

ADJOURNED MEETING OF THE COUNTY BOARD
Tuesday, February 17th, 2026

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, February 17th, 2026. Members present: Commissioners Kaasa, Shoff and Eckstrom. Commissioner Severson & Edwin were 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 Vice-Chair declared the motion approved.

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 26-065
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 February 3rd, 2026 minutes;
- 2) Approval of Regular Full-Time Status Employees.
- 3) Approval of Drainage Repairs.

Resolution seconded by Commissioner Shoff.

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

The Commissioners provided Board Committee updates.

Under Miscellaneous Business, three Freeborn County 4-H youth were recognized by staff from Representative Brad Finstad's office. RyAnna Roberts (Hartland), Vannah Heil (Conger), and Jerzy Holdeman (Hartland) were each presented with a recognition award from Representative Finstad's office.

Vice-Chair Eckstrom asked if there was any public comment and there was none.

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 26-066, RESOLVED AS, approving the Drainage Inspector Contracts for 2026, for Dave Clausen and Johnathan Heeren.

Resolution seconded by Commissioner Shoff.

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

Commissioner Shoff offered the following resolution;

RESOLUTION NO. 26-067

TITLE: Tobacco Retail Licenses, License Period March 1, 2026 – February 28, 2027

WHEREAS, Minnesota Statutes §§ 461.12, 461.14, and Minnesota Statute § 297G.04 empower governmental subdivisions such as Freeborn County to serve as Licensing Authority for retailers selling cigarettes and tobacco products; and Minnesota Department of Revenue requires county licensing authorities to submit business name, license address, Minnesota Tax ID, and license effective and expiration dates within 30 days of issuing or renewing any county retail license; and licenses are issued for one-year cycles beginning on March 1 and ending on February 28 the following year.

WHEREAS, an application has been received and reviewed for:

Freeborn County Cooperative Oil,
Circle K Albert Lea
Hollandale Three in One Bar & Restaurant
Expressway Alden
Clarks Grove Market & Liquor

And each meet all applicable state and county standards for a retail tobacco license;

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

1. That a retail tobacco license, valid from March 1, 2026 through February 28, 2027, is granted to:
 - Freeborn County Cooperative Oil,
 - Circle K Albert Lea
 - Hollandale Three in One Bar & Restaurant
 - Expressway Alden
 - Clarks Grove Market & Liquor
2. That the County Auditor Treasurer is authorized to issue the physical license and to submit required information (licensee name, license address, MN Tax ID, effective and expiration dates) to the Minnesota Department of Revenue within 30 days of issuance, in accordance with § 297G.04.
3. That the license shall be posted conspicuously on the licensed premises, and the license fee (per Freeborn County fee schedule) shall be collected at time of issuance.
4. That this resolution shall take effect immediately upon adoption.

Resolution seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION NO. 26-068

TITLE: Resolution to approve the State of Minnesota – County Child Support Program Cooperative Agreement for Calendar Years 2026-2027

WHEREAS, the local County Human Services Agency is assigned responsibility for the administration of child support services under Minnesota Statute 393.07, Subdivision 3;

WHEREAS, The Minnesota Department of Children, Youth & Families requires an interagency Cooperative Agreement to be renewed every two years with each Human Services entity within the State in order to receive reimbursement for provision of Child Support Services; and

WHEREAS, the Freeborn County Department of Human Services requires the assistance of the County Attorney's Office and the Sheriff's Office in order to fully provide child support services according to Minnesota Statutes chapter 518A; and

WHEREAS, the above-referenced entities are empowered pursuant to Minnesota Statutes, chapter 388 and Minnesota Statutes, sections 393.11 and 471.59, to enter into cooperative arrangements for the provision of services to the public; therefore

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

1. The CY 2026-2027 State of Minnesota – County Child Support Program Cooperative Agreement and attachments, including the CY 2026-2027 IV-D Child Support Cooperative Agreement between the Freeborn County Department of Human Services, County Sheriff and County Attorney is approved.

Resolution was seconded by Commissioner Shoff.

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

Commissioner Shoff offered the following resolution:

RESOLUTION NO. 26-069

TITLE: Approval of Funding Participation and Construction Agreement with Carlston Township for the Replacement of Bridge L5619

WHEREAS, the Freeborn County Highway Department has the responsibility of inspecting in service bridges on the township system per Mn Statute 165.03 and the responsibility of administering the constructing of new township bridges per Mn Statute 161.082; and,

WHEREAS, Carlston Township is the owner of Bridge L5619; and,

WHEREAS, Minnesota allocates a portion of the Highway User Tax Distribution Fund (HUTDF) specifically for the replacement of Town Bridges; and,

WHEREAS, the Freeborn County Highway Department has conducted inspections on Bridge L5619 and found the structure to be deficient and eligible for funding through the state; and,

WHEREAS, Carlston Township has agreed to the replacement and an agreement has been created to establish the responsibilities for the project that align with the requirements set forth in State Statute and the State of Minnesota's Local Bridge Replacement Program (LBRP).

