



POPE COUNTY MINNESOTA

Official Proceedings Pope County Board of Commissioners Regular Board Meeting Tuesday, December 27, 2022

The Pope County Board of Commissioners Regular Board Meeting duly noticed for Tuesday, December 27, 2022 at the Pope County Courthouse, 3rd Floor Board Room, 130 E Minnesota Avenue, Glenwood, MN 56334 was called to order at 9:00 a.m. by the Chair, Larry Lindor, with the following Board Members present: Paul Gerde, Nan Haggerty, Cody Rogahn, Gordy Wagner. Neil Nelson, County Attorney, and Kersten Kappmeyer, County Administrator, were also present. The Pledge of Allegiance was recited.

Approval of the Agenda; Approval of Official Proceedings for December 8, 2022; and Consider Resolution 202248 Expressing Appreciation to Ron Feigum for Service on the Planning Commission and Board of Adjustment were presented by the Board Chair. Motion to approve the agenda as amended, with the addition of "Consider Resolution 202261 Retroactively Authorizing the Closing of County Offices on December 23, 2022" as item #26, made by Rogahn and seconded by Gerde, Carried Unanimously. Motion to approve the Official Proceedings for December 8, 2022 as amended, made by Haggerty and seconded by Wagner, Carried Unanimously. Motion to adopt Resolution 202248 expressing appreciation to Ron Feigum for his nine years of service on the Pope County Planning Advisory Commission and Board of Adjustment, made by Rogahn and seconded by Gerde, Carried Unanimously.

Approval of Pope County Emergency Operations Plan was presented by Tim Riley, Sheriff. Motion to approve Pope County's Emergency Operations Plan, made by Rogahn and seconded by Haggerty, Carried Unanimously.

Consider Resolution 202249 Endorsing the Efforts of the Probation Community Supervision Work Group During the 2023 Legislative Session and Consider Resolution 202250 Approving the 2023 Pope County Housing and Redevelopment Authority (HRA) Final Levy Amount were presented by Kersten Kappmeyer, Administrator. Motion to adopt Resolution 202249 endorsing the efforts of the Community Supervision Work Group and urging the Legislature to pass a new funding formula and significant appropriation during the 2023 Legislative Session, made by Gerde and seconded by Wagner, Carried Unanimously. Motion to adopt Resolution 202050 approving the 2023 Pope County Housing and Redevelopment Authority - Economic Development Authority budget and corresponding levy of \$440,350 as presented, made by Haggerty and seconded by Rogahn, Carried Unanimously.

Consider Resolution 202251 Approving MnDOT Agency Agreement for Federal Participation in Construction was presented by Brian Giese, Engineer. Motion to adopt Resolution 202251 approving the Agency Agreement No. 1052052 and authorizing the Chairman and Administrator to execute said Agreement, made by Rogahn and seconded by Wagner, Carried Unanimously.

Annual License Approvals: Solid Waste Haulers and Facilities; and Consider Service Contract with Elwood Septic Professionals LLC for 2023 Maintenance Services for the Clearwater Bay Cluster Septic System was presented by David Green, Land & Resource Management Director. Motion in support of the issuance of six solid waste hauler licenses to the individual applicants as presented, made by Wagner and seconded by Rogahn, Carried Unanimously. Motion to approve of contract with Elwood Septic Professionals to provide septic maintenance services for the Clearwater Bay Subordinate Service District, made by Wagner and seconded by Rogahn, Carried Unanimously.

Adoption of the 2023 Pope County Fee Schedule; Consider Purchase of Office Chairs for Courthouse Offices; Approve Courthouse Teamsters Collective Bargaining Agreements for 2023-2025; Approve Law Enforcement Labor Services Collective Bargaining Agreements for 2023-2025; Approve Highway Council Collective Bargaining Agreements for 2023-2025; Consider Resolution 202252 Adopting the 2023 Wage Schedule and Non-Union Salaries; Consider Elected Official Salaries for 2023; and Consider Resolution 202257 Setting Pope County Commissioner 2023 Compensation were presented by Kersten Kappmeyer, Administrator. Motion to adopt the 2023 Pope County Fee Schedule as amended, with

