

ADJOURNED MEETING OF THE COUNTY BOARD
January 3, 2023

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, January 3, 2023. Members present: Commissioners Edwin, Forman, Eckstrom, Kaasa and Shoff.

The County Administrator opened the meeting and requested nominations for Chairman in 2023. Commissioner Christopher Shoff nominates Commissioner John Forman. Commissioner Nicole Eckstrom seconds the motion.

Commissioner Brad Edwin nominates Commissioner Christopher Shoff, Commissioner Eckstrom seconds the nomination. After Christopher Shoff speaks, he withdraws his nomination. After discussion a vote was taken, and Commissioner Edwin nominates Christopher Shoff, and the County Administrator continues with the motion to nominate John Forman with a second from Nicole Eckstrom, the Administrator calls the roll with Commissioners Forman, Kaasa, Eckstrom, Shoff voting yay, and Commissioner Edwin reaffirming his nomination for Christopher Shoff.

The County Administrator continues the meeting and requested nominations to elect for the Freeborn County Board of Commissioners Vice-Chairman. Commissioner Eckstrom makes a motion to elect Brad Edwin, with Commissioner Shoff seconding the motion. The Administrator called the roll with Commissioners Edwin, Kaasa, Eckstrom, Shoff and Forman all voting yay.

The meeting was continued with the Pledge of Allegiance.

Commissioner Shoff offered the following motion;

MOVED, approving the agenda as presented.

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

Commissioner Edwin offered the following resolution;

RESOLUTION 23-001
Establishing Parliamentary Authority

RESOLVED, to adopt Robert's Rules of Order Newly Revised as the Parliamentary Authority of Order for 2023.

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

Commissioner Kaasa offered the following resolution;

RESOLUTION 23-002
**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 20, 2022 and December 29, 2022 minutes

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

Chairman Forman asked if there were any public comments, and there was none.

Commissioner Kaasa offered the following resolution;

RESOLUTION No. 23-003
Change Fund / Impress Cash Fund

BE IT RESOLVED, that the sum of \$2,215.00 is hereby appropriated out of the General Revenue Fund of Freeborn County for the purpose of creating a Change Fund/Impress Cash Fund to the following listed departments as custodians of these funds in Freeborn County:

		Custodian #1	Custodian #2	Custodian #3
County Treasurer	\$1,200.00	Pat Martinson	JoDee Avery	
County Recorder	\$ 240.00	Kelly Hendrickson	Heather Bagley	Sophie Quam
Co. Auditor/License Ctr.	\$ 550.00	Pat Martinson	Brenda Jensen	
County Sheriff	\$ 350.00	Ryan Shea	Terri Zabrocki	Jess Dreyling
County Public Health	\$ 25.00	Sue Yost	Anita Majerus	Natalie Look
Dept. of Human Services	\$ 50.00	Suzanne Nerison	Waylon Welvaert	Doug Miller
Environmental Services	<u>\$ 300.00</u>	Mark Goskeson	Gina Gullickson	
	\$2,715.00			

BE IT FURTHER RESOLVED, that the sum of \$500.00 be drawn upon the General Revenue Fund of Freeborn County for the purpose of creating a Petty Cash Fund held by the Auditor-Treasurer's Office with Pat Martinson and JoDee Avery as custodians. This petty cash fund is to be used to reimburse various departments in Freeborn County for incidental postage paid for county business.

BE IT FURTHER RESOLVED, that the sum of \$100.00 be drawn upon the General Revenue Fund of Freeborn County for the purpose of creating a Petty Cash Fund held by the Sheriff's Office with Ryan Shea, Terri Zabrocki and Jess Dreyling as custodians. This petty cash fund is to be used to reimburse the Sheriff's Department for Alcohol and Tobacco Compliance checks held in the county.

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

Commissioner Shoff offered the following resolution;

RESOLUTION 23-004
Banks doing Business with and Signatories

Resolved, that Citizens Community Federal Bank, Albert Lea; US Bank and US Bancorp Investments, Inc. Albert Lea; Wells Fargo Bank Minnesota, Albert Lea; Security Bank Minnesota, Albert Lea and Alden; Home Federal Savings Bank, Albert Lea; Produce State Bank, Albert Lea, Glenville; Arcadian, Freeborn, Hartland, Albert Lea; State Bank of New Richland, New Richland; Columbus Bank and Trust, Columbus, Georgia; Multi-Bank Securities, Inc. (MBS), Southfield, Michigan; MII Life Incorporated, St. Paul, Minnesota; Wells Fargo Bank Minnesota Corporate Trust Services, Minneapolis, Minnesota; Wells Fargo Securities, LLC., Minneapolis, Minnesota; UBS Financial Services, Inc., Wayzata, MN; Minnesota Association of Governments Investing for Counties (Magic or the Fund) MN; Commerce Bank, Geneva; Moreton Capital Markets, Excelsior, Minnesota; (herein called the "Bank"), be and are hereby designated as depositories of Freeborn County (Herein called the

“Depositor”) with authority to accept or receive at any time for the credit of the Depositor deposits by whosoever made, of funds and other property in whatever form or manner transferred or endorsed, open or cause to be opened one or more accounts with the Bank on such terms, conditions and agreements as the Bank may now or hereafter require and to make any other agreements deemed advisable in regard to any of the foregoing.

