

P O P E MINNESOTA
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OFFICIAL PROCEEDINGS
Pope County Board of Commissioners
June 15, 2021

The June 15, 2021 Regular Board meeting was called to order at 9:00 a.m. by Board Chair Paul Gerde with the following members present: Commissioners Nan Haggerty, Larry Lindor, Cody Rogahn and Gordy Wagner. Kersten Kappmeyer, County Administrator and Neil Nelson, County Attorney were present.

On motion by Rogahn, seconded by Haggerty and unanimously carried, the Board approved the agenda as presented.

On motion by Lindor, seconded by Haggerty and unanimously carried, the Board approved the official proceedings for June 1, 2021 as presented.

Brian Giese, County Engineer presented Award Contract – CP 061-021-003 – Bike Trail FDR and Paving. On motion by Lindor, seconded by Wagner and unanimously carried, the Board awarded the contract for CP 061-021-003 to Mark Lee Excavating, Inc. of Alexandria, MN in the amount of \$151,871.00 based on proposed unit prices and estimated quantities.

Duane Krautbauer, Fiscal Officer presented Human Services Bills and Reports. On motion by Rogahn, seconded by Haggerty and unanimously carried, the Board approved the Human Services bills in the amount of \$113,985.00.

Stephanie Rust, Auditor-Treasurer presented Church of St. John Nepomuk – Application and Permit for a One Day On Sale Liquor License; Church of St. John Nepomuk – Application to Conduct Excluded Bingo and Raffle; May 2021 Trial Balance and Fund Balance Analysis; Auditor Bills May 17 – June 8, 2021 (informational) and Pay Bills and Supplemental Bills. On motion by Wagner, seconded by Rogahn and unanimously carried, the Board approved the Application and Permit for a One Day On Sale Liquor License from the Church of St. John Nepomuk for an event on August 15, 2021. On motion by Wagner, seconded by Haggerty and unanimously carried, the Board approved the Application to Conduct Excluded Bingo and Raffle from the Church of St. John Nepomuk for an event on August 15, 2021. On motion by Haggerty, seconded by Rogahn and unanimously carried, the Board approved the May 2021 Trial Balance and Fund Balance Analysis. On motion by Lindor, seconded by Haggerty and unanimously carried, the Board approved the bills in the amount of \$109,998.66 plus supplemental bills of \$4,310.34 totaling \$114,309.00.

Jackie Stevens, Human Resources Director presented Deputy Sheriff Vacancies. A motion was made by Rogahn, seconded by Haggerty to approve the creation of one additional full-time Deputy Sheriff position and the elimination of seven part-time Deputy Sheriff positions in the Pope County Sheriff's Office and authorizes staff to recruit for the additional full-time Deputy Sheriff position at this time. A motion to amend the main motion was then made by Lindor, seconded by Rogahn to approve creation of one full-time Deputy Sheriff position, eliminate six part-time positions, and keep one part-time Deputy Sheriff position, which by the following vote: Ayes: Gerde, Lindor, Rogahn, Wagner; Nays: Haggerty was approved. The amended main motion was then approved by the following vote: Ayes: Gerde, Lindor, Rogahn, Wagner; Nays: Haggerty.

Tim Riley, County Sheriff presented Jury Attendants Wage. A motion was made by Haggerty, seconded by Wagner to approve the Jury Attendant's wage from \$10.00 to \$20.00 retroactive to January 1, 2021. A motion to amend the main motion was then made by Haggerty, seconded by Wagner to approve the change in hourly rate effective June 15, 2021, which was unanimously amended and approved.

Kersten Kappmeyer, County Administrator presented Consider Acceptance of Quote for HVAC System Work at Highway Building; Consider Proposed Amendment to Personnel Management Policy Section 13.02 on Out-of-State Travel and Periodic Review and Consider Revisions to Pope County COVID-19 Preparedness and Phased Reopening Plans. On motion by Lindor, seconded by Rogahn and unanimously carried, the Board authorized acceptance of the following quote from Guggisberg Plumbing & Heating, Inc. of Glenwood, MN in the amount of \$10,900.00 for HVAC work at the Pope County Highway Building. On motion by Haggerty, seconded by Lindor and unanimously carried, the Board amended the Pope County Personnel Management Policy, Section 13.02 to add language on County Board approval of out-of-state travel by employees on County business as presented. On motion by Rogahn, seconded by Haggerty and unanimously carried, the Board approved future periodic reviews of the County Preparedness and Reopening Plans to be limited to when conditions related to the current COVID-19 State of Emergency warrant.

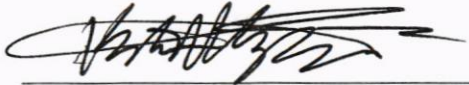
Official Proceedings

6/15/2021

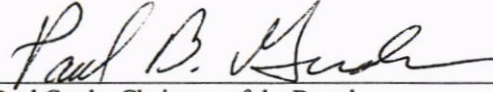
Page 2 of 2

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

Board Chair Gerde adjourned the meeting at 10:42 a.m.



Kersten Kappmeyer, County Administrator



Paul Gerde, Chairman of the Board