additional specification of Current IRS Mileage Rate as applicable, made by Gerde and seconded by Haggerty, Carried Unanimously. Motion to authorize execution of the proposal from Intereum per cooperatively bid contract for the purchase of 38 Mirra 2 chairs for \$28,522.80 as presented, made by Gerde and seconded by Haggerty, Carried Unanimously. Motion to approve the terms of the labor agreements between Pope County and the Courthouse Teamsters bargaining unit for 2023-2025 and authorize execution of the agreement documents on behalf of the County as presented, made by Haggerty and seconded by Rogahn, Carried Unanimously. Motion to approve the terms of the labor agreements between Pope County and the Law Enforcement Labor Services bargaining unit for 2023-2025 and authorize execution of the agreement documents on behalf of the County as presented, made by Wagner and seconded by Gerde, Carried Unanimously. Motion to approve the terms of the labor agreements between Pope County and the Highway Council bargaining unit for 2023-2025 and authorize execution of the agreement documents on behalf of the County as presented, made by Rogahn and seconded by Gerde, Carried Unanimously. Motion to adopt Resolution 202252 adopting the 2023 wage schedule and non-union salaries as presented, made by Rogahn and seconded by Gerde, Carried Unanimously. Motion to adopt Resolution 202253 setting the 2023 salary of the County Attorney at \$116,600, made by Wagner and seconded by Rogahn, Carried Unanimously. Motion to adopt Resolution 202254 setting the 2023 salary of the County Auditor-Treasurer at \$99,120, made by Wagner and seconded by Rogahn, Carried Unanimously. Motion to adopt Resolution 202255 setting the 2023 salary of the County Recorder at \$80,640, made by Gerde and seconded by Rogahn, Carried Unanimously. Motion to adopt Resolution 202256 setting the 2023 salary of the County Sheriff at \$138,768, with \$5,000 of that amount being compensation for Emergency Management duties, made by Haggerty and seconded by Wagner, Carried Unanimously. The Board took a recess beginning at 9:57 a.m., and reconvened at 10:02 a.m. Motion to vacate the prior Resolution 202253, and instead adopt Resolution 202253 setting the 2023 salary of the County Attorney at \$118,720, made by Wagner and seconded by Rogahn, Carried Unanimously. Motion to adopt Resolution 202257 setting the 2023 County Commissioner compensation at \$23,000 annually, plus 2023 staff cafeteria benefit, and \$100 per diem rate, made by Rogahn and seconded by Wagner, Carried Unanimously.

November 2022 Trial Balance and Fund Balance Analysis; Auditor Bills - November 8 - December 13, 2022; Pay Bills, Supplemental Bills, Per Diems and Employee Reimbursements; and Year-End Journal Entries and Transfers were presented by Stephanie Rust, Auditor/Treasurer. Motion to approve the November 2022 Trial Balance and Fund Analysis, made by Haggerty and seconded by Rogahn, Carried Unanimously. Auditor Bills were presented as an informational item. Motion to approve payment of bills of \$768,284.87 plus supplemental bills of \$16,467.02 plus per diems and employee reimbursements of \$2,377.22, totaling \$787,129.11, made by Wagner and seconded by Rogahn, Carried Unanimously. Motion to approve year-end journal entries and transfers and direct the Auditor/Treasurer's Office to make any year-end adjustments and transfers as needed, made by Haggerty and seconded by Rogahn, Carried Unanimously.

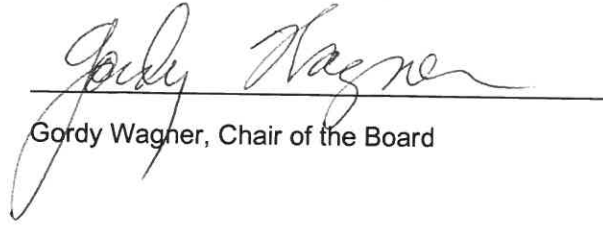
Consider Resolution 202258 Setting the 2023 Pope County Final Budget and Levy; Set 2023 Meeting Dates for the Pope County Board of Commissioners; Consider Resolution 202259 Recognizing the Service of Nan Haggerty as Pope County Commissioner; Consider Resolution 202260 Recognizing the Service of Cody Rogahn as Pope County Commissioner; and Consider Resolution 202261 Retroactively Authorizing the Closing of County Offices on December 23, 2022 were presented by Kersten Kappmeyer, Administrator. Motion to adopt Resolution 202258 setting the 2023 final levy at \$9,896,638, a 4.9% increase over the levy set for 2022, and a 2023 total budget of \$20,251,829, made by Wagner and seconded by Gerde, Carried Unanimously. Motion to set the 2023 County Board meeting schedule as presented, made by Rogahn and seconded by Haggerty, Carried Unanimously, with all meetings to be held in the Pope County Courthouse Board Room, Third Floor, at 130 Minnesota Ave. E. in Glenwood, and each beginning at 9:00am: County Board meetings are set for the 1st and 3rd Tuesday of each month, except for the first meeting in July, which is set for Wednesday the 5th due to the Independence Day holiday, and except for the first meeting in December, which is set for Thursday the 7th due to the AMC Convention. Committee of the Whole (COW) meetings are to be held on the 2nd Tuesday of each month. Motion to adopt Resolution 202259 recognizing the service of Nan Haggerty as Pope County Commissioner, made by Rogahn and seconded by Gerde, Carried by the following vote: Ayes: Gerde, Lindor, Rogahn, Wagner; Nays: None; Abstain: Haggerty. Motion to adopt Resolution 202260 recognizing the service of Cody Rogahn as Pope County Commissioner, made by Gerde and seconded by Wagner, Carried by the following vote: Ayes: Gerde, Haggerty, Lindor, Wagner; Nays: None; Abstain: Rogahn. Motion to adopt Resolution 202261 retroactively authorizing the closing of County offices on December 23, 2022, made by Wagner and seconded by Rogahn, Carried Unanimously.

Informational updates were given by the County Attorney, Administrator and Commissioners.

There being no other business before the Board, the meeting was adjourned by the Chair at 11:00 a.m.



Kersten Kappmeyer, County Administrator



Gordy Wagner, Chair of the Board