

ADJOURNED MEETING OF THE COUNTY BOARD
December 16th, 2025

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, December 16th, 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 Informational Only – No Action; update on CodeRED cyber incident.

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. 25–349
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 12th, 2025 minutes;
- 2) Approval of Drainage Repairs

Resolution seconded by Commissioner Severson.

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

The Commissioners provided Board Committee updates.

Trevor Bordelon, Planning and Zoning gave a brief discussion regarding the Board of Adjustments – Planning and Zoning; Emergency Management Director, Adam Hamberg gave an informational presentation regarding the recent CodeRED cyber incident and Melanie Aeschliman presented the Board with a certification from MCIT for Outstanding Experience in Workers' Compensation.

At approximately 8:45 a.m., Trevor Bordelon, Environmental Services conducted a Public Hearing to obtain public testimony on the County's intention to adopt amendments to Chapter 8 of the Freeborn County Code of Ordinances, pursuant to Minnesota Statutes, Chapter 342.22

Chairman asked is there were any Proponents or Opponents that wished to address the Public Hearing and there were none.

At approximately 8:48 a.m. the Board Chair closed the Public Hearing.

Chairman Edwin asked if there was any public comment and Brian Fosen from the Albert Lea/Austin KOA addressed the Board regarding the expansion of the KOA into a mini-golf course and also mentioned the potential completed of a Blazing Star Trail portion to Hayward.

Commissioner Severson offered the following resolution;

RESOLUTION NO. 25-350

TITLE: Resolution Approving the Grant Contract Agreement Amendment with the Minnesota Department of Human Services for Child and Teen Checkup Outreach

WHEREAS, Freeborn County Public Health has received funding for Child and Teen Checkup (C&TC) Outreach from the Minnesota Department of Human Services for many years;

WHEREAS, Freeborn County Public Health conducts outreach to families with children from birth through age 20 who are enrolled in Medical Assistance (MA) and reside within Freeborn County, encouraging participation in recommended well-child checkups;

WHEREAS, Freeborn County Public Health is responsible for determining the willingness of eligible families to participate in the C&TC Program, making documented attempts to contact all eligible families and children, and maintaining accurate records of these outreach efforts;

WHEREAS, Freeborn County Public Health also implements approved outreach strategies, including media projects, evaluations, surveys, and other DHS-authorized initiatives designed to increase program participation;

WHEREAS, the Minnesota Department of Human Services has reviewed and approved the C&TC Outreach workplan and budget submitted by Freeborn County Public Health;

WHEREAS, Freeborn County Public Health has been awarded \$51,224 in funding for Fiscal Year 2026 to support the continued implementation of C&TC Outreach activities;

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

1. The Board hereby approves the Child and Teen Checkup grant contract amendment with Minnesota Department of Human Services.
2. The Board authorizes the Public Health Director/Community Health Services Administrator to execute all responsibilities and duties associated with the Child and Teen Checkup grant contract amendment.

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

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 NO. 25-351

TITLE: Resolution to Authorize Freeborn County Public Health to Write Off an Uncollectible Account in the Amount of \$50.92

WHEREAS, Freeborn County Public Health provided services to a client in the amount of \$50.92 and has not received payment for the outstanding balance;

WHEREAS, the client passed away on October 9, 2022;

WHEREAS, Freeborn County Public Health has made every reasonable effort to collect the balance owed, including attempts through revenue recapture;

WHEREAS, Freeborn County Public Health has been informed that no additional funds are available to satisfy this debt;

WHEREAS, Freeborn County Public Health now seeks authorization to write off the uncollectable account;

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

1. The Board hereby authorizes Freeborn County Public Health to write off the uncollectible account in the amount of \$50.92.

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

Resolution 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. 25-352

TITLE: Resolution to Authorize Freeborn County Public Health to Write Off an Uncollectible Account in the Amount of \$496.29

WHEREAS, Freeborn County Public Health provided services to a client in the amount of \$496.29 and has not received payment for the outstanding balance;

WHEREAS, the client passed away on August 4, 2021;

WHEREAS, Freeborn County Public Health has made every reasonable effort to collect the balance owed, including attempts through revenue recapture;

WHEREAS, Freeborn County Public Health has been informed that no additional funds are available to satisfy this debt;

WHEREAS, Freeborn County Public Health now seeks authorization to write off the uncollectable account;

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

1. The Board hereby authorizes Freeborn County Public Health to write off the uncollectible account in the amount of \$496.29.

