

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
January 3, 2006

The Board was called to order at 1 PM with the following members present: McCrory, Kittelson, Paulson, Naig and Olson.

Chair McCrory turned the meeting over to Riaz Aziz, Coordinator.

-On motion by McCrory, seconded by Kittelson, and unanimously carried the Board appointed Jeanne Olson to serve as Chair for 2006.

Coordinator Aziz turned the meeting over to Chair Olson.

-On motion by Kittelson, seconded by Naig, and unanimously carried the Board appointed Dean Paulson to serve as Vice-Chair for 2006.

-On motion by Paulson, seconded by McCrory, and unanimously carried the Board approved the Agenda as presented.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by McCrory, seconded by Kittelson, and unanimously carried the Board adopted the Public Participation at Board Meetings Rules as presented.

-On motion by Paulson, seconded by McCrory, and unanimously carried the Board approved the regularly scheduled monthly meetings to be the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month at 9 AM beginning January 17, 2006.

Donna Quandt, Interim Appointed Auditor/Treasurer, presented the following Agenda items.

-On motion by McCrory, seconded by Paulson, and unanimously carried the Board approved the beer license for Koep's Corner.

-On motion by McCrory, seconded by Kittelson, and unanimously carried the Board tabled the acceptance of the printing bids for the County official newspaper.

-On motion by Paulson, seconded by Kittelson, and unanimously carried the Board approved the Auditor / Treasurer's office to submit applications to receive Election Equipment Grant dollars.

-On motion by Naig, seconded by Paulson, and unanimously carried the following bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$92,330.21. COUNTY ROAD & BRIDGE - \$108,695.30. HEALTH SERVICE FUND - \$15,238.00.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried the Board approved the County Attorney to draft a contract between Pope County Family Services and Mike Woods, Douglas County Family Services Director. Director Woods has agreed to help Pope County Family Services until new management is hired.

-On motion by Kittelson, seconded by Paulson, and unanimously carried the Board approved the appointment of Amber Hvezda to the position of Social Worker in Family Services, Rebecca Gilmore to the position of Deputy Auditor II in the Auditor/Treasurer's Office, and Henry Hendershot and Greg Tolifson to the position of Maintenance Worker II in the Highway Department.

-On motion by Naig, seconded by McCrory, and unanimously carried the Board set the hours of Rolinda Sanders, Senior Citizen's Assistant, to 37.5 hours per week.

-On motion by McCrory, seconded by Kittelson, and unanimously carried the Board approved the Memorandum of Understanding Concerning Regional Jail Feasibility Study with Big Stone, Stevens, Traverse and Pope County. Stevens County is the host county for this Memorandum.

-On motion by Kittelson, seconded by Naig, and unanimously carried the Board appointed Commissioners Olson and Paulson, Sheriff Larson, County Attorney Doebbert, and Coordinator Aziz to the Pope County Justice Executive Committee to represent Pope County in all jail discussions with other Counties.

-On motion by Naig, seconded by Paulson, and unanimously carried the Board adopted the Resolution authorizing the Central Minnesota Housing Partnership (CMHP) to submit an "Application for Administrative Authority" to Minnesota Housing Finance Agency for participation in the HOME Rental Rehabilitation Program, and the CMHP is designated as the administrative body for implementing this program in Pope County.

-On motion by Kittelson, seconded by McCrory, and unanimously carried the Board adjourned at 1:50 PM.

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Coordinator Aziz

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Chair Olson

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
January 17, 2006

The Board was called to order at 9 AM with the following members present: Paulson, Kittelson, Naig and McCrory. Chair Olson was not present. Vice-Chair Paulson presided over the meeting.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Agenda as presented.

Belvin Doebbert, County Attorney, presented the following Agenda item.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Professional Services Contract between Pope County and Doebbert Law Offices PLLP to provide administrative, paralegal and legal secretarial support to the office of the Pope County Attorney.

Donna Quandt, Interim Appointed Auditor/Treasurer was sworn into office.

Donna Quandt, Interim Appointed Auditor/Treasurer then presented the following Agenda items.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the printing bids from Pope County Tribune and Starbuck Times for the first and second printing of the Pope County Financial Statement. Included in this motion was the acceptance of the printing bid from Pope County Tribune for publishing the proceedings and other legal notices of Pope County, thereby appointing Pope County Tribune as the Official Paper for Pope County.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the payment of \$67,451 representing the first half of 2006 appropriations as presented, with the inclusion of payment to Crow River Watershed. The 2006 appropriations totaling \$1,000 or less to one entity were paid in full with this payment.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the transfer of \$75,214.00 to the Welfare Fund as the first payment of 2006.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the bingo gambling permit for Church of St. John Nepomuk in Lowry for February 12, 2006.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$18,616.04. ROAD & BRIDGE - \$9,002.12. HEALTH SERVICE FUND - \$6,621.58. LAW LIBRARY FUND - \$5,965.36. E-911 FUND - \$650.00. DEBT SERVICE FUND - \$373.75.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Solid Waste Collection & Transportation Licenses for Mattheisen Disposal, Inc.; West Central Sanitation Inc.; Waste Management; and Engebretson Sanitary Disposal Service, Inc.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the Host County Purchase of Service Contract for Waivered Services to Persons With Mental Retardation or Related Conditions between Pope County Family Services Department and REM Central Lakes, Inc for the year 2006.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Family Services cases as presented.

Mary Schley, Family Services Social Worker, presented the following Agenda item.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board authorized the Coordinator, County Attorney and Family Services to investigate the possibility of deferring fees, both County and State, related to licensing of day care centers. The Coordinator will keep the Board Chair informed of all progress.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the payment of the Family Services bills as presented.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board set the minimum salaries for upcoming elected officials as follows: County Attorney - \$30,000. Sheriff - \$30,224. Recorder - \$26,474. Auditor/Treasurer - \$30,336. Commissioner - \$14,000.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board appointed Commissioner McCrory to represent Pope County as a member of the WesMin Resource Conservation & Development Council for 2006.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meetings held on December 21, 2005, December 28, 2005 and January 3, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the following item was added to the Agenda:

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board authorized Commissioner McCrory to attend the 2006 National Association of Counties Legislative Conference March 4-8, 2006 in Washington, DC. Commissioner McCrory abstained from voting on this motion.

Committee Reports were given.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board adjourned at 11:15 AM.

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Coordinator Aziz

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Chair Olson

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
February 7, 2006

The meeting was called to order at 9 AM with the following members present: Olson, Paulson, Kittelson, Naig and McCrory.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Agenda with the following addition: Personnel Management Policy acknowledgment form.

Riaz Aziz, Coordinator, introduced the following new employees: Amber Hvezda-Social Worker-Family Services, Rebecca Gilmore-Deputy Auditor II-Auditor/Treasurer, Henry Hendershot-Maintenance Worker II-Highway, Greg Tolifson-Maintenance Worker II-Highway, Erik Kehrberg-Deputy Sheriff (Bailiff)-Sheriff and Tonya Breitreutz-Case Aide-Court Services.

Donna Quandt, Appointed Interim Auditor/Treasurer, presented the following Agenda items.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the December 2005 Trial Balance.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the December 2005 Fund Balance Analysis, 2005 Revenues and Expenditures Report and the Fourth Quarter 2005 Drainage Analysis Report.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$86,219.46. HEALTH SERVICE FUND - \$5,208.46. LAW LIBRARY FUND - \$384.49. E-911 FUND - \$122.07. DEBT SERVICE FUND - \$201,395.00.

Sharon Braaten, Public Health Director, presented the following Agenda items.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Early Childhood Screening Contract between Pope County Public Health and Minnewaska Area Independent School District #2149 effective January 1, 2006, renewed annually.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Agreement with Mid-State Community Health Services authorizing Sharon Braaten to serve as Mid-State Community Health Services Co-Administrator.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board authorized the appointment of Dr. Tom Haus and Susan Kuseske to serve three year terms on the Pope County Public Health Nursing Task Force.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Preliminary Plats for the proposed subdivisions of Meadow Heights Plat Two, Meadow Heights Plat Three and Meadow Heights Plat Four, c/o Phillip & Pamela Serrin, located on Camp Lake in Glenwood Township, with the condition that the Individual Sewage Treatment System and Storm Water Pollution Prevention Program be completed.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Preliminary Plat for the proposed subdivision of West Shores Second Addition, c/o Jason & Karin Tank, located off Lake Amelia.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Conditional Use Permit for the expansion of RV sites for Shady Rest Resort, c/o Ronald & Eleanor Langhoff, located on Lake Amelia, with the condition that the Minnesota Department of Health license be secured and a vegetative screen, approved by the County Environmental Services Director, be installed.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the reduction from 37.5 to 30 hours per week for Olga VanWinkle, Office Support Aide, Family Services, to be effective March 1, 2006. In addition, the Board approved an increase from 29 to 30 hours per week for Myra Messner, Office Support Specialist, Family Services to be effective February 1, 2006. The Board also authorized Staff to work with Public Health/Family Services to further increase Ms. Messner's hours if future needs require and money is in the budget.

The Board discussed the Committee Appointments and asked the Coordinator to update the list with the appropriate names of the Commissioners assigned to the different Committees, keep the list current, and provide the list to the public when requested.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Amended Official Proceedings for the meeting held on December 28, 2005 and ordered them published and filed according to law.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on January 17, 2006 and ordered them published and filed according to law.

Harold Jennissen, Rainbow Rider, presented the following Agenda items.

Mr. Jennissen discussed the 2005 Activity Report for Rainbow Rider.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board adopted the Resolution Supporting Transportation #200603 as presented by Mr. Jennissen.

Riaz Aziz, Coordinator, presented the following Agenda item.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board adopted Resolution Supporting Ethics In The Workplace #200604 and authorized it to be included in the Pope County Personnel Management Policy.

Committee Reports and Coordinator's Updates were given.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board postponed the March 7 regularly scheduled Board Meeting to be held at 1 PM on Monday, March 13; and, the Board postponed the regularly scheduled Committee of the Whole Meeting from March 6 to 9 AM on Monday, March 13.

