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**OFFICIAL PROCEEDINGS**  
**Pope County Board of Commissioners**  
**November 17, 2020**

The November 17, 2020 Regular Board meeting was called to order at 9:01 a.m. by Board Chair Gordy Wagner with the following members present: Commissioners Paul Gerde, Nan Haggerty, Larry Lindor and Cody Rogahn. Kersten Kappmeyer, County Coordinator and Neil Nelson, County Attorney were present. The meeting was conducted telephonically by the County Coordinator from the County Board Room pursuant to Minnesota Statute 13D.021, as in-person attendance of the members or public was imprudent and/or impractical under the current Minnesota COVID-19 State of Emergency.

On motion by Rogahn, seconded by Haggerty and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved the agenda as presented.

On motion by Haggerty, seconded by Lindor and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved the official proceedings for November 3, 2020 as presented.

Gordy Wagner, Board Chair read Pope County Resolution 202036 recognizing the retirement of long-term employee Davis Larson, Highway Maintenance Worker, Highway Department. On motion by Gerde, seconded by Rogahn and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved Resolution 202036 recognizing the retirement of Davis Larson and thanking him for his 20 years of service to Pope County in the Highway Department.

Duane Krautbauer, Fiscal Officer presented the Human Services Bills and Reports. On motion by Rogahn, seconded by Haggerty and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved the Human Services bills in the amount of \$216,654.00.

Stephanie Rust, Auditor-Treasurer presented October 2020 Trial Balance and Fund Balance Analysis; Auditor Bills – October 14 – November 10, 2020 (informational) and Pay Bills and Supplemental Bills. On motion by Rogahn, seconded by Haggerty and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved the October 2020 Trial Balance and Fund Balance Analysis. On motion by Gerde, seconded by Lindor and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved the payment of bills of \$140,860.67 plus supplemental bills of \$33,561.26 totaling \$174,221.93.

Jackie Stevens, Human Resources Director presented Contract with USI Consulting Group, Inc. (formerly known as Hildi, Inc.) for GASB 75 Actuarial Valuation. On motion by Haggerty, seconded by Gerde and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board approved the contract with USI Consulting Group, Inc. to provide services for the GASB 75 valuation and year end disclosures.

Dave Orlowski, Senior Engineering Technician/Drainage Inspector presented Set the Date and Time for Annual Drainage Hearing. On motion by Rogahn, seconded by Gerde and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board set the Annual Drainage Hearing for Tuesday, December 1, 2020 at 9:00 a.m. or as soon thereafter as can be heard.

Kersten Kappmeyer, County Coordinator presented Consider Ratification and Approval of Real Estate Purchase of 10 1<sup>st</sup> Avenue NE, Glenwood with CARES Act Funding; Consider Additional CARES Act Grant Program Purchase for Facilities Purposes; Consider Additional Designation of County Teleconferencing and Technology Expenses as CARES Act Funding Claims; Consider Additional Designation of County Administrative Expenses as a CARES Act Funding Claim; Consider Additional CARES Act Grant Program Distributions for First Responders; Consider Additional CARES Act Grant Program Distributions for Businesses and Non-Profits; Consider Additional Designation of County Payroll and Benefits Expenses as a CARES Act Funding Claim and Periodic Review of Pope County COVID-19 Phased Reopening and Preparedness Plans. On motion by Rogahn, seconded by Gerde and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board authorized ratification and approval of the Purchase Agreement by Pope County for acquisition of real estate at 10 1<sup>st</sup> Street NE, Glenwood, MN paid from CARES Act funding as a necessary expense in response to the COVID-19 pandemic as presented. On motion by Gerde, seconded by Rogahn and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn,

Wagner, the Board authorized the additional designation of County facilities expenses as claimed from its CARES Act allocation in the amount of \$17,648.00 as presented. On motion by Lindor, seconded by Gerde and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board authorized the additional designation of County technology and teleconferencing expenses as claimed from its CARES Act allocation in the amount of \$18,461.62 as presented. On motion by Rogahn, seconded by Haggerty and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board authorized the additional designation of County administrative expenses as claimed from the CARES Act allocation in the amount of \$5,310.00, including any expenses incurred from Ehlers. On motion by Haggerty, seconded by Gerde and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board authorized the distribution of additional Pope County CARES Act Grants to Cyrus First Responders, Inc. in the amount of \$9,189.00. On motion by Gerde, seconded by Rogahn and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board authorized the distribution of additional Pope County CARES Act Grants to businesses and non-profits, with \$5,000 to the Hearts and Hands Food Shelf, and directing remaining grants to be paid administratively by County staff on a pro rata basis to qualified program applicants with eligible expenses up to a maximum of \$5,000.00 per recipient, based on the combined balance of County CARES Act funds remaining and of Township and City funds returned to Pope County for distribution on or before November 20, 2020. On motion by Gerde, seconded by Haggerty and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Board authorized the additional designation of County payroll and benefit expenses as an eligible claim from its CARES Act allocation in the amount of \$2,740,646.92 as presented. No changes were made to the Pope County COVID-19 Preparedness Plan.

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

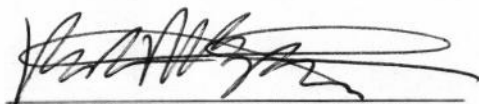
The Board recessed at 12:20 p.m.

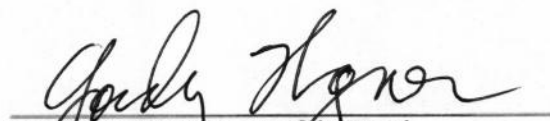
Board Chair Wagner reconvened the Board meeting at 1:00 p.m., with all members present.

Board Chair Wagner opened the Public Hearing for the Solid Waste Designation Plan presented by Pope/Douglas Solid Waste at 1:00 p.m. Steve Vrchota, Executive Director for Pope/Douglas Solid Waste, presented the designation plan and public comment was taken by the Board thereafter.

On motion by Gerde, seconded by Haggerty and by the following vote: Ayes: Gerde, Haggerty, Lindor, Rogahn, Wagner, the Public Hearing for the Solid Waste Designation Plan was closed at 1:48 p.m.

Board Chair Wagner adjourned the meeting at 1:50 p.m.

  
Kersten Kappmeyer, County Coordinator

  
Gordy Wagner, Chairman of the Board