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OFFICIAL PROCEEDINGS
Pope County Board of Commissioners
September 3, 2019

The September 3, 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 Lindor and unanimously carried, the Board approved the agenda as presented with the removal of Board Item #3 Introduction of New Employee.

On motion by Haggerty, seconded by Gerde and unanimously carried, the Board approved the official proceedings for August 20, 2019 with one revision.

Kersten Kappmeyer, County Coordinator presented Consider Resolution 201934, Approving the 2020 Pope County HRA Budget and Levy Amount. On motion by Gerde, seconded by Wagner and unanimously carried, the Board adopted Resolution 201934 for the 2020 Budget and Levy for the Pope County HRA-EDA with a total levy set at \$330,000.

Ann Stehn, Horizon Public Health Administrator presented Consider Setting Environmental Health Food, Pools and Lodging Fees for 2020. On motion by Lindor, seconded by Wagner and unanimously carried, the Board adopted the Pope County Environmental Health Food, Pools and Lodging Fee Schedule, effective January 1, 2020 as presented.

Stacy Hennen, Human Services Director and Crystal Zaviska, Financial Assistance Supervisor presented Child Support Proclamation, Resolution 201935 and Child Care Assistance Fund Plan for 2020-2021. Stacy Hennen presented Human Services Case Counts and Out of Home Placement Information. Stacy Hennen and Phyllis Reller, Social Services Supervisor presented Consider Revised Job Description for Senior Liaison/Outreach Specialist and Request to Replace. On motion by Lindor, seconded by Gerde and unanimously carried, the Board adopted Resolution 201935 proclaiming August 2019 as Child Support Awareness Month. Pope County encourages all Pope County residents, community organizations, faith communities, and others to support families and to recognize those who help ensure that children are receiving the support they deserve. On motion by Haggerty, seconded by Wagner and unanimously carried, the Board adopted the 2020-2021 Child Care Assistance Fund Plan. On motion by Lindor, seconded by Gerde and unanimously carried, the Board approved the revised Senior Liaison/Outreach Specialist job description, grade assignment and request to fill the upcoming vacancy.

David Green, Director of Land and Resources presented Conditional Use Permit: Shoreland Alteration: Applicant: Trent Pribyl. On motion by Lindor, seconded by Wagner and unanimously carried, the Board approved the Conditional Use Permit for Trent Pribyl to grade and fill more than 50 cubic yards and remove vegetation in a shoreland-natural environment (S-NE) zoning district per section 4.6.10 of the Pope County Land Use Controls Ordinance, located at Part of the southwest quarter (SW ¼) of the southwest quarter (SW 1/4) of the southwest quarter (SW ¼), Section 6, Township 125 (Minnewaska), Range 38 and with the conditions recommended by the Planning Commission as presented.

Stephanie Rust, Auditor/Treasurer presented Pay Bills and Supplemental Bills. On motion by Wagner, seconded by Gerde and unanimously carried, the Board approved the bills in the amount of \$58,691.79 plus supplemental bills of \$24,327.37 totaling \$83,019.16.

On motion by Wagner, seconded by Lindor and unanimously carried, the Board entered the per diem expense reports into the record.

Kersten Kappmeyer, County Coordinator presented Authorize Correspondence to Minnesota Department of Employment and Economic Development in Support of Hanson Communications 2019 Border to Border Grant Application; Consider Updates to Pope County Social Media Policy, Section 13.24 of Personnel Management Policies; Consider Authorizing Issuance of Request for Proposals for Architectural Design Services for Annex Remodel Project and Consider Closed Session to discuss Attorney-Client Privileged Matter Related to Case of Pope County File 17-PC-2642. On motion by Wagner, seconded by Lindor and unanimously carried, the Board authorized correspondence to the State of Minnesota in support for the 2019 DEED border-to-border grant application of Hanson Communications as presented. On motion by Haggerty, seconded by Lindor and unanimously carried, the Board adopted the updates to the Pope County Social Media Policy, Section 13.24 with the following changes: Page 126, IV. 2. 2nd to the last sentence to read, "For County Office or Department Social Media accounts, the Elected Official or Department Head shall designate such an 'authorized individual' for publication on and maintenance of the account." On motion by Wagner, seconded

by Gerde and unanimously carried, the Board authorized the issuance of a request for proposals for architectural services for design and planning for the remodeling of the Annex building as presented.

On motion by Lindor, seconded by Gerde and unanimously carried, the Board went into closed session at 11:03 a.m. to discuss an attorney-client privileged matter related to the case of Pope County File 17-PC-2642.

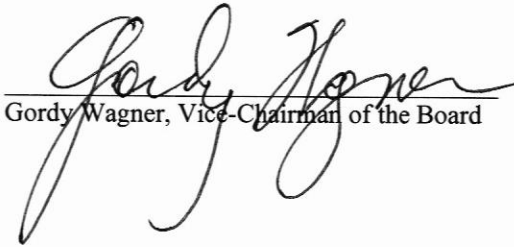
Chair Rogahn opened the closed portion of the meeting at 11:52 a.m.

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

Chair Rogahn adjourned the meeting at 11:59 a.m.



Kersten Kappmeyer, County Coordinator



Gordy Wagner, Vice-Chairman of the Board