

**ADJOURNED MEETING OF THE COUNTY BOARD**  
**June 18<sup>th</sup>, 2024**

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, June 18th, 2024. Members present: Commissioners Forman, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Shoff offered the following motion;

**MOVED**, approving the agenda as presented with the addition of three items under Report of the County Administrator. 1) Consider a resolution to accept the resignation of Fernando Sanchez-Elios, Detention Deputy, effective June 27<sup>th</sup>, 2024; 2) Consider a resolution to fill the vacant Detention Deputy position; and 3) Consider a resolution to fill the vacant Accounting Specialist, Sr.

Motion seconded by Commissioner Kaasa.

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

Commissioner Eckstrom offered the following resolution;

**RESOLUTION No. 24-169**  
**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 June 4th, 2024 minutes;
- 2) Approval of Drainage Repairs.

Resolution seconded by Commissioner Forman.

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 RESOLUTION # 24-170**

**A RESOLUTION TO ACCEPT A DONATION OF \$100.00, BY CHECK, FROM INNOVANCE INC. THE DONATED FUNDS ARE REQUESTED TO BE PUT TOWARDS THE FREEBORN COUNTY SHERIFF'S OFFICE K-9 PROGRAM.**

**WHEREAS**, Minnesota State Statute 465.03 allows for counties to accept donations through resolution by the board.

**WHEREAS**, The Sheriff's Office received a donation of \$100.00 by check, from Innovance Inc, which is the holding company for Lou-Rich Inc., Almco Inc., and Panels Plus. The donation is on behalf of all three companies under the Innovance name.

**WHEREAS**, request from Innovance was the funds be used for the Freeborn County Sheriff's Office K-9 Program.

**BE IT THEREFORE RESOLVED**, that Freeborn County, by and through its Board of Commissioners, accepts the donation of \$100 and approves the deposit of the funds into the Sheriff's Office K-9 Program under the fund line item: 01-202-000-0000-5752.

Resolution seconded by Commissioner Shoff.  
After discussion a vote was taken and the Chair declared the resolution adopted.

Commissioner Forman offered the following resolution;

**RESOLUTION NO. 24-171**

**WHEREAS**, Freeborn County is required by Minnesota Statute 203B.121, Subd. 1 to establish a County Absentee Ballot Board, UOCAVA Ballot Board and Mail Ballot Board; and

**WHEREAS**, this authorization will bring uniformity in the processing of accepting or rejecting returned absentee, UOCAVA and mail ballots to the Freeborn County Auditor-Treasurer that would consist of a sufficient number of election judges as provided in Sections 204B.19 to 204B.22; and

**WHEREAS**, this will eliminate the need for election judges to perform this technical and time consuming task on election day wherein the county absentee ballot board can begin this process 46 days prior to an election; and

**WHEREAS**, this will speed the processing of accepted absentee ballots delivered to the precincts to be incorporated into the vote counts on election day; giving election judges more available time for the voters at the polls; and

**THEREFORE, BE IT RESOLVED THAT**, the Freeborn County Board of Commissioners hereby authorize the Freeborn County Auditor-Treasurer to implement a County Absentee Ballot Board, UOCAVA Ballot Board and Mail Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 to perform the task.

Commissioner	VOTE	
Edwin	FOR__X__	AGAINST_____
Kaasa	FOR__X__	AGAINST_____
Forman	FOR_____	ABSTAINED__X__
Shoff	FOR__X__	AGAINST_____
Eckstrom	FOR__X__	AGAINST_____

Resolution seconded by Commissioner Eckstrom.  
After discussion, a vote was taken with Commissioners Shoff, Kaasa, Eckstrom and Edwin voting yay and Commissioner Forman abstaining from the vote. The Chair declared the resolution approved.