Resolved further, that checks drafts or other orders for the payment, transfer or withdrawal of any of the funds or other property of the otherwise authorized, by any one or two (1 or 2) of the following named individuals: Pat Martinson, JoDee Avery, Dawn Drescher, Noel Ahnemann (JoDee Avery, Dawn Drescher or Noel Ahnemann will sign for Pat Martinson) and the Bank is hereby authorized to pay and charge to the account of the Depositor any such checks, drafts or other orders so assigned or otherwise authorized, including those payable to the individual order of the person or persons signing or otherwise authorizing the same and including also those payable to the persons who signed such checks, drafts or other withdrawal orders or otherwise authorized such persons may authorize payment, transfer or withdrawal by oral or telephonic directions to the bank complying with such roles and regulations relating to such authorization as the bank may communicate to the Depositor from time to time.

Resolved further, that the person(s) so authorized to sign be and are hereby authorized and empowered, on behalf of the Depositor, to transact any and all other business with and through the Bank which such person(s) may at any time deem to be advisable, including, without limiting the generality of the foregoing, authority to purchase certificates of deposit and to enter into deposit agreements, safe deposit agreements, lock-box agreements, night depository agreements, freight payment service processing service agreements offered by the Bank, and, in reference to any such business, to make any and all agreements and to execute and deliver to the Bank and all contracts and other writing which such person(s) may deem to be necessary or desirable.

Resolved further, that the Auditor-Treasurer shall certify to the Bank the names and signatures (either actual or any form or forms of facsimile or mechanical signatures adopted by the person authorized to sign) of the persons named above and such certifying officer shall from time to time hereafter, upon a change in the facts so certified, immediately certify to the Bank the names and signature (actual or facsimile) of the persons then authorized to sign or to act; the Bank shall be full protected in relying on such certificate and on the obligation of the certifying officer (set forth above) to immediately certify to the Bank any change in any facts so certified, and the Bank shall be indemnified and saved harmless by the Depositor from any claims, demands, expenses, loss or damage resulting from or growing out of honoring or relying on the signature of other authority (whether or not property used and, in the case of any facsimile signature, regardless of when or by whom or by what means such signature may have been made or affixed) of any officer or person whose name and signature was so certified, or refusing to honor any signature or authority not so certified.

Resolved further, that these resolutions shall continue in force until express written notice of their rescission or modification has been furnished to and received by the Bank.

Resolved further, that any and all transactions by or in behalf of the Depositor with the Depositor with the Bank prior to the adoption of this resolution be, and the same hereby are, in all respects ratified, approved and confirmed.

The transfer or withdrawal of funds on deposit in any of the aforementioned institutions, by check, shall be by the signatures of the following officers or their alternatives;

Pat Martinson, Auditor-Treasurer _____

JoDee Avery, Deputy Auditor-Treasurer _____

Dawn Drescher, Deputy Auditor-Treasurer _____

Noel Ahnemann, Deputy Auditor-Treasurer _____

A transfer of funds by wire or electronic fund transfer in any of the aforementioned institutions may also be affected by use of a signature or facsimile signatures of Pat Martinson, County Auditor-Treasurer, and JoDee Avery, Deputy Auditor-Treasurer, Dawn Drescher, Deputy Auditor-Treasurer and Noel Ahnemann, Deputy Auditor-Treasurer.

Resolution seconded by Commissioner Kaasa.

After discussion a vote was taken with Commissioners Edwin, Forman, Shoff, Kaasa voting yay and Commissioner Eckstrom abstaining from the vote.

Commissioner Eckstrom offered the following resolution:

RESOLUTION NO. 23-005
Establish Absentee, UOCAVA and Mail Ballot Board for 2023 Election Year

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.

