

P O P E MINNESOTA
C O U N T Y

*Enhancing quality of life by providing innovative
services for our community every day.*

OFFICIAL PROCEEDINGS
Pope County Board of Commissioners
October 15, 2019

The October 15, 2019 Regular Board meeting was called to order at 9:00 a.m. by Board Chair Cody Rogahn with the following members present: Commissioners Paul Gerde, Larry Lindor, Nan Haggerty and Gordy Wagner. Kersten Kappmeyer, County Coordinator and Neil Nelson, County Attorney were present.

On motion by Gerde, 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 October 1, 2019.

Amber Holmstrom, Family and Community Services Coordinator, WCMCA, Inc., presented Consider Resolution 201944 supporting West Central Communities Action's Acceptance of Family Homeless Prevention and Assistance Program Grant Funding. On motion by Gerde, seconded by Wagner and unanimously carried, the Board adopted Resolution 201944 supporting West Central Minnesota Communities Action's acceptance of Family Homeless Prevention and Assistance grant funding.

Sarah Green, Recorder presented Consider Request to Hire Part-Time Variable Hour/On-Call Employee and Consider Request of the GIS Parcel Maintenance Contract with Pro-West & Associates Inc. On motion by Wagner, seconded by Lindor and unanimously carried, the Board authorized the Recorder to hire a variable hour/on-call part-time employee, Karen Barchenger, should the need for office coverage arise. On motion by Haggerty, seconded by Gerde and unanimously carried, the Board approved the contract with Pro-West & Associates, Inc. for January 1, 2020 to December 31, 2020 for parcel maintenance services.

David Green, Land and Resources Director presented Conditional Use Permit: Sagedahl Gravel Pit Continuation and Consider Resolution 201947 Moratorium on Conditional Use Permit Requirement of Shoreland Alterations Beyond the Shore and Bluff Impact Zones. On motion by Lindor, seconded by Gerde and unanimously carried, the Board approved the Conditional Use Permit: Sagedahl Gravel Pit: Applicant: Duinink Companies located at Part of the south half (S ½) of the northwest quarter (NW ¼), Section 26, Township 123 (Lake Johanna), Range 36 with the recommendation of the Planning Advisory Commission and approval of the conditions as amended. On motion by Lindor, seconded by Wagner and unanimously carried, the Board adopted Resolution 201947 that this moratorium will only be in effect until such time that either (1) the Performance Standards in Section 4.6.10 of the Land Use Controls Ordinance related to Grading and Filling activities in a Shoreland Area have been presented to the Board for consideration of amendment, or (2) the moratorium adopted by this resolution is lifted by subsequent resolution of the Board.

Duane Krautbauer, Fiscal Officer presented Human Services Bills and Reports. On motion by Wagner, seconded by Lindor and unanimously carried, the Board approved the Human Services bills in the amount of \$127,069.45.

Dave Orlowski, Senior Engineering Technician/Drainage Inspector presented Set the Date and Time for Annual Drainage Hearing. On motion by Gerde, seconded by Haggerty and unanimously carried, the Board set the Annual Drainage Hearing for Tuesday, November 19, 2019 at 9:00 a.m. or as soon thereafter as can be heard.

County Attorney, Neil Nelson left the meeting at 10:30 a.m.

Stephanie Rust, Auditor-Treasurer presented December 26, 2019 Board Meeting; Classification of Forfeited Lands Resolution 201948; September 2019 Trial Balance and Fund Balance Analysis; 3rd Quarter 2019 Journal Entries and Billing; 3rd Quarter 2019 Revenue Expenditure Budget Report and Pay Bills and Supplemental Bills. On motion by Lindor, seconded by Gerde and unanimously carried, the Board authorizes the Auditor-Treasurer and all Fiscal Officers to submit all bills received after the 2nd meeting in December to be paid as supplemental bills to be approved in January of the next year. The Board also agreed to keep the December 26, 2019 Board meeting on schedule for other items which may arise. On motion by Wagner, seconded by Gerde and unanimously carried, the Board adopted Resolution 201948, Certificate of Classification of Forfeited Lands for non-payment of taxes, for parcels: 01-0130-000 Township of Westport, 09-0260-000 Township of Glenwood, 13-0158-001 Township of Barsness, 19-0082-000 Township of Gilchrist, 22-0114-001 and 22-0130-000 City of Cyrus, 26-002-001 City of Sedan, 27-0024-000, 27-0383-000, 27-0589-005, 27-0644-000, 27-0730-000 and 27-0731-000 City of Starbuck.

