

**Unadopted Minutes
REGULAR BOARD MEETING
Albany Area Schools – ISD #745
District Office Board Room
July 10, 2024**

1. Call to Order
The meeting was called to order by Chair Kreuzer at 6 p.m.
2. Roll Call
Present: Kreuzer, Sand, Henkelman, Sands
Late: None
Absent: Dirkes, Hansen, Rueter
3. Public Forum
4. Agenda – Additions and Deletions
5. Approvals
5.1 Previous Meeting Minutes
Motion by Sands, seconded by Sand, to approve the June 12, 2024, Regular Meeting minutes, the June 26, 2024, Special Meeting minutes, and the June 26, 2024, Work Session meeting minutes as presented. Supported by all present.
5.2 Cash Flow Reports – May 2024
Motion by Sand, seconded by Sands, to approve the May 2024 Cash Flow Reports as presented. Supported by all present.
5.3 Acceptance of Gifts and Donations
Member Sand introduced the Resolution Accepting Donations and moved for its adoption.
The School Board of Albany Area Schools, ISD 745, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Albany Avon Soccer Club	\$568.75	Paint for soccer fields
Stearns Bank	\$1,125.00	Summer Rec T-shirts
Albany Band Boosters	\$5,075.72	Busing

Member Henkelman seconded the resolution and upon vote being taken thereon,
The following voted in favor of: Kreuzer, Sand, Sands, Henkelman
And the following voted against: None
Absent: Dirkes, Rueter, Hansen
Whereupon said resolution was declared duly passed and adopted.

6. Consent Agenda AFT:
Gina Lomheim - Licensed School Nurse
Ashley Spanier - AVE Full-time Substitute Teacher
Hannah Knakmuhs - ALE/ELC Full-time Substitute Teacher
AFT Lane Change Request:
Mindy Arnzen - BA/BS+30 Step 10 to MA Step 10
Alyssa Fleischhacker - BA/BS+15 Step 4 to MA Step 5
AFT Summer School:
Sharon Navratil - ALE Summer School Coordinator
Melissa Johnson - ALE Summer School Teacher
Jody Abraham - ALE Summer School Teacher
Laurie Hommerding - ALE Summer School Teacher
Kelly Bierbaum - AVE Summer CREW Teacher
Stephanie Patnode - AVE Summer CREW Teacher
Nancy Swarthout - AVE Summer CREW Teacher
Leslie Thesing - AVE Summer CREW Teacher
AESP:

Madison Becker - Summer Custodian
Mary Kohorst - Secondary Food Service Aide
Alan Duran-Sanchez - ALE FT Custodian
AESP/ESY Staff:
Holly Rakotz - AVE PreK Paraprofessional
Ashley Lange - AVE PreK Paraprofessional
LOA request:
One
Kids Company:
Bridget Fischer - AVE PreK Kids Company Program Leader
Kendra Plautz - AVE PreK Kids Company Program Leader
Kendra Rausch - ALE Kids Company Program Leader
Rachel Rausch - ALE Kids Company Program Leader
Meghan Shannon - AVE K-5 Kids Company Program Leader
Orlando Villareal - AVE K-5 Kids Company Program Leader
Community Education Payroll Agreements:
Ben Eli - HSP/Fundamentals
Kylan Gerads - HSP/Fundamentals
Aaron Schwenzfeier - HSP/Fundamentals
Peter Maas - HSP/Fundamentals
Amy Pennaz - Ballet Gr 1-5 and Ballet Barre for Adults
Denise Croatt - Intro to Pickleball
Shelby Horning - Softball Pitching
Todd Kuhn - Girls' Basketball Camp
Aaron Boyum - Girls' Basketball Camp
Resignations:
Tim Coleman - AVE Fifth Grade Teacher, effective July 8, 2024
Dave Dirkes - JH Football Coach, effective June 30, 2024
The following checks were issued in paying claims: Wire transfers and checks 108079 - 108313

Expenditures:
01 General Fund \$1,631,234.63
02 Food Services \$25,344.09
04 Community Services \$61,328.60
06 Building Construction \$2,839,747.78
Motioned by Sands and seconded by Henkelman to approve the July Consent Agenda as presented.
Supported by all present.

7. Reports
7.1 Purple Pride
8. Business
8.1 Enrollment Report
Kindergarten looks to be lower than originally projected. This is consistent with other districts across the state and country as the onset of Covid about 5 years ago negatively impacted birth rates across the country.
Preschool enrollment is very strong this year. This too appears to be consistent with national trends.
The rest of the district enrollment appears to be very consistent with typical projections.
8.2 Resolution Adopting Fiscal Year 2026 Long Term Facilities Maintenance Ten-Year Plan
Member Sand introduced the resolution and moved its adoption. The motion for the adoption of the resolution was duly seconded by Member Sands. The FY 2026 LTFM Ten-Year Plan also includes:
10-Year LTFM Expenditures
10-Year LTFM Revenues

LTFM State of Assurance
The following voted in favor of the motion: Kreuzer, Sand, Sands, Henkelman
And the following voted against: None
Whereupon said resolution was declared duly passed and adopted.
8.3 Approval of Application and Resolution To Dissolve Existing Cooperative Sponsorship For Girls' Gymnastics
Member Sand introduced the resolution and application to dissolve the existing cooperative sponsorship and moved its adoption. The motion for the adoption of the resolution and application was duly seconded by Member Kreuzer.
The following voted in favor of the motion: All present: Kreuzer, Sand, Sands, Henkelman
And the following voted against: None
Absent: Hansen, Rueter, Dirkes
Whereupon said resolution was declared duly passed and adopted.

8.4 Approval of Application For New Cooperative Sponsorship For Girls' Gymnastics
Motion by Sand, seconded by Henkelman to approve the application for a new cooperative sponsorship for girls' gymnastics. Supported by all present.
8.5 Change Order Approval for Landwehr Asphalt
Motion by Sand, seconded by Sands, to approve the change order. Supported by all present.
8.6 Resource Training & Solutions Membership Dues
Motion by Sand, seconded by Kreuzer, to approve the 2024-2025 Resource Training & Solutions Membership. Supported by all present.
8.7 School Board Policies - Third Read
8.7.1 506 Student Discipline
8.7.2 507 Corporal Punishment and Prone Restraint
8.7.3 514 Bullying Prohibition Policy
8.7.4 621 Literacy and The Read Act
Motion by Sands, seconded by Henkelman to approve the third read policies as presented. Supported by all present.

9. Committee Reports
10. Superintendent Report
The district continues to look for an Elementary Art teacher. This position does not require an art license. The district will explore creative ways to market this position.
AESP negotiations have completed 2 sessions. Meeting summaries will be reviewed by both groups and then posted on the district website.
In-Ground fuel tanks owned by the district are in need of extensive repair. It was determined to remove the tanks rather than repair them as immediate costs were similar and long-term costs for in-ground tanks would be significantly higher. The district is working to develop partnerships with local fuel providers that will help reduce ongoing costs and also improve our ability to monitor, track, and budget future fuel costs.
11. Adjournment
Agenda completed at 6:42 p.m., a motion to adjourn was made by Member Sand, seconded by Member Kreuzer. Supported by all present.

Amy Sand, Clerk
P-29-1B

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 740
(MELROSE AREA PUBLIC SCHOOLS)
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing Affidavits of Candidacy for the office of School Board member of Independent School District No. 740 shall begin on July 30, 2024, and shall close at 5:00 o'clock p.m. on August 13, 2024.
The general election shall be held on Tuesday, November 5, 2024. At that election, four (4) members will be elected to the School Board for terms of four (4) years each.
Affidavits of Candidacy are available from the School District Clerk, Independent School District No. 740 Independent School District No. 740, 546 5th Avenue NE, Melrose, MN 56352. The filing fee for this office is \$2. A candidate for this

office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the School District from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit or file for any other office at the same primary or general election.
The Affidavits of Candidacy must be filed in the office of the School District Clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 13, 2024.
Dated: June 24, 2024
BY ORDER OF THE SCHOOL BOARD
/s/ Becky Felderwerd
School District Clerk
Independent School District No. 740
(Melrose Area Public Schools)
State of Minnesota

P-28-3B

**Avon Township
Notice of Public Accuracy Test & Primary Election**

Avon Township residents are hereby notified that the upcoming Primary Election will be held on Tuesday, August 13, 2024, from 7:00 AM to 8:00 PM. Avon Township residents vote at the Avon Township Hall, 16881 Queens Road, Avon (MN).
Avon Township will conduct a Public Accuracy Test of the optical scan voting equipment on Saturday, August 3, 2024 at 10:00 AM in the Avon Township Hall, 16881 Queens Road, Avon, MN. This testing is open to the public. Avon Township Hall is handicap accessible.
Stephen G. Saupé
Avon Township Clerk
Published in the Star-Post Wednesday, July 17, 2024

P-29-1B

**CITY OF MEIRE GROVE
NOTICE OF FILING OF AFFIDAVITS OF CANDIDACY FOR CITY OFFICES**

Affidavits of Candidacy of City Offices may be filed with the City Clerk From the 30th day of July, 2024 until the 13th day of August, 2024 with a filing fee of \$2.00. Election will be held on the 5th day of November, 2024 for each of the following offices and terms:
Mayor for a term of four (4) years
City Clerk for a term of four (4) years
Treasurer for a term of four (4) years
One (1) Council Member for a term of four (4) years

If you wish to file, please contact the City Clerk at 320-987-3119

Cindy Schneider, City Clerk
Dated July 10, 2024
P-29-1B

**CITY OF AVON
NOTICE**

The City of Avon will be conducting a Public Accuracy Test for the Optical Scan Ballot Counter DS200 Omni Ballot, Tuesday, July 23rd at 1:00 pm at City Hall.

P-29-1B

**CITY OF FREEPORT
NOTICE OF FILING OF AFFIDAVITS OF CANDIDACY FOR CITY ELECTION**

The Biennial City of Freeport Election will be held on Tuesday, November 5, 2024. Filing for public office can be completed at Freeport City Hall with the city clerk-treasurer between the hours of 8:00am and 4:00pm, Monday-Friday, beginning Tuesday, July 30, 2024. Filings will close Tuesday, August 13, 2024. Completed affidavits & \$2.00 filing fee must be submitted by 5:00pm that day.
Filings will be taken for the following offices:
One (1) Mayor
Two (2) Council Members
Dated this 11th day of July, 2024.

JON NELSON
CITY CLERK-TREASURER
P-29-1B

**PROBATE NOTICE
STATE OF MINNESOTA
COUNTY OF STEARNS
SEVENTH JUDICIAL
DISTRICT
DISTRICT COURT
PROBATE DIVISION
Court File No:
73-PR-24-4729**

NOTICE AND ORDER OF HEARING ON PETITION FOR PROBATE OF WILL AND APPOINTMENT OF PERSONAL REPRESENTATIVE AND NOTICE TO CREDITORS

Estate of
Rosemary Chan,
Decedent.
It is Ordered and Notice is given that on August 2, 2024, at 8:45 a.m., a hearing will be held in this Court at 725 Courthouse Square, St. Cloud, Minnesota, for the formal probate of an instrument purporting to be the Will of the Decedent dated, November 9, 2011, and codicils to the will, dated July 17, 2014, ("Will"), and for the appointment of Mary M. Eich, whose address is 30248 Lilac Rd., St. Joseph, MN 56374 as Personal Representative of the Estate of the Decedent in an UNSUPERVISED administration.
Any objections to the petition must be filed with the

Court prior to or raised at the hearing. If proper and if no objections are filed or raised, the Personal Representative will be appointed with full power to administer the Estate including the power to collect all assets, to pay all legal debts, claims, taxes and expenses, to sell real and personal property, and to do all necessary acts for the Estate. **This is an administrative hearing and appearance is not required.**

Notice is also given that (subject to Minnesota Statutes section 524.3-801) all creditors having claims against the Estate are required to present the claims to the Personal Representative or to the Court Administrator within four months after the date of this Notice or the claims will be barred.
Dated: June 24, 2024
BY THE COURT
/s/ **Shan C. Wang**
Judge of District Court
Dated: June 24, 2024
/s/ **George Lock**
Court Administrator
Attorney for Petitioner
Joseph A. Krueger
Quinlivan & Hughes, P.A.
124 Lake Street South
Long Prairie, MN 56347
Attorney License No: 0328911
Telephone: (320) 251-1414
FAX: (320) 251-1415
Email: jkrueger@quinlivan.com

P-28-2B

**CITY OF FREEPORT
SECTION 00 1113 ADVERTISEMENT FOR BIDS
FREEPORT RE-ROOF**

Contractor's sealed proposals for the construction of Freeport Re-Roof will be received by the Owner in accordance with the plans and specifications prepared by:

ARCHITECT
WIDSETH
610 Fillmore Street
Alexandria, MN 56308

BID DATE INFORMATION: JULY 30, 2024
Bid Time: 10:00 A.M.
Location: City of Freeport
Attn: Jon Nelson
125 Main Street East
Freeport, MN

at which time they will be publicly opened and read aloud for the construction of the above named project. Envelopes containing bids must be sealed, clearly marked on the lower left-hand corner "Bid Enclosed for Freeport Re-Roof" and with the name and address of the bidder and the date and hour of the opening.
Bids will be received for the following project:

PROJECT DESCRIPTION: Project consists of reroofing thirteen buildings throughout the city of Freeport. Roofing consists of Asphalt Shingles and Metal Panel.
Bids received after the deadline will be returned unopened.

Bids are to be submitted on the Bid Form provided in the project manual. Bids not received on the Bid Form will be cause for rejection.

Complete digital project bidding documents are available at <https://widseth.com>. Click "Bid Documents" in the top right corner of your screen or go to www.questcdn.com and enter the Quest project #9007156 on the website's Project Search page. Please contact QuestCDN.com at (952) 233-1632 or info@questcdn.com for assistance in free membership registration, downloading and working with this digital project information. You may download the digital plan documents electronically for \$30. An optional paper set of project documents is also available from CES Imaging for a nonrefundable price of \$30 plus printing costs. If you choose a paper copy you will get all addenda as paper copies and will be charged for the printing costs. Please make your check payable to CES Imaging and send it to 1701 James Circle N, Brooklyn Center, MN 55430. Please contact CES Imaging Repro Dept at (763) 560-9098 or (800) 831-8587 for pricing and if you have any questions.

The successful bidder must be a "responsible contractor." The term "responsible contractor" means a contractor as defined in Minnesota Statutes Section 16C.285, subdivision 3. Any prime contractor, subcontractor, or motor carrier that does not meet the minimum criteria or fails to comply with the verification requirements is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project. A prime contractor, subcon-

tractor, or motor carrier that makes a false statement under oath verifying compliance with the minimum criteria will be ineligible to be awarded a construction contract on the project and the submission of a false statement may result in termination of a contract awarded to a prime contractor, subcontractor, or motor carrier that submits the false statement. A prime contractor shall include in its verification of compliance a list of all of its first-tier subcontractors that it intends to retain for work on the project. Before execution of a construction contract, a prime contractor shall submit a supplemental verification under oath confirming that all subcontractors and motor carriers that the prime contractor intends to use to perform project work have verified to the prime contractor, through a signed statement under oath by an owner or officer, that they meet the minimum criteria for a responsible contractor.

Bids may not be withdrawn within forty-five (45) days after the scheduled closing time for receiving bids without consent of the Owner. The Owner reserves the right to reject any and all bids and rebid the project until a satisfactory bid is received.

No bid will be read or considered if the bid does not fully comply with the requirements of this invitation and/or other bidding and contract documents. Any deficient bid submitted will be resealed and returned to the bidder immediately.
By: Jon Nelson, City Clerk-Treasurer
City of Freeport

END OF SECTION

PUBLIC NOTICES

**CITY OF MELROSE
NOTICE OF FILING OF AFFIDAVITS
OF CANDIDACY FOR CITY ELECTION**

The biennial City of Melrose Election will be held on Tuesday, November 5, 2024. Filing for public office can be made by filing with the City Clerk between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday beginning Tuesday, July 30, 2024, and filings closing on Tuesday, August 13, 2024, at 5:00 p.m. together with a filing fee of \$2.00.

Two (2) Council Members Four (4) year terms
Dated this 5th day of July 2024, at the City of Melrose, Minnesota.

PATRICIA HAASE CITY CLERK
Published in the Star Post Wednesday, July 10 and Wednesday, July 17, 2024.

P-28-2B

**Albany Township
Notice of Public Hearing
Regarding a Moratorium on
Solar Farms and Cannabis Businesses**

Notice is hereby given that the Township of Albany will hold a public hearing on July 22, 2024, 6:00 P.M. at the Albany City Hall, Council Chambers to discuss a proposed moratorium on the development, construction, and expansion of solar farms and cannabis businesses within the township limits.

The purpose of the hearing is to gather public input and consider the adoption of a temporary moratorium on the approval of any new solar farm projects and cannabis businesses. This moratorium is being considered to allow the Township to review and potentially revise its zoning regulations and policies regarding solar farms and cannabis businesses.

All interested persons are invited to attend and provide their comments. Written comments may also be submitted prior to the hearing to Diane Noll, Clerk, Albany Township, P. O. Box 344, Albany MN 56307 or email albanytw@albanytel.com.

Diane Noll
Albany Township Clerk
albanytw@albanytel.com
P-29-1B

**West Central Education District
Special Board Meeting Minutes
Date: June 4, 2024
6:30pm; Virtual via google meet**

Board Chair Uphoff called the meeting to order at 6:30p.m. Board members Rasmussen and Quarfot were in attendance along with Superintendents Bullard and Okerlund. In board member Dirkes' absence, Supt Okerlund voted on his behalf. Director Fevig, Administrator Hoffarth, Business Manager Evenson were also present.

With no changes to the agenda, Rasmussen moved, Quarfot seconded approval of the agenda. Motion carried unopposed via roll call.

Following a review of consent agenda items, Quarfot moved, Rasmussen seconded approval of the May 13, 2024 Board Minutes; hiring of Christine Flugga and Brett Vesel as ALC teachers and Tiffany Breitbach as Birth to 3 SLP. Motion carried unopposed via roll call.

Under New Business, Director Fevig presented the contracts for BCBA, Business Manager, Program Administrator and Director as well as a 1 time MOA for the Director. Quarfot moved, Rasmussen seconded approval of contracts and MOA as presented; motion carried unopposed via roll call.

Under reports, Director Fevig shared updates on the new director starting, moving to different insurance brokers and updates on the SAIL Program.

Uphoff adjourned the meeting at 6:48pm; motion by Rasmussen, second by Quarfot; motion carried unopposed via roll call.

/s/ Jerald Quarfot
Clerk

07/08/2024
Date

P-29-1B

**City of Melrose
NOTICE OF PUBLIC HEARING ON
PRELIMINARY PLAT**

NOTICE IS HEREBY GIVEN, The Melrose Planning and Zoning Commission will hold a Public Hearing on Monday, July 29, 2024 at 6:00 p.m. at the Melrose City Center for the purpose of giving consideration to approval of the Preliminary Plat of KL Plat No. 1 by KL Properties LLC to create eight (8) residential lots. The PID# of the parcel is 66.36482.0000.

The Property is located in the Northeast Quarter of the Northeast Quarter, Section 34, Township 126 North, Range 33 West, Stearns County, Minnesota, as legally described on the preliminary plat.

A copy of the proposed request is on file with the Planning and Zoning Department, Melrose City Center, 225 1st St NE, Melrose MN 56352 and is available for review during normal business hours.

A map of the project location is attached. All interested persons are invited to attend this hearing or submit written testimony prior to the hearing date, either in support of or in opposition to the Preliminary Plat. Written testimony should be sent to the Planning and Zoning Department, Melrose City Center, 225 1st St NE, Melrose MN 56352. Dated this 11th day of July, 2024

SHEILA HELLERMANN –
COMMUNITY DEVELOPMENT DIRECTOR
P-29-1B

