



POPE COUNTY MINNESOTA

Official Proceedings

Pope County Board of Commissioners Regular Board Meeting

Tuesday, July 19, 2022

The Pope County Board of Commissioners Regular Board Meeting duly noticed for Tuesday, July 19, 2022 at 9:00 AM at the Pope County Courthouse, 3rd Floor Board Room, 130 E Minnesota Avenue, Glenwood, MN 56334 was called to order by the Chair Larry Lindor, with the following members also present: Nan Haggerty, Cody Rogahn, and Gordy Wagner. Kersten Kappmeyer, County Administrator, was present, and Neil Nelson, County Attorney was not present. The Pledge of Allegiance was recited.

Approval of Agenda; Approval of Official Proceedings for July 5, 2022; and Approve the Official Proceedings for the July 14, 2022 Special Meeting were presented by the Board Chair. Motion to approve the agenda, with the addition of Approve the Official Proceedings for the July 14, 2022 Special Meeting as Item 3, made by Wagner and seconded by Rogahn, Carried Unanimously. Commissioner Gerde joined the meeting at 9:02 a.m. Motion to approve the Official Proceedings for July 5, 2022, made by Haggerty and seconded by Rogahn, Carried Unanimously. Motion to approve the Official Proceedings for the July 14, 2022 Special Board Meeting. This motion, made by Gerde and seconded by Rogahn, Carried Unanimously.

Resolution 202235 Approving Probation Department's Joint Powers Agreement with the BCA was presented by Terry Jaworski, Probation Director. Motion to Adopt Resolution 202235 approving State of Minnesota Joint Powers Agreement with the County of Pope on Behalf of its Probation office, made by Gerde and seconded by Rogahn, Carried Unanimously.

Request to Purchase Additional Multi-Factor Authentication Tokens for County Employees was presented by Bryan Gates, Information Technology Director. Motion to approve the purchase of additional multi-factor authentication tokens for access to internal county resources, made by Haggerty and seconded by Rogahn, Carried Unanimously.

June 2022 Trial Balance and Fund Balance Analysis; 2nd Quarter 2022 Journal Entries and Billing; 2nd Quarter 2022 Revenue Expenditure Budget Report; Auditor Bills June 15-July 12, 2022; and Pay Bills, Supplemental Bills, Per Diems and Employee Reimbursements were presented by Stephanie Rust, Auditor/Treasurer. Motion to approve the June 2022 Trial Balance and Fund Analysis, made by Rogahn and seconded by Haggerty, Carried Unanimously. Motion to approve the 2nd Quarter 2022 Journal Entries and Billing, made by Haggerty and seconded by Rogahn, Carried Unanimously. Motion to approve the 2nd Quarter 2022 Revenue Expenditure Budget Report, made by Gerde and seconded by Wagner, Carried Unanimously. Auditor Bills June 15-July 12, 2022 was presented as an informational item. Motion to approve payment of bills of \$67,005.93 plus supplemental bills of \$396,147.71 plus per diems and employee reimbursements of \$3,325.80, totaling \$466,479.44, made by Gerde and seconded by Wagner, Carried Unanimously.

Update on Pope County Coroner Vacancy and Board Direction was presented by Kersten Kappmeyer, Administrator. Motion to authorize the County Administrator to re-advertise locally for candidates for the Office of County Coroner, with a deadline for applications extended to August 1, 2022, and inquire of Midwest Medical Examiner as to contracted services if no qualified applicants submit by that date, made by Wagner and seconded by Gerde, Carried Unanimously.

Motion to close meeting per the agenda pursuant to Minn. Stat. 13D.05, Subd. 3(a), for a personnel performance evaluation of the County Administrator, made by Haggerty and seconded by Gerde, Carried Unanimously. The Board entered into closed session at 9:40 a.m.

Motion to end the closed session and reconvene in open session with a summary of the evaluation's conclusions, made by Wagner and seconded by Rogahn, Carried Unanimously. The Board returned to open session at 10:36 a.m.


A summary of the Administrator's evaluation's conclusions was offered by the Board, stating the Administrator's performance has been very good, has done an outstanding job, was easy to work with, and that the Board also appreciated the additional work taken on in the last two years related to pandemic response and aid programs for the community, as well as with additional duties assigned by the Board associated with the Western Prairie Human Services transition and other additional internal duties. Motion for Board to grant a payment of \$5,000 per year for each of the past two years of service in discretionary duty and performance pay to the County Administrator for additional duties performed, made by Wagner, seconded by Rogahn, Carried Unanimously.

Updates were given by the County Administrator and the County Commissioners.

There being no other business before the Board, the meeting was adjourned by Chair Lindor at 11:13 a.m.



Kersten Kappmeyer, County Administrator



Larry Lindor, Chairman of the Board