On motion by Kittelson and seconded by McCrory, the Board adjourned at 11:35 AM.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board voted to reconvene at 11:40 AM.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board voted to enter into an Executive Session to discuss Union negotiation strategy.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board closed the Executive Session and adjourned the regular Board Meeting at 12 PM.

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Coordinator Aziz

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Chair Olson

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
February 21, 2006

The meeting was called to order at 9 AM with the following members present: Olson, Naig, and McCrory. Commissioners Paulson and Kittelson were unable to attend.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Agenda with the following addition: Discussion of Ditch #17.

Donna Quandt, Interim Appointed Auditor/Treasurer presented the following Agenda items.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the January 2006 Trial Balance, Fund Balance Analysis and 2006 Designated Funds.

The 2005 Year End Gravel Tax Report was presented.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Gambling Permit for Villard First Responders.

-On motion by Naig, seconded by McCrory, and unanimously carried, the following bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$36,873.19. ROAD & BRIDGE - \$11,005.67. HEALTH SERVICE FUND - \$8,398.85. LAW LIBRARY FUND - \$1,127.98. COUNTY DITCH FUND - \$75.00. E-911 FUND - \$650.00.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board tabled the Discussion of Ditch #17 until the next Board Meeting. In addition, the Board directed the Coordinator's Office to contact Alan Kuseske, County Ditch Inspector, and request that Mr. Kuseske provide the Board an update on Ditch #3 and Ditch #15 at the next Board Meeting.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Resolution Proclaiming February 25, 2006 as Prairie Home Companion Day in Pope County.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Family Services cases as presented.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Family Services bills as presented.

Brian Noetzelman, County Engineer, presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the distribution of \$238,944.00 of Town Road Apportionment from State Aid Allotment.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the distribution of \$16,217.98 of Gravel Tax Collections to Townships.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Highway Department to prepare the site survey as requested by the Pope County HRA for the 20 acres purchased by the HRA in 2005.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the modification in the billing rate of the Case Management Services Contract between Tomorrow's Journey and Pope County Family Services to include drive time.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Conditional Use Permit for shoreland alteration of Lake Minnewaska for Paul C and Helen Morse Olson with the condition that the Erosion Control Plan be approved by the Environmental Services Department and the Minnesota Department of Natural Resources Water Division.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board, contingent upon the parties representing this permit agreeing to waive the 60 day requirement for Board action, voted to table action on the Conditional Use Permit for the Hackberry Creek RV Park until the March 13 Board Meeting when the full Board will be present and the effect on property values will have been studied. However, due to the number of citizens attending the meeting, the Board held discussion on this issue and heard public comments.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved Area Lakes Properties to convert an existing resort to a Common Interest Community consisting of ten permitted RV lots on Lake Scandinavian with the conditions that storm water and sanitary requirements be met and a Lakescaping Plan acceptable to the Environmental Services Department is implemented.

-On motion by McCrory and seconded by Naig, the Board denied the Conditional Use Permit for Gordon & Rose Jacobson c/o Chris Westre to open a Recreational Campground within a Residential District of Glenwood Township. Commissioner Olson voted against the denial.

-On motion by McCrory, seconded by Olson, and unanimously carried, the Board agreed to table the Final Plat of West Shores Second Addition at Lake Amelia.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Final Plat of Westport Sunset provided all signatures are obtained on the plat before the Chair will execute the document.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board appointed Steve Lawrence, Environmental Services Director, and two Commissioners (to be appointed when the full Board is present) to represent Pope County in developing a Minnewaska Area Strategic Plan in conjunction with surrounding cities and townships to determine solutions to meet the future demand for development and sanitary services in these communities. The motion also approved the expenditure of \$10,000 of private funds already donated to the County towards the development of this Plan.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved Resolution # 111605 granting a Conditional Use Permit to MnDOT for the installation of a radio tower on County property in Terrace. The Conditional Use Permit was previously approved on November 16, 2005.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved Amended Resolution #1306 rescinding administration of the HOME Rental Rehabilitation Program by Central Minnesota Housing Partnerships and authorizing the administration of this program by West Central Minnesota Housing Partnership.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board appointed Commissioners Paulson and Olson, Interim Appointed Auditor/Treasurer Quandt, Deputy Auditor Gorder, Human Resources Assistant Perdue, and Coordinator Aziz to the Pay and Benefits Administration Steering Committee.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board appointed Commissioners Kittelson and Olson, Sheriff Larson, Environmental Services Director Lawrence, Information Systems Manager Busche, Maintenance Supervisor Nelson and Coordinator Aziz to the Safety and Security Steering Committee.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved an annual salary of \$51,550 for Interim Appointed Auditor/Treasurer Donna Quandt effective January 1, 2006 until the expiration of the interim appointment. The Board also agreed that Ms. Quandt would be allowed to return to her former position if she is not elected/appointed to the Auditor/Treasurer position once the interim term expires and that Ms. Quandt will be allowed to retain the December 31, 2005 amounts of her vacation, sick and comp time accounts.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Official Proceedings for the meeting held on February 7, 2006 and ordered them published and filed according to law.

-On motion by Naig, seconded by McCrory and unanimously carried, the Board adjourned at 12:05 PM.

ATTEST:

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Coordinator Aziz

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Chair Olson

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
March 13, 2006

The meeting was called to order at 1 PM with the following members present: Olson, Paulson, McCrory and Kittelson. Commissioner Naig was unable to attend.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Agenda with the addition of discussion of county map.

Allen Kuseske, County Ditch Inspector, notified the Board that a he is waiting for cost estimates to clean out Ditch #3. He also stated that he is working with the governing agencies to be sure the cleanout will comply with regulations as this ditch is in a wetlands area.

Mr. Kuseske notified the Board that he is waiting on cost estimates to remove trees and clean out Ditch #15.

Mr. Kuseske stated there is a question regarding the amount paid on the repair of Ditch #17. He is waiting on the Schmidt Trust to be completed before notifying the Trust of the amount of dollars that needs to be refunded to the County.

Commissioner McCrory requested that Mr. Kuseske provide another update on all three ditches at the April 4 meeting.

Donna Quandt, Interim Appointed Auditor/Treasurer, presented the following Agenda items.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the February 2006 Trial Balance and Fund Balance Analysis.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the liquor license for Terrace Store Co.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$56,939.83. HEALTH SERVICE FUND - \$353.75. LAW LIBRARY FUND - \$199.14. COUNTY DITCH FUND - \$4,217.10. E-911 FUND - \$1,152.75.

Rebecca Perdue, Confidential Administrative and Human Resources Assistant, presented the following Agenda items.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the application for Boat & Water Grant in the amount of \$6,828.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Out-of-State travel request for Hugh Reimers, Veterans Service Officer, to attend a conference in Reno, Nevada provided that Stevens County also approves this request. Pope County's share will be \$804.50.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the return of \$1,500 of the Remote Electronic Monitoring Grant to the Department of Corrections. This reduces the 2006 Grant amount to \$1,988. The allotted grant amount for Fiscal Year 2007 remains at the full amount of \$3,488.

-On motion by Olson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on February 21, 2006 and ordered them published and filed according to law.

Chair Olson appointed Commissioner McCrory and Chair Olson to represent Pope County in developing the Minnewaska Area Strategic Plan in conjunction with surrounding cities and townships to determine solutions to meet the future demand for development and sanitary services in these communities.

Brian Noetzelman, County Engineer, presented the following Agenda items.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board agreed to add setting a letting date and discussion of County Road 78/88 to the Agenda.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved 1 PM on April 17, 2006 as the letting date for SAP 61-602-11 which is grading, aggregate base and bridge replacement on CSAH #2 and SAP 61-617-07 which is grading and aggregate base on CSAH #17.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved 2 PM on April 17, 2006 as the letting date for Liquid Calcium Chloride.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved 1:30 PM on April 17, 2006 as the letting date for SP 61-603-30 which is federal aid paving project north of Cyrus.

Engineer Noetzelman gave an update on the Resolution for Speed Limits on Residential Roadways, specifically parts of CSAH #17, CSAH #54 and CSAH #25. He is working with the County Attorney to determine if the County has a legal right to post a reduced speed limit.

Tuesday, April 18, 2006 at 1 PM is the date set for the Spring Road & Bridge Meeting to be held at the Highway Department.

Engineer Noetzelman discussed the joint road project between Douglas and Pope Counties for County Road 78/88. Douglas County received bids for grading and aggregate surfacing of this road. State Statute requires the letting of this work to the lowest responsible bidder. Based on past experience of other counties with the low bidder, Douglas County does not believe this bidder meets the "responsible" bidder requirement. They are asking Pope County to agree to award the bid to the next lowest bidder - Minnerath Construction. Engineer Noetzelman agrees with Douglas County's recommendation.

Engineer Noetzelman mentioned that the State Aid Funds Resolution to advance \$500,000 to the County has been reduced by the State to \$135,000 to be advanced to Pope County. Therefore, CSAH #28 reconditioning will be postponed due to unavailability of funds.

Barry Bouwman, Feedlot Inspector, presented the Feedlot Work Plan for approval. Chair Olson requested the Board table approval of this item until the March 21, 2006 Board Meeting to give the Board time to review the Plan.

-The Board recessed the regular Board Meeting and entered into a Public Hearing to discuss Hackberry Creek RV Park. Steve Lawrence began the discussion by stating the owners of the proposed park have met the requirements of the land use ordinances in requesting this Conditional Use

Permit. However, concerns raised at the Planning Commission meeting included the following: devaluation of adjoining properties, nuisance created by part-time visitors, increased traffic, environmental damages, and increased boat traffic on Lake Minnewaska, even though the lake is underused at this time. Mr. Lawrence also stated that the County has received several letters opposing the Conditional Use Permit for this RV Park. Several citizens then stated their objection to this park. One citizen stated he was for the RV Park and provided the Board with economic data obtained from Minnesota Department of Revenue and Minnesota Department of Employment and Economic Development. The Attorney representing the owner presented a report that stated there was no "substantial" decrease in property values adjacent to an RV park. The Attorney also reminded the Board of the rules established by the owner for use of the park.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board tabled action on this item until the March 21, 2006 Board Meeting. The Board will be discussing with the County Attorney the legal aspects of establishing conditions upon this property.

