

ADJOURNED MEETING OF THE COUNTY BOARD
April 2nd, 2024

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, April 2nd, 2024. Members present: Commissioners Forman, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Eckstrom offered the following motion;

MOVED, approving the agenda as presented.

Motion seconded by Commissioner Forman.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 24-106
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 March 19th, 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.

Kristine Kirsch with Pet Partners, presented on National Therapy Animal Day and what she does for this volunteer program. She described the difference between emotional support animals versus therapy animals. She volunteers with therapies, hospice and other events as needed.

Chairman Edwin asked if there was any public comment and there was none.

Commissioner Shoff offered the following resolution;

RESOLUTION 24-107

Consider a resolution to approve out of state travel.

WHEREAS, Freeborn County Community Health Board needs to approve out of state travel to Detroit, Michigan for Sue Yost to attend the NACCHO 360 Conference July 23-26, 2024;

WHEREAS, Minnesota Statute 145A.04 requires to assure adequate local public health infrastructure by maintain the basic foundational capabilities to a well-functioning public health system that includes data analysis and utilization; health planning; partnership development and community mobilization; policy development, analysis, and decision support; communication; and public health research, evaluation, and quality improvement;

WHEREAS, Freeborn County Public Health has received funding to build our capacity for Foundational Public Health Responsibilities. The theme of the 2024 conference is Heard It Through the Grapevine: Public Health Partnership, Collaboration, and Innovation which aligns with the foundational responsibilities. The cost for the conference registration, meals and lodging will be covered by the Foundational Public Health Responsibilities grant funds. MDH has approved the out of state travel.

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners/Freeborn County Community Health Board hereby approves the out of state travel for Sue Yost.

Resolution seconded by Commissioner Forman.

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

Commissioner Eckstrom offered the following resolution;

**RESOLUTION NO. 24-108
SALE OF BLIGHTED TAX FORFEITED PARCELS
TO THE CITY OF ALBERT LEA**

WHEREAS, The County Board of Commissioners of the County of Freeborn, State of Minnesota, desire to offer for sale certain parcels of land that have been forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, Minnesota Statutes allows a government subdivision to acquire tax-forfeited land by purchasing the land for any public purpose; and

WHEREAS, the City of Albert Lea does desire to purchase such land; and

WHEREAS, the City of Albert Lea has entered into an Agreement with the County of Freeborn relative to the sale of tax-forfeited property;

WHEREAS, Nonconservation tax-forfeited lands may be sold by the county board to an organized or incorporated governmental subdivision of the state or state agency for less than their market value if the county board determines that a sale at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the lands undesirable on the open market; and

RESOLVED, the parcels of tax-forfeited land listed on List of Tax-Forfeited Lands be classified as non-conservation land; that the basic sale price of each parcel on List of Tax-Forfeited Land, that is on file with the Clerk of the County Board, be approved and authorization for a private or public sale of this land be granted, pursuant to M.S. §282.01 and that all sales shall be full payment or on the terms set forth on List of Tax- Forfeited Land
Resolution seconded by Commissioner Forman.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24-109

Resolution Approving Out of State Travel for Veterans Court Team Members to NADCP Conference May 21-26, 2024 in Anaheim CA

WHEREAS, Freeborn County Probation Services manages the Third Judicial District Veterans Court and its funding through grants and allocations, and;

WHEREAS, Freeborn County receives federal and state funding for this program that allows for travel for training to the NADCP conferences, and;

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

WHEREAS, Freeborn County Probation Services has requested to send four of its team members to the 2024 NADCP conference in Anaheim CA May 21-26th, 2024, including Probation Director Lyndon Stinson, Veterans Court Coordinator Ashley Hall, Case Manager Kati Carpenter and Team Therapist Dr. Stephen Lansing,

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners approves the out of state travel for Lyndon Stinson, Ashley Hall, Kati Carpenter and Dr. Stephen Lansing May 21-26th of 2024.