Commissioner Kaasa offered the following resolution:

**RESOLUTION 24-172**

**RESOLUTION APPROVING OUT OF STATE TRAVEL FOR IT DIRECTOR, TIM FULTON TO SAN DIEGO, CA FOR THE ESRI CONFERENCE**

**WHEREAS**, The County Board is tasked with issuing resolutions for out of state travel; and

**WHEREAS**, Freeborn County IT Director has requested out-of-state travel to attend the 2024 ESRI conference in San Diego, CA, July 14<sup>th</sup>-17<sup>th</sup> 2024; and

**WHEREAS**, Conference registration is included in our ESRI Enterprise License Agreement, and meals and travel expenses will be covered by the IT Director;

**NOW, THEREFORE, BE IT RESOLVED** that the Freeborn County Board of Commissioners approves the out of state travel for Tim Fulton. IT Director, July 14<sup>th</sup>-17<sup>th</sup> of 2024.

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 24-173**

**ACCEPTING THE RESIGNATION OF ED YOUNG**

**WHEREAS**, the Freeborn County Assessor's Office has the responsibility for providing a 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;

**WHEREAS**; Ed Young has been employed as an Appraiser since June 14<sup>th</sup>, 2022 and is resigning his position effective June 20<sup>th</sup>, 2024,

**NOW, THEREFORE BE IT RESOLVED**, to accept the resignation of Ed Young as an Appraiser effective on or about June 20<sup>th</sup>, 2024.

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

Commissioner Forman offered the following resolution:

**RESOLUTION 24-174**

**PERMISSION TO FILL THE FREEBORN COUNTY APPRAISER 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**, Ed Young, Freeborn County Property Appraiser has resigned his position effective June 20<sup>th</sup>, 2024;

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

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 held a Public Hearing at 8:45 a.m. regarding the revised Freeborn County Fee Schedule. The Public Hearing concluded at 8:47 a.m.

Commissioner Eckstrom offered the following resolution:

**RESOLUTION 24-175**

**APPROVING A REVISED FREEBORN COUNTY FEE SCHEDULE**

**WHEREAS**, the Freeborn County Board of Commissioners are the governing body of Freeborn County;  
and

**WHEREAS**, the Freeborn County Board of Commissioners must approve any fees or service(s) for a specific need and purpose; and

**WHEREAS**, the Freeborn County Board of Commissioners adopted a countywide fee schedule on September 15, 2020, and revised said fee schedule on August 31, 2022; and

**WHEREAS**, the Freeborn County Board of Commissioners recognize the need for continued and sustained funding for rapidly evolving needs now and in the future; and

**WHEREAS**, a Public Hearing was held on June 18, 2024 as required by Minnesota Statute 373.41;

**NOW, THEREFORE, BE IT RESOLVED**, that the Freeborn County Board of Commissioners does hereby approve the revised Freeborn County Fee Schedule as written and included within.

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

Commissioner Shoff offered the following resolution:

**RESOLUTION 24-176**

**ACCEPTING THE RESIGNATION OF FERNANDO SANCHEZ-ELIOZA**

**WHEREAS**, the Freeborn County Sheriff's Office has the responsibility for providing a 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;

**WHEREAS**; Fernando Sanchez-Elioza has been employed as a Detention Center Deputy since March 29<sup>th</sup>, 2021 and is resigning his position effective June 27<sup>th</sup>, 2024,

**NOW, THEREFORE BE IT RESOLVED**, to accept the resignation of Fernando Sanchez-Elioza as a Freeborn County Detention Center Deputy effective on or about June 27<sup>th</sup>, 2024.

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

Commissioner Kaasa offered the following resolution:

**RESOLUTION 24-177**

**PERMISSION TO FILL THE FREEBORN COUNTY DETENTION CENTER 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**, Fernando Sanchez-Elioza, Freeborn County Detention Center Deputy has resigned his position effective June 27<sup>th</sup>, 2024;

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

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

Commissioner Forman offered the following resolution:

**RESOLUTION 24-178**

**PERMISSION TO FILL THE FREEBORN COUNTY ACCOUNTING SPECIALIST, SR. 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**, Mellisa Toupin, Accounting Specialist, Sr., has accepted another position within the Administration Office as the HR Generalist starting June 17<sup>th</sup>, 2024 so this leaves a vacant Accounting Specialist, Sr. position.