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 Severson offered the following resolution:

RESOLUTION NO. 25-353

TITLE: Resolution to Authorize Freeborn County Public Health to Write Off an Uncollectible Account in the Amount of \$984.05

WHEREAS, Freeborn County Public Health provided services to a client in the amount of \$984.05 and has not received payment for the outstanding balance. We have not served this client since June 2019;

WHEREAS, Freeborn County Public Health has made every reasonable effort to collect the balance owed, including attempts through revenue recapture;

WHEREAS, Freeborn County Public Health has been informed that no additional funds are available to satisfy this debt;

WHEREAS, Freeborn County Public Health now seeks authorization to write off the uncollectable account;

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

1. The Board hereby authorizes Freeborn County Public Health to write off the uncollectible account in the amount of \$984.05.

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 Shoff offered the following resolution:

RESOLUTION NO. 25-354

TITLE: Resolution to Authorize Freeborn County Public Health to Write Off an Uncollectible Account in the Amount of \$64.10

WHEREAS, Freeborn County Public Health provided services to a client in the amount of \$64.10 and has not received payment for the outstanding balance;

WHEREAS, the client passed away on August 22, 2022;

WHEREAS, Freeborn County Public Health has made every reasonable effort to collect the balance owed, including attempts through revenue recapture;

WHEREAS, Freeborn County Public Health has been informed that no additional funds are available to satisfy this debt;

WHEREAS, Freeborn County Public Health now seeks authorization to write off the uncollectable account;

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

1. The Board hereby authorizes Freeborn County Public Health to write off the uncollectible account in the amount of \$64.10.

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 25 –355

**INTRODUCED BY COMMISSIONER SEVERSON
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 2026 taxes payable is \$34,500.00.

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, 2026 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 Shoff, and upon a vote being taken thereon, the following voted in favor thereof:

Commissioners: Severson, Kaasa, Eckstrom, Shoff & Edwin

And the following voted against the same:

Commissioners: N/A

Introduced, read and passed December 16th, 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 NO. 25-356

TITLE: A RESOLUTION APPROVING THE COUNTY FEEDLOT DELEGATION WORKPLAN PURSUANT TO MINNESOTA ADMINISTRATIVE RULES, CHAPTER 7020.1600 SUBP. 3A.

WHEREAS, Freeborn County is currently party to the Minnesota Pollution Control Agency's County Animal Feedlot Delegation Agreement in accordance with Minnesota Administrative Rules Ch. 7020, as approved, adopted, and signed by the Board of Commissioners on 02/05/02. NOW, THEREFORE, BE IT RESOLVED, by the Freeborn County Board of Commissioners, that:

WHEREAS, Minn. Rules Ch. 7020.1600 Subp. 3a requires that Delegation Agreements be reviewed and revised by the County annually to determine if the requirements of Minn. Rules Ch. 7020.1600 subp. 3b. are fulfilled and to establish new goals.

WHEREAS, the County Feedlot Officer has submitted a Delegation Agreement Work Plan to the Board of Commissioners that describes the Feedlot goals and expectations for the years 2026 and 2027, in accordance with Minn. Rules Ch. 7020.1600 Subp. 3a.

BE IT FURTHER RESOLVED, the Freeborn County Board of Commissioners approves and adopts the attached Delegation Agreement Work Plan for the years 2026 and 2027.

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. 25-357

TITLE: A RESOLUTION APPOINTING MEMBER(S) 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:

Henry Tews, 12494 850th Avenue Glenville, MN 56036
* * * * *

I hereby certify that the above is a true and correct copy of a resolution adopted by the Board of County Commissioners at their session on the 16th day of December 2025, and as appears on the minutes of their record of proceedings.

