

ADJOURNED MEETING OF THE COUNTY BOARD
January 7, 2020

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday January 7, 2020. Members present: Commissioners Shoff, Lee, Mathiason, Belshan and Nelson.

The County Administrator opened the meeting and requested nominations for Chairman in 2020. Commissioner Mathiason was the only nomination given.

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-001
Naming the 2020 Board Chairman

RESOLVED, naming Commissioner Glen Mathiason as Freeborn County Board Chairman in 2020.

Resolution seconded by Commissioner Nelson.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-002
Naming the 2020 Board Vice-Chairman

RESOLVED, naming Commissioner Jim Nelson as Freeborn County Board Vice-Chairman in 2020.

Resolution seconded by Commissioner Shoff.

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

Commissioner Lee offered the following motion;

MOVED, approving the minutes from the December 5th, Truth in Taxation meeting and the December 17th & 31st, 2019 Board meetings.

Motion seconded by Commissioner Shoff.

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

Commissioner Belshan offered the following motion;

MOVED, approving the agenda as presented with the changes below.

CHANGES:

F (2) - Consider removing the Committee appointments until January 21, 2020 to allow for the Chairman and Administrator to examine and adjust if needed Board committee appointments.

ADDITIONS:

Personnel:

E (2)- Consider a resolution to fill the County Assessor position

E (4) -Consider a resolution accepting the resignation of Detention Deputy Colby Severson effective immediately.

E (5) - Consider a resolution to refill the Detention Deputy position.

Administrator:

F (3) - AMC committee assignments are as follows:

Transportation – Shoff

Health & Human Services – Mathiason

Environment & Natural Resources – Belshan

General Government – Lee

Public Safety – Nelson

F(5)- Consider a resolution approving a Joint Powers Agreement with the Albert Lea HRA to administer the Minnesota Housing Minnesota City Participation Program for 2020 aiding first time home buyers and medium income families in Freeborn County.

F(6) Consider setting a Workshop on January 28,2020 at 0830

F(7) Consider a resolution directing the Freeborn County Administrator to publish, gather and present a pool of candidates for the position of contracted Ditch Inspector for the Freeborn County Ditch Authority.

Item 9- Remove from agenda. Closed session not needed

Motion seconded by Commissioners Nelson.

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20 – 003
Establishing Parliamentary Authority

RESOLVED, to adopt Robert’s Rules of Order Newly Revised as the Parliamentary Authority of Order for 2020.

Resolution seconded by Commissioner Shoff.

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

The Commissioners provided Board Committee updates.

Commissioner Mathiason asked if there was any public comment, there was none.

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-004
Approving Various Drainage Repairs

RESOLVED, authorizing the Drainage Inspector to engage the necessary labor to complete various repairs to CD 23, CD J5, JCD J25, CD 46, and CD J20 with work orders 19-117 & 19-235-19-238.

Resolution seconded by Commissioner Lee.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-005
Donation for the 2020 Shop with a Cop Program.

WHEREAS, the freeborn county sheriff’s office organizes and hosts the annual shop with a cop event which pairs freeborn county sheriff’s office deputies and civilian employees and also members of the ALPD with kids from the area to shop for presents at our local Walmart.

WHEREAS, shop with a cop is completely funded each year by Walmart.

BE IT THEREFORE RESOLVED, that Freeborn County, by and through its Board of Commissioners, accepts the \$50.00 donation and deposits the funds in the 01-201-5751 line item for use at the 2020 Shop with a Cop event.

Resolution seconded by Commissioner Shoff.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 20-006
Authorizing Banks

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; Farmers State Bank, 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 and Commerce Bank, Geneva (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 (1 or 2) of the following named individuals: Pat Martinson, JoDee Lestrud, Kelly Hendrickson, Dawn Drescher (JoDee Lestrud, Kelly Hendrickson or Dawn Drescher 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 Lestrud, Deputy Auditor-Treasurer _____

Kelly Hendrickson, Chief Deputy Aud-Treas _____

Dawn Drescher, 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 Lestrud, Deputy Auditor-Treasurer, Kelly Hendrickson, Deputy Auditor-Treasurer, and Dawn Drescher, Deputy Auditor-Treasurer.

