

ADJOURNED MEETING OF THE COUNTY BOARD
April 16th, 2024

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, April 16th, 2024. Members present: Commissioners Forman, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Forman offered the following motion;

MOVED, approving the agenda as presented with the addition of two updates under item T. Report of County Administrator; to Consider a resolution accepting the resignation of Alaris McCord, Adult Mental Health Case Manager, effective April 26th, 2024; and the second, to Consider a resolution to fill the vacant Adult Mental Health Case Manager.

Motion seconded by Commissioner Eckstrom.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 24-123
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 April 2nd, 2024 minutes;
- 2) Approval of Drainage Repairs

Resolution seconded by Commissioner Kaasa.

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 Shoff offered the following resolution;

RESOLUTION 24-124

CERTIFICATION FOR ACQUISITION OF LAND BY THE U.S. FISH AND WILDLIFE SERVICE

BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby certify the following request for acquisition of land by the U.S. Fish and Wildlife Service:

CERTIFICATION OF THE COUNTY BOARD OF COMMISSIONERS

In accordance with a Procedural Agreement between the Minnesota Department of Natural Resources and the U.S. Fish and Wildlife Service, dated May 23, 1962, and subsequently amended, certification by the County Board of Commissioners for acquisition of lands by the

U.S. Fish and Wildlife Service is requested.

Representatives of the U.S. Fish and Wildlife Service met with the Board of Commissioners of Freeborn County, State of Minnesota, on April 16th, 2024, and informed the Commissioners that a Conveyance of Easement for Waterfowl Management Rights has been secured from Glen and Robert Mathiason on the following described lands:

T102N. R23W. 5th PM
Section 1: NE1/4 of NW1/4

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

Commissioner Kaasa offered the following resolution;

RESOLVED, to allow Full Draw Archery Club to utilize Whites Woods on June 1st, 2024

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

Commissioner Kaasa offered the following resolution:

FREEBORN COUNTY MINNESOTA RESOLUTION # 24-126

A RESOLUTION APPROVING THE 2023 COUNTY FEEDLOT OFFICER ANNUAL REPORT PURSUANT TO MINNESOTA ADMINISTRATIVE RULES, CHAPTER 7020.1600 SUBP. 2J.

WHEREAS, FREEBORN COUNTY is currently party to the Minnesota Pollution Control Agency's County Animal Feedlot Delegation Agreement in accordance with Minnesota Administrative Rules Ch. 7020, as approved, adopted, and signed by the Board of Commissioners on 02/05/02.

WHEREAS, Minn. Rules Ch. 7020.1600 Subp. 2J. requires that the County Feedlot Officer Annual Report be reviewed and signed by the County annually.

WHEREAS, the Freeborn County Feedlot Officer has submitted the 2023 County Feedlot Officer Annual Report along with the Successful Year End Review letter from the MN Pollution Control Agency to the Board of Commissioners that summarizes and shows the successful completion of the Feedlot Delegation Agreement Work Plan for 2023.

BE IT THEREFORE RESOLVED, the Freeborn County Board of Commissioners approves the 2023 County Feedlot Officer Annual Report.

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:

FREEBORN COUNTY MINNESOTA RESOLUTION #24-127

A RESOLUTION GRANTING A CONDITIONAL USE PERMIT TO BRANDON EVANS PURSUANT TO THE CODE OF ORDINANCES OF FREEBORN COUNTY, MINNESOTA, CHAPTER 42

WHEREAS, BRANDON EVANS applied for a conditional use permit to the Zoning Administrator on 03/08/24 pursuant to the Code of Ordinances of Freeborn County, Minnesota, Chapter 42 (Zoning Ord.) for the establishment of a new home occupation carried on in an accessory building greater than 2,000 square feet of gross floor area, in the "A" Agricultural District, on the following described property owned by, Brandon and Amanda Evans;

“See Exhibit A”

WHEREAS, the County Planning Commission held a public hearing on the application on 04/01/24 in accordance with the Zoning Ord., Art. VIII, Sec. 42-612.

WHEREAS, the County Planning Commission made a decision on the application and forwarded its required findings of fact and recommendations to the Freeborn County Board of Commissioners in the attached report.

BE IT THEREFORE RESOLVED, the Freeborn County Board of Commissioners approves and adopts the findings of fact and recommendations of the County Planning Commission in the attached report,

AND BE IT FURTHER RESOLVED, the application for a conditional use permit by Brandon Evans is hereby granted, subject to the conditions and guarantees required below:

- (1) Site shall be constructed in accordance with the site plan on file in the Environmental Services Office and in accordance with the development standards set forth in Freeborn County Code of Ordinances Chapter 42, Article II, Division 2; Section 42-107.
- (2) Home occupation shall be operated in accordance with the provisions set forth in Freeborn County Code of Ordinances Chapter 42, Article II, Division 1; Section 42-70.
- (3) Owner/Operator shall cooperate with the affected road authorities to upkeep and maintain the roads utilized by the home occupation.
- (4) The premises and storage of equipment thereon shall be kept in an orderly and presentable manner.
- (5) The facility may not be extended or expanded without review and approval of the Freeborn County Board of Commissioners.
- (6) This permit may be revoked by the Freeborn County Board of Commissioners at a public hearing to be held after 30 days’ notice is given for failure to comply with the provisions of this permit.

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

Commissioner Forman offered the following resolution:

RESOLUTION 24-128

RESOLVED, that Conditional Use Permit #405 is hereby amended to reflect the temporary stockpiling of demolition materials and the operation of a temporary concrete batch plant, for the year of 2024, be and is hereby approved.

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 24-129
AUTHORIZING AGREEMENT WITH BANCROFT TOWNSHIP**

WHEREAS, Freeborn County supports the efforts of towns and townships to improve and maintain their roads and bridges; and

WHEREAS, Bancroft Township would like to improve 245th Street between CSAH 22 and CSAH 45 in Freeborn County; and

WHEREAS, the state of Minnesota awarded a grant through the Local Road Improvement Program (LRIP) to Bancroft Township in the amount of \$37,080; and

WHEREAS, the LRIP grant program requires a County Sponsor when townships apply in order to qualify for the funding; and

WHEREAS, an intergovernmental agreement has been drafted to define the roles and responsibilities of both Bancroft Township and Freeborn County and has been subsequently approved and executed by Bancroft Township.

NOW THEREFORE, BE IT RESOLVED, that the Freeborn County Board of Commissioners approves the intergovernmental agreement with Bancroft Township and the continued sponsorship of the project by serving as the fiscal agent between Bancroft Township and the State of Minnesota.

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:

FREEBORN COUNTY MINNESOTA RESOLUTION #24-130

A RESOLUTION TO ACCEPT TWO MN INTENSIVE COMPREHENSIVE PEACE OFFICER EDUCATION AND TRAINING PROGRAM GRANTS OF \$50,000 EACH (\$100,000)

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

WHEREAS, the Freeborn County Sheriff's Office applied for and received two (2) ICPOET grant awards from the Office of Justice Programs (Division of MN Department of Public Safety). Each of the grant awards is for \$50,000. The grant is to assist MN law enforcement agencies with hiring for licensed peace officer staff and the appropriation is designed to recruit candidates who may be interested in a career transition into law enforcement.

WHEREAS, each \$50,000 appropriation can be utilized to pay for tuition, housing, mileage, wages, and fringe benefits of candidates. The anticipated tuition cost per candidate is \$20,600. The total cost per candidate, including wages and benefits, is expected to exceed \$50,000 for the 5 months they will be at school.

WHEREAS, to be eligible, candidates must have a two or four-year degree from a regionally accredited college or university.

WHEREAS, the Freeborn County Sheriff's Office has had difficulty in hiring qualified licensed peace officers for the position of Deputy Sheriff and has had openings since 2020.

WHEREAS, the ICPOET grant and educational program allow a new opportunity for the FCSO to expand the pool of candidates for the position of Deputy Sheriff.

WHEREAS, the MN DPS OJP ICPOET grant cycle runs June 2024 through June 2025 and the accompanying educational program at Alexandria Technical and Community College will run from October 2024 through February 2025.