Rodney Eldevik, County Surveyor, updated the Board on the County map project.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Final Plat for West Shores Second Addition as presented.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Final Plat for Camp Lake Estates as presented.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned at 3:30 PM.

ATTEST:

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Riaz Aziz  
Coordinator

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Jeanne Olson  
Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
March 21, 2006

The meeting was called to order at 9 AM with the following members present: Olson, Naig, Kittelson, McCrory and Paulson.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Agenda with the following addition: Executive Session to be held on April 3.

Barry Bouwman, Feedlot Inspector, presented the following Agenda item.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board adopted the 2006 County Feedlot Work Plan as presented.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Conditional Use Permit for the expansion of Roger & Jason Mrnak's existing cattle feeding operation to 600 animal units in an Agricultural Protection District in Leven Township, conditional upon an approved Wetlands Conservation Act, Manure Management Plan and drainage review.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Conditional Use Permit with the conditions as presented for a twin-home project for Palmer & Joy Aaberg in a General Development Shoreland District of Lake Minnewaska.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Conditional Use Permit for Beverly Anderson TSTE to open an Independent Recreational Vehicle Park consisting of 26 sites within the General Development/Rivers and Streams District.

-On motion by Kittelson, seconded by Olson, and unanimously carried, the Board closed the Regular Meeting and entered into a Public Hearing regarding the Conditional Use Permit for Gordy Jacobson, c/o Chris Westre, to open a Recreational Campground consisting of 23 sites within a Residential District in Glenwood.

Presentation of the site plan and sewer system design for the Recreational Campground was made to the Board. Public comments were taken and discussion ensued.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board closed the Public Hearing.

-On motion by McCrory, seconded by Paulson, and carried, the Board denied the Conditional Use Permit for Chris Westre to open a Recreational Campground. Commissioner Kittelson abstained from voting. Chair Olson voted against the denial.

The Board recessed for five minutes.

The Board reconvened at 10:50 AM.

Rebecca Perdue, Confidential Administrative and Human Resources Assistant, presented the following Agenda items.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Family Services bills and supplemental bills as presented.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the following bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$71,695.70. COUNTY ROAD & BRIDGE - \$29,698.76. HEALTH SERVICE FUND - \$6,477.81. LAW LIBRARY FUND - \$1,138.00.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Amended Official Proceedings for the meeting held on October 5, 2005, and ordered them published and filed according to law.

-On motion by Olson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on March 13, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved an Executive Session to be held on Monday, April 3, at 1 PM at Doebbert Law Office to discuss Union Negotiation Strategy.

Committee Reports were given.

-On motion by Kittelson and unanimously carried, the Board adjourned at 11:30 AM.

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Riaz Aziz  
Coordinator

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Jeanne Olson  
Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
April 4, 2006

The meeting was called to order at 9 AM with the following members present: Olson, Paulson, Kittelson, Naig and McCrory.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Agenda was approved with the following changes: delete presentation of plaque from Lakeland Mental Health and Request for Personnel Action-Highway Summer Help, add Sewage Contractor Permit, and move re-appointment of County Engineer to item #16.

Donna Quandt, Interim Appointed Auditor/Treasurer, presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Auditor/Treasurer to advertise for the vacant position of North Fork Crow River Management Appointment.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Pezhekee Lounge liquor license.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$55,599.28. LAW LIBRARY - \$1,295.88.

Brian Noetzelman, County Engineer, presented the following Agenda items.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved Resolution #200607 authorizing the County Engineer to acquire right-of-way by eminent domain of land owned by Joseph G. & Theresa B. Headley to construct and improve CSAH #17.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved Amendment No. 1 to #R019-05-1B for the Glenwood to Villard Bike Trail Grant amending the Term of Grant to be from July 1, 2005 through June 30, 2007.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the extension of the term of the County Engineer to May 31, 2006.

Steve Lawrence, Environmental Services Director, presented the following Agenda item.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Final Plat for Meadow Heights Plat Two, c/o Phillip & Pamela Serrin, located on Camp Lake in Glenwood Township, with the conditions as presented.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Sewage Contractor Permit for LRC, Inc. of Spicer, Minnesota.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board appointed Karla Johnson to the position of Financial Services Manager in the Family Services Department.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board appointed Linda Cassman to the position of Social Services Manager in the Family Services Department.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on March 21, 2006 and ordered them published and filed according to law.

Allan Kuseske, Ditch Inspector, failed to appear so the update on Ditches #3, #15, and #17 was tabled.

-On motion by Kittelson, the Board adjourned at 10 AM.

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Riaz Aziz  
Coordinator

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Jeanne Olson  
Chair

OFFICIAL PROCEEDINGS  
Pope County Housing and Redevelopment Authority  
May 1, 2006

The meeting was called to order at 9 AM with the following members present:  
Kittelton, Paulson, Tank, Hendrickson, and Ballou.

-On motion by Paulson, seconded by Ballou and unanimously carried, the Board approved the Agenda with the following additions: discussion of recent HRA tour, purchase of river boat and HRA Retreat.

-On motion by Paulson, seconded by Hendrickson and unanimously carried, the bills, having been duly audited and allowed, were ordered paid in the amount of \$3,606.21.

-On motion by Ballou, seconded by Paulson and unanimously carried, the Board approved the Official Proceedings for the meeting held on April 3, 2006 and ordered them filed in the Administrator's Office.

Discussion ensued regarding the recent tour by the HRA Board of other county's security measures.

Discussion was held regarding the purchase of a river boat to entice tourism to Lake Minnewaska. Additional information will be forthcoming.

The HRA Retreat will be held on Friday, May 19, 2006 @ 9 AM @ Doebbert Law Office to discuss vision, mission and goals.

-On motion by Hendrickson, seconded by Ballou and unanimously carried, the Board adjourned at 9:45 AM.

ATTEST:

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Riaz Aziz, Administrator

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Larry Kittelson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
May 2, 2006

The meeting was called to order at 9 AM with the following members present: Olson, Naig and Paulson. Commissioner McCrory arrived during the Gierke Feedlot presentation. Commissioner Kittelson was not present.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board approved the Agenda as presented.

Paul Reuvers, Attorney, presented the following Agenda item.

A court action was filed against Pope County challenging the physical capacity and the issuance of the Conditional Use Permit for the Gierke Feedlot without requiring the completion of an Environmental Assessment Worksheet (EAW). The District Court ruled that Pope County had provided ample proof that the capacity of the facility was under the requirement for completion of an EAW. The District Court ruled, however, that the County needed to take formal action by adopting a Resolution denying the petition for an EAW. Dale Colby, citizen, stated the size of the facility had been increased by 1200 SF. Attorney Reuvers restated that the Court ruled the capacity of the facility still did not meet the requirement for the EAW. Mr. Colby then stated that the five rows of trees required by the Conditional Use Permit had been removed on the east side of the facility. Attorney Reuvers stated this was a violation of the Conditional Use Permit, and was not relevant to the EAW Petition.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adopted Resolution #200610 Denying the Petition for an Environmental Assessment Worksheet on the Gierke Feedlot Project.

Steve Lawrence, Environmental Services Director, opened the Informational Session for Wind Energy Systems. Lee Sorenson spoke regarding transmission lines, requirement and cost. Discussion ensued regarding drafting language for a wind energy ordinance.

Brian Noetzelman, County Engineer, presented the following Agenda item.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved Resolution #200611 for funding of Bridge 61J18 over Chippewa River on CSAH #2 using a grant in the amount of \$286,309 from the Minnesota State Transportation Fund.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Conditional Use Permit for Timothy Schaefer to build a non-farm residential structure in an A-2 zone in Hoff Township with conditions as presented.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Conditional Use Permit for Robert Marten to build a non-farm residential structure in an A-1 zone in Grove Lake Township.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board appointed James Barchenger to serve on the North Fork Crow River Watershed Board.

-On motion by Paulson, seconded by Naig, and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$48,312.41. DEBT SERVICE FUND - \$10,757.50. HRA - \$13.72.

Mr. Aziz introduced the following new employees: Marla Miller, Nurse in Public Health Department; Linda Cassman, Social Services Manager in Family Services Department; Jennifer Evenson, Receptionist/Office Assistant in Extension Department; and Jody Engler, Technical Support Specialist in Information Systems Department. The following positions remain vacant: part-time Clerk Typist and part-time Dispatcher (Law Enforcement), summer help (Highway), Maintenance Supervisor (Coordinator), Health Educator (Public Health), Technical Support Specialist (Information Systems), Assistant County Attorney (County Attorney), Financial Assistance Supervisor, Financial Services Manager, Social Services Supervisor and Financial Worker (Family Services); Chief Deputy Auditor (Auditor/Treasurer); and Confidential Office Assistant (Coordinator).

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Purchase of Service Agreement Long-Term Care Consultation Screening between Pope County Public Health and Kathleen Lingor for the period May 3, 2006 through June 2, 2006 at the rate of \$25 per hour.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Official Proceedings for the meeting held on April 18, 2006 and ordered them published and filed according to law.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board amended the Agenda to add the following item: letter seeking financial support from the leadership and the Governor's office regarding the chemical dependency treatment facility in AMC District IV.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved sending the letter under Commissioner McCrory's signature representing Pope County.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved an Executive Session immediately following the regular Board Meeting to discuss litigation regarding the Hackberry Creek Park and performance evaluation.