The transfer or withdrawal of funds on deposit in accounts ending in 7739 and 7747 only at Citizens Community Federal Bank, Albert Lea; by check, shall be by the signatures of the following officers or their alternatives;

Susan Wagner, License Center Supervisor _____

Brenda Jensen, License Center Specialist Lead _____

Nancy Heskett, License Center Specialist _____

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

Commissioner Belshan offered the following resolution;

RESOLUTION No. 20-007
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	\$1,000.00	Pat Martinson	Kelly Hendrickson	
County Recorder	\$ 240.00	Kelly Callahan	Nancy Hoium	
County Auditor/License Ctr.	\$ 550.00	Pat Martinson	Sue Wagner	Brenda Jensen
County Sheriff	\$ 350.00	Kurt Freitag	Terri Zabrocki	Jess Dreyling
County Public Health	\$ 25.00	Sue Yost	Anita Majerus	Jane Samuelson
Dept. of Human Services	\$ <u>50.00</u>	Suzanne Nerison	Waylon Welvaert	Doug Miller
	\$2,215.00			

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 Lestrud 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 Kurt Freitag, Terri Zabrocki and Jess Williamson 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 Lee.

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-008
Absentee, UOCAVA and Mail Ballot Board Establishment

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 Belshan.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-009
Resolution to Approve the Purchase of Service Agreement
Between the Freeborn County Department of Human Services
and Dr. Annette Smick

WHEREAS, psychiatric services in rural Minnesota are becoming 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, Dr. Annette Smick has provided quality psychiatric services for the Freeborn County Mental Health Center, increasing accessibility for local residents; and

WHEREAS, the Freeborn County Mental Health Center and Dr. Annette Smick are credentialed to bill insurance for psychiatric services; therefore

BE IT RESOLVED, that the 2020 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and Dr. Annette Smick is approved for provision of the psychiatric services to residents of Freeborn County and of counties comprising the SCCBI.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 20-010

Resolution to Approve the Purchase of Service Agreement Between the Freeborn County Department of Human Services and Thomas Allen, Incorporated

WHEREAS, Minnesota Statute mandates provision of services to children and adults meeting specific disability and/or vulnerability criteria in order to ensure health, safety and wellbeing; and

WHEREAS, the Freeborn County Department of Human Services is committed to providing quality services to meet the needs of the population of individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services ensures person centered and client directed case management services in order to maintain quality of life for individuals with disabilities in their homes or in the least restrictive setting possible; and

WHEREAS, Thomas Allen, Incorporated is an approved vendor, according to Minnesota Statutes, of case management services to individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from Thomas Allen, Incorporated; therefore

BE IT RESOLVED, that the 2020 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and Thomas Allen, Incorporated is approved for provision of the case management services to residents of Freeborn County.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-011

Resolution to Approve the Purchase of Service Agreement Between the Freeborn County Department of Human Services and Mower County Health and Human Services

WHEREAS, Minnesota Statute mandates provision by local agencies of licensure services for Family Child Care Providers; and

WHEREAS, the Freeborn County Department of Human Services is committed to providing quality services to meet the licensing needs for child care homes in Freeborn County; and

WHEREAS, the Freeborn County Department of Human Services and Mower County Health and Human Services have historically had an agreement for purchase of Mower County Child Care Licensure Services from Freeborn County; and

WHEREAS, Mower County Health and Human Services wishes to purchase Child Care Licensure Services from the Freeborn County Department of Human Services; and

WHEREAS, the Freeborn County Department of Human Services is able and willing to provide this service; therefore

BE IT RESOLVED, that the 2020-2021 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and Mower County Health and Human Services is approved for provision of child care licensure services.

