



POPE COUNTY MINNESOTA

Official Proceedings

Pope County Board of Commissioners Regular Board Meeting

Tuesday, March 5, 2024

The Pope County Board of Commissioners Regular Board Meeting duly noticed for Tuesday, March 5, 2024 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 Chair, Paul Gerde, with the following Board Members also present: Paul Gremmels, Larry Lindor, Gordy Wagner, and Paul Wildman. Kersten Kappmeyer, County Administrator, was also present. The Pledge of Allegiance was recited.

Approval of Agenda and Approval of Official Proceedings for February 20, 2024 was presented by Chair Gerde. Motion to approve the agenda, made by Lindor and seconded by Gremmels, Carried Unanimously. Motion to approve the Official Proceedings for February 20, 2024 as presented, made by Wildman and seconded by Wagner, Carried Unanimously.

Highway Department Monthly Report, Equipment Purchase – Excavator, and Equipment Purchase - Trailer were presented by Brian Giese, Engineer. The Highway Department Monthly Report was received as an informational item. Motion to approve the purchase of a 130P excavator and attachments as quoted from RDO Equipment Co of Sauk Rapids for \$229,237.60, made by Wildman and seconded by Gremmels, Carried Unanimously. Motion to approve the purchase of a RWAY trailer as specified and quoted from Krain Creek Fabrication of Long Prairie, MN in the amount of \$45,628.75 plus any applicable tax and registration fees, made by Wildman and seconded by Gremmels, Carried Unanimously. Neil Nelson, County Attorney, joined the meeting at 9:17 AM.

Request for Out-of-State Travel: National ICAC Conference was presented by Tim Riley, Sheriff. Motion to approve the request of Deputy Sheriff Klassen to attend the National ICAC Conference in Atlanta, Georgia from June 10-13, 2024 with the Bureau of Criminal Apprehension, made by Lindor and seconded by Wagner, Carried Unanimously. Request to Increase Open Part-Time Deputy Sheriff Position to Full-Time was presented by Jackie Stevens, HR Director and Tim Riley, Sheriff. Motion to approve status change of one open Deputy Sheriff position from Regular Part-Time to Regular Full Time, made by Gremmels and seconded by Lindor, Carried Unanimously.

Authorize Publication of Notice of Intent to Adopt and Set Public Hearing for Draft Ordinance No. 202402 Regulating the Use of Cannabis in Public Places; Authorize Publication of Notice of Intent to Adopt and Set Public Hearing for Draft Ordinance No. 202403 Regulating Dangerous, At-Large, and Nuisance Animals; and Authorize Publication of Notice of Intent to Adopt and Set Public Hearing for Draft Ordinance No. 202404 Repealing Outdated Provisions of the Pope County Environmental Health Administrative Ordinance were presented by Kersten Kappmeyer, Administrator. Motion to authorize publication of a Notice of Intent to Adopt and Public Hearing on Draft Ordinance No. 202402 Regulating the Use of Cannabis in Public Places, and set a Public Hearing for April 2, 2024 at 9:00am or as soon as thereafter can be heard, made by Gremmels and seconded by Lindor, Carried Unanimously. Motion to authorize publication of a Notice of Intent to Adopt and Public Hearing on Draft Ordinance No. 202403 Regulating Dangerous, At-Large, and Nuisance Animals, and set a Public Hearing for April 2, 2024 at 9:00am or as soon as thereafter can be heard, made by Wildman and seconded by Gremmels, Carried Unanimously. Motion to authorize publication of a Notice of Intent to Adopt and Public Hearing on Draft Ordinance No. 202404 Repealing Outdated Provisions of the Pope County Environmental Health Administrative Ordinance, and set a Public Hearing for April 2, 2024 at 9:00am or as soon as thereafter can be heard, made by Wagner and seconded by Lindor, Carried Unanimously.

Consider Resolution Regarding Staff Authority for Wetland Conservation Act Administration was presented by Ralph Hanson, Land Use Specialist. Motion to adopt Resolution 202408 Regarding the Administration of the Minnesota Wetland Conservation Act, delegating WCA decision-making authority to County Land and Resource Management staff as presented, made by Lindor and seconded by Wildman, Carried Unanimously.

Interim Use Permit: Community Solar Garden (Viking Community Solar, Glenwood Township) and Conditional Use Permit: Non-Farm Residence (Knoblauch, Blue Mounds Township) were presented by David Green, Land & Resource Management Director. A motion was made by Lindor, seconded by Wildman, in support of the recommendation provided by the Planning Advisory Commission and to approve the Interim Use Permit of Viking Community Solar for a community solar garden with the conditions as presented in the PAC staff report. After further discussion by the Board, the original motion was withdrawn and substituted with a motion by Lindor, seconded by Wildman, in support of the recommendation provided by the Planning Advisory Commission and to approve the Interim Use Permit of Viking Community Solar for a community solar garden with the conditions as presented in the PAC staff report, and additionally specifically requiring security of cash or a bond in the amount of \$100,000 as a condition of the permit, which, after further discussion, Carried Unanimously. Motion supporting the recommendation as provided by the Planning Advisory Commission, and to approve of the Conditional Use Permit of Knoblauch for a non-farm residence with the conditions as provided in the PAC staff report, made by Wildman and seconded by Lindor, Carried Unanimously.

Request to Renew Pope County's Enterprise Licensing Agreement with ESRI for Three Years was presented by Bryan Gates, Information Technology Director. Motion to approve and authorize execution of the new three-year enterprise licensing agreement with ESRI as presented, made by Wildman and seconded by Wagner, Carried Unanimously.

Consider Approval of the State Auditor's 2023 Audit Engagement Letter; Consider Resolution Setting the 2024 Pope County Gopher Bounty; and Pay Bills, Supplemental Bills, and Employee Reimbursements were presented by Stephanie Rust, Auditor/Treasurer. Motion to approve and authorize execution of the State Auditor's 2023 Audit Engagement Letter Agreement as presented, made by Gremmels and seconded by Lindor, Carried Unanimously. Motion to adopt Resolution 202409 to set the 2024 Gopher Bounty Reimbursement Rate at 50% of the township rate not to exceed \$3.00 per gopher and requiring townships to submit their adopted minutes with their gopher bounty rate to the Pope County Auditor-Treasurer, made by Wagner and seconded by Lindor, Carried Unanimously. Motion to approve payment of bills of \$150,511.86 plus supplemental bills of \$4,698.86 plus employee reimbursements of \$419.00, totaling \$155,629.72, made by Wagner and seconded by Wildman, Carried Unanimously, and were paid as follows: Visa 4698.86; Dell Marketing LP 61255.08; LVC Companies, Inc 4526; Mid-States Hydraulic & Machine Inc 3174.65; Obenland & Nelson 5675; Pro-West & Associates Inc 2715.45; Sand Creek EAP LLC 5330.88; Western Prairie Human Services 21580.21; White Cap, LP 30904; 38 Payments less than 2000 15350.59.. Motion to enter the Per Diem Expense Reports into the record, made by Wagner and seconded by Wildman, Carried Unanimously.

Informational updates were given by the County Attorney, County Administrator, and Commissioners, and there being no other business before the Board, the meeting was adjourned by the Chair at 11:18 AM.



Jackie Stevens, County Administrator Designee



Paul Gerde, Chair of the Board