Coordinator Updates and Commissioners Reports were given.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board adjourned at 12 PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
May 16, 2006

The meeting was called to order by Chair Olson at 9 AM with the following members present: Olson, Paulson, Kittelson, Naig and McCrory.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Agenda with the deletion of Item #14 - County Feedlot Inspector Salary.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board opened a Public Hearing to discuss the Resolution for Appointment of County Recorder and County Auditor/Treasurer.

Belvin Doebbert, County Attorney, discussed the Special Legislation for this Resolution and stated the rules for implementing the Resolution. Discussion ensued with several comments from citizens stating their opposition to this Resolution. Two citizens presented letters to the Board.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board closed the Public Hearing.

Belvin Doebbert, County Attorney, read Resolution 200609 to Consider the Appointment of County Recorder and County Auditor/Treasurer.

-On motion by Paulson, seconded by McCrory, and carried, the Board approved Resolution 200609. Commissioner Kittelson voted against the Resolution.

The Board recessed for 10 minutes.

Upon reconvening, Donna Quandt, Interim Appointed Auditor/Treasurer, presented the following Agenda items.

-On motion by Kittelson, seconded by Olson, and unanimously carried, the Board approved the Application for Repurchase of Forfeited Lands in Section 25-Township 125-Range 39, by An Vo.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Eighth Judicial District Court tax abatement for Jerome Patterson.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board accepted \$76,218.11 in grant funds from HAVA for Optical Scan Equipment and authorized the purchase of said election equipment.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the bingo raffle permit for St. John Nepomuk Catholic Church for August 13, 2006.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the April 2006 Trial Balance and Fund Analysis.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$40,733.55. ROAD & BRIDGE - \$47,888.05. HEALTH SERVICE FUND - \$5,170.98. LAW LIBRARY FUND - \$2,047.50. E-911 FUND - \$653.13.

Steve Lawrence, Environmental Services Director, presented the following Agenda item.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved a Public Hearing to be held on Monday, June 5, 2006 at 7 PM to discuss Land Use Ordinance 10.5.18 Wind Energy Conversion Systems.

Brian Noetzelman, County Engineer, presented the following Agenda items.

-On motion by Kittelson, seconded by Paulson, and carried, the Board approved the County Engineer to submit Resolution Establishing CSAH #50 to the state for state aid. Commissioner Naig opposed the Resolution.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board awarded the bid for SP 61-603-30 to Riley Brothers in the amount of \$683,730.72 for CSAH #3.

Riaz Aziz, County Coordinator, presented the following Agenda items.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board re-appointed Brian Noetzelman as County Engineer for the period of June 1, 2006 through May 31, 2010.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adopted the updates to the Personnel Management Policy as presented.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Official Proceedings for the meeting held on May 2, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board adjourned at 12:10 PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
June 6, 2006

The meeting was called to order by Chair Olson at 9 AM with the following members present: Olson, Paulson, Naig and McCrory. Commissioner Kittelson was unable to attend.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Agenda with the deletion of Item #4 - Wind Energy Systems Land Use Ordinance and Item # 11 - County Homemaking Program.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board opened a Public Hearing to discuss Land Use Ordinance - Shoreland Management.

Steve Lawrence, Environmental Services Director, gave a brief summary of the status of Pope County's Shoreland Management Land Use Ordinance and also provided a synopsis of a study done by adjoining counties regarding Shoreland Management. A list of Shoreland Management Issues was provided to the citizens present at the meeting and Mr. Lawrence presented each issue separately. Mr. Lawrence's office will meet with citizens' groups and draft language for the Ordinance before the next public meeting.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board closed the Public Hearing.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by Olson, seconded by McCrory, and unanimously carried, the Board approved the Conditional Use Permit for Sondrol Excavating to reopen a gravel pit in Gilchrist Township with the conditions as presented.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board referred the Conditional Use Permit for Larry Disrud to place a mobile home at Glacial Lake State Park back to the Pope County Planning Commission for further evaluation.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Conditional Use Permit for Neil Higgins to build a non-farm residential structure in Gilchrist Township.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the Preliminary Plat for Steve Klick to develop Westview LLC in Glenwood Township with conditions as presented.

Riaz Aziz, Coordinator, presented the following Agenda item.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$87,221.36. HEALTH SERVICE FUND - \$5,731.41. LAW LIBRARY FUND - \$1,346.67. COUNTY DITCH FUND - \$260.00. E-911 FUND - \$1,879.98. ROAD & BRIDGE - \$120.00.

Brian Noetzelman, County Engineer, presented the following Agenda item.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board authorized the purchase of a 2007 Tandem Truck in the amount of \$142,980.23 to

replace a 1992 International single axle truck. The cab and chassis is being purchased from Twin Cities Mack and Volvo of Roseville, MN for \$77,094.00. The box plow and other equipment are being purchased from J-Craft in Kimball, MN for \$65,886.23. The new truck will be ordered in 2006, but received and paid for in 2007. Monies have been budgeted for this purchase.

Engineer Noetzelman then provided the Board with an update of county road projects.

Sharon Braaten, Public Health Director, presented the following Agenda item.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board agreed to implement the Nurse Family Partnership Program in conjunction with PrimeWest Counties provided the other ten counties involved in the Program also agree to implement this Program.

Riaz Aziz, Coordinator, introduced a new employee, Jaclyn Flaten, Financial Worker in the Family Services Department.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved \$63 per diem and reimbursement of mileage at the rate specified by the IRS for Committee of the Whole meetings.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adopted the Buffer Initiative letter created by Pope County Soil & Water Conservation District (SWCD) and authorized County staff to create a Resolution in support of buffer strips to be executed by the Chair.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board approved payment of Family Services bills.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on May 16, 2006 and ordered them published and filed according to law.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the addition of two items to the Agenda: set date for first meeting in July and update from County Attorney Belvin Doebbert on appointment of County Recorder and County Auditor/Treasurer.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board voted to change the date of the first meeting in July to Wednesday, July 5 at 9 AM due to the July 4<sup>th</sup> holiday.

Committee Reports were given.

-On motion by McCrory, seconded by Olson, and unanimously carried, the Board suspended the meeting until 11 AM on Monday, June 12, 2006.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board reconvened the June 6, 2006 meeting at 11:10 AM on June 12, 2006.

Belvin Doebbert, County Attorney, addressed the Board regarding Resolution 200609 to Appoint County Recorder and County Auditor/Treasurer positions. Attorney Doebbert also discussed the petition that was filed following the adoption of this Resolution and the options available to the Board.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board voted to reconsider Resolution 200609.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board voted to rescind Resolution 200609.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adjourned at 11:20 AM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Equalization  
June 12, 2006

The meeting was called to order at 9 AM with the following members present:  
Commissioner Paulson, Commissioner Kittelson, Commissioner Olson, Commissioner  
Naig, Commissioner McCrory and Interim/Appointed Auditor Treasurer Donna Quandt.

Riaz Aziz, Coordinator, read the Oath of Members by which each member subscribed to  
conscientiously perform his duties acting as a Board of Equalization for Pope  
County.

Wayne Anderson, Assessor, discussed agricultural and lakeshore property values.

Mike Swartz (appraiser) presented an appraisal prepared for Mr. Jerome Patterson  
who owns property located at 16129 SE Amelia Rd in Glenwood. According to the  
appraisal prepared by M. J. Swartz Appraisals, the market value of the property is  
\$525,000 as of January 1, 2006. The Glenwood Township appraised the house at  
\$426,500 and the land at \$202,900 for a total appraisal of \$629,400. Mr. Patterson  
believes the appraisal placed on the property by Glenwood Township is too high and  
requested the Board lower the tax valuation.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board  
denied the request by Mr. Patterson to reduce the valuation of his property.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board  
adjourned at 11:10 AM.

ATTEST:

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Riaz Aziz  
Coordinator

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Jeanne Olson  
Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
June 20, 2006

The meeting was called to order by Chair Olson at 9 AM with the following members present: Paulson, Kittelson, Olson, Naig and McCrory.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Agenda with the following addition: Executive Session immediately following the Board Meeting to discuss upcoming litigation.

-On motion by Naig seconded by Paulson, and unanimously carried, the Board added the following item to the Agenda: set date for Public Hearing for Land Use Ordinance 10.5.18 Wind Energy Conversion System.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board set the date for the Public Hearing for Land Use Ordinance 10.5.18 Wind Energy Conversion Systems for 7 PM on July 5, 2006.

Donna Quandt, Interim Appointed Auditor/Treasurer presented the following Agenda items.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the following tax abatements: Sara Van Meveren \$163.14; Earl and Lorraine Knutson \$224.00; and John Harvey, Jr. \$260.00.

Commissioner Paulson was absent from the rest of the meeting due to an emergency.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Trial Balance and Fund Analysis for May 2006.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$57,687.30. ROAD & BRIDGE - \$54,288.63. HEALTH SERVICE FUND - \$11,079.44. LAW LIBRARY FUND - \$1,476.97. E-911 FUND - \$1,921.76.

Steve Lawrence, Environmental Services Director, presented the following Agenda items.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Conditional Use Permit for Liebl Farms c/o Jeremy Gilbert, to construct a non-farm residence in an A-2 district in Lake Johanna Township.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Conditional Use Permit for Larry Disrud to have a hunting cabin by Glacial Lake State Park with conditions as presented.

Sharon Braaten, Public Health Director, presented the following Agenda item.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the following: Adult Foster Care renewal contracts with Country Living Home Care, Marquardt Homes, Miller Homes Plus and prairie Community Services; Assisted Living/Assisted Living Plus renewal contract with A Touch of Country Assisted Living Plus, Central Minnesota Senior Care/Divine House, Glenwood Estates, Holly Ridge Manor, and Parkview Court (Glenwood Village Care Center); Home Care Services renewal contracts with ACCRA (PCA, homemaking, respite), Alternative Senior Care (homemaking), Divine House/Divine Home Care, Glacial Ridge Homecare,

Minnewaska Home Care, Pope County Public Health (homemaking), St. Michael's Hospice/Sauk Centre Home Care, and Stevens Community Medical Center Home Care; Supplies and Equipment renewal contracts with Central Minnesota Alarms and Rice Home Medical; Miscellaneous renewal contracts with Nutrition Services, Inc. for home-delivered meals and Lutheran Social Services for respite services.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Family Services bills.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the Board of Equalization Meeting held on June 12, 2006 and ordered them published and filed according to law.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on June 6, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board entered into Executive Session to discuss pending litigation in *Westre v. County of Pope* appealing the Board's denial of a Conditional Use Permit for an RV Park in a Residential District of Glenwood Township.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board reconvened the regular meeting at 11:15 AM.