The Board recessed at 11:05 a.m. for a short break, and reconvened again at 11:10 a.m.

On motion by Wagner, seconded by Lindor and unanimously carried, the Board approved the September 2019 Trial Balance and Fund Balance Analysis. On motion by Wagner, seconded by Gerde and unanimously carried, the Board approved the 3rd Quarter 2019 Journal Entries and Billing. On motion by Lindor, seconded by Haggerty and unanimously carried, the Board approved the 3rd quarter 2019 Expenditure Budget Report. On motion by Wagner, seconded by Haggerty and unanimously carried, the Board approved the payment of bills of \$64,333.18 plus supplemental bills of \$6,126.21 totaling \$70,459.39.

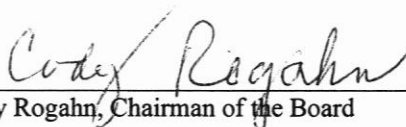
Kersten Kappmeyer, County Coordinator presented Consider Resolutions 201942 and 201943 Deputy Sheriff Declaration for Public Employees Retirement Association (PERA); Consider Revised Appointments to Association of Minnesota Counties Policy Committees and Convention Delegation; Consider Approving Execution of Amended PrimeWest Joint Powers Agreement; Consider Resolution 201945 Authorizing the Chair to Execute Limited Use Permit 6100-0026 for Snowmobile Trails within State Right of Way in Pope County; Consider Resolution 201946 Authorizing the Chair to Execute Limited Use Permit 6103-0024 for a Recreational Trail within State Right of Way in Pope County and Consider Contract for Architectural and Engineering Services Related to Annex Building Renovation. On motion by Gerde, seconded by Haggerty and unanimously carried, the Board approved Resolution 201942 declaring that Brody Merrill, Deputy Sheriff, part-time, meets the requirements for coverage in the Public Employee Police and Fire Plan under the Public Employees Retirement Association (PERA) as per Minnesota Statute 353.63. On motion by Lindor, seconded by Wagner and unanimously carried, the Board approved Resolution 201943 declaring that Bailey Sorenson, Deputy Sheriff, part-time, meets the requirements for coverage in the Public Employee Police and Fire Plan under the Public Employees Retirement Association (PERA) as per Minnesota Statute 353.63. On motion by Gerde, seconded by Lindor and unanimously carried, the Board approved the revision to the Association of Minnesota Counties Policy Committee and Delegate appointments sheet and will transmit the same information to the Association of Minnesota Counties. On motion by Wagner, seconded by Haggerty and unanimously carried, the Board authorized the Chair to execute the second amended and restated PrimeWest Joint Powers Agreement as presented. On motion by Haggerty, seconded by Gerde and unanimously carried, the Board adopted Resolution 201945 authorizing the Chair to execute the Limited Use Permit 6100-0026 for Snowmobile Trails within State Right of Way in Pope County as presented. On motion by Lindor, seconded by Haggerty and unanimously carried, the Board adopted Resolution 201946 authorizing the Chair to execute the Limited User Permit 6103-0024 for a Recreational Trail within State Right of Way of Trunk State Highway 28 in Pope County as presented. On motion by Wagner, seconded by Gerde and unanimously carried, the Board authorized the Chair to execute a contract for architectural and engineering services with Klein McCarthy for the Pope County Annex renovation project, with direction to seek clarification on architectural inspection and observation obligations and with clerical changes.

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

Board Chair Rogahn adjourned the meeting at 12:31 p.m.



Kersten Kappmeyer, County Coordinator



Cody Rogahn, Chairman of the Board