



POPE COUNTY MINNESOTA

Official Proceedings Pope County Board of Commissioners Regular Board Meeting

Tuesday, January 3, 2023

The Pope County Board of Commissioners Regular Board Meeting duly noticed for Tuesday, January 3, 2023 at 9:00 AM at the Pope County Courthouse, 3rd Floor Board Room, 130 E Minnesota Avenue, Glenwood, MN 56334 was called to order at 9:00 AM by the County Administrator, Kersten Kappmeyer, with the following Board Members present: Paul Gerde, Paul Gremmels, Larry Lindor, Gordy Wagner, and Paul Wildman. Neil Nelson, County Attorney was also present. The Pledge of Allegiance was recited.

Election of the Board Chair for 2023 was presented by Kersten Kappmeyer, Administrator. Gerde nominated Wagner as Board Chair for 2023. Motion to close nominations and elect Wagner as Chair, made by Wildman and seconded by Lindor, Carried Unanimously.

Election of Board Vice-Chair for 2023; Approval of Agenda; Approval of Official Proceedings for December 27, 2022; County Board and Officer Committee Assignments for 2023; Association of Minnesota Counties Policy Committee and Voting Delegate Appointments; Appointment of At Large Representative to the Pope County Extension Committee; and Appointment of District 1 Representative to Planning Advisory Commission and Board of Adjustment were presented by Chair Wagner. Lindor nominated Gerde as Vice-Chair for 2023. No other nominations were offered. Motion to appoint Gerde Vice-Chair, made by Lindor and seconded by Wildman, Carried Unanimously. Motion to approve the agenda as presented, made by Gerde and seconded by Lindor, Carried Unanimously. Motion to approve the Official Proceedings for December 27, 2022 as presented, made by Lindor and seconded by Gerde, Carried Unanimously. County Board and Officer Committee Assignments for 2023 and Association of Minnesota Counties Policy Committee and Voting Delegate Appointments were given by the Chair, a list of which will be maintained on file at the Administrator's Office. Motion to table item to appoint an at-large member of the County Extension Committee for a term of three years beginning January 1, 2023 and ending December 31, 2025, made by Lindor and seconded by Gremmels, Carried Unanimously. Motion to appoint Russel Barkeim of White Bear Lake Township to serve as District 1 Planning Advisory Commission and Board of Adjustment member for a three-year term beginning January 1, 2023 and concluding on December 31, 2025, made by Gremmels and seconded by Lindor, Carried Unanimously.

Highway Department Monthly Report; Establish Public Hearing Date/Time to consider 5-Year Road Improvement Program Update; Approve Advertisement for Bids for SAP 061-622-013 and SAP 061-629-017; and Approve Base One material purchase were presented by Brian Giese, Engineer. The Highway Department Monthly Report was received as an informational item. Motion to notice a Public Hearing on February 21, 2023 at 9:00 a.m. or as shortly thereafter as can be heard for the consideration of the Pope County 5-Year Road Improvement Program, made by Lindor and seconded by Wildman, Carried Unanimously. Motion to approve the Advertisement for Bids for the construction of SAP 061-622-013 and SAP 061-629-017 as presented, made by Gerde and seconded by Wildman, Carried Unanimously. Motion to authorize the purchase of 8 totes of Base One material from Team Laboratory with a total cost of \$49,568.75 plus any additional taxes based on the 8th tote being provided at no cost, made by Gerde and seconded by Gremmels, Carried Unanimously.

Consider Bids and Designate the Official Pope County Newspaper for 2023 was presented by Kersten Kappmeyer, Administrator. Motion to designate the Pope County Tribune as the official newspaper for 2023 for required legal publications, accepting the proposed bid of the Tribune as presented, made by Lindor and seconded by Gremmels, Carried Unanimously.

Financial Audit Committee Appointments; Designate Official Depositories for Pope County Funds for 2023; Consider Resolution 202301 to Authorize the Auditor/Treasurer to make Electronic Funds Transfers; and Pay Bills, Supplemental Bills, Per Diems and Employee Reimbursements were presented by Stephanie Rust, Auditor/Treasurer. Motion to appoint

the Board Chair, County Administrator, Auditor/Treasurer, Auditor/Treasurer's Financial Accountant, Highway Engineer and Highway Financial Accountant to the Financial Audit Committee, made by Gerde and seconded by Lindor, Carried Unanimously. Motion to designate all Pope County financial institutions as Official Pope County Depositories for 2023 and when necessary, the Auditor/Treasurer is directed to invest in the MAGIC Fund, made by Wildman and seconded by Gremmels, Carried Unanimously. Motion to adopt Resolution 202301, authorizing the Auditor/Treasurer to make electronic funds transfers, made by Gremmels and seconded by Gerde, Carried Unanimously. Motion to approve payment of bills of \$316,434.68 plus supplemental bills of \$63,771.00 plus per diems and employee reimbursements of \$3,227.40 totaling \$383,433.08, made by Lindor and seconded by Wildman, Carried Unanimously.

Approval of the Per Diem Expense Reports was presented by Board Chair. Motion to enter the Per Diem Expense Reports into the record, made by Gerde and seconded by Lindor, Carried Unanimously.

Motion to enter into Closed Session pursuant to Minn. Stat. 13D.05, Subd. 3(c) to consider development of a purchase offer for certain real property described as parcel 21-0198-000; 21-0197-001, made by Lindor and seconded by Gerde, Carried Unanimously. Closed session was entered at 10:25 a.m. Motion to end closed session and return to open session, made by Lindor and seconded by Gremmels, Carried Unanimously. The meeting reopened at 11:02 a.m. Motion to convene in closed session pursuant to Minnesota Statute section 13D.05, Subd. 3(b) and attorney-client privilege to discuss the matter of State ex rel. Peters Sunset Beach, Inc., et al. v. County of Pope, File No. 61-CV-22-310 with its attorney, made by Gerde and seconded by Gremmels, Carried Unanimously. The meeting was closed at 11:04 a.m. Motion to end closed session and return to open session, made by Lindor and seconded by Gerde, Carried Unanimously. The meeting reopened at 12:42 p.m.

Informational updates were given by the County Administrator and Commissioners.

There being no other business before the Board, the meeting was adjourned by the Chair at 12:53 p.m.



Kersten Kappmeyer, County Administrator



Gordy Wagner, Chair of the Board