

Albany Area Schools
Albany, Minnesota 56307
Administration Office Telephone 320/845-2171 - FAX 320/201-5878
SPECIAL SCHOOL BOARD MEETING
Albany Area Schools - ISD #745
District Board Room
30 Forest Ave
Albany, Minnesota 56307
December 6, 2023, 4:00 PM
AGENDA

- 1. Call to Order
2. Roll Call
3. Bid Meeting with Palmer Bus Service, Inc.
4. Bid Meeting with 4 Point O School Services, Inc.
5. Adjournment

Note: Items may be added to the agenda which have an immediate effect on the operation of the school district. An effort will be made to keep additions to a minimum.

Amy Sand, Clerk. P-49-1B

CERTIFICATE OF AMENDMENT TO ASSUMED NAME Minnesota Statutes Chapter 333

- 1. ASSUMED NAME: ProJoy Bookkeeping.
2. PRINCIPAL PLACE OF BUSINESS IS: 508 Highlands Dr., Albany, MN 56307.
3. List a Mailing Address if you cannot receive mail at the principal place of business address: None
4. NAMEHOLDER(S): Alyssa Holmgren, 508 Highlands Dr., Albany, MN 56307.
5. This certificate is an amendment of Certificate of Assumed Name File Number 1408545900031.
Originally filed on: 9-27-2023
Under the name: True Balance Bookkeeping.

6. By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

/s/ Alyssa Holmgren
11/01/2023
P-48-2B

NOTICE OF APPLICATION FOR A LIVESTOCK FEEDLOT PERMIT

Notice is hereby given per Minnesota Statutes Chapter 116, that Steven and Jackie Moll farm has made an application to the Minnesota Pollution Control Agency or the County of Stearns for permit to construct or expand a feedlot with a capacity of 500 animal units or more.

The existing and/or proposed feedlot will be located in the part of the NE 1/4 of section 29, T125N, R32W of Oak Township, Stearns County, State of Minnesota. The existing facility consists of dairy cows replacement heifers and calves for a total of 225 animal units; partial and total confinement barns, open lots and an earthen liquid manure storage area. The proposed facility will consist of feeder steers and slaughter steers for a total of 665 animal units, total and partial confinement barns, expanded open lots areas and an earthen liquid manure storage area.

The publication shall constitute as notice to each resident and each owner of real property within 5,000 feet of the perimeter of the proposed feedlot as required by Minnesota State law.

P-49-1P

CERTIFICATE OF ASSUMED NAME Minnesota Statutes Chapter 333

ASSUMED NAME: Heijeju Arts.
PRINCIPAL PLACE OF BUSINESS IS: 703 West St.
Germain Street, St. Cloud, MN 56301 USA.
NAMEHOLDER(S): Heijeju, 703 West St. Germain Street, St. Cloud, MN 56301 USA.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

/s/ Heidi Jeub
11/28/2023
P-49-2B

ALBANY TOWNSHIP AFFIDAVITS OF CANDIDACY

Affidavits of Candidacy for the Township of Albany, Stearns County MN, shall be filed with the township clerk beginning on Tuesday, January 2, 2024, at 8:00 A.M and continue until Tuesday, January 16, 2024 at 5:00 P.M. The Clerk's office will be open January 16 from 1 to 5 P.M for filing purposes.

Office to be filed at the Annual Meeting on March 12, 2024 are for a supervisor for a three year term now held by John Greer, and Clerk Treasurer for a two year term, now held by Diane Noll.

Annual Election and Township Meeting will be held at the City of Albany, Fire Hall 231 Fourth Street, Albany MN.

Affidavits of candidacy shall be filed with the Township Clerk at 20929 330 St, Albany MN 56307, or contact her by email at albanytwp@albanytel.com. Filing fee is \$2.00.

Diane Noll- Clerk
Albany Township
320-224-9616
P-49-2B

CERTIFICATE OF ASSUMED NAME Minnesota Statutes Chapter 333

ASSUMED NAME: Cuts By Osnar.
PRINCIPAL PLACE OF BUSINESS: 317 MAIN ST E, MELROSE, MN 56352 USA.
NAMEHOLDER(S): Osnar R Aguilar Cervantes, 422 3RD ST SE, MELROSE, MN 56352 USA.

I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

/s/ Osnar R. Aguilar Cervantes
11/30/2023
P-49-2B

SUMMONS NOTICE
STATE OF MINNESOTA
COUNTY OF STEARNS
DISTRICT COURT
SEVENTH JUDICIAL
DISTRICT
Case Type: Other Civil
Case No: 73-CV-23-9062

SUMMONS

Vanderbilt Mortgage and Finance, Inc.,
Plaintiff,

v.

Jay H. Seguin, and all other persons unknown claiming any right, title, estate, interest, or line in the real estate described in the Complaint herein,
Defendants.

THIS SUMMONS IS DIRECTED TO: Defendants, above named.

1. YOU ARE BEING SUED. The Plaintiff has started a lawsuit against you. The Plaintiff's Complaint against you is attached to this summons. Do not throw these papers away. They are official papers that affect your rights. You must respond to this lawsuit even though it may not yet be filed with the Court and there may be no court file number on this summons.

2. YOU MUST REPLY WITHIN 21 DAYS TO PROTECT YOUR RIGHTS. You must give or mail to the person who signed this summons a written response called an Answer within 21 days of the date on which you received this Summons. You must send a copy of your Answer to the person who signed this summons located at:
Foley & Mansfield, PLLP, 250 Marquette Avenue, Suite 1200, Minneapolis, MN 55401.

3. YOU MUST RESPOND TO EACH CLAIM. The Answer is your written response to the Plaintiff's Complaint. In your Answer you must state whether you agree or disagree with each paragraph of the Complaint. If you believe the Plaintiff should not be given everything asked for in the Complaint, you must say so in your Answer.

4. YOU WILL LOSE YOUR CASE IF YOU DO NOT SEND A WRITTEN RESPONSE TO THE COMPLAINT TO THE PERSON WHO SIGNED THIS SUMMONS. If you do not Answer within 21 days, you will lose this case. You will not get to tell your side of the story, and the Court may decide against you and award the Plaintiff everything asked for in the complaint. If you do not want to contest the claims stated in the complaint, you do not need to respond. A default judgment can then be entered against you for the relief requested in the complaint.

5. LEGAL ASSISTANCE. You may wish to get legal help from a lawyer. If you do not have a lawyer, the Court Administrator may have information about places where you can get legal assistance. Even if you cannot get legal help, you must still provide a written Answer to protect your rights or you may lose the case.

6. ALTERNATIVE DISPUTE RESOLUTION. The parties may agree to or be ordered to participate in an alternative dispute resolution process under Rule 114 of the Minnesota General Rules of Practice. You must still send your written response to the Complaint even if you expect to use alternative means of resolving this dispute.

FOLEY & MANSFIELD, PLLP
Dated: November 22, 2023
By: /s/ Thomas J. Lallier
Thomas J. Lallier (#163041)
tlallier@foleymansfield.com
Sean C. Mansfield (#0400374)
scmansfield@foleymansfield.com
250 Marquette Avenue, Suite 1200
Minneapolis, MN 55401
Telephone: (612) 338-8788
ATTORNEYS FOR PLAINTIFF
P-47-3B

Regular School Board Minutes - Melrose Area Public Schools Monday, October 23, 2023

Chair Heller called the meeting to order at 6:30 pm. The Pledge of Allegiance was recited. The following members were present: Chair Heller, Vice-Chair Dufner, Treasurer Heidgerken, Clerk Feldewerd, Director Uphoff & Director Poepping. Also present were: Superintendent Winter, Business Manager Noska, Principal Pearson, Principal Doetkott, & Principal Anderson.

Director Uphoff moved, with a second by Treasurer Heidgerken, to approve the amended agenda. The Motion was unanimously carried.

Nothing to report on the Open Forum. No action was taken.

Board reports were given. No action was taken.

Administrative reports were given. No action was taken.

Vice-Chair Dufner moved, with a second by Director Poepping, to approve the following consent agenda items:

- September 25, 2023 School Board Minutes
Bills & Wire Transfers in the amount of \$1,707,313.18
New Hire - Alvina Maus - Food Service Asst. - High School - Part time - Effective 9-26-23
New Hire - Jodi Marquez-Bierschbach - Paraprofessional - Elementary - Full time - Effective 10-4-23
New Hire - Teresa Schad (Step 1) - Teacher - High School - Part time - Effective 8-28-23
New Hire - Amy Stumler - Paraprofessional - Elementary - Full time - Effective 10-16-23

New Hire - Scott Brever (Step 12) - 7/8 BBB Coach - Middle School - Part time - Effective 10-23-23

New Hire - Elizabeth Wold (Step 1) - Asst. Dance Coach - High School - Part time - Effective 10-23-23

New Hire - Ayrana Schneider (Step 1) - Asst. Speech Coach - High School - Part time - Effective 12-1-23

New Hire - Maria Martinez Juarez - Paraprofessional - Elementary - Full time - Effective 10-27-23

Resignation - Alvina Maus - Food Service Asst. - High School - Part time - Effective 10-17-23

Resignation - LeAnn Ostendorf - Paraprofessional - Elementary - Full time - Effective 10-26-23

LOA - Amairany Torres Becerra - Paraprofessional - Elementary - Full time - Effective 11-17-23

The Motion was unanimously carried.

Treasurer Heidgerken moved, with a second by Director Uphoff, to approve the Treasurer's Report. The Motion was unanimously carried.

Vice-Chair Dufner moved, with a second by Treasurer Heidgerken, to approve the following donations:

- 9-26-23 - Walmart - District - School Supplies - \$700.00
10-2-23 - Standard Iron - High School - 500 lbs. of steel, onsite visit and a future classroom visit - \$3,000
10-2-23 - Women of Today - Elementary - School Supplies - \$435.83
10-6-23 - Mary Schad & Julie Schaefer-O'Brien - High School - Speech - \$250.00
10-10-23 - American Legion

Post in Long Prairie - High School - Speech/Raffle - \$450.00
10-16-23 - Carstens Industries Inc. - High School - Site Visit - Classroom exercise with fiberglass - \$650.00

Upon a roll call vote being taken those that voted in favor thereof:

Chair Heller, Vice-Chair Dufner, Clerk Feldewerd, Treasurer Heidgerken, Director Uphoff & Director Poepping

Those voting against the same: None The Motion was unanimously carried.

Director Uphoff moved, with a second by Vice-Chair Dufner, to approve Policy 102 - Equal Educational Opportunity. The Motion was unanimously carried.

Director Uphoff moved, with a second by Treasurer Heidgerken, to approve Policy 514 - Bullying Prohibition. The Motion was unanimously carried.

Vice-Chair Dufner moved, with a second by Treasurer Heidgerken, to approve Policy 613 - Graduation Requirements. The Motion was unanimously carried.

Director Uphoff moved, with a second by Director Poepping, to approve Policy 621 - Literacy & the Read Act. The Motion was unanimously carried.

Treasurer Heidgerken moved, with a second by Vice-Chair Dufner, to table the Resolution on Combined Polling Places until the November '23 board meeting. The Motion was unanimously carried.

Director Uphoff moved, with a second by Treasurer Heidgerken, to approve the Interventionists Notice of Assignment for the 2023-24 & 2024-25 school years. The Motion was unanimously carried.

Director Uphoff moved, with a second by Vice-Chair Dufner to adjourn the meeting at 7:25 pm. The Motion was unanimously carried.

second by Treasurer Heidgerken, to approve the 2023-24 Custodial Seniority List. The Motion was unanimously carried.

Treasurer Heidgerken moved, with a second by Vice-Chair Dufner, to approve the 2023-24 Paraprofessional Seniority List. The Motion was unanimously carried.

Director Uphoff moved, with a second by Clerk Feldewerd, to approve the 2023-24 Preschool Teacher Seniority List. The Motion was unanimously carried.

Clerk Feldewerd moved, with a second by Treasurer Heidgerken, to approve the 2023-24 Teacher Seniority List. The Motion was unanimously carried.

Director Uphoff moved, with a second by Vice-Chair Dufner, to the MSHSL Foundation Grant. The Motion was unanimously carried.

Vice-Chair Dufner moved, with a second by Director Uphoff, to approve the Law Enforcement Against Drugs (LEAD) program as presented. The Motion was unanimously carried.

Director Uphoff moved, with a second by Treasurer Heidgerken, to approve the Interventionists Notice of Assignment for the 2023-24 & 2024-25 school years. The Motion was unanimously carried.

Director Uphoff moved, with a second by Vice-Chair Dufner to adjourn the meeting at 7:25 pm. The Motion was unanimously carried.

Becky Feldewerd, Clerk P-49-1B

Notice of Public Hearing Stearns County, Planning Commission

Notice is hereby given that the Stearns County Planning Commission, in and for the County of Stearns, will conduct certain public hearings as follows:

To consider a conditional use permit request submitted by Jammie Wieling, Melrose MN on behalf of Glenn Hinnenkamp, Melrose MN according to Sections 4.8, 6.18 and 9.2.5 of Stearns County Land Use and Zoning Ordinance #439. The request is to construct and operate a contractor's yard in the Agricultural 80 zoning district. The property is part of the SW1/4 of the NW1/4, lying east of County Rd 168 in Section 30 of Millwood Township (126/32).

When and where is the meeting?

Date and Time: December 21, 2023 at 6:00 p.m.
Stearns County Service Center
3301 County Road 138
Waite Park, MN 56387

How do I participate?

Public Testimony: If you would like to provide public testimony, you may do so by appearing at the above hearing, by telephone or other electronic means, please contact Jennifer Buckentine at Jennifer.Buckentine@stearnscountymn.gov or by calling (320) 656-3613.

Written Testimony: You may submit written testimony by emailing Jennifer.Buckentine@stearnscountymn.gov by 3 p.m. on December 20, 2023. Written testimony may also be mailed to the Stearns County Environmental Services Department, Service Center, 3301 County Road 138, Waite Park, MN 56387.

Comments on this public hearing are not limited to those persons receiving copies of this notice. If you know of any inter-

ested person who for any reason has not received a copy of this notice, it would be appreciated if you would inform them of this public hearing.

Where can I view the application?

A copy of the application can be viewed approximately one week prior to the meeting at http://stearnscountymn.igq2.com/Citizens/Default.aspx. Action taken on this request will be available shortly after the meeting at the same website location.

What if the meeting changes?

This meeting is subject to change. Please sign up for automatic updates for this meeting at http://stearnscountymn.igq2.com/Citizens/Default.aspx. Call the Department for assistance.

What is the next step?

The Stearns County Board of Commissioners will consider this request on January 2, 2024. The agenda can be found at: http://stearnscountymn.igq2.com/Citizens/Default.aspx. Interim Use and Conditional Use Permits will be placed on the consent agenda which is heard at the beginning of the agenda. To inquire how to request an item be placed under the regular agenda for discussion, please contact the Department. If the Board of Commissioners do not concur with the Planning Commission, they will hold another public hearing and new notice will be sent.

Stearns County Planning Commission

Barrier Free Status: This meeting will be accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please call (320) 656-3613 early so arrangements can be made.

Publish: December 6, 2023 - Star Post

P-49-1B

Unadopted Minutes SCHOOL BOARD WORK SESSION Albany Area Schools - ISD #745 District Office Board Room November 29, 2023

1. Call to Order

The meeting was called to order by Chair Kreuzer at 6 p.m.

2. Roll Call

Present: Kreuzer, Hansen, Sands, Rueter, Carbajal, Sand, Dirkes Late:

Absent:

3. Student Representatives

The student representatives presented ways to improve mental health support for students. They are working to get the mental health hotline back up and running and available for students. They would also like to have representatives come to the school to meet with small groups of students.

They also shared their thoughts about the benefits of having turf put on the football field.

4. Minnesota Community Education Association Project Award Presentation

The Community Education staff was presented the Outstanding Project Award from Region 9 for the Summer Kids BEAT Series that was held this past summer.

5. World's Best Workforce

Laure Roelike, Director of Teaching and Learning, presented the World's Best Workforce Plan for 2023- 2024. The plan includes goals for instruction and student achievement and assessing and evaluating student progress. She shared the district's MCA results for math, reading, and science and all are above the state average.

6. Cashless Entry for Athletics and Activities

Eric Bubna, High School Principal, presented. He would like cashless entry for activities and activities to begin in 2024. This process would be better for security reasons and less time-consuming for staff.

7. Open Enrollment Review

Sue Clemen, Director of Business Services, presented a summary of the number of students who are open enrolled in and out of the district by location.

8. Early Learning Center Community Partners Discussion

Cassie Novak and Superintendent Okerlund presented. They will be connecting with potential community partners to discuss partnership opportunities to enhance the ELC dramatic and large motor play areas.

9. Boys' Soccer Discussion

Requirements and expectations for the Boys' Soccer program were discussed.

10. Transportation Request for Proposal

The board reviewed the two qualifying bids for transportation services from Palmer and 4.0. There was significant discussion about how best to evaluate the bids in comparison to our current arrangements. A Special Session was set for 12.6.23 where the Board will be able to meet with each company and ask a series of questions to further clarify the bid information. An agenda item may be placed on the 12.13.23 regular board meeting depending upon the results of the Special Session.

11. School Board Policies - Second Read

- 11.1 413 Harassment and Violence
11.2 616 School District System Accountability
11.3 617 School District Ensurance of Preparatory and High School Standards
11.4 618 Assessment of Student Achievement
11.5 620 Credit for Learning
11.6 621 Literacy and The Read Act
11.7 624 Online Instruction
11.8 708 Transportation of Nonpublic School Students
11.9 709 Student Transportation Safety Policy
11.10 806 Crisis Management Policy
11.11 431 Classified Substitute Policy
11.12 450 Substitute Teacher Policy

12. Adjournment

Agenda completed at 8:59 p.m.

Amy Sand, Clerk P-49-1B

Holding Township Notice

Affidavits of candidacy may be filed with the Town Clerk at her home at 41249 - 190th Avenue, Albany, MN 56307 between 8:00 AM January 2, 2024 and 5:00 P.M. on January 16, 2024 for the offices of Clerk and Supervisor. Clerk, two year term, is currently held by Julianne Ebnert and Supervisor, a three year term, is currently held by David Yurczyk. Township election will be held on Tues., March 12, 2024 at the Holding Town Hall. Clerk's office will be open from 1:00 - 5:00 P.M. on January 16, 2024. You may call the clerk at 320-746-2439. Filing fee is \$2.00.

Julianne Ebnert, Clerk P-49-2B

**PUBLIC NOTICES**

**Notice of Monthly Meetings  
Township of Oak  
28801 County Road 30  
Freeport MN 56331**

Notice is hereby given that the monthly meetings for the Township of Oak will Continue to be held on the first Monday of each month. However, starting January 2024,

the meeting time will Change from 8:30 PM to 7:30 PM.

If you have any questions please contact Oak Township Clerk Roelike @ (320)980-0880 or email oaktownship@gmail.com.

Tom Roelike  
Oak Township Clerk  
P-49-1B

**Special School Board Minutes - Melrose Area Public Schools  
Thursday, November 16, 2023**

Chair Heller called the meeting to order at 7:30 am. The Pledge of Allegiance was recited. The following members were present: Chair Heller, Vice-Chair Dufner, Treasurer Heidgerken, Director Uphoff, and Clerk Feldewerd. The following members were absent: Director Poepping, Mr. Winter was absent.

Treasurer Heidgerken moved, with a second by Director Uphoff, to approve the agenda. The Motion was unanimously carried.

Vice-Chair Dufner moved, with a second by Treasurer Heidgerken, to approve the Resolution Canvassing Return of Votes.

Upon a Roll Call Vote those voting in favor thereof: Chair Heller, Vice-Chair Dufner, Treasurer Heidgerken,

Director Uphoff & Clerk Feldewerd. Those Voting Against the Same: None The Motion was unanimously carried.

Treasurer Heidgerken moved, with a second by Director Uphoff, to approve the Resolution Authorizing Issuance of Certificates of Election.

Upon a Roll Call Vote those voting in favor thereof: Chair Heller, Vice-Chair Dufner, Treasurer Heidgerken, Director Uphoff & Clerk Feldewerd.

Those Voting Against the Same: None The Motion was unanimously carried.

Director Uphoff moved, with a second by Vice-Chair Dufner, to adjourn the meeting at 7:33 pm. The Motion was unanimously carried.

Becky Feldewerd, Clerk  
P-49-1B