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. 25-358

TITLE: Resolution to Approve Additional Purchase of Service Agreement for Psychiatry Services provided in 2024-2025 between the SCCBI and the Freeborn County Department of Human Services

WHEREAS, the Freeborn County Department of Human Services is part of the 10-county South Central Community-Based Initiative (SCCBI) to provide services to persons with mental illness; and

WHEREAS, the mission of the SCCBI is to facilitate each mental health consumer's recovery by improving their quality of life, by assisting them to assume increased responsibility over their lives, and to help them function as actively and independently as possible in the community; and

WHEREAS, the SCCBI is awarded grants from the State of Minnesota for the provision of psychiatric services within the 10-counties comprising the Initiative; and

WHEREAS, the SCCBI purchases mental health services in the form of psychiatric urgent care, psychiatric medication management services and administration of these services from the Freeborn County Mental Health Center with specified grant dollars from the State of Minnesota in order to fulfill the mission; and

WHEREAS, the Freeborn County Mental Health Center provided psychiatry services in excess of anticipated performance for contract period 10/1/2024-9/30/2025; and

WHEREAS, another mental health clinic in the region was not able to meet anticipated service goals due to provider shortage, resulting in additional funds in the amount of \$75,221.95 available for distribution to the Freeborn County Mental Health Center for services provided from 10/1/2024 to 9/30/2025.

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

1. An additional Purchase of Service Agreement in the amount of \$75,221.95 is approved between the South-Central Community-Based Initiative and the Freeborn County Department of Human Services for psychiatric services provided to residents of Freeborn County and of counties comprising the SCCBI between 10/1/2024 and 9/30/2025.

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. 25-359

TITLE: Resolution to approve 2026 MN Department of Human Services – County Children’s Mental Health Screening Grant Contract

WHEREAS, the Minnesota Department of Human Services has the authority to enter into contracts in order to ensure mental health screenings, assessments, and referrals for diagnostic assessment and/or treatment for children within the child welfare and juvenile justice populations (prioritizing funds for uninsured and underinsured children); and

WHEREAS, Freeborn County provides mental health screenings to identify children at risk of needing or who need mental health services; and

WHEREAS, the Freeborn County Department of Human Services is able to contract with the Minnesota Department of Human Services for the provision of mental health assessments, skills and specialized family therapy services; and

WHEREAS, the services provided are available to meet the needs of uninsured and underinsured children and youth within the child welfare and juvenile justice populations in Freeborn County; therefore

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

1. The Minnesota Department of Human Services – County Children’s Mental Health Screening Grant Contract in the amount of \$72,770 for calendar year 2026 is approved.

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. 25-360

TITLE: Resolution to approve the 2026 Purchase of Service Agreement between the Freeborn County Department of Human Services and Brian Vold

WHEREAS, psychiatric services in rural Minnesota have become increasingly difficult to access; and

WHEREAS, the Freeborn County Department of Human Services is part of the 10-county South Central Community-Based Initiative (SCCBI) to provide services to persons with mental illness; and

WHEREAS, the SCCBI purchases mental health services including psychiatric services from the Freeborn County Mental Health Center for residents of counties comprising the SCCBI; and

WHEREAS, Brian Vold is able to provide approximately 1248 hours of quality psychiatric services per year for clients of the Freeborn County Mental Health Center, increasing accessibility for local residents; and

WHEREAS, the Freeborn County Mental Health Center and Brian Vold are credentialed to bill private insurance, Medicare and Minnesota HealthCare Programs for psychiatric services;

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

1. The 2026 Purchase of Service Agreement between the Freeborn County Department of Human Services and Brian Vold for provision of the psychiatric services to residents of Freeborn County and of counties comprising the SCCBI is approved.

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. 25-361

TITLE: Resolution to write off accounts determined uncollectible – 2025 Human Services Programs

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 Statutes; 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 2025 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;

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

1. the Freeborn County Board of Commissioners does hereby write off uncollectable accounts in the amount totaling \$70,665.12 for Human Services accounts deemed uncollectible in 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 Eckstrom offered the following resolution:

RESOLUTION NO. 25-362

TITLE: Resolution to write off accounts determined uncollectible – 2025 Mental Health Center

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 2025 using Minnesota Statutes applicable to each program area and guidance from the Minnesota Department of Revenue, Minnesota Department of Human Services, and the Center for Medicare and Medicaid Services; and

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

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

1. the Freeborn County Board of Commissioners does hereby write off uncollectable accounts in the amount totaling \$21,275.74 for Mental Health Center accounts deemed uncollectible in 2025.