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 24-110

***Resolution to accept a donation to the Freeborn County CVCC
From Jennifer Vogt-Erickson and Jeshua Erickson***

WHEREAS, the Freeborn County Department of Human Services Crime Victims Crisis Center serves those who have been victims of crime, domestic violence and sexual assault; and

WHEREAS, the Freeborn County Human Department of Services Crime Victims Crisis Center plans events and campaigns bringing community awareness to the issues of crime, domestic violence and sexual assault; and

WHEREAS, the Freeborn County Human Department of Services Crime Victims Crisis Center provides direct and indirect services, including but not limited to support, shelter, advocacy, limited financial assistance for basic needs, transportation and referrals to those who have been victims of crime, domestic violence and sexual assault; and

WHEREAS, Jennifer Vogt-Erickson and Jeshua Erickson have offered a donation to the Freeborn County Department of Human Services Crime Victims Crisis Center in the amount of \$600.00 to be used for services provided by the CVCC; therefore

BE IT RESOLVED, that the Freeborn County Department of Human Services Crime Victims Crisis Center accept the donation in the amount of \$600.00 from Jennifer Vogt-Erickson and Jeshua Erickson to be used in 2024 for services provided by the CVCC.

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 24-111

***Resolution to accept a donation to the Freeborn County CVCC
From Nunda Township***

WHEREAS, the Freeborn County Department of Human Services Crime Victims Crisis Center serves those who have been victims of crime, domestic violence and sexual assault; and

WHEREAS, the Freeborn County Human Department of Services Crime Victims Crisis Center plans events and campaigns bringing community awareness to the issues of crime, domestic violence and sexual assault; and

WHEREAS, the Freeborn County Human Department of Services Crime Victims Crisis Center provides direct and indirect services, including but not limited to support, shelter, advocacy, limited financial assistance for basic needs, transportation and referrals to those who have been victims of crime, domestic violence and sexual assault; and

WHEREAS, Nunda Township has offered a donation to the Freeborn County Department of Human Services Crime Victims Crisis Center in the amount of \$300.00 to be used for services provided by the CVCC; therefore

BE IT RESOLVED, that the Freeborn County Department of Human Services Crime Victims Crisis Center accept the donation in the amount of \$300.00 from Nunda Township to be used in 2024 for services provided by the CVCC.

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

Commissioner Kaasa offered the following resolution:

FREEBORN COUNTY MINNESOTA RESOLUTION # 24-112

A RESOLUTION DECLARING THE EXISTENCE AND SALE OF SURPLUS COUNTY PROPERTY

WHEREAS, Freeborn County has an inventory of property.

WHEREAS, Freeborn County has established a rotation schedule for a portion of the existing inventory of property

BE IT RESOLVED, that Freeborn County has determined that a portion of the existing inventory has completed the rotation schedule and is considered to be surplus.

BE IT FURTHER RESOLVED, that Freeborn County, by and through its Board of Commissioners consider the following property as surplus and authorize the sale of the following surplus property:

Hewitt boat lift, model 1501

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

Commissioner Forman offered the following resolution:

RESOLUTION No. 24-113
Approving the De-commitment of 2023 Committed Fund Balances

RESOLVED, approving the de-commitment of fund balance for 2023 as follows:

Committed for Administrator	\$50,000
Committed for ICE revenue loss	\$400,000

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION No. 24-114
Approving the Committed Fund Balances

RESOLVED, approving the committed fund balance for 2023 as follows:

	Committed Fund Balance	
3806.000	Individual sewage treatment systems	343,075
3813.000	Capital Outlay	2,789,141
3823.000	IT Hardware	420,000
3827.000	Trail maintenance	557,961
3831.000	Computer Purchases	400,000
3833.000	27th Payroll	600,000
3834.000	Broadband	1,000,000
3835.000	Economic Development	750,000
3836.000	Fair Grounds Infrastructure	140,689
3838.000	Community College	100,000
3839.000	Tax Software	250,000
3840.000	Elections	21,762
3841.000	Self Insurance	1,800,000

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 No. 24-115
Approving the 2023 budget amendments

RESOLVED, approving the 2023 budget amendment to increase the budget for Ditch Improvements and maintenance:

Budget Changes	
Expenditures	
Other conservation	720,000
Interest	43,000
General Fund Transfers out	74,475
Road and Bridge Transfers out	292,121
Human Services Transfers in	366,596

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 24-116
ACCEPTING THE RESIGNATION OF CYNTHIA HEGWOOD

WHEREAS, the Freeborn County Public Health 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; Cynthia Hegwood has been employed as a Family Home Visitor since January 21st, 2003 and is resigning her position effective May 3rd, 2024,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation / retirement of Cynthia Hegwood as a Freeborn County Family Home Visitor effective on or about May 3rd, 2024.

