

ADJOURNED MEETING OF THE COUNTY BOARD
October 4, 2022

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, October 4, 2022. Members present: Commissioners Shoff, Belshan, Edwin, Forman and Herman

The meeting was opened with the Pledge of Allegiance.

Commissioner Edwin offered the following motion;

MOVED, approving the agenda with the addition under 7B Report of Personnel to accept resignation of Brandon Cech, Highway Maintenance Worker and fill the vacant position.

Motion seconded by Commissioner Herman.

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

Commissioner Herman offered the following resolution;

RESOLUTION No. 22-291
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 September 20, 2022 minutes;
- 2) Approval of Drainage Repairs: CD8.

Resolution seconded by Commissioner Forman.

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

The Commissioners provided Board Committee updates.

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

Commissioner Belshan offered the following resolution;

RESOLUTION No. 22-292
Supporting Operation Green Light for Veterans

WHEREAS, the residents of Freeborn County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Freeborn County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help

fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Freeborn County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; therefore be it

RESOLVED, with designation as a Green Light for Veterans County, Freeborn County hereby declares November 7th through November 13th a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; therefore, be it further

RESOLVED, that in observance of Operation Green Light, Freeborn County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Resolution seconded by Commissioner Edwin.

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

Commissioner Herman offered the following resolution;

RESOLUTION No. 22-293
Accepting the Resignation of Tamra Paulson

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; Tamra Paulson has been employed as a Detention Deputy since January 30th, 2005 and is resigning her position effective September 23rd, 2022,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Tamra Paulson as a Freeborn County Detention Deputy effective on or about September 23rd, 2022.

Resolution seconded by Commissioner Forman.

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

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-294
Permission to Fill the 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, Tamra Paulson, Freeborn County Detention Deputy has resigned her position effective September 23rd, 2022;

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

Resolution was seconded by Commissioner Edwin.

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

Commissioner Belshan offered the following resolution:

RESOLUTION No. 22-295
Accepting the Resignation of Jay Moller

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; Jay Moller has been employed as a Detention Deputy since August 4th, 2014 and is resigning his position effective September 27th, 2022,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Jay Moller as a Freeborn County Detention Deputy effective on or about September 27th, 2022.

Resolution was seconded by Commissioner Herman.

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

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-296
To Fill the 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, Jay Moller, Freeborn County Detention Deputy has resigned his position effective September 27th, 2022;

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

Resolution was seconded by Commissioner Edwin.

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

Commissioner Herman offered the following resolution:

RESOLUTION No. 22-297
Accepting the Resignation of McKenzie Zuniga/Kosmoski

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; McKenzie Zuniga/Kosmoski has been employed as a Detention Deputy since December 11th, 2017 and is resigning her position effective October 7th, 2022,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of McKenzie Zuniga/Kosmoski as a Freeborn County Detention Deputy effective on or about October 7th, 2022.

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

Commissioner Edwin offered the following resolution:

**RESOLUTION No. 22-298
To Fill the 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, McKenzie Zuniga/Kosmoski, Freeborn County Detention Deputy has resigned her position effective October 7th, 2022;

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

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

Commissioner Herman offered the following resolution:

**RESOLUTION No. 22-299
Accepting Resignation of Brandon Cech**

WHEREAS, the Freeborn County Highway Maintenance Worker 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; Brandon Cech has been employed as a Highway Maintenance Worker since June 19th, 2017 and is resigning his position effective October 14th, 2022,

NOW, THEREFORE BE IT RESOLVED, to accept the resignation of Brandon Cech as a Freeborn County Highway Maintenance Worker effective on or about October 14th, 2022.

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

Commissioner Herman offered the following resolution:

**RESOLUTION No. 22-300
To Fill Highway Maintenance Worker 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, Brandon Cech, Freeborn County Highway Maintenance Worker has resigned his position effective October 14th, 2022;

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

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

Commissioner Edwin offered the following resolution:

RESOLUTION No. 22-301
Declaring the Existence and Sale of Surplus County Property

IT IS RESOLVED that Freeborn County has an inventory of property.

IT IS RESOLVED that 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.

IT IS FURTHER RESOLVED that the Freeborn County Board of Commissioners consider the following property as surplus and authorize the sale of the following surplus property:

1984 International Semi-Tractor #90
2013 Ford Explorer XLT #1318
2014 Ford F-150 4x4 Supercab #1417
2014 Ford F-150 4x4 Supercab #1459
2015 GMC Sierra Z71 4x4 Double Cab #1555
2017 Dodge Grand Caravan #5703
2001 Towmaster T40T Trailer #244
2007 Load-Max Trailer #744
Insulated Garage Door & Opener from Oakland Shop
Pallet Racking
Floor Mounted Grinder

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

Commissioner Edwin offered the following resolution:

RESOLUTION No. 22-302
Approving Tractor Purchase

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

WHEREAS, the Freeborn County Highway Department maintains a fleet of maintenance equipment including tractors to complete road maintenance work across the county road system; and

WHEREAS, one of the existing tractors within the fleet has approached the end of its useful service life to the County; and

WHEREAS, the highway department has found a replacement unit meeting the department's specifications and would like to make the purchase originally budgeted for 2023 early to make sure the new unit is available for immediate use.

NOW, THEREFORE, BE IT RESOLVED the County Highway Engineer is authorized to purchase the replacement unit for the approximate cost of \$155,407.45 which includes the trade allowance for the unit being replaced; and

IT IS FURTHER RESOLVED, that payment for the new unit shall not occur until after January 1, 2023.

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

Commissioner Forman offered the following resolution:

RESOLUTION No. 22-303
To Execute a Purchase of Service agreement with Lutheran Social 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 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, Lutheran Social Services (LSS) is an approved vendor, according to Minnesota Statutes, of Semi-Independent Living Services (SILS) to individuals with developmental disabilities; and

WHEREAS, the Freeborn County Department of Human Services wishes to purchase specific services from Lutheran Social Services (LSS); therefore

BE IT RESOLVED, that the 10/2022-12/2023 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and Lutheran Social Services (LSS), is approved for provision of the semi-independent living services to residents of Freeborn County.

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

Commissioner Edwin offered the following resolution:

RESOLUTION No. 22-304
To Execution a Purchase of Service Agreement with Unique Abilities

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, Unique Abilities is an approved vendor, according to Minnesota Statutes, of Semi-Independent Living Services (SILS) to individuals with developmental disabilities; and

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

BE IT RESOLVED, that the 10/2022-12/2023 Purchase of Service Agreement between the Freeborn County Dept. of Human Services and Unique Abilities, is approved for provision of the semi-independent living services to residents of Freeborn County.

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

Commissioner Forman offered the following resolution:

RESOLUTION No. 22-305
Approving Committing Excess Fund Balance

RESOLVED, approving committing excess fund balance in the amount of \$130,000.00 for driveway and drainage improvements at the Environmental Services building.

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

Commissioner Forman offered the following resolution:

RESOLUTION No. 22-306
Approving Tax Abatements for New Single-Family Home

Todd and Julie Ulve

WHEREAS, the City of Albert Lea has adopted and ISD #241 has joined in approving a tax abatement housing assistance policy to aid in promoting residential dwelling construction within the city limits of Albert Lea;
AND

WHEREAS, the City of Albert Lea has requested continues participation by Freeborn County in accordance with the terms and conditions of said policy; AND

WHEREAS, the Freeborn County Board of Commissioners deem it appropriate to participate in said policy insofar as Freeborn County's share of tax revenue is concerned;

WHEREAS, By Resolution 22-037 Freeborn County has continued to participate in the above program through December of 2026 in accordance with and subject to the requirements and limitations imposed by the policy adopted by the City of Albert Lea, with the specific additional condition that the City of Albert Lea provide timely notification to the Freeborn County Auditor/Treasurer of any construction in a given year that qualifies for tax abatement under the existing city policy;

WHEREAS, Freeborn County has determined per the agreement with the City of Albert Lea to grant to Todd and Julie Ulve ("Property Owner") Housing Tax Abatement for the Property (the Property") legally described as:

1960 Wilby Rd., Albert Lea, MN 56007
Legal Description: As described on the Exhibit A attached to original Resolution
Parcel ID: 34.480.0010

WHEREAS, the Property Owner has met the statutory requirements outlined under Minn. Stat. § 469. 1813 as well as the City of Albert Lea Tax Abatement Housing Assistance Policy guidelines for abatement.

NOW THEREFORE, BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby approve the Local Option Abatement Application as described above.

Duard and Janet Birkhofer

WHEREAS, the City of Albert Lea has adopted and ISD #241 has joined in approving a tax abatement housing assistance policy to aid in promoting residential dwelling construction within the city limits of Albert Lea;
AND

WHEREAS, the City of Albert Lea has requested continues participation by Freeborn County in accordance with the terms and conditions of said policy; AND

WHEREAS, the Freeborn County Board of Commissioners deem it appropriate to participate in said policy insofar as Freeborn County's share of tax revenue is concerned;

WHEREAS, By Resolution 22-037 Freeborn County has continued to participate in the above program through December of 2026 in accordance with and subject to the requirements and limitations imposed by the policy adopted by the City of Albert Lea, with the specific additional condition that the City of Albert Lea provide timely notification to the Freeborn County Auditor/Treasurer of any construction in a given year that qualifies for tax abatement under the existing city policy;

WHEREAS, Freeborn County has determined per the agreement with the City of Albert Lea to grant to Duard and Janet Birkhofer ("Property Owner") Housing Tax Abatement for the Property (the Property") legally described as:

1812 Hale Drive, Albert Lea, MN 56007
Legal Description: As described on Exhibit A attached to the original Resolution.
Parcel ID: 34.372.0060

WHEREAS, the Property Owner has met the statutory requirements outlined under Minn. Stat. § 469. 1813 as well as the City of Albert Lea Tax Abatement Housing Assistance Policy guidelines for abatement.

NOW THEREFORE, BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby approve the Local Option Abatement Application as described above.

Scott L. Schroader

WHEREAS, the City of Albert Lea has adopted and ISD #241 has joined in approving a tax abatement housing assistance policy to aid in promoting residential dwelling construction within the city limits of Albert Lea; AND

WHEREAS, the City of Albert Lea has requested continues participation by Freeborn County in accordance with the terms and conditions of said policy; AND

WHEREAS, the Freeborn County Board of Commissioners deem it appropriate to participate in said policy insofar as Freeborn County's share of tax revenue is concerned;

WHEREAS, By Resolution 22-037 Freeborn County has continued to participate in the above program through December of 2026 in accordance with and subject to the requirements and limitations imposed by the policy adopted by the City of Albert Lea, with the specific additional condition that the City of Albert Lea provide timely notification to the Freeborn County Auditor/Treasurer of any construction in a given year that qualifies for tax abatement under the existing city policy;

WHEREAS, Freeborn County has determined per the agreement with the City of Albert Lea to grant to Scott L. Schroader ("Property Owner") Housing Tax Abatement for the Property (the Property") legally described as:

2022 Schroader, Albert Lea, MN 56007

Legal Description: As described on the Exhibit A attached to the original Resolution.

Parcel ID: 08.040.0220

WHEREAS, the Property Owner has met the statutory requirements outlined under Minn. Stat. § 469. 1813 as well as the City of Albert Lea Tax Abatement Housing Assistance Policy guidelines for abatement.

NOW THEREFORE, BE IT RESOLVED, that the Freeborn County Board of Commissioners does hereby approve the Local Option Abatement Application as described above.

Resolution was seconded by Commissioner Herman.

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

Commissioner Edwin offered the following:

**RESOLUTION No. 22-307
Setting Truth in Taxation Meeting**

RESOLVED, setting the Truth in Taxation meeting for December 8, 2022 at 6:00 p.m.

Resolution was seconded by Commissioner Herman.

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

Commissioner Belshan offered the following resolution:

**RESOLUTION No. 22-308
Approval of Claims**

RESOLVED, that the following claims be allowed and paid on or before October 7, 2022.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 622,477.61
03	County Road & Bridge	\$ 577,280.62
05	Human Services	\$ 163,019.79
06	Public Health	\$ 66,611.94
31	Capital Improvement	\$ 73,875.20

40	County Ditch	\$ 80,132.63
70	Trust & Agency	\$ 38,840.72
73	Payroll Clearing Fund	\$ 23,670.65
74	Turtle Creek Watershed	\$ 9,304.78
80	Tax Collection Fund	<u>\$ 1,488.20</u>
	FUND TOTALS	\$1,656,702.13

Number of Claims not exceeding \$300 – 67

Dollar amount of claims not exceeding \$300 – \$8,809.08

Resolution seconded by Commissioner Forman.

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

Chair, Commissioner Shoff adjourned the meeting at 8:56 a.m. until 8:30 a.m. on Tuesday, October 18, 2022.

By: _____
Christopher N. Shoff
Chair

Attest: _____
Janice Fransen
Interim Clerk/Administrator