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 Eckstrom offered the following resolution:

RESOLUTION 25 - 363

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 2026, to wit:

FREEBORN COUNTY

FINAL 2026 TAX LEVY

	<u>2026</u>
<u>Levy</u>	
For General Revenue Fund	\$17,840,669
For Soil & Water Conservation Dist.	<u>183,000</u>
Total General Fund	\$18,023,669
For Human Services Fund	\$6,926,143
For Road and Bridge Fund	\$5,363,846
For Public Health Fund	\$845,551
For Capital Improvement Fund	\$1,349,000
For County Library Fund	\$286,800
For Capital Improvement Bond	<u>\$707,826</u>
TOTAL TAX LEVY	\$33,502,835
Less State Aid	<u>\$(2,305,688)</u>
TOTAL LOCAL TAX LEVY	<u>\$31,197,147</u>

* * * * *

I hereby certify that the above is a true and correct copy of a resolution by the Freeborn County board of Commissioners at their session on the day of December 16th, 2025

Resolution was seconded by Commissioner Kaasa.

After discussion, a vote was taken with Commissioners Severson, Kaasa, Eckstrom and Edwin voting yes and Commissioner Shoff voting nay; the Chair declared the resolution approved.

Commissioner Severson offered the following resolution:

RESOLUTION 25 - 364

RESOLVED, that the Freeborn County Board of Commissioners does, hereby, propose a final budget for the fiscal year beginning January 1, 2026 a summary of which is as follows:

**FREEBORN COUNTY
FINAL 2026 BUDGET**

BUDGETED REVENUE

General Revenue Fund	\$ 28,982,643
Human Services	\$ 16,145,275
Highway	\$ 21,701,421
Public Health	\$ 4,372,050
Ditch Fund	\$ 934,500
Capital Improvements Fund	\$ 1,949,000
Capital Improvements Bond	\$ 707,826
Library	\$ 286,800
TOTAL REVENUE	<u>\$ 75,079,515</u>

BUDGETED EXPENDITURES

General Revenue Fund	\$ 30,296,972
Human Services	\$ 16,145,275
Highway	\$ 23,951,421
Public Health	\$ 4,372,050
Ditch Fund	\$ 993,457
Capital Improvements Fund	\$ 2,507,500
Capital Improvements Bond	\$ 675,520
Library	\$ 286,800
TOTAL EXPENDITURES	<u>\$ 79,228,995</u>

Further, be it resolved that this budget shall be certified to the Freeborn County Auditor/Treasurer.

Resolution was seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following:

RESOLUTION NO. 25-365

TITLE: Authorizing Final Payment of SAP 024-601-018 (low SAP)

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

1. **WHEREAS**, the work for culvert replacements on CSAH 1 and CSAH 35 in Albert Lea has been completed in a satisfactory manner.

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

2. The Board authorizes the Freeborn County Auditor-Treasurer to make final payment in the amount of \$32,911.21.

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. 25-366

TITLE: Authorizing the replacements of Tandem Axle Dump Trucks with Snow Plow Equipment

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

WHEREAS, the Freeborn County Highway Department maintains a fleet of trucks for the hauling of road maintenance materials that are also used for critical snow and ice management across the county road system; and

WHEREAS, there are two units within the fleet that are due for replacement; and,

WHEREAS, to ensure timely delivery of the new equipment, and to secure negotiated pricing, approval of this item before January 1, 2026 is preferred.

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

1. The Engineer shall place orders for the replacement units at a total approximate cost of \$568,200 which includes the values established for our trades; and
2. The retired units shall be traded against the cost of the new units.

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. 25-367

TITLE: Authorizing the Replacement of a Tractor.

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

WHEREAS, the Freeborn County Highway Department maintains a fleet of five tractors used for a variety of tasks that include mowing, snow blowing, and compacting aggregates; and

WHEREAS, one of the tractors has reached the end of its useful life to Freeborn County and is due for replacement; and,

WHEREAS, operational priorities have changed and the department no longer needs our smallest tractor and therefore two units will be traded against the purchase of the new unit; and,

WHEREAS, a unique opportunity to purchase a like new, used tractor that suits the County's needs is currently available at a considerable discount.

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

1. The Engineer shall complete a purchase of a used 2024 John Deere 6R 155 replacement tractor for a total approximate cost of \$211,284; and,
2. The purchase price includes provisions for the price of the replacement unit, an extended warranty, and modifications to the unit so it suits the County's needs; and
3. The Engineer shall trade the retired tractor and the unneeded tractor against the price of the new unit.