Resolution seconded by Commissioner Belshan.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-012
Resolution to Approve the Purchase of Service Agreement Between the Freeborn County Department of Human Services and Elm Care, dba. Elm Waseca County, SLS, Inc.

WHEREAS, Minnesota Statute mandates provision of services to children and adults meeting specific disability and/or vulnerability criteria in order to ensure health, safety and wellbeing; and

WHEREAS, the Freeborn County Department of Human Services is committed to providing quality services to meet the needs of the population of individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services ensures person centered and client directed semi-independent living services in order to maintain quality of life for individuals with disabilities in their homes or in the least restrictive setting possible; and

WHEREAS, Elm Care, dba. Elm Waseca County, SLS, Inc. is an approved vendor, according to Minnesota Statutes, of case management services to individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from Elm Care, dba. Elm Waseca County, SLS, Inc.; therefore

BE IT RESOLVED, that the 2020-2021 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and Elm Care, dba. Elm Waseca County, SLS, Inc. is approved for provision of the semi-independent living services to residents of Freeborn County.

Resolution seconded by Commissioner Shoff.

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-013
Resolution to approve the Purchase of Service Agreement between the Freeborn County Department of Human Services and REM Woodvale, Incorporated

WHEREAS, Minnesota Statute mandates provision of services to children and adults meeting specific disability and/or vulnerability criteria in order to ensure health, safety and wellbeing; and

WHEREAS, the Freeborn County Department of Human Services is committed to providing quality services to meet the needs of the population of individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services ensures person centered and client directed semi-independent living services in order to maintain quality of life for individuals with disabilities in their homes or in the least restrictive setting possible; and

WHEREAS, REM Woodvale, Incorporated is an approved vendor, according to Minnesota Statutes, of case management services to individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from REM Woodvale, Incorporated; therefore

BE IT RESOLVED, that the 2020-2021 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and REM Woodvale, Incorporated is approved for provision of the semi-independent living services to residents of Freeborn County.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-014
Resignation of Ryan Rasmusson

RESOLVED, approving the resolution to accept the resignation of Ryan Rasmusson, County Assessor, effective February 29, 2020.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-015
Permission 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, Ryan Rasmusson, Freeborn County Assessor has resigned his position effective February 29, 2020;

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

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-016
Placing Charles Williams, Asst. Court Security Officer,
on Regular Full Time Employment Status with
Freeborn County

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, Charles Williams has successfully completed his required probationary employment period with Freeborn County and does provide the necessary services to his department and the public,

NOW, THEREFORE BE IT RESOLVED, to place Charles Williams, Freeborn County Assistant Court Security Officer, on regular full time status

Resolution seconded by Commissioner Shoff.

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

Commissioner Belshan offered the following resolution;

RESOLUTION No. 20-017
Placing Kelly Hendrickson, Chief Deputy Auditor-
Treasurer, On Regular Full Time Employment Status
With Freeborn County

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, Kelly Hendrickson has successfully completed her required probationary employment period with Freeborn County and does provide the necessary services to her department and the public,

NOW, THEREFORE BE IT RESOLVED, to place Kelly Hendrickson, Freeborn County Chief Deputy Auditor-Treasurer, on regular full time status

Resolution seconded by Commissioner Lee.

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-018
Permission to Fill the Child Protection Social Worker
Position with Freeborn County Department of Human
Services

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, Heather Bartz, Child Protection Social Worker with the Freeborn County Department of Human Services has transitioned her position to Adult Protection effective January 21, 2020;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Child Protection Social Worker position in the Freeborn County Department of Human Services.

Resolution seconded by Commissioner Lee.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 20-019
Resignation of Colby Severson

RESOLVED, approving the resolution to accept the resignation of Colby Severson, Detention Deputy, effective immediately.