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 24-117

PERMISSION TO FILL THE FREEBORN COUNTY FAMILY HOME VISITOR 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, Cynthia Hegwood, Freeborn County Family Home Visitor has resigned her position effective May 3rd, 2024;

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

Resolution was seconded by Commissioner Eckstrom.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-118

PERMISSION TO FILL THE FREEBORN COUNTY JAIL PROGRAMMER 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, One of Jail Programmer positions has been vacant since April 13th, 2021, it was not filled at that time due to Covid;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Jail Programmer 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 24-119

APPOINTMENT OF FREEBORN COUNTY AUDITOR-TREASURER

WHEREAS, the Freeborn County Board is the appointing authority for Freeborn County and for all Freeborn County employees;

WHEREAS, the former County Auditor-Treasurer resigned November 10th, 2023 and Kelly Hendrickson has been assigned the duties as Interim Auditor-Treasurer since November 11th, 2023; and

WHEREAS, Kelly Hendrickson has been identified as the top candidate for the position, which requires board appointment;

NOW, THEREFORE BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby appoint Kelly Hendrickson as the Freeborn County Auditor-Treasurer.

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 24-120

RESOLUTION APPOINTING INTERIM RECORDER

WHEREAS, the Freeborn County Board of Commissioners resolved to appoint the position of Freeborn County Recorder effective November 5, 2020 in accordance with Minnesota Statute § 375A.1205; and

WHEREAS, Minnesota Statute § 375A.1205, subd. 3 requires the Freeborn County Board of Commissioners to discharge the statutory duties of the Freeborn County Recorder acting through a department head appointed by the board; and

WHEREAS, the Freeborn County Board of Commissioners appointed Kelly Hendrickson as the Freeborn County Recorder on December 20, 2022; and

WHEREAS, the Freeborn County Board of Commissioners has appointed Kelly Hendrickson as the Freeborn County Auditor-Treasurer, effective April 2, 2024; and

WHEREAS, the Freeborn County Board of Commissioners intends to recruit and appoint a County Recorder to fill the vacancy;

NOW THEREFORE BE IT RESOLVED, the Freeborn County Board of Commissioners hereby appoints Kelly Hendrickson as Interim County Recorder to perform the statutory duties of Freeborn County Recorder during the recruitment process to fill the County Recorder position.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24-121

PERMISSION TO FILL THE FREEBORN COUNTY RECORDER 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, Kelly Hendrickson, Freeborn County Recorder, has accepted another position within Freeborn County as the County Auditor / Treasurer, so this leaves a vacant Freeborn County Recorder position;

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

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

Commissioner Eckstrom offered the following resolution:

RESOLUTION No. 24-122
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before April 5th, 2024.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 504,442.73
03	County Road & Bridge	\$ 447,530.28
05	Human Services	\$ 179,861.50

06	Public Health	\$ 64,363.09
40	County Ditch	\$ 29,125.81
70	Trust & Agency	\$ 52,567.57
73	<u>Payroll Clearing Fund</u>	\$ 16,086.00
	FUND TOTALS	\$ 1,293,976.98

Number of Claims not exceeding \$300 – 57

Dollar amount of claims not exceeding \$300 – \$4,659.03

Resolution seconded by Commissioner Shoff.

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

Chair, Commissioner Edwin adjourned the meeting at 9:41 a.m. until 8:30 a.m. on Tuesday, April 16th, 2024.

By: _____
Brad Edwin
Chair

Attest: _____
Erin Hornberger
County Clerk