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 Severson offered the following motion:

MOVED, to approve the out-of-state travel for the Phil Wacholz, to the National Association of County Engineers Annual Conference in Arlington, TX from April 12th-15th, 2026

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

Commissioner Severson offered the following resolution:

RESOLUTION NO. 25-368

TITLE: Accepting the Resignation of Rich Heffner

WHEREAS, the Freeborn County Assessor'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, Rich Heffner has been employed with the Freeborn County Assessor's Office as the County Assessor since July 2nd, 2025 and is resigning his position effective January 2nd, 2026;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Rich Heffner as a Freeborn County Assessor effective on or about January 2nd, 2026.

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. 25-369

TITLE: Administration is recommending to fill the Freeborn County Assessor 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 County Assessor 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, Rich Heffner, Freeborn County Assessor, has resigned his position effective January 2nd, 2026;

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

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 Kaasa offered the following resolution:

RESOLUTION NO. 25-370

TITLE: Accepting the Termination of Employee #691

WHEREAS, 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, Employee #691 has been employed with Freeborn County since December 3rd, 2012 and has been terminated of their duties on or about December 4th, 2025,

WHEREAS, the Personnel Committee has completed its review of the matter and formally recommends that the employee's employment be terminated;

NOW, THEREFORE BE IT RESOLVED, to accept the termination of employee #691 as a Freeborn County employee effective on or about December 16th, 2025.

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 Severson offered the following resolution:

RESOLUTION NO. 25-371

TITLE: Administration is recommending to fill the Freeborn County Highway Mechanic 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 Highway Mechanic 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;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Highway Mechanic position.

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

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Eckstrom offered the following resolution:

RESOLVED AS, Resolution 25-372, approving the County Fee Schedule as presented.

Resolution was seconded by Commissioner Kaasa.

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

Commissioner Edwin offered the following resolution:

RESOLVED AS, Resolution 25-373, setting the 2026 Freeborn County Sheriff Salary at \$154,000.

Due to lack of a second, the Chair declared the resolution failed.

Commissioner Kaasa offered the following resolution:

RESOLVED AS, Resolution 25-374, setting the Freeborn County Sheriff's Salary at \$163,760.00 and the minimum at \$157,081.

Resolution for seconded by Commissioner Eckstrom.

Commissioner Shoff offered the following amendment to **Resolution 25-374**, increasing the Freeborn County Sheriff's Salary from \$ 163,760 to \$167,000

Resolution was seconded by Commissioner Severson.

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

Commissioner **Kaasa** offered the following resolution:

RESOLUTION 25-375, Setting the Minimum Salary for the Freeborn County Sheriff at \$157,081

Resolution was seconded by Commissioner Severson.

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

Commissioner Shoff offered the following resolution:

FREEBORN COUNTY, MINNESOTA - BOARD OF COMMISSIONERS

RESOLUTION NO. 25-376

SETTING THE ANNUAL SALARY OF THE FREEBORN COUNTY ATTORNEY

WHEREAS, Minnesota Statutes § 388.18, subdivision 2(d), requires that the county board set by resolution the salary of the county attorney; and

WHEREAS, the Freeborn County Board of Commissioners has reviewed relevant compensation data, budgetary considerations, and the duties and responsibilities of the office of County Attorney;

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

1. The annual salary of the Freeborn County Attorney for calendar year 2026 shall be **\$168,699.00**.
2. This resolution shall take effect **January 1, 2026**.
3. This resolution supersedes any prior resolutions inconsistent with this action.

Adopted this 16th day of December, 2025, by the Freeborn County Board of Commissioners.

Resolution was seconded by Commissioner Severson.

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION NO. 25-377

A RESOLUTION ESTABLISHING THE 2026 COMPENSATION FOR FREEBORN COUNTY COMMISSIONERS

WHEREAS, Minnesota Statutes § 375.055 requires the County Board to set the annual salary for County Commissioners by resolution before January 1 of the year in which it becomes effective; and

WHEREAS, the Freeborn County Board of Commissioners has reviewed comparable counties, current economic conditions, and the Consumer Price Index; and

WHEREAS, the Board finds it appropriate to maintain the same annual salary as set in the prior year and to provide a 3% Cost-of-Living Adjustment (COLA) consistent with adjustments provided to other county employees, equaling \$28,645 per year.