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-020
Permission to Fill a Detention 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, Colby Severson, Freeborn County Detention Deputy has resigned his position effective immediately;

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

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

Commissioner Belshan offered the following resolution;

RESOLUTION No. 20-021
Setting 2020 Board Meeting Dates and Times

RESOLVED, setting 2020 board meetings at 8:30 am the first and third Tuesday of each month.

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

County Administrator advised that we will remove the Board appointments to various committees and organizations to the next Board meeting on January 21st, 2020.

Commissioner Shoff offered the following resolution;

RESOLUTION No. 20-022
Delegate Association of Counties

RESOLVED, approving to establishing Association of Counties 2020 Delegate Appointments.

Transportation – Shoff

Health & Human Services – Mathiason

Environment & Natural Resources – Belshan

General Government – Lee

Public Safety – Nelson

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 20-023
Appointing the Official Freeborn County Newspaper

RESOLVED, appointing the Official Freeborn County Newspaper for 2020 including publications of the delinquent tax list ad informing potential bidders that transportation projects may be noticed on the Freeborn County Website.

Resolution seconded by Commissioner Belshan.

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

Commissioner Nelson offered the following resolution;

RESOLUTION No. 20-024
Allow Payment of Certain Incidental Expenses

NOW THEREFORE BE IT RESOLVED, that certain incidental expenses which include: utilities, fuel, freight, contractual, postage, discounted early payments, legal service fees, fees for documents needed as evidence and action taken as a fiduciary for Freeborn County funds be allowed for payment prior to a regular Board meeting, provided such claims be included along with other claims presented as the next regular Board meeting.

Resolution seconded by Commissioner Lee.

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

Commissioner Lee offered the following resolution;

RESOLUTION No. 20-025
Minnesota Housing – Minnesota City Participation
Program Joint Powers Agreement

The Albert Lea Housing & Redevelopment Authority enters into this Joint Powers Agreement with Freeborn County to administer the Minnesota Housing Minnesota City Participation Program (MCP) for Freeborn County for the 2020 MCP year.

The Albert Lea Housing & Redevelopment Authority agrees to coordinate program requests for 2020 under the Minnesota Cities Participation Program for Freeborn County.

In order for loans to meet the program requirements, the following criteria must be met:

- The borrower is a first-time homebuyer loan using the Start Up program.
- The borrower's income is below 80% of the area median income.
- The property is located in Freeborn County.

The Albert Lea Housing & Redevelopment Authority will forward program reports on loan activity to the county administrator.

The Albert Lea Housing & Redevelopment Authority will promote the program throughout the community using marketing information provided by Minnesota Housing.

Resolution seconded by Commissioner Belshan.

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

Commissioner Belshan offered the following

RESOLUTION No. 20 – 026
Setting a Workshop

RESOLVED, approving to set a Workshop on January 28th, 2020 in the Freeborn Room at 8:30 am.

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

Commissioner Shoff offered the following

RESOLUTION No. 20 – 027
Fill the Drainage Inspector Position

RESOLVED, approving the resolution to help direct the County Administrator to fill the vacant Drainage Inspector position.

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

Commissioner Lee offered the following

RESOLUTION No. 20 – 028
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before January 10, 2020.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 299,786.16
03	County Road & Bridge	\$ 61,354.01
05	Human Services	\$ 157,514.41
06	Public Health	\$ 56,855.23
40	County Ditch	\$ 34,801.22
FUND TOTALS		\$ 610,311.05

Number of Claims not exceeding \$300 – 27
Dollar amount of claims not exceeding \$300 – \$2,837.72
Resolution seconded by Commissioner Nelson.
After discussion, a vote was taken and the Chair declared the resolution adopted.

Chair, Commissioner Shoff adjourned the meeting at 9:19a.m. until 8:30 a.m. on Tuesday, January 21st, 2020.

By: _____
Glen Mathiason
Chair

Attest: _____
Thomas Jenson
Clerk/Administrator