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

Resolution was seconded by Commissioner Shoff.

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

Commissioner Forman offered the following resolution:

**RESOLUTION 24-179**

**A RESOLUTION AUTHORIZING AN AGREEMENT GRANTING STATEWIDE AFFORDABLE HOUSING AID FUNDS TO RCIL LAND HOLDINGS, LLC**

**WHEREAS**, Freeborn County has received Statewide Affordable Housing Aid from the State of Minnesota for the purpose of aiding in the development of new affordable housing in accordance to Minnesota Statute 477A.36; and

**WHEREAS**, a 2024 Rental Housing Market Analysis of Freeborn County as the Primary Market Area shows a strong need for heavily subsidized rental units in addition to market rate rentals; and

**WHEREAS**, affordable housing that is safe and well managed is an essential need for this community; and

**WHEREAS**, affordable housing for the workforce in upper and lower medians of income is essential for continued business development in Freeborn County; and

**WHEREAS**, the City of Albert Lea is the owner of certain tracts or parcels of land situated in the City of Albert Lea, County of Freeborn, Minnesota, located between Garfield Avenue and the westerly extension of Eberhart Street (“the Property”), referred to as The Blazing Star Landing and currently identified as Parcel R34.187.0291; and

**WHEREAS**, the City of Albert Lea and RCIL Land Holdings, LLC (“Grantee”) have entered into a Purchase and Sale Agreement, pursuant to which Grantee will purchase a portion of the Property from City; and

**WHEREAS**, Grantee intends to convert the Property into a sixty (60) unit affordable family housing complex (the “Intended Use”); and

**WHEREAS**, redevelopment of an environmentally damaged property requires assistance and subsidy; and

**WHEREAS**, the Grantee requires Low Income Housing Tax Credit to complete this project, and is applying for said tax credits with the Minnesota Housing and Finance Authority; and

**WHEREAS**, application scoring improves with a financial commitment from outside sources;

**NOW, THEREFORE, BE IT RESOLVED**, that the Freeborn County Board of Commissioners hereby approves the attached Agreement granting statewide affordable housing aid funds to RCIL Land Holdings, LLC.

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. 24-180  
APPROVAL OF CLAIMS**

**RESOLVED**, that the following claims be allowed and paid on or before June 21<sup>st</sup>, 2024.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
<b>01</b>	General Fund	\$ 596,947.44
<b>03</b>	County Road & Bridge	\$ 1,606,894.10
<b>05</b>	Human Services	\$ 182,602.52
<b>06</b>	Public Health	\$ 66,106.31
31	Capital Improvements	\$ 53,812.14
<b>40</b>	County Ditch	\$ 35,789.99
<b>70</b>	Trust & Agency	\$ 96,207.24
<b>73</b>	Payroll Clearing Fund	\$ 13,712.20
<b>77</b>	Recorder's Clearing	\$ 3,527.00
<b>79</b>	Social Security Collaborative	\$ 40.40
80	<u>Tax Collection Fund</u>	<u>\$ 46.00</u>
	<b>FUND TOTALS</b>	<b>\$ 2,655,685.34</b>

Number of Claims not exceeding \$300 – 222

Dollar amount of claims not exceeding \$300 – \$21,163.65

Resolution seconded by Commissioner Kaasa.

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

Commissioner Edwin abstained from the vote

Chair, Commissioner Edwin adjourned the meeting at 9:16 a.m. until 8:30 a.m. on Tuesday, July 2nd 2024.

By: \_\_\_\_\_  
Brad Edwin  
Chair

Attest: \_\_\_\_\_  
Ryan Rasmusson  
County Administrator