NOW, THEREFORE, BE IT RESOLVED, that the Freeborn County Board of Commissioners hereby approves maintaining the same annual salary as set in the prior year, plus a 3% COLA, effective January 1, 2026.

BE IT FURTHER RESOLVED, that all other benefits and expense reimbursements for Freeborn County Commissioners shall remain unchanged unless otherwise amended by Board action.

Adopted this 16th day of December, 2025.

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

Commissioner Shoff offered the following resolution:

RESOLUTION 25-378, Setting the Per Diem to \$100 per calendar day, for meetings outside of regularly scheduled Board meetings.

Resolution died due to lack of a second.

Commissioner Severson offered the following resolution:

RESOLUTION No. 25-379

RESOLUTION ADOPTING A 3% COST OF LIVING ADJUSTMENT TO THE WAGE SCALE FOR 2026

WHEREAS, the Freeborn County Board of Commissioners understand the importance of providing and maintaining a competitive and market rate wage table for all departments within the County; and

WHEREAS, Freeborn County recognizes the need for a competitive and market rate wage to successfully develop and maintain a strong, reliable, and viable workforce;

NOW THEREFORE BE IT RESOLVED, that the Freeborn County Board of Commissioners hereby resolves to adopt a 3% cost of living adjustment to the wage scale for all non-union employees, effective the first payroll in January 2026.

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

Commissioner Severson offered the following resolution:

RESOLUTION 25-380

APPROVAL OF PERA PRO EXTENSION – VETERAN’S SERVICES

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

WHEREAS, Robin Evenson requested participation in the PERA PRO program beginning April 1, 2024, which was reviewed and approved by the County Administrator;

WHEREAS, Robin Evenson’s current PERA PRO agreement ends December 31, 2025; and

WHEREAS, Robin Evenson has requested to continue in the PERA PRO program from January 1, 2026 through December 31, 2026, and this request has been reviewed by the County Administrator;

BE IT RESOLVED, that the Board approves the continuation of Robin Evenson's PERA PRO agreement for the period January 1, 2026 through December 31, 2026, in accordance with statute.

AT BE IT FURTHER RESOLVED, that the Phased Retirement Program will be reviewed for possible extension prior to December 31st, 2026, per statute the agreement cannot exceed 5 years in length.

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 25-381

APPROVAL OF PERA PRO EXTENSION – SHERIFF'S OFFICE

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

WHEREAS, Mary Seltun's current PERA PRO agreement ends December 31, 2025; and

WHEREAS, Mary Seltun has requested to continue in the PERA PRO program from January 1, 2026 through July 1, 2026, and this request has been reviewed by the County Administrator;

BE IT RESOLVED, that the Board approves the continuation of Mary Seltun's PERA PRO agreement for the period January 1, 2026 through July 1, 2026, in accordance with statute and

BE IT FURTHER RESOLVED, that the Phased Retirement Program will be reviewed for possible extension prior to July 1st, 2026, per statute the agreement cannot exceed 5 years in length.

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Kaasa offered the following resolution:

RESOLVED AS, Resolution 25-382 setting the Final Claims meeting for December 30th, 2025 at 8:30 a.m.

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION No. 25-383

Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before December 19th, 2025.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 1,035,711.61
03	County Road & Bridge	\$ 849,005.98
05	Human Services	\$ 210,947.99
06	Public Health	\$ 92,221.50
31	Capital Improvements	\$ 35,640.37
40	County Ditch	\$ 10,693.33
70	Trust & Agency	\$ 83,847.57
73	Payroll Clearing Fund	\$ 17,951.78
74	Turtle Creek Watershed	\$ 24,446.30
77	Recorder's Clearing	\$ 3,344.00
79	Social Services Collaborative	\$ 163.41
80	Tax Collection Fund	\$ 237,950.59
85	Septic Loan Fund	\$ 34,500.00
	FUND TOTALS	\$ 2,636,424.43

Number of Claims not exceeding \$300 – 217

Dollar amount of claims not exceeding \$300 – \$21,672.96

Resolution seconded by Commissioner Kaasa.

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

Chair, Commissioner Edwin adjourned the meeting at 10:48 a.m. until 8:30 a.m. on Tuesday, December 30th, 2025.

By: _____
Brad Edwin
Chair

Attest: _____
Chelsea Barrett
County Clerk