Resolution 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. 23-006
Freeborn County Crop Damage Rate for 2023- Standing Crop
Freeborn County Drainage Ditches

WHEREAS, it is the policy of Freeborn County to set a rate of pay for crop damages that may occur due to repair, improvement, or construction projects involving county drainage ditches;

WHEREAS, the yield is determined by using a three- year average yield for Freeborn County from data received from the USDA (National Agricultural Statistics Services);

WHEREAS, the sale price is determined by using an average sale price for "new crop" corn and beans from three local elevators on December 28, 2022;

BE IT RESOLVED, the following rates will be in place for 2023;

Corn DamageRate 198.6 bushels @ \$5.58 = \$1,108 per acre

BeanDamage Rate 56.3 bushels @ \$13.39 = \$754 per acre

Resolution was seconded by Commissioner Edwin.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 23-007
Setting Bounty on Beaver Trapping
Freeborn County Drainage Authority

WHEREAS, the Freeborn County Board of Commissioners serving as Drainage Authority for Freeborn County has implemented a beaver bounty program as a way of preventing flooding of agricultural lands and other damages caused by the building of beaver dams throughout the Freeborn County drainage systems;

BE IT RESOLVED, that the Freeborn County Board of Commissioners, serving as the Drainage Authority for Freeborn County authorizes the payment of the bounty of \$60 per adult beaver tail turned in to the County's Drainage Inspectors.

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. 23-008
Freeborn County Crop Damage Rate for 2023 - Not Planted
Freeborn County Drainage Ditches

WHEREAS, it is the policy of Freeborn County to set a rate of pay for crop damages that may occur due to repair, improvement, or construction projects involving county drainage ditches;

WHEREAS, in anticipation of an upcoming project the County may occasionally ask a landowner not to plant the area to be worked on. This gives the contractor more time to complete projects and may also result in better quotes;

BE IT RESOLVED, the rate of pay for not planted acres is \$660.00 per acre. This rate is based off from an average annual rental rate of approximately \$375;

- The first year the unplanted acres would have no yield
- The second-year yield reduction would be approximately 50% because the soil has been disturbed
- The third-year yield reduction would be approximately 25% because the soil has been disturbed
- The fourth year the yield should be back to normal

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

The County Administrator announces that all of the Department of Human Service items will be moved to the next meeting on January 17th, 2023 due to illness.

Commissioner Edwin offered the following resolution:

RESOLUTION No. 23-009
Setting 2023 Board Meeting Dates and Times

RESOLVED, setting 2023 board meetings at 8:30 am on the first and third Tuesday of each month.

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. 23-010
Setting 2023 Workshop Dates and Times

RESOLVED, setting 2023 workshop dates at 8:30 am on the second Tuesday of each month.

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 23-011
Resolution appointing the Official Freeborn County Newspaper for 2023

WHEREAS, Minnesota Statute 331A.04 requires a DESIGNATION OF A NEWSPAPER FOR OFFICIAL PUBLICATIONS; and,

WHEREAS, the Albert Lea Tribune is the only newspaper that meets the requirements as set by Minnesota Statute 331A.04; and

WHEREAS, The Albert Lea Tribune has presented a proposal for rates for publication for the year 2023 including all legal and public notices;

NOW, THEREFORE, BE IT RESOLVED that the Albert Lea Tribune is hereby designated as the official newspaper of Freeborn County.

Resolution was seconded by Commissioner Edwin.

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

Commissioner Shoff offered the following resolution;

RESOLUTION 23-012
ACCEPTING THE RESIGNATION OF NANCY KELLY

WHEREAS, the Freeborn Human Services 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; Nancy Kelly has been employed as an Account Clerk since March 4th, 2013 and is resigning her position effective March 10th, 2023,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Nancy Kelly as a Freeborn County Human Services Account Clerk effective on or about March 10th, 2023.

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 23-013
PERMISSION TO FILL THE FREEBORN COUNTY ACCOUNT CLERK 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, Nancy Kelly, Freeborn County Human Services Account Clerk has resigned her position effective March 10th, 2023;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Human Services Account Clerk position.

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

Commissioner Edwin offered the following resolution;

RESOLUTION 23-014
PERMISSION TO FILL THE FREEBORN COUNTY LICENSE CENTER SPECIALIST 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, Krista Walton, Freeborn County License Center Specialist has resigned her position effective January 16th, 2023 due to an internal promotion;

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

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. 23-015
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before January 6th, 2023.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 250,018.26
03	County Road & Bridge	\$ 63,957.20
05	Human Services	\$ 110,416.44
06	Public Health	\$ 40,078.10
40	County Ditch	\$ 1,064.37
	FUND TOTALS	\$ 465,534.37

Number of Claims not exceeding \$300 – 94
Dollar amount of claims not exceeding \$300 - \$9,385.52
Resolution seconded by Commissioner Eckstrom.
After discussion, a vote was taken and the Chair declared the resolution adopted.

Chair, Commissioner Forman adjourned the meeting at 8:57 a.m. until 8:30 a.m. on Tuesday, January 17, 2023.

By: _____
John Forman
Chair

Attest: _____
Candace Pesch
Clerk/Administrator