited to the soil treatment area, septic tank, pump station, and lift station, shall be set back a minimum of seventy-five (75) feet from the top of the bank of any public or private drainage ditch, including judicial and county ditches, within Freeborn County.

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

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. 25-333

TITLE: Resolution to Accept a \$500 Donation to the Freeborn County Crime Victims Crisis Center from an individual who wishes to remain anonymous

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, an individual who wishes to remain anonymous has offered a donation to the Freeborn County Department of Human Services - Crime Victims Crisis Center in the amount of \$500 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 donation in the amount of \$500 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 Shoff.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION NO. 25-334

TITLE: State of Minnesota Micro-Grant Contract for Reimbursement of Staff Time Spent in Certification Program

WHEREAS, The Freeborn County Department of Human Services strives to provide cost-effective and sustainable services, promoting resilience and long-term positive outcomes for families and children living in Freeborn County;

WHEREAS, The Minnesota Department of Human Services has awarded a scholarship to a Freeborn County Department of Human Services employee for certification training at no cost to Freeborn County for Attachment Bio Behavioral Catch-up, an evidenced-based treatment modality provided by early childhood mental health professionals;

WHEREAS, In addition to the training scholarship, the State of Minnesota has offered reimbursement for staff time in order for a Freeborn County employee to participate in this 40-hour certification program through a micro-grant;

WHEREAS, The micro-grant offered by the State of Minnesota includes potential reimbursement to Freeborn County up to an amount of \$4950 with an additional \$50 for supplies required for training and implementation of the evidence based treatment modality;

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

1. The 2025-2026 Freeborn County / State of Minnesota Micro-Grant Contract for reimbursement of staff time in a certified training program is hereby approved.

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 Eckstrom offered the following resolution:

RESOLUTION NO. 25-335

TITLE: Authorizing Sponsorship and Agreement with the City of Alden

WHEREAS, Townships and small towns (less than 5,000 population) within Freeborn County would like to improve their road systems; and

WHEREAS, the state of Minnesota has made grants available through the Local Road Improvement Program (LRIP) specifically to Townships and small Towns for various kinds of road improvement projects; and

WHEREAS, the LRIP grant program requires a county sponsor when townships or small towns apply in order to qualify for the funding; and

WHEREAS, Freeborn County wishes to support the efforts of townships and small towns to improve and maintain their roads and bridges.

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

1. Freeborn County supports the submittal of an LRIP application for the City of Alden for their improvement project; and,
2. Freeborn County will be the sponsor and fiscal agent for the project if Alden is selected for funding; and,
3. Freeborn County will enter into an Intergovernmental Agreement with the City if they are selected for funding to define the responsibilities of the City and the County.

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

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. 25-336

TITLE: Accepting the Resignation of Say Rober

WHEREAS, Freeborn County Public Health 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, Say Rober has been employed with Freeborn County Public Health as a Family Home Visitor since November 14th, 2022 and is resigning her position effective December 2nd, 2025;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Say Rober as a Freeborn County Public Health Family Home Visitor effective on or about December 2nd, 2025.

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

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 NO. 25-337

TITLE: Administration is recommending to fill the Freeborn County Public Health Family Home Visitor 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 Public Health Family Home Visitor 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, Say Rober, Freeborn County Public Health Family Home Visitor, has resigned her position effective December 2nd, 2025;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Public Health Family Home Visitor 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 Kaasa offered the following resolution:

RESOLUTION NO. 25-338

TITLE: Accepting the Resignation of Jayme Olsen

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, Jayme Olsen has been employed with the Freeborn County Sheriff's Office as a Detention Center Program Coordinator since January 17th, 2017 and is resigning her position effective November 28th, 2025;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Jayme Olsen as a Freeborn County Detention Center Program Coordinator effective on or about November 28th, 2025.

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

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. 25-339

TITLE: Administration is recommending to fill the vacant Detention Center Program Coordinator 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 Detention Center Program Coordinator 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, Jayme Olsen, Freeborn County Detention Center Program Coordinator, has resigned her position effective November 28th, 2025;

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

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:

RESOLUTION No. 25-340, approving to move the December 11th, 2025 Workshop to December 12th, 2025 beginning at 8:30 a.m.

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 No. 25-341
Approval of Claims

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

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 593,415.68
03	County Road & Bridge	\$ 337,271.78
05	Human Services	\$ 199,734.66
06	Public Health	\$ 122,751.50
40	County Ditch	\$ 23,798.31
70	Trust & Agency	\$ 145,583.50
73	Payroll Clearing Fund	\$ 4,446.51
77	Recorder's Clearing	\$ 3,721.00
85	Septic Loan Fund	\$ 46.00
	FUND TOTALS	\$1,430,768.94

Number of Claims not exceeding \$300 – 54

Dollar amount of claims not exceeding \$300 – \$6,926.60

Resolution seconded by Commissioner Eckstrom.

After discussion, a vote was taken with Commissioners Kaasa and Edwin voting yay, Commissioner Shoff voting nay and Commissioner Eckstrom voting yay but abstaining from the claims regarding SHIP grants paid to Arcadian Bank; the Chair declared the resolution adopted with the exception of the Claims pertaining to Arcadian Bank.

The Freeborn County Board of Commissioners entered into Closed Session at approximately 10:15 a.m. pursuant to Minn. Stat. 13D.05, subd 3(B) Attorney-Client Privilege.

The Freeborn County Board of Commissioners reconvened at approximately 11:19 a.m.

Chair, Commissioner Edwin adjourned the meeting at 11:20 a.m. until 8:30 a.m. on Tuesday, December 2nd, 2025.

By: _____
Brad Edwin
Chair

Attest: _____
Chelsea Barrett
County Clerk