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

1. Freeborn County shall enter into agreement with Carlston Township for the replacement of Bridge L5619.

Resolution was seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION No. 26-070
ADOPT THE 2025 FREEBORN COUNTY HAZARD MITIGATION PLAN

WHEREAS, Freeborn County recognizes the threat of natural hazards to people and property within Freeborn County; and

WHEREAS, Freeborn County has prepared a hazard mitigation plan, hereby known as the 2025 Freeborn County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Freeborn County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within Freeborn County from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the Freeborn County Board of Commissioners demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Freeborn County Hazard Mitigation Plan, and

WHEREAS, approval of the 2025 Freeborn County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Freeborn County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the Freeborn County Board of Commissioners supports the hazard mitigation planning effort and wishes to adopt the 2025 Freeborn County Hazard Mitigation Plan.

Resolution was seconded by Commissioner Shoff.

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

Sue Yost and Avi Sukhwal from Public Health presented the Community Health Assessment to the Board.

Commissioner Kaasa offered the following resolution:

RESOLUTION NO. 26-071

TITLE: Accepting the Resignation of Employee 1222

WHEREAS, the 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, Employee #1222 has been employed with the Freeborn County Public Health as a Community Health Worker since April 21st, 2025 and is resigning their position effective February 20th, 2026;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of employee #1222 as a Freeborn County Community Health Worker effective on or about February 20th, 2026.

Resolution was seconded by Commissioner Shoff.

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

Commissioner Shoff offered the following resolution:

RESOLUTION NO. 26-072

TITLE: Accepting the Resignation of Shian King

WHEREAS, the Freeborn County Department of Human Services 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, Shian King has been employed with the Freeborn County Department of Human Services as an Accounting Specialist since April 14th, 2025 and is resigning her position effective February 25th, 2026;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Shian King as a Freeborn County Accounting Specialist effective on or about February 25th, 2026.

Resolution was seconded by Commissioner Kaasa.

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

Commissioner Shoff offered the following resolution:

RESOLUTION NO. 26-073

TITLE: Administration is recommending to fill the Freeborn County Accounting Specialist - DHS 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 an Accounting Specialist 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, Shian King, Freeborn County Accounting Specialist, has resigned her position effective February 25th, 2026;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Accounting Specialist - DHS position.

Resolution was seconded by Commissioner Kaasa.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION NO. 26-074

TITLE: Accepting the Resignation of Andrea Mauer

WHEREAS, the Freeborn County Department of Human Services 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, Andrea Mauer has been employed with the Freeborn County Department of Human Services as a Social Worker - CVCC since April 14th, 2014 and is resigning her position effective March 13th, 2026;

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Andrea Mauer as a Freeborn County Social Worker - CVCC effective on or about March 13th, 2026.

Resolution was seconded by Commissioner Shoff.

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

Commissioner Shoff offered the following resolution:

RESOLUTION No. 26-075
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before February 20th, 2026.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 611,519.20
03	County Road & Bridge	\$ 125,112.80
05	Human Services	\$ 225,822.42
06	Public Health	\$ 85,323.28
31	Capital Improvement	\$ 37,794.18
40	County Ditch	\$ 45,689.98
70	Trust & Agency	\$ 100,361.00
73	Payroll Clearing Fund	\$ 23,210.64

74	Turtle Creek Watershed	\$ 990.00
77	Recorder's Clearing	\$ 3,443.00
79	Social Services Collaborative	\$ 38.41
80	Tax Collection Fund	\$ 276.00
85	<u>Septic Loan Fund</u>	<u>\$ 138.00</u>
	FUND TOTALS	\$ 1,259,718.91

Number of Claims not exceeding \$300 – 37

Dollar amount of claims not exceeding \$300 – \$5,191.00

Resolution seconded by Commissioner Kaasa.

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

Vice-Chair, Commissioner Eckstrom adjourned the meeting at 9:52 a.m. until 8:30 a.m. on Tuesday, March 3rd, 2026.

By: _____
Nicole Eckstrom
Vice-Chair

Attest: _____
Chelsea Barrett
County Clerk