BE IT THEREFORE RESOLVED, that Freeborn County, by and through its Board of Commissioners, accepts the two grant awards for the Minnesota Office of Justice Program, Intensive Comprehensive Peace Officer Education and Training Program.

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 24-131

BE IT RESOLVED, that Freeborn County grants liquor licenses to the following applicants:

Freeborn Lake Golf Course in Carlston Township - On Sale - 3.2 Beer License

Freeborn Lake Golf Course in Carlston Township – On Sale Wine License

Hickory Hills Campground in Nunda Township – On Sale – 3.2 Beer License

Hickory Hills Campground in Nunda Township – On Sale Wine License 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 24-132

ACCEPTING THE RESIGNATION OF JEANNE EPLAND

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; Jeanne Epland has been employed as an Office Support Specialist, Sr. – Sheriff Records since August 1st, 2006 and is resigning her position effective July 26th, 2024,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Jeanne Epland as an Office Support Specialist, Sr. – Sheriff Records effective on or about July 26th, 2024.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-133

PERMISSION TO FILL THE FREEBORN COUNTY OFFICE SUPPORT SPECIALIST, SR. – SHERIFF RECORDS 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, Jeanne Epland, Freeborn County Office Support Specialist, Sr. – Sheriff Records has resigned her position effective July 26th, 2024;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Office Support Specialist, Sr. – Sheriff Records position.

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 24-134

ACCEPTING THE RESIGNATION OF ALARIS MCCORD

WHEREAS, the Freeborn County Department of 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; Alaris McCord has been employed as an Adult Mental Health Case Manager since January 30th, 2023 and is resigning her position effective April 26th, 2024,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Alaris McCord as a Freeborn County Adult Mental Health Case Manager effective on or about April 26th, 2024.

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 24-135

PERMISSION TO FILL THE FREEBORN COUNTY ADULT MENTAL HEALTH CASE MAANGER 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, Alaris McCord, Freeborn County Adult Mental Health Case Manager has resigned her position effective April 26th, 2024;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Adult Mental Health Case Manager position.

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 24-136

APPROVAL OF A DIRECTED ENGINEERING STUDY AGREEMENT WITH APEX FACILITY SOLUTIONS, LLC

WHEREAS, Apex Facility Solutions, LLC is a company with experience along with technical and management capabilities to provide for the discovery, engineering, packaging, procurement, installation, financing, maintenance and monitoring of solar photovoltaic systems at facilities similar in size, function and system type to Freeborn County's facilities; and

WHEREAS, Freeborn County desires to enter into an agreement to have Apex Facility Solutions, LLC perform a Directed Engineering Study to determine the feasibility of entering into a guaranteed energy savings project for the procurement and installation of solar photovoltaic arrays at various county owned facilities. The considered County facilities include, but are not limited to, the Government Center, Human Services, Environmental Services, and County truck shops; and

WHEREAS, the Directed Engineering Study Agreement describes the services to be provided by Apex Facility Solutions, LLC;

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners does hereby approve entering into the Directed Engineering Study Agreement with Apex Facility Solutions, LLC.

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 No. 24-137
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before April 19th, 2024.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 563,787.51
03	County Road & Bridge	\$ 232,906.54
05	Human Services	\$ 179,966.61
06	Public Health	\$ 63,999.05
31	Capital Improvements	\$ 147,500.00
40	County Ditch	\$ 32,828.20
70	Trust & Agency	\$ 100,131.86
73	Payroll Clearing Fund	\$ 16,642.89
74	Turtle Creek Watershed	\$ 1,395.00
77	Recorder's Clearing	\$ 3,849.00
85	Septic Loan Fund	\$ 46.00
	FUND TOTALS	\$1,343,052.66

Number of Claims not exceeding \$300 – 48

Dollar amount of claims not exceeding \$300 – \$6,548.65

Resolution seconded by Commissioner Kaasa.

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

Chair, Commissioner Edwin adjourned the meeting at 9:26 a.m. until 8:30 a.m. on Tuesday, May 7th, 2024.

By: _____
Brad Edwin
Chair

Attest: _____
Erin Hornberger
County Clerk