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OFFICIAL PROCEEDINGS
Pope County Board of Commissioners
January 4, 2022

The January 4, 2022 Regular Board Meeting was called to order at 9:02 a.m. by County Administrator, Kersten Kappmeyer with the following members present: Commissioners: Paul Gerde, Nan Haggerty, Larry Lindor, Cody Rogahn and Gordy Wagner. Neil Nelson, County Attorney was absent. Kersten Kappmeyer, County Administrator called for nominations and election of the Pope County Board Chairman. Commissioner Rogahn nominated Commissioner Lindor to the position of Board Chair for 2022, which Commissioner Gerde seconded. No other nominations were offered. By unanimous vote, Commissioner Lindor was named Board Chair for 2022.

Chair Lindor called for nominations and election of the Pope County Board Vice-Chair. Commissioner Rogahn nominated Commissioner Haggerty to the position of Board Vice-Chair for 2022, which Commissioner Gerde seconded. No other nominations were offered. By unanimous vote, Commissioner Haggerty was named Board Vice-Chair for 2022.

On motion by Gerde, seconded by Haggerty and unanimously carried, the Board approved the agenda as presented with the following Board Item #23 added as Consider Resolution 202204 – Establishing Minimum Salaries for Elected County Officers.

On motion by Haggerty, seconded by Wagner and unanimously carried, the Board approved the official proceedings for December 21, 2021 with revisions as presented.

Kersten Kappmeyer, County Administrator presented County Board and Officer Committee Assignments for 2022; Association of Minnesota Counties Policy Committees and Voting Delegate Appointments; Board Appointment to the Pope County HRA-EDA Board for District 1; Appointment of At-Large Representative to Planning Commission and Board of Adjustment; Appointment of District 4 Representative to Planning Commission and Board of Adjustment and Appointment of District 5 Representative to Planning Commission and Board of Adjustment. Chair Lindor led discussion on and made appointments of County Commissioners and officials to various County committees and to AMC delegate and policy committee membership, a record of which will be kept at the County Administrator's Office as clerk for the Board. On motion by Rogahn, seconded by Haggerty and unanimously carried, the Board accepted the changes made by Chair Lindor on the County committees, AMC delegate and policy committee membership. On motion by Haggerty, seconded by Gerde and unanimously carried, the Board appointed Lori Vaadeland as the District 1 Representative on the Pope County HRA-EDA Board effective January 1, 2022. On motion by Gerde, seconded by Rogahn and unanimously carried, the Board appointed Mark Halls to serve as at-large Planning Commission and Board of Adjustment member for a three-year term beginning January 1, 2022 and concluding at the end of the 2024 calendar year. On motion by Rogahn, seconded by Wagner and unanimously carried, the Board appointed Ted Kannegiesser to serve as District 4 Planning Commission and Board of Adjustment member for a three-year term beginning January 1, 2022 and concluding at the end of the 2024 calendar year. On motion by Rogahn, seconded by Wagner and unanimously carried, the Board appointed Ivalene Cooley to serve as District 5 Planning Commission and Board of Adjustment member for a three-year term beginning January 1, 2022 and concluding at the end of the 2024 calendar year.

David Green, Land and Resource Director presented Resolution 202201 Recognizing Long-Term Public Service by Brian Jergenson. On motion by Gerde, seconded by Rogahn and unanimously carried, the Board approved Resolution 202201 recognizing and thanking Brian Jergenson for his many years of dedicated service to Pope County on the Planning Commission and Board of Adjustment.

Bryan Gates presented Service Contract between Information Technology (IT) and Western Prairie Human Services (WPHS). On motion by Haggerty, seconded by Rogahn and unanimously carried, the Board agreed not to enter into a Service Contract agreement between Information Technology (IT) and Western Prairie Human Services (WPHS) at this time, and to continue with the current terms and conditions under which services are being performed for the time being.

Stephanie Rust, Auditor-Treasurer presented Designation Official Depositories for Pope County Funds for 2022; Resolution 202202 to Authorize the Auditor-Treasurer to make Electronic Funds Transfers; Financial Audit Committee Appointments; Updated Resolution 202203 to Authorize Auditor-Treasurer to Pay Certain Claims; Application by City of Long Beach for the Conveyance for an Authorized Public Use of Certain Tax-Forfeited Land – Parcel 24-0254-002; Application by City of Long Beach for the Conveyance for an Authorized Public Use of Certain Tax-Forfeited Land – Parcel 24-0148-001 and Pay Bills and Supplemental Bills. On motion by Wagner, seconded by Gerde and unanimously carried, the Board designated all Pope County banks as Official Pope County Depositories for 2022 and when necessary the Auditor-Treasurer is directed to invest in the MAGIC Fund. On motion by Rogahn, seconded by Gerde and unanimously carried, the Board approved Resolution 202202 authorizing the Auditor-Treasurer to make electronic funds transfers. On motion by Haggerty, seconded by Wagner and unanimously carried, the Board appointed the Board Chair, County Administrator, Auditor-Treasurer, Auditor-Treasurer's Financial Accountant, Human Services Director, Human Services Financial Accountant, Highway Engineer and Highway Financial Accountant to the Financial Audit Committee. On motion by Wagner, seconded by Rogahn and unanimously carried, the Board approved Resolution 202203 to authorize the Auditor-Treasurer to pay certain claims. On motion by Rogahn, seconded by Haggerty and unanimously carried, the Board approved the application of the City of Long Beach for the conveyance of Parcel 24-0254-002 for an authorized public use. On motion by Haggerty, seconded by Rogahn and unanimously carried, the Board approved the application of the City of Long Beach for the conveyance of Parcel 24-0148-001 for an authorized public use. On motion by Gerde, seconded by Wagner and unanimously carried, the Board approved payment of bills of \$316,037.22 plus supplemental bills \$63,575.62 totaling \$379,612.84.

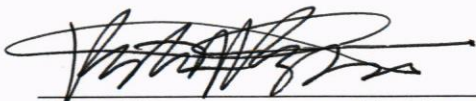
The Board recessed at 10:40 a.m. for a break, and reconvened at 10:46 a.m.

On motion by Haggerty, seconded by Wagner and unanimously carried, the Board entered the Per Diem Expense Reports for December into the record.

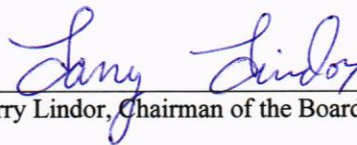
Kersten Kappmeyer, County Administrator presented Designation of Official Pope County Newspaper for 2022; Authorization of Sale or Lease of County Vehicles to Western Prairie Human Services and Consider Resolution 202204 – Establishing Minimum Salaries for Elected County Officers. On motion by Gerde, seconded by Rogahn and unanimously carried, the Board designated the Pope County Tribune as Pope County's official newspaper for 2022 for required legal publications and accepting the bid. On motion by Gerde, seconded by Wagner and unanimously carried, the Board authorized the execution of a bill of sale to Western Prairie Human Services by Pope County for a 2015 Dodge Caravan and 2015 Chevrolet Equinox in the County's ownership by the County Board Chair and Administrator, for \$12,000 and \$13,000, respectively, in accordance with third-party estimates of sale value obtained. On motion by Haggerty, seconded by Gerde and unanimously carried, the Board adopted Resolution 202204 establishing the minimum salaries for County Elected officials at assumption of the new term as required by State statute.

Informational updates on various meetings and events were given by the County Commissioners.

Board Chair Gerde adjourned the meeting at 11:11 a.m.



Kersten Kappmeyer, County Administrator



Larry Lindor, Chairman of the Board