

**Minutes of Freshwater Ed. Dist. # 6004**  
**Organizational & Regular Mtg.**  
**1/22/2025**  
**Wadena, MN**

Meeting called to order by Chair Wright at 5 PM.

Board Present: R. Huttunen-Sebeka; C. Wolf- LP-GE; B. Tumberg-WDC; S. Veronen-Verndale; J. Hillmer-Browerville; R. VanDenheuvel-B-H; R. Thalmann–Henning; K. Howard-Menahga; R. Wright-S-M.

Supts: L. Westrum-WDC & S. Vedbraaten-Browerville.

FED: E. Weber, Supt.; J. Wothe, SpEd Dir.; J. Anderson, Fin. Mang.; S. Thiel, Admin. Assist.

Others: B. Opshal, Brady Martz & Associates.

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Wolf to appoint the following officers for the calendar year 2025; *Chair, R. Huttunen, V.-Chair, C. Wolf; Clerk, B. Tumberg; Treasurer, S. Veronen.* VOTE – U/C.

At 5:01 PM, 2025 Chair Huttunen, took over the mtg.

MOTION BY Thalmann & 2<sup>ND</sup> BY Tumberg to approve the agenda as presented. VOTE- U/C

B. Opshal, CPA of Brady Martz and Associates reviewed FY24 Audit Report.

MOTIONED BY Hillmer & 2<sup>ND</sup> BY Howard to approve the 10.23.24 minutes as presented. VOTE-U/C.

Organizational Business:

MOTIONED BY Thalmann & 2<sup>ND</sup> BY Veronen to authorize the use of a signature plate to sign documents. VOTE-U/C

MOTIONED BY Wolf & 2<sup>ND</sup> BY Tumberg to name the following as official depositories: 1<sup>st</sup> Int. Bank, Staples, MN, Wadena State Bank, Wadena, MN, First National Bank, Ottertail, MN, & MN School District Liquid Asset Fund, and to authorize designated staff to invest funds in these institutions with evidence of sufficient collateral. VOTE-U/C

MOTIONED BY Hillmer & 2<sup>ND</sup> BY Howard to authorize the designated staff to make electronic fund transfers as outlined by State Statutes. VOTE-U/C

MOTIONED BY Veronen & 2<sup>ND</sup> BY Thalmann to approve to keep Board per diem the same as 2024 calendar; regular, special, committee mtgs. to be set at the per diem rate of

\$70 for mtgs. 4 hrs. or less & \$130 for mtgs. over 4 hrs., & mileage to be reimbursed at the Federal rate. VOTE-U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Wright to set the Regular Board Mtg. dates as follows and a start time of 5 PM: 3/12/25, 5/23/25, 6/25/25, 8/20/25, 10/22/25 in Wadena, MN w/Special Board Mtg. called as needed. VOTE-U/C

MOTIONED BY Howard & 2<sup>ND</sup> BY VanDenheuvel to name the Long Prairie Leader, Long Prairie, MN as the 2025 official newspaper. VOTE-U/C

Appointments by the 2025 Chair: Pers. Comm; S. Veronen, B. Tumberg, & R.

Thalmann. Otter Tail Co Collab.: R. Thalmann; Todd Co Collab: R. VanDenheuvel; 2 Sup. Supts: L. Westrum & S. Vedbraaten, and acknowledges the annual associate membership in MREA & full membership in MSBA.

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Hillmer to acknowledge the annual review of Policies & action to direct the Ex. Dir. to maintain the Dist. Policy Manual per any MSBA recommended legal and/or legislative mandatory revisions; VOTE-U/C

MOTIONED BY Howard & 2<sup>ND</sup> BY Thalmann to name Hitesman & Associates, P.A., Maple Grove; Kennedy & Graven, Minneapolis; Pederson & Pederson P.A., Wadena, as

well as Pemberton Law, Fergus Falls; as the 2025 Consulting Law Firms. VOTE-U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Hillmer to name the designated staff as FED's E-Service contacts. VOTE-U/C

Regular Board Mtg.

MOTIONED BY Howard & 2<sup>ND</sup> BY Wolf to approve the 11/14/24 & 1/8/25 Supt.

Advisory minutes as presented. VOTE-U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Hillmer to approve the final reading of Policy #522 as presented. VOTE-U/C

MOTIONED BY Veronen & 2<sup>ND</sup> BY Wright to acknowledge receipt and review of the 2024 Financial Audit and direct the auditing firm to forward a copy to MDE.

VOTE-U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY VanDenheuvel to approve the 10/1/24 –12/31/24 voucher claims as presented. VOTE-U/C

The following resolution is hereby MOVED BY Howard and 2<sup>ND</sup> BY Thalmann: to recognize that the Board of FED #6004, gratefully accepts the following donations as identified as: Lincoln Scandia Valley Lions, Motley, MN ~ \$300; Nelson Insurance Agency, Staples, MN ~ \$50; Browerville Lions Gaming, Browerville, MN ~ \$500; Long

Prairie Packing Co, Long Prairie, MN ~ \$150; Long Prairie Dairy Queen, Long Prairie, MN ~ \$100; Grey Eagle/Burtrum Lions Club, Grey Eagle, MN ~ \$500; Staples Eye Clinic, Staples, MN ~ \$50; Pillager Area Fireman Dept. & Relief Assoc., Pillager, MN ~ \$500; Lincoln Area Bus. Assoc., Cushing, MN ~ \$2500; American Legion Post 124, Motley, MN ~ \$200; VFW Auxiliary #3922, Wadena, MN ~ \$100; Unity Bank, Staples,

MN ~ \$100; Faith Lutheran Church Men, Staples, MN ~ \$25; Bertha Area Sportsman Club, Bertha, MN ~ \$1,000; American legion Post 12, Long Prairie, MN ~ \$200; Eagle Bend Lions Gambling, Eagle Bend, MN ~ \$500; Lions Club of Motley, Motley, MN ~ \$2,000. VOTE on adoptions of this Resolution was as follows; ABSTENTIONS: None AYE: Wolf, Tumberg, Veronen, Hillmer, VanDenheuvel, Thalmann, Howard, Wright and Huttunen. NAY: None ABSENT: None WHEREUPON said Resolutions was declared duly adopted.

The following resolution is hereby MOVED BY Thalmann & 2<sup>ND</sup> BY Hillmer, directing the Admin to make recommendations regarding the reduction and/or discontinuance of programs & positions and reasons therefore; BE IT RESOLVED, by the Board of FED #6004, VOTE on adoptions of this Resolution was as follows;

ABSTENTIONS: None AYE: Wolf, Tumberg, Veronen, Hillmer, VanDenheuvel, Thalmann, Howard, Wright and Huttunen. NAY: None ABSENT: None.

WHEREUPON said the Resolution was declared Adopted.

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Veronen to approve the service agreement between VIA Actuarial Solutions & FED #6004 to provide GASB 75 OPEB actuarial services for FY25 & FY26 as presented. VOTE-U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Howard to approve RII Budget modification & Assessment Manual Summary of the current FY25 financial budget as presented. VOTE-U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Wolf to approve & post the FY25 FED T-I Seniority list as presented. VOTE-U/C

MOTIONED BY Hillmer & 2<sup>ND</sup> BY VanDenheuvel to approve & post the FY25 Para Seniority list as presented. VOTE-U/C w/Howard Abstaining.

MOTIONED BY Wright & 2<sup>ND</sup> BY Thalmann to approve & post the FY25 SPED RVR Drivers Seniority list as presented. VOTE-U/C

Reviewed the Annual Admin. Memo Regarding Probationary & Term Employee.

MOTIONED BY Hillmer & 2<sup>ND</sup> BY Wolf to approve the service agreement between ASLIS, Duluth & FED for ASL Interpreting Services, effective 12/6/24 – 6/30/25, as presented. VOTE: U/C

MOTIONED BY Veronen & 2<sup>ND</sup> BY VanDenheuvel to approve the service agreement between St. Cloud ISD 742 & FED #6004 as presented. VOTE: U/C

MOTIONED BY Thalmann & 2<sup>ND</sup> BY Howard to approve Policy 400.12L as presented. VOTE: U/C

MOTIONED BY Tumberg & 2<sup>ND</sup> BY Hillmer to authorize the FED Admin to advertise a request for proposal for Mental Health Services for the 24/25 SY Academy Program. VOTE: U/C

MOTIONED BY Hillmer & 2<sup>ND</sup> BY VanDenheuvel to approve the RY TS/CR Services Agmt. for the 24/25 SY between FED and participating districts as presented. VOTE: U/C

MOTION BY VanDenheuvel & 2<sup>ND</sup> BY Veronen to approve the Business Mgr. Service Agmt. w/Henning School from 12/18/24 – 6/30/25 as presented. VOTE: U/C

MOTIONED BY Howard & 2<sup>ND</sup> BY Wolf to approve the Payroll Service Agmt. w/Henning School from 12/18/24 – 6/30/25 as presented. VOTE: U/C

MOTIONED BY Thalmann & 2<sup>ND</sup> BY Veronen to accept the letter of intent to negotiate a new contract for the T-I bargaining unit unionized under the Ed MN-FED. VOTE: U/C

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Wright to accept the letter of intent to negotiate a new contract for the Para-Driver group unionized under the Ed MN-FED. VOTE: U/C w/Howard Abstaining.

MOTIONED BY Hillmer & 2<sup>ND</sup> BY Tumberg to approve the pay equity implementation report & submit to MN Mang. & Budget as presented. VOTE: U/C

Supt. Vedbraaten left the meeting.

Dept. Reports:

*J. Anderson, Finance Mang. reviewed the following reports; Cash, Fund Balance, Facility Reserve & OPEB Reserve.*

*J. Wothe, SpEd Di. gave updates on the following: State Monitoring corrections have been submitted; Fiscal Monitoring will start in the spring; Academy has had the lowest number of referrals ever; Working towards to bill MA for Social Workers time; Upcoming Trainings: New Teacher, Feb 7<sup>th</sup>; Principals, Feb 13<sup>th</sup>; & Disability Mtg.'s in March.*

*E. Weber, Ex. Dir. reported on the following items: Reviewed the 25/26 SY Menu Options with no changes. Putting a bid in for a used Toro Lawn Mower w/brush attachment for snow removal. ABE enrollment is up 10%. ALC/TS enrollment is up 20 students compared to last year at this time. A total of 16 TS Prog. running. Reviewed Fall Enrollments w/ECFE enrollment decreased by 8%, while SR remained the same. Tech is finalizing with all staff moving to "Google Drive" a cloud-based storage service; & finalizing E-Rate, internet, and phone bids for the 25/26 SY.*

MOTIONED BY VanDenheuvel & 2<sup>ND</sup> BY Wolf to approve the items as follows:

- Hiring of I. Nesland; K. Hall;
- Voluntary Reduction in Days for M. Ludovissie; J. Nelson
- Authorization to Advertise and Hire a PT School Psych
- Resignation of J. Pexsa; K. Bowman; J. Timm
- Increase in Hrs. K. Aho; B. Larson
- Lane Change Request for H. Haase
- Assign ABE Steps as follows:
  - Step 1: L. Hokanson
  - Step 3: V. Gonzalez; C. Urbina-Oberton
  - Step 5: L. Hintz; S. Opheim
  - Step 7: L. Hamann
  - Step 9: L. Oman

**Adjournment-** MOTIONED BY Hillmer & 2<sup>ND</sup> BY Tumberg to adjourn the mtg. at 6:05 p.m.