The Board noted that the decision in the Executive Session was for the MCIT Attorney representing the County to draft options for the Board relative to the pending lawsuit.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned at 11:15 AM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
July 5, 2006

The meeting was called to order at 9 AM by Chair Olson with the following members present: Paulson, Kittelson, Olson, Naig, and McCrory.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Agenda with the following addition: Renewal of Homemaking Contracts with Public Health.

Riaz Aziz, Coordinator, and Tom Larson, Sheriff, introduced the following new employees: Forrest Henriksen, Deputy Sheriff serving as Bailiff and Boat & Water Deputy; and Gilbert Mitchell, Deputy Sheriff serving as School Resource Officer.

Jim Przybilla, PrimeWest, presented Pope County with a check for \$64,506.76 as reimbursement of the original loan made to PrimeWest in 1998 in the amount of \$45,000.

Donna Quandt, Interim Appointed Auditor/Treasurer, presented the following Agenda item.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the change in the By-Laws of the Mid-State Computer Coop to read "Auditor/Treasurer" instead of "Mary Pischke" when referring to the Pope County Delegate on the Board of Directors.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$34,276.42. HEALTH SERVICE FUND - \$2,633.42. LAW LIBRARY FUND - \$668.40. WELFARE FUND - \$985.67. E-911 FUND - \$769.57.

Tom Larson, Sheriff, presented the following Agenda item.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board accepted a federal grant in the amount of \$26,955 to purchase a new 18-foot boat w/150hp motor and trailer.

Brian Noetzelman, County Engineer, presented the following Agenda items.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board set Monday, August 14, 2006 at 1 PM as the Letting Date for SAP 61-603-32 bituminous overlay in Cyrus and CP 61-06-01 county wide bituminous patching.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved Resolution 200614 accepting completion of Calcium Chloride application by Univar during the summer of 2006 and authorized final payment in the amount of \$42,720.99.

Engineer Noetzelman then presented the 2005 Annual Maintenance Expenditure Report and a Road & Bridge Construction Update.

Linda Cassman, Manager of Family Services, presented the following Agenda item.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board accepted the Behavioral Health Annex for the Emergency Operations Plan of Pope County; approved the Memorandum of Understanding between County Social Service Agencies of West Central Region of MN and Mental Health Unit of the Douglas County

Hospital, Lakeland Mental Health Center, Stevens Community Medical Center-Life Center and Hope Unit of St. Francis Medical Center; and, approved the Memorandum of Understanding between County Human Service Agencies of West Central Region of MN and Douglas County Chapter of American Red Cross, Central MN Chapter of American Red Cross, and Minn-Kota Chapter of American Red Cross; and, authorized Linda Cassman to execute both of the Memorandums of Understanding on behalf of Pope County.

Belvin Doebbert, County Attorney, presented the following Agenda item.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board authorized the County Chair to execute the Purchase Agreement from the Pope County Housing and Redevelopment Authority for the property located at 114 Minnesota Avenue West, Glenwood, MN, commonly known as the Pope County Highway Garage.

Attorney Doebbert then presented a packet of information to the Board verifying that the Board had conducted itself in a legal manner with regard to the issue of appointing versus electing the County Recorder and County Auditor/Treasurer positions. This packet included a copy of a Letter to the Editor in the Pope County Tribune, a copy of Minnesota Session Laws 2005 Chapter 75 - H.F. No 2028; a copy of the MN State Legislature HF2028 showing the date this law was passed in the MN House of Representatives; a copy of the Journal of Votes for the House; and, a copy of the Journal of Votes for the MN Senate showing the date this law was passed in the MN Senate and the vote tally.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on June 20, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the renewal of existing Homemaker Contracts.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board adopted the Conflict of Interest Policy and ordered it to be executed every year by elected and appointed officials. In addition, the Board approved the addition of this Policy as Appendix T to the Personnel Management Policy.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board voted to support the Task Force on Financing the Future of Child Welfare and appointed Riaz Aziz, Coordinator, to represent Pope County on this Task Force.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board voted to enter into Executive Session immediately following the morning session to discuss Union negotiating strategy.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board recessed until 7 PM this evening.

Chair Olson called the meeting to order at 7 PM.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board opened a Public Hearing to discuss Land Use Ordinance 10.5.18 Wind Energy Conversion Systems.

-On motion by Kittelson, seconded by Olson, and unanimously carried, the Board closed the Public Hearing.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board adjourned at 9:30 PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
July 18, 2006

The meeting was called to order at 9 AM by Chair Olson with the following members present: Dean Paulson, Larry Kittelson, Jeanne Olson, Keith Naig and Robert McCrory.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Agenda.

Linda Cassman, Social Services Manager, presented the following Agenda item:

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board authorized granting financial consideration up to \$500 per foster care applicant to cover costs of becoming licensed not to exceed six applicants or \$3,000.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved Family Services to begin processing MN Care applications, reimbursable by the Department of Human Services at the rate of \$30.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board authorized payment of Family Services bills.

Steve Lawrence, Environmental Services Director, presented the following Agenda items:

Discussion was held regarding Wind Energy Conversion Systems. The Board requested Mr. Lawrence to organize a tour of wind energy in Pipestone County prior to the Committee of the Whole meeting on August 7, 2006.

-On motion by Olson, seconded by McCrory, and unanimously carried, it was authorized that the County seek injunctive relief against Rita Hesse for violation of Land Use Ordinance 10.19.

Don Kleven, Realty Specialist presented on behalf of the United States Department of the Interior the following Agenda item:

-On motion by Kittelson, seconded by McCrory and carried, the Board granted certification to acquire easements of Alan L. Chamberlain and Cynthia Chamberlain of Bangor Township and Mark Frederickson and Mary Kay Frederickson of Gilchrist Township. This motion was opposed by Commissioner Naig. The easement certification request of Robert L. Olson and Lola Olson and Anthony O. Olson and Dianne Olson of Ben Wade Township was put on hold by the Fish and Wildlife Service.

Donna Quandt, Interim Appointed Auditor/Treasurer presented the following Agenda items:

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board authorized payment of the second half appropriations in the amount of \$113,809.50 and second half Health Service Fund transfer in the amount of \$75,214.

-On motion by Kittelson, seconded by Paulson and unanimously carried, the following bills and supplemental bills having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$70,593.62; COUNTY ROAD & BRIDGE - \$72,255.31; HEALTH SERVICE FUND - \$5,635.46; LAW LIBRARY FUND - \$4,002.11; AND E-911 FUND - \$643.23.

Sharon Braaten, Public Health Director, presented the following Agenda items:

-On motion by Paulson, seconded by Kittelson and unanimously carried, the Board approved the extension of current individual homemaking contracts from July 1, 2006 to September 30, 2006. This is a correction to the July 5, 2006 motion to renew these contracts.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board authorized Chair Olson be designated as the Authorized Official for purposes of enrolling Pope County Public Health Nursing Service as a supplier in the Medicare Program and the Board authorized Sharon Braaten as the Delegated Official for the purpose of reporting changes to the supplier's record after the supplier has been enrolled.

Rebecca Perdue, Confidential Administrative and Human Resources Assistant, presented the following Agenda items:

-On motion by McCrory, seconded by Paulson and unanimously carried, it was approved to change the start time of future Committee of the Whole meetings to 9:30 AM instead of 10:30 AM.

-On motion by McCrory, seconded by Kittelson and unanimously carried, the Board tabled the Appraiser Position.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Official Proceedings for the meeting held on July 5, 2006 and ordered them published and filed according to law.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board moved to delete Item 16 - Public Health Official Proceedings August 17, 2005.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board adjourned at 11:22 AM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
August 1, 2006

The meeting was called to order at 9AM by Chair Olson with the following members present: Dean Paulson, Larry Kittelson, Jeanne Olson, Keith Naig and Robert McCrory.

-On motion by Naig, seconded by Kittelson, and unanimously carried the Board approved the Agenda to add Item 17: Department Head retreat, August 18, 2006 at the Cyrus Café.

Chair Olson introduced the following new employees: Shelley Svec, Health Educator in Public Health Department, Kim Joos, Confidential Office Assistant in Sheriff and Coordinator's Offices, and Jeandrea Nordby, Case Aide in Court Services.

-Nancy Barsness questioned the Board's rules for public participation at meetings. The Board stated that they would look at the 10 day requirement for notification to be on the Board of Commissioner's Agenda, the Responsible Authority and the Data Practices Compliance Official.

Donna Quandt, Interim Appointed Auditor/Treasurer presented the following Agenda items:

-On motion to Paulson, seconded by McCrory, and unanimously carried the Board approved the Trial Balance & Fund Analysis for June 2006.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the 2<sup>nd</sup> Quarter Ditch Analysis.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board authorized payment of first half Family Services bills.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$31,222.98. HAVA GRANT FUND - \$173,682.36. HEALTH SERVICE FUND - \$914.59. E-911 FUND - \$2,137.46.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board granted a liquor license to St. John Nepomuk Catholic Church.

Information on Revenues & Expenditures was presented.

Steve Lawrence, Environmental Services Director, presented the following Agenda items:

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Preliminary Plat for Flolos Sunny Hill Subdivision with conditions as presented: Lot 11 will be included on plat along with standard reviews on ISTS, stormwater, roads, private covenants and inclusion of 20' utility easement.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Preliminary Plat for Meadow Heights Plat 5 with conditions as presented: satisfactory review of private covenants, ISTS, and stormwater plans. In addition, a 20' utility easement must be on the plat and the County Attorney must review and advise on the issues concerning road dedication.

-On motion by Paulson, seconded by McCrory, and unanimously carried the Board deleted Item #14 from the Agenda.

Wayne Anderson, County Assessor, presented the following Agenda items:

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the creation of an Appraiser position in the Assessor's office.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the position of Appraiser to be posted. If a vacancy occurs in the Assessor's office upon filling of this position, then the vacancy created will not be filled.

Rebecca Perdue, Confidential Administrative and Human Resources Assistant, presented the following Agenda items:

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Official Proceedings for the meeting held on July 18, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the all day Department Head Retreat scheduled for August 18, 2006 at the Cyrus Café.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the addition of Karen Block, University of Minnesota Extension Office, to the Agenda. Ms. Block updated the Board on the nutrition education programs in Pope County.

-On motion by Paulson, seconded by Olson, and unanimously carried, the Board approved a five minute recess.

The Board was called back into session at 11:00 AM by Chair Olson.

Steve Lawrence, Environmental Services Director, presented the following Agenda item:

Conference call with Joe Langel, Attorney hired by MCIT to represent Pope County in the lawsuit filed by Chris Westre.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board voted to make a decision on the Chris Westre Resolution at the Board Meeting on August 15, 2006, so all interested parties could be heard.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board adjourned at 11:25 AM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
August 15, 2006

The meeting was called to order at 9 AM by Chair Olson with the following members present: Jeanne Olson, Dean Paulson, Larry Kittelson, Keith Naig, and Robert McCrory.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Agenda with the following addition: Executive Session to discuss union negotiating strategy.

Donna Quandt, Interim Appointed Auditor/Treasurer introduced three state employees who are conducting an audit of the County's books.

Chair Olson presented the following Agenda items.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board appointed Commissioners Paulson and Kittelson to serve on the Budget Committee to develop the County's 2007 Budget.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board confirmed the appointment of County Attorney Belvin Doebbert as the Data Practices Compliance Official for the County.

Commissioner McCrory presented the following Agenda item.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved \$4,119 as Pope County's portion to conduct a feasibility study for a Chemical Dependency Facility. The total cost is \$64,994 which will be shared by 11 counties.

Donna Quandt, Interim Appointed Auditor/Treasurer, presented the following Agenda items.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board accepted the State Auditor's Understanding of Services.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board set September 19, 2006 at 9AM as the Annual Ditch Drainage Maintenance Public Hearing.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board set September 15, 2006 at 10:30AM as the Primary Election Canvassing Board and appointed Chair Olson and Co-Chair Paulson to serve on this Board.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the July 2006 Trial Balance and Fund Balance Analysis.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$41,152.33. COUNTY ROAD & BRIDGE - \$65,823.95. HEALTH SERVICE FUND - \$5,044.87. LAW LIBRARY FUND - \$1,496.20. E-911 FUND - \$806.24. DEBT SERVICE FUND - \$4,786.25.

The Board was notified of a \$57,625 dividend received from Minnesota Counties Insurance Trust for Property/Casualty and Worker's Compensation.  
The Board reviewed the Quarterly Gravel Tax Report.

Scott Busche, Information Systems Manager, presented the following Agenda item.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved \$25,183.52 to update the County security system. This motion also includes \$1,589.85 per year for an Annual Maintenance Agreement.

Brian Noetzelman, County Engineer, presented the following Agenda items.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board accepted the bid from Riley Brothers Construction for State Aid Project 61-603-32 in the amount of \$107,395.20 and County Project 61-06-01 in the amount of \$48,425.00, for a total price of \$155,820.20.

Tom Larson, Sheriff, presented the following Agenda items.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board accepted the Emergency Management Performance Grant Contract from Homeland Security and Emergency Management in the amount of \$4,825.00.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board accepted the sample Resolution to allow Pope County cities to adopt the Pope County Emergency Operations Plan in order to comply with National Incident Management Systems (NIMS).

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Communications Facility Income License Agreement between the State of Minnesota Department of Transportation and the Pope County Sheriff's Office permitting communications equipment owned by Pope County to be installed on the Glenwood Communications Facility Tower. This Agreement is effective September 1, 2006 through August 31, 2011 for a cost of \$650.00, payable in equal installments of \$130.00 annually. This motion authorized the County Chair and the Sheriff to execute this Agreement on behalf of Pope County.

Sheriff Larson presented an update regarding NIMS training and who is required to attend the training. This training will be conducted at the DH Retreat on August 18, 2006.

Steve Lawrence, Environmental Services Director, presented the following Agenda item.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board adopted Resolution #200615 Approving Conditional Use Permit allowing Chris Westre to establish a recreational campground in a residential zoned area in Glenwood Township with all conditions as presented.

Riaz Aziz, Coordinator, presented the following Agenda items.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Family Services bills as presented.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Plat Correction to The First Addition to Oakdale dated June 14, 1966.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board set September 11, 2006 at 9:30AM as the September Committee of the Whole Meeting.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on August 1, 2006 and ordered them published and filed according to law.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board entered into Executive Session to discuss union negotiating strategy with its labor attorney.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned the Executive Session and the regular Board Meeting at 1:15 PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
September 5, 2006

The meeting was called to order at 9AM by Chair Olson with the following members present: Jeanne Olson, Dean Paulson, Larry Kittelson, Keith Naig and Robert McCrory.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Agenda with the following changes: Item #5-AMC Annual Conference moved to Reports and Updates and addition of Item #15a-Ditch #3 and #15 Issues.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adopted the proposed 2007 Levy of \$5,774,357, which is an increase of 2.99% over 2006.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board agreed to allow the Benefits Committee to make a recommendation that the current health insurance Base Plan be replaced with an HSA100 High Plan. The three health insurance plans to be administered by the County will be the Base Plan-\$500CMM, the DoubleGold Plan, and the HSA 100 High Plan. A formal vote by the Board will be taken at the next Board Meeting.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the change of the health insurance Base Plan to the \$500CMM Plan.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on August 15, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by Paulson, and carried, the Board adopted Resolution #200617 Acknowledging Community-Based Energy Development Status for Small Scale Wind Project. Commissioner McCrory abstained from voting due to a conflict of interest.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board confirmed a previous Board's appointment of County Attorney as the County's Responsible Authority.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved a Conditional Use Permit for the Peterson Family Trust for the expansion of an existing dairy operation of 250 animal units to 990 animal units with conditions as presented.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Laura McKenna Trustee, Mikeltola Trust Co. to extend the placement of a recreational vehicle on Lake Reno for an additional two years.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Final Plat for Meadow Heights 3, 4 and 5 in Glenwood.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board authorized spending \$5,000 to send six employees to attend the Leadership Cohort Program sponsored by AMC. The Board also authorized the Training Committee to determine the six employees who will attend this training.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Purchase of Service Contract between Pope County Social Services and Minnewaska Mental Health Services for Minnewaska Area Schools and Pope County.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board accepted the resignation of Allan Kuseske from Sauk River Watershed and authorized the posting of this position to be appointed at the October 3, 2006 Board Meeting.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board authorized an information meeting regarding Ditch #15 to be scheduled and a notice to be published.

Commissioner McCrory requested an update to be provided in the near future regarding Ditch #3.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$39,175.81. HAVA GRANT FUND - \$10.65. HEALTH SERVICE FUND - \$539.70. E-911 FUND - \$1,404.00.

-On motion by Naig, seconded by Paulson, and unanimously carried, the Board approved the Agreement for Implementation of 9-1-1 Telephone System between Pope County, State of Minnesota and Sprint Communications Company L.P.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved Resolution #200616 in Support of 2006 Comprehensive Economic Development Strategy for West Central Minnesota.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board tabled a decision regarding the Regional Airport Study until September 19, 2006.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned at noon.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
September 19, 2006

The meeting was called to order at 9 AM by Chair Olson with the following Commissioners present: Larry Kittelson, Keith Naig, Robert McCrory, and Jeanne Olson. Commissioner Paulson was unable to attend.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Agenda as presented.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on September 5, 2006 with the following change: "The Board authorized spending \$5,000 to send six employees to attend the Leadership Cohort Program.." versus "The Board authorized the Training Committee to spend \$5,000.."; and ordered the Official Proceedings published and filed according to law.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board opened a Public Hearing for the Annual Ditch Drainage Maintenance.

Allan Kuseske presented an update on all the ditches in Pope County.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board closed the Public Hearing for the Annual Ditch Drainage Maintenance.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the August 2006 Trial Balance.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$63,145.31. COUNTY ROAD & BRIDGE - \$47,368.76. HEALTH SERVICE FUND - \$5,217.80. LAW LIBRARY FUND - \$1,120.88. COUNTY DITCH FUND - \$77.24. E-911 FUND - \$41,801.67.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Pope County Conservation and Resource Development Fund Agreement with the following corrections: change "end" to "and" in line three of first bullet point under 2.; add "will" after "and WCI" in line three of the last paragraph of 3.; and correct "Shall" to "shall" in the fourth line of 6.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the Board Chair and County Coordinator to execute a Warranty Deed to transfer title of the Highway Garage from Pope County to Pope County Housing and Redevelopment Authority under the conditions outlined in the sales agreement.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board deleted Item #9, Sale of Highway Garage, from the Agenda.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board recessed as the Pope County Board of Commissioners and reconvened as the Pope County Board of Public Health.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board adjourned as the Pope County Board of Public Health and reconvened as the Pope County Board of Commissioners.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board authorized the County Chair to execute the Memorandum of Understanding for the Nurse Family Partnership Initiative.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the addition of a full-time (37.5 hours/week) nurse position in Public Health, authorizing the County Coordinator to find the funding for this position, including the use of reserved funds; and, authorized a current nurse position to be reduced from 37.5 hours/week to 25 hours/week.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adopted the 2006 Amendment to MCIT Drug and Alcohol Testing Program Participation Agreement.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board set October 17, 2006 at 1 PM as the Fall Road & Bridge Tour.

-On motion by McCrory, seconded by Olson, and unanimously carried, the Board approved the Final Plat for the Jensen Addition.

-On motion by Kittelson, seconded by Naig, and carried, the Board approved the September 15, 2006 draft of the Wind Ordinance with the following change: Delete the first five sentences of M.3. so that M.3. starts with "If the WECS isn't removed within 12 months..." Commissioner McCrory abstained.

-On motion by Kittelson, seconded by Naig, and carried, the Board adopted Land Use Ordinance 10.5.18 Wind Energy Conversion Systems with the changes as approved and the deletion of fees. Commissioner McCrory abstained.

-On motion by Kittelson, seconded by Naig, and carried, the Board approved the fees for Land Use Ordinance 10.5.18 as presented. Commissioner McCrory abstained.

The Board then addressed Mr. Tim Douglas, owner of the Pope County Tribune and the Starbuck Times. The Board asked Mr. Douglas what they could do to be sure the Pope County Committee of the Whole Meetings and the Pope County Housing and Redevelopment Authority Meetings are covered by the papers. Mr. Douglas said that Mr. John Stone would be able to cover the Committee of the Whole Meetings, but he did not have staff to cover the Housing and Redevelopment Authority Meetings. The Board thanked Mr. Douglas for his commitment.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized Pope County to participate in Phase I of the Regional Airport Study at a cost of \$10,400, to be included in the 2007 Budget. (Regional means the cities of Alexandria and Glenwood, and the counties of Douglas and Pope).

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adopted the \$500 CMM Plan as the health insurance Base Plan, and added the HSA 100% High Deductible Option Plan as the third option for health insurance coverage.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board authorized the payout of accumulated vacation time up to December 31, 2005 for

intermittent employees in the Teamsters Public and Law Enforcement Union in the amount of \$4,182.56. The Board also confirmed that intermittent employees in any Union will not receive prorated vacation benefits beginning January 1, 2006.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board authorized the payment of Family Services bills.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board entered into Closed Session to discuss settlement options in the Lake Emily zoning violation. During the Closed Session, the Board authorized the County Attorney to proceed to Court if the County's offer is rejected.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board reconvened the regular Board Meeting.

Steve Johnson, Vetter Johnson Architects, presented the Board with several options for the new Highway Garage.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adjourned at 2:30 PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
September 19, 2006

The meeting was called to order at 9 AM by Chair Olson with the following Commissioners present: Larry Kittelson, Keith Naig, Robert McCrory, and Jeanne Olson. Commissioner Paulson was unable to attend.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Agenda as presented.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on September 5, 2006 with the following change: "The Board authorized spending \$5,000 to send six employees to attend the Leadership Cohort Program.." versus "The Board authorized the Training Committee to spend \$5,000.."; and ordered the Official Proceedings published and filed according to law.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board opened a Public Hearing for the Annual Ditch Drainage Maintenance.

Allan Kuseske presented an update on all the ditches in Pope County.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board closed the Public Hearing for the Annual Ditch Drainage Maintenance.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board approved the August 2006 Trial Balance.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$63,145.31. COUNTY ROAD & BRIDGE - \$47,368.76. HEALTH SERVICE FUND - \$5,217.80. LAW LIBRARY FUND - \$1,120.88. COUNTY DITCH FUND - \$77.24. E-911 FUND - \$41,801.67.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Pope County Conservation and Resource Development Fund Agreement with the following corrections: change "end" to "and" in line three of first bullet point under 2.; add "will" after "and WCI" in line three of the last paragraph of 3.; and correct "Shall" to "shall" in the fourth line of 6. In addition, the Board authorized the Interim Appointed Auditor/Treasurer to transfer \$285,904.65 into the Pope County Conservation and Resource Development Fund as per the approved Agreement.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the Board Chair and County Coordinator to execute a Warranty Deed to transfer title of the Highway Garage from Pope County to Pope County Housing and Redevelopment Authority under the conditions outlined in the sales agreement.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board deleted Item #9, Sale of Highway Garage, from the Agenda.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board recessed as the Pope County Board of Commissioners and reconvened as the Pope

County Board of Public Health. -On motion by McCrory, seconded by Naig, and unanimously carried, the Board adjourned as the Pope County Board of Public Health and reconvened as the Pope County Board of Commissioners.

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-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the addition of a full-time (37.5 hours/week) nurse position in Public Health, authorizing the County Coordinator to find the funding for this position, including the use of reserved funds; and, authorized a current nurse position to be reduced from 37.5 hours/week to 25 hours/week.

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-On motion by Kittelson, seconded by Naig, and carried, the Board adopted Land Use Ordinance 10.5.18 Wind Energy Conversion Systems with the changes as approved and the deletion of fees. Commissioner McCrory abstained.

-On motion by Kittelson, seconded by Naig, and carried, the Board approved the fees for Land Use Ordinance 10.5.18 as presented. Commissioner McCrory abstained.

The Board then addressed Mr. Tim Douglas, owner of the Pope County Tribune and the Starbuck Times. The Board asked Mr. Douglas what they could do to be sure the Pope County Committee of the Whole Meetings and the Pope County Housing and Redevelopment Authority Meetings are covered by the papers. Mr. Douglas said that Mr. John Stone would be able to cover the Committee of the Whole Meetings, but he did not have staff to cover the Housing and Redevelopment Authority Meetings. The Board thanked Mr. Douglas for his commitment.

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-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board authorized the payout of accumulated vacation time up to December 31, 2005 for

intermittent employees in the Teamsters Public and Law Enforcement Union in the amount of \$4,182.56. The Board also confirmed that intermittent employees in any Union will not receive prorated vacation benefits beginning January 1, 2006.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board authorized the payment of Family Services bills.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board entered into Closed Session to discuss settlement options in the Lake Emily zoning violation. During the Closed Session, the Board authorized the County Attorney to proceed to Court if the County's offer is rejected.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board reconvened the regular Board Meeting.

Steve Johnson, Vetter Johnson Architects, presented the Board with several options for the new Highway Garage.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adjourned at 2:30 PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
October 3, 2006

The meeting was called to order at 9AM by Chair Olson with the following Commissioners present: Jeanne Olson, Dean Paulson, Larry Kittelson, Keith Naig, and Robert McCrory.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Agenda with the following changes: addition of Item #20 Governor's Proclamation to claim Monday, October 2, 2006 as County Financial Worker and Case Aide Day.

-On motion by Kittelson, seconded by Naig and unanimously carried, the Board approved the Official Proceedings for the meeting held on September 19, 2006 and ordered them published and filed according to law.

-On motion by McCrory, seconded by Paulson and carried, the Board approved the habitat easement for Fish and Wildlife Service for protecting wetlands and upland while allowing haying from landowners Robert L. Olson and Lola Olson, husband and wife and Anthony O. Olson and Dianne Olson, husband and wife of Ben Wade Township. This motion was opposed by Commissioner Naig.

-On motion by Paulson, seconded by Kittelson and carried, the Board approved the habitat easement for Fish and Wildlife Service for protecting wetlands and upland while allowing haying from landowners Jill Van Leuven and Clifford Van Leuven, wife and husband, Jayne Moore and Edward Moore, wife and husband and Betty Rosten, a single person of Minnewaska Township. This motion was opposed by Commissioner Naig.

-On motion by Kittelson, seconded by McCrory and carried, the Board approved the wetland easement for Fish and Wildlife Service for protecting wetlands while allowing agricultural use to landowners Edgar VerSteeg and Sheryl VerSteeg, husband and wife of Walden Township. This motion was opposed by Commissioner Naig.

-On motion by McCrory, seconded by Naig and unanimously carried the Board approved the Appointment of Larry Kuseske to the Sauk River Watershed District Board of Managers to fill Allan Kuseske's term ending June 30, 2007 and for a term of the next three years expiring June 30, 2010.

-On motion by Kittelson, seconded by Paulson and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$40,564.66; HEALTH SERVICES FUND - \$511.94; LAW LIBRARY FUND - \$499.17; COUNTY DITCH FUND - \$48.40; E-911 FUND - \$145.00.

-On motion by Paulson, seconded by Kittelson and unanimously carried, the Board moved to extend the current homemaking contracts to December 31, 2006 with an addendum to rates based on legislative COLA.

-On motion of McCrory, seconded by Kittelson and unanimously carried, the Board approved to remove #10 Memorandum of Understanding - Community Mental Health Centers and #11 Memorandum of Understanding - American Red Cross from the Agenda.

-On motion by Naig, seconded by McCrory and unanimously carried, the Board approved the Resolution and Agreement with the State of Minnesota, Department of Transportation, to construct test sections and conduct asphalt tests as part of research on performance of PG52-34 oil on local roads.

-On motion by Paulson, seconded by Kittelson and unanimously carried, the Board approved the Final Plat of Flolos Sunny Hill Subdivision for Charles Johnson on Lake Minnewaska.

-On motion by Paulson, seconded by Naig and unanimously carried, the Board approved the Final Plat of Scandinavian RVs for Dennis Larson on Lake Scandinavian.

-On motion by McCrory, seconded by Paulson and unanimously carried, the Board approved to add item #14a Final Plat - Reno Westside Estates.

-On motion by Naig, seconded by McCrory and unanimously carried, the Board approved the Final Plat of Reno Westside Estates for Ben Zacher in Reno Township.

-On motion by Paulson, seconded by McCrory and unanimously carried, the Board approved eliminating prorated vacation and sick benefits for intermittent employees and eliminating prorated holiday pay if they do not work the day before or the day after the holiday.

-On motion by Naig, seconded by Kittelson and unanimously carried, the Board approved eliminating the past practice of providing retroactive pay to employees who are no longer employed with Pope County when a new collective bargaining agreement is negotiated.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved Group Senior Gold as a group retiree health insurance plan for Pope County retirees effective January 1, 2007.

-On motion by Kittelson, seconded by Paulson and unanimously carried, the Board approved the Regional Library Basic System Support Resolution.

-On motion by Kittelson, seconded by Naig and unanimously carried, the Board approved a training seminar, Labor Relations 101, for all Leadership Team members to be held on November 13, 2006 in St. Cloud at a cost not to exceed \$20 per person

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved to adopt Monday, October 2, 2006 as County Financial Worker and Case Aide Day in Pope County.

On motion by Kittelson, seconded by Naig, and unanimously carried, the Board adjourned at 10:20 AM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
October 17, 2006

The meeting was called to order at 9AM by Chair Olson with the following Commissioners present: Jeanne Olson, Dean Paulson, Larry Kittelson, Keith Naig, and Robert McCrory.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Agenda with the following changes: add discussion of Purchase Agreement between Pope County and Zavadil Development, Inc. and Tentative Agreement with AFSCME Union.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on October 3, 2006 and ordered them published and filed according to law.

Joanne Derby, representing Minnesota Teamsters Public and Law Enforcement Employees Union, Local No. 320, presented the Union's case regarding Grievance #3385 Appraiser Position, and Grievance #3401 Call-Back Time.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Tentative Agreement between Pope County and American Federation of State, County and Municipal Employees, Minnesota Council No. 65, Local Union No. 2022 as presented and authorized Board Chair and Coordinator to execute Agreement.

-Motion made by Paulson and seconded by Kittelson to approve a land acquisition of 9.5 acres of unused railroad right-of-way in Section 28-Township 125N-Range 40W in Cyrus Township by the Department of Natural Resources. On motion by McCrory this item was tabled until the next Board meeting. The Board requested that the DNR contact all adjoining landowners before the next meeting.

The Board was presented with the Boat and Water Safety Program Audit conducted by the Minnesota Department of Natural Resources. The Audit complimented the Sheriff's Office on "their record keeping which allows for an efficient and timely audit".

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the fee for the "pay for stay" program through the Sheriff's office to increase to \$35.00 per day under MN Statute 631.425 - Concerning Work Release.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board amended the Agenda to include Application for Sewage Contractor Permit.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Application for Sewage Contractor Permit for Didier Excavation.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board adopted the Pope County Planning Commission Training Manual.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$47,645.39. COUNTY ROAD & BRIDGE

- \$30,077.80. HEALTH SERVICE FUND - \$8,892.59. LAW LIBRARY FUND - \$1,227.90. COUNTY DITCH FUND - \$146.29. E-911 FUND - \$11,883.23.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved payment of Family Services bills and supplemental bills in the amount of \$81,575.61.

The Board discussed the requirement for the ten day notice to be on the Agenda, the fact that the Budget Committee does not have a quorum of Commissioners, and the fact that one of the Commissioners had invited the Coordinator to attend Township meetings with him.

The Board discussed the Purchase Agreement between Pope County Housing and Redevelopment Authority and Zavadil Development, Inc. for the purchase of the property known as the "Highway Garage".

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the addition of setting the next Board Meeting date to the Agenda.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board set Wednesday, November 8, at 9AM as the first meeting date in November.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board voted to deny Grievance #3385 by the Minnesota Teamsters Public and Law Enforcement Employees Union, Local No. 320.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board requested Justin Anderson, Attorney at Law, to reach an agreement with Minnesota Teamsters Public and Law Enforcement Employees Union, Local No. 320 regarding Grievance #3401 that the language be clarified during negotiations. If the Union is unwilling to negotiate this issue, the Grievance is denied.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board adjourned at 12:20PM.

ATTEST:

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Riaz Aziz, Coordinator

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Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
November 8, 2006

The meeting was called to order by Chair Olson at 9 AM with the following members present: Jeanne Olson, Dean Paulson, Larry Kittelson and Robert McCrory. Commissioner Naig was unable to attend.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Agenda with the following changes: delete DNR Purchase of Land and add AMC Voting Delegates.

Loren Lukes, Maintenance Supervisor, was introduced to the Board.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on October 17, 2006 and ordered them published and filed according to law.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board changed the first regularly scheduled meeting in December from December 5, 2006 to December 12, 2006 at 9 AM.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board set December 28, 2006 at 9 AM as the final Board Meeting for 2006.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board set December 12, 2006 at 9 AM for discussion of the 2007 Budget.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board accepted the Pope/Douglas Solid Waste Management 2007 Budget in the amount of \$3,487,342.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Gambling License for Farmers Sportsman League of Terrace.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Sunday Liquor License for Terrace Store Co.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the September 2006 Trial Balance.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Third Quarter 2006 Revenues & Expenditures.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Third Quarter 2006 Gravel Tax Report.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Third Quarter 2006 Ditch Drainage Analysis.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE -

\$33,087.45. HEALTH SERVICE FUND - \$2,400.75. LAW LIBRARY FUND - \$964.59. DEBT SERVICE FUND - \$110,407.50.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board reconfirmed the process by which potential HRA Board Members are brought before the County Board for appointment. It was noted that HRA Board Member Beth Hendrickson has resigned from the HRA Board for personal reasons.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the purchase of a Simplicity 27HP Diesel 4 WD tractor in the amount of \$15,031.41 from Eric's Motorsports in Benson for the Maintenance Department.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved the Public Agency Agreement and Certification to conduct background checks on new employees and authorized the Coordinator to execute the Agreement.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved Resolution 200620 Accepting Aggregate Base and Bituminous Surfacing of CSAH #3 north of Cyrus by Riley Brothers Construction in the amount of \$685,900.25 which includes a final payment in the amount of \$41,896.29.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board set December 19, 2006 at 9:15 AM as the date for discussion of Pope County's Five Year Road & Bridge Plan.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved Resolution 200621 Accepting Responsibility as the Sponsoring Agency for Rainbow Rider to receive federal funding from the Surface Transportation Program of the Transportation Equity Act for the 21<sup>st</sup> Century of 1998 for Rainbow Rider's Transit Maintenance Shop/Garage.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Sewage Contractor Permit for Lange Trenching Inc.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved Resolution 200622 Accepting Responsibility as the Sponsoring Agency for City of Glenwood to receive federal funding from the Surface Transportation Program of the Transportation Equity Act for the 21<sup>st</sup> Century of 1998 for City of Glenwood's DD3 Storm Water Project.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board appointed the following as voting delegates at the AMC Annual Conference to be held in December, 2006: Commissioners McCrory, Kittelson, Naig, Olson and Paulson, Auditor/Treasurer Quandt and Coordinator Aziz.

The Board received an update on the Regional Airport Project, the Crow River Watershed Joint Powers water cleanup, the County's new website and the HRA Mission Statement.

-On motion by Kittelson, seconded by Olson, and unanimously carried,  
the Board adjourned at 10:40 AM.

ATTEST:

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Riaz Aziz, Coordinator

Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
November 21, 2006

The meeting was called to order at 9AM by Chair Olson with the following members present: Dean Paulson, Larry Kittelson, Keith Naig, Robert McCrory and Jeanne Olson.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Agenda as presented.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on November 8, 2006 and ordered them published and filed according to law.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board set December 12, 2006 at 1:30PM as the date and time for the December Committee of the Whole Meeting.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board implemented the Springsted Pay Study for management staff as recommended and authorized it to be effective retro-active to January 1, 2006. Salaries for management staff are as follows: Assessor \$60,406; Auditor/Treasurer \$52,581; County Attorney \$57,750; County Coordinator \$68,820; County Engineer \$75,694; Environmental Services Director \$52,965; Information Systems Manager \$42,840; Public Health Director \$69,814; County Recorder \$53,948; Sheriff \$67,808; Social Services Manager \$53,040; and Veterans Service Officer \$39,753; which is an increase of 6.5% over the 2005 Budget. The Board also authorized the increase from 37.5 hours per week to 40 hours per week for all management staff effective January 1, 2007.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Family Services bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law.

-On motion by McCrory, seconded by Olson, and unanimously carried, the Board appointed Coordinator Aziz as the voting delegate for MCIT Board of Directors, and appointed Commissioner Kittelson as the alternate voting delegate for MCIT Board of Directors.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board established a Master Plan Steering Committee and authorized the Board Chair to appoint members to this committee for the purpose of developing a master plan for the Lake Minnewaska area.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board authorized County staff to request the Pope County HRA to oversee the development of the Lake Minnewaska area master plan project for the interests of the County.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board removed Item #6, Set Public Hearing Date for Naming a Lake in Pope County, from the Agenda.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved a beer license for Koep's Corner.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the October 2006 Trial Balance.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$93,005.08. COUNTY ROAD & BRIDGE \$61,885.65. HEALTH SERVICE FUND - \$10,676.24. LAW LIBRARY FUND - \$1,270.36. COUNTY DITCH FUND - \$10,212.50. E-911 FUND - \$643.23

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved a two year extension of an existing RV on a shoreland general development lot for James and Pamela Zabel in Minnewaska Lake View Terrace.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the Board Chair and the County Sheriff to accept the 2007 Influenza Pandemic Planning Grant Contract in the amount of \$7,132 from the Homeland Security and Emergency Management Department of the Minnesota Department of Public Safety for the term of July 1, 2006 through June 30, 2007.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board adopted the fee schedule for food, beverage, and lodging licenses for 2007 as recommended and submitted by Public Health.

A discussion ensued regarding wind generation, permitting and regulation.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board directed the County Attorney to work with County staff to implement the Wind Energy Ordinance and to review such Ordinance and make changes to address ambiguous language in the state statutes regarding wind generation, permitting and regulation.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the purchase of approximately 9.5 acres of unused railroad right-of-way in S28-T125N-R40W by the Department of Natural Resources for a water control structure project.

Committee reports were given.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned at 11:14AM.

ATTEST:

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Riaz Aziz, Coordinator

Jeanne Olson, Chair

OFFICIAL PROCEEDINGS AMENDED  
Pