

ADJOURNED MEETING OF THE COUNTY BOARD
August 6th, 2024

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, August 6th, 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 following additions. Under New Business, Doug Holst from Clifton Larson Allen will present the 2023 Audit Report; and two items under item F. Report of the County Administrator; to accept the resignation of Samantha Hengel, Family Based Services Provider; and to fill the vacant Family Based Services Provider position.

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

Commissioner Shoff offered the following resolution;

RESOLUTION No. 24-207
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 July 16th, 2024 minutes;
- 2) Approval of Regular Full-Time Status Employees;
- 3) 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.

Commissioner Eckstrom presented Lisa Rippentrop with a plaque from the Statewide Emergency Communications Board for Public Safety Telecommunicator of the year.

Doug Holst from Clifton Larson Allen presented the 2023 Audit Report to the Freeborn County Commissioners.

Chairman Edwin opened the Public Hearing for the Petition of Shell Rock River Watershed District to divert drainage waters on Freeborn County Ditch No. 55 at approximately 8:45 a.m.

Courtney Phillips, Shell Rock River Watershed District Engineer, Lorn Wallin and Terry Thorson all spoke during the public hearing.

The Public Hearing regarding Freeborn County Ditch No. 55 will be continued at 8:45 a.m. during the August 20th, 2024 regular Board meeting of the Freeborn County Commissioners.

Commissioner Forman offered the following resolution;

Resolution 24-208

**BEFORE THE FREEBORN COUNTY BOARD OF COMMISSIONERS ACTING
AS DRAINAGE AUTHORITY FOR FREEBORN COUNTY DITCH 55**

WHEREAS, a Petition to Divert Freeborn County Ditch No. 55 Drainage System Waters was executed on January June 10, 2024;

WHEREAS, a public hearing was set for August 6, 2024 at 8:45 a.m.;

WHEREAS, the Drainage Authority hereby accepts the Petition to divert drainage system waters on Freeborn County Ditch 55 located in the Northwest Quarter of Section 35 of Freeman Township, Freeborn County, MN;

WHEREAS, the Drainage Authority hereby appoints Steve Penkava, P.E. of Jones, Haugh, and Smith Engineering, Inc., to investigate the effect of the proposed diversion and file a report of findings with the Drainage Authority, care of the Freeborn County Auditor-Treasurer.

NOW THEREFORE, be it resolved the Board in its capacity as Drainage Authority execute the Findings and Order Accepting Petition and Appointing Engineer.

Resolution seconded by Commissioner Shoff.

After discussion, Commissioner Shoff rescinded his motion and no action was taken on the item.

Commissioner Shoff offered the following resolution;

RESOLVED AS, to continue the Public Hearing on Freeborn County Ditch No. 55 at the August 20th, 2024 regular Board meeting at 8:45 a.m.

Resolution seconded by Commissioner Eckstrom.

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

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

Commissioner Forman offered the following resolution;

RESOLUTION No. 24-210

Ratifying Property Tax System Maintenance and Support Agreement Amendment between MnCCC and Avenu Insights & Analytics, LLC

RESOLVED, ratifying the Property Tax System Maintenance and Support Agreement Amendment 8 between Minnesota Counties Computer Cooperative (MnCCC) and Avenu Insights and Analytics, LLC, providing an extension for support for Property Tax System (PTS) January 1, 2025 through December 31, 2025.

Resolution seconded by Commissioner Eckstrom.

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

Commissioner Shoff offered the following resolution;

RESOLUTION 24-211

**BOARD RATIFICATION OF THE
AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT BETWEEN
TRIMIN SYSTEMS INC. AND THE MINNESOTA COMPUTER COOPERATIVE (MnCCC)**

BE IT RESOLVED, that Freeborn County hereby ratifies the Professional Services Agreement between TriMin Systems Inc. and the Minnesota Counties Computer Cooperative (MnCCC) for the maintenance and support of IFS.

BE IT FURTHER RESOLVED, that the Agreement will be effective January 1, 2025 through December 31, 2027, and that the agreement commits Freeborn County for the term of the contract and the financial obligation associated with this agreement.

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

Commissioner Kaasa offered the following resolution:

RESOLUTION 24-212

WHEREAS, Freeborn County has bank accounts required by Minnesota Statutes for various county funds under the discretion of the Auditor-Treasurer and;

WHEREAS, THE Auditor-Treasurer strives to obtain safe, cost effective banking for Freeborn County and is moving funds to a lower cost solution;

THEREFORE RESOLVE, that the board of Commissioners authorizes a six-month short-term loan from the General Fund to a new Sheriff Turnkey Team 3 Bank Account at CCF Bank in the amount of \$20,000.00 for the purpose of covering debits during the transition from a prior Team 2 Turnkey Account at CCF Bank.

I HEREBY CERTIFY, that the above is a true and corrected copy of a resolution adopted by the Freeborn County Board of Commissioners at their session of the 6th day of August, 2024, and as It appears on the minutes of their record of proceedings.

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 24-213

Resolution To Accept Donation of \$250 from the Hayward Fire Department

WHEREAS, the Freeborn County Board of Commissioners must approve outside donations to the county, and;

WHEREAS, Freeborn County Probation and Pre-Trial Services will operate a truancy and drug and alcohol prevention booth in 2024 at the Freeborn County Fair, and;

WHEREAS, the Hayward Fire Department has offered a cash donation in the amount of \$250.00 to assist in that project,

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners resolves to accept the donation of cash from the Hayward Fire Department in the amount of \$250.00.

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 24-214

Resolution To Accept Donation of \$100 in Materials from Geneva Lumber Company

WHEREAS, the Freeborn County Board of Commissioners must approve outside donations to the county, and;

WHEREAS, Freeborn County Probation and Pre-Trial Services will operate a truancy and drug and alcohol prevention booth in 2024 at the Freeborn County Fair, and;

WHEREAS, Geneva Lumber Company has offered a donation of materials in the valued amount of \$100 to assist in that project,

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners resolves to accept the donation of materials from the Geneva Lumber Company in the valued amount of \$100.

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 24-215

Resolution To Accept Donation of \$300 from Lou Rich Company

Whereas, the Freeborn County Board of Commissioners must approve outside donations to the county, and;

Whereas, Freeborn County Probation and Pre-Trial Services will operate a truancy and drug and alcohol prevention booth in 2024 at the Freeborn County Fair, and;

Whereas, Lou Rich Company of Albert Lea has offered a cash donation in the amount of \$300.00 to assist in that project,

Now, Therefore, Be It Resolved that the Freeborn County Board of Commissioners resolves to accept the donation of cash from the Lou Rich Company in the amount of \$300.00.

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 24-216

Resolution to Accept Donation from Kwik Trip Stores of \$100

WHEREAS, the Freeborn County Board of Commissioners must approve outside donations to the county, and;

WHEREAS, Freeborn County Probation and Pre-Trial Services will operate a truancy and drug and alcohol prevention booth in 2024 at the Freeborn County Fair, and;

WHEREAS, Kwik Trip Stores of the Albert Lea District has offered a cash donation in the amount of \$100.00 in the form of four \$25 gift cards to assist in that project,

NOW, THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners resolves to accept the donation of cash from Kwik Trip Stores.

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

Commissioner Eckstrom offered the following resolution:

RESOLVED AS, to approve the Shell Rock & Winnebago River Implementation Funds budget.

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:

RESOLVED AS, to enter into an amended sub-agreement for the Shell Rock – Winnebago Comprehensive Watershed management plan.

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 24-219

Resolution to Approve Collaborative Coordinator as an Employee of Freeborn County

WHEREAS, the State of Minnesota, through the Department of Human Services, has established and maintained provisions for the establishment of local Family Services and Children’s Mental Health Collaboratives in accordance with Minn. Statutes 124D.23, and 254.491 to 245.495; and

WHEREAS, the Freeborn Family Services and Children's Mental Health Collaborative was established to foster collaborative prevention and intervention efforts to improve outcomes, stability and health of all children and families through the coordination of multi-agency services and informal supports within the community, by developing a comprehensive system of collaborative service delivery to improve the ability of families to meet the needs of their children; and

WHEREAS, the Freeborn County Family Services and Children’s Mental Health Collaborative is able to generate local revenue by identified member agencies participating in the Local Collaborative Time Study (LCTS) and is able to secure grants from sources outside of local, state and federal government entities; and

WHEREAS, the Freeborn County Family Services and Children’s Mental Health Collaborative desires the Collaborative Coordinator to be a designated County position; and

WHEREAS, Freeborn County feels a designated Coordinator is integral to support and sustain of the mission of the Collaborative; therefore

BE IT RESOLVED, that the Coordinator position for the Freeborn County Family Services and Children’s Mental Health Collaborative be an employment position of Freeborn County.

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 24-220

Resolution to renew the Grant Agreement between the Department of Public Safety and Freeborn County Crime Victims Crisis Center for provision of Domestic Violence, General Crime Victim, and Sexual Assault Services in Freeborn County.

WHEREAS, Freeborn County has the need to provide domestic violence, general crime victim, and sexual assault services to residents of Freeborn County; and

WHEREAS, Freeborn County provides for these services through the Freeborn County Crime Victims Crisis Center; and

WHEREAS, the Freeborn County Crime Victims Crisis Center has received grant funding from the Office of Justice Programs in the Minnesota Department of Public Safety utilizing federal and state grant dollars with parameters for the provision of these services; therefore

BE IT RESOLVED, that the Amendment to Grant Contract Agreement between Freeborn County Crime Victims Crisis Center and the Office of Justice Programs within the MN Department of Public Safety is approved for the term of 10/1/2024 – 9/30/2025.

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 24-221

Resolution to approve the Purchase of Service Agreement between the Freeborn County Department of Human Services and Cedar Valley Services

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 as actively employed individuals; and

WHEREAS, Cedar Valley Services is an approved vendor, according to Minnesota Statutes, of services to individuals with disabilities; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from Cedar Valley Services; therefore

BE IT RESOLVED, that the 2024-2025 Purchase of Service Agreement between the Freeborn County Department of Human Services and Cedar Valley Services is approved for provision of Community and Facility Based Extended Employment Services to residents of Freeborn County that are eligible for those services.

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 24-222

Resolution to approve the Purchase of Service Agreement between the Freeborn County Department of Human Services and Grace Home Health Transportation

WHEREAS, Minnesota Statute mandates assurances for recipients of Medical Assistance, including but not limited to the elderly, individuals with disabilities, pregnant women and children, to access necessary medical care; and

WHEREAS, Minnesota Statute 256B.0625, Subdivisions 17 and 18 and Minnesota Rules 9505.0315 and 9505.0445 outline the provision of medical transportation, including non-emergency medical transportation (NEMT) as a Medicaid covered service which must be administered in a cost-effective manner; and

WHEREAS, the Freeborn County Department of Human Services is the local county agency responsible for determining eligibility for and administering Minnesota Health Care Programs (MHCP); and

WHEREAS, a Purchase of Service Agreement is desirable in order to define responsibilities and hold each party accountable for required procedures, documentation and fiscal functions; and

WHEREAS, Grace Home Health Transportation is enrolled with Minnesota Health Care Programs as a transportation provider; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from Grace Home Health Transportation; therefore

BE IT RESOLVED, the 2024 Purchase of Service Agreement between the Freeborn County Department of Human Services and Grace Home Health Transportation is approved for provision of Non-Emergency Medical Transportation Services to residents of Freeborn County that are eligible for those services.

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 24-223

Resolution to approve the Purchase of Service Agreement between the Freeborn County Department of Human Services and FairRyde Transportation

WHEREAS, Minnesota Statute mandates assurances for recipients of Medical Assistance, including but not limited to the elderly, individuals with disabilities, pregnant women and children, to access necessary medical care; and

WHEREAS, Minnesota Statute 256B.0625, Subdivisions 17 and 18 and Minnesota Rules 9505.0315 and 9505.0445 outline the provision of medical transportation, including non-emergency medical transportation (NEMT) as a Medicaid covered service which must be administered in a cost-effective manner; and

WHEREAS, the Freeborn County Department of Human Services is the local county agency responsible for determining eligibility for and administering Minnesota Health Care Programs (MHCP); and

WHEREAS, a Purchase of Service Agreement is desirable in order to define responsibilities and hold each party accountable for required procedures, documentation and fiscal functions; and

WHEREAS, FairRyde Transportation is enrolled with Minnesota Health Care Programs as a transportation provider; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from FairRyde Transportation; therefore

BE IT RESOLVED, the 2024 Purchase of Service Agreement between the Freeborn County Department of Human Services and Fair Ryde Transportation is approved for provision of Non-Emergency Medical Transportation Services to residents of Freeborn County that are eligible for those services.

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 24-224

Authorizing Cost Share Agreement with the City of Freeborn

WHEREAS, the Freeborn County Highway Department has the responsibility of maintaining the county road system; and

WHEREAS, the County has successfully participated with local communities on the installation and maintenance of dynamic feedback signs and is supportive of additional installations approved by the County Engineer in an effort to reduce speeds and keep our roads safe; and

WHEREAS, the City of Freeborn is requesting a 50/50 cost share agreement for the installation and maintenance of two dynamic speed signs within their city limits on CSAH 29.

THEREFORE, BE IT RESOLVED, that the County Board authorizes an agreement with the City of Freeborn on the 50/50 cost share for the installation and maintenance of two dynamic speed signs that shall be placed at locations satisfactory to the County Engineer.

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 24-225

PERMISSION TO FILL THE FREEBORN COUNTY OFFICE SUPPORT SPECIALIST - DHS 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, Jessica Olson, Office Support Specialist - DHS has accepted another position as the Office Support Specialist – Mental Health so this leaves a vacant Office Support Specialist - DHS position;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Office Support Specialist - DHS 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:

RESOLVED AS, to accept the resignation of Samantha Hengel, Family Based Services - DHS

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:

RESOLVED AS, to fill the vacant Family Based Services – DHS position.

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 No. 24-228
Approval of Claims**

RESOLVED, that the following claims be allowed and paid on or before August 9th, 2024.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 749,941.08
03	County Road & Bridge	\$ 2,265,221.58
05	Human Services	\$ 194,568.31
06	Public Health	\$ 73,010.21

31	Capital Improvements	\$13,816.85
35	Debt. Services	\$ 350.00
40	County Ditch	\$ 105,518.42
70	Trust & Agency	\$ 29,378.50
73	Payroll Clearing Fund	\$31,190.81
74	Turtle Creek Watershed	\$2,325.00
77	Recorder's Clearing	\$3,035.00
79	Social Services Collab	\$ 170.00
80	<u>Tax Collection Fund</u>	<u>\$240,704.53</u>
	FUND TOTALS	\$3,709,230.29

Number of Claims not exceeding \$300 – 219

Dollar amount of claims not exceeding \$300 – \$20,459.10

Resolution seconded by Commissioner Eckstrom.

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

Chair, Commissioner Edwin adjourned the meeting at 10:40 a.m. until 8:30 a.m. on Tuesday, August 20th, 2024.

By: _____
Brad Edwin
Chair

Attest: _____
Ryan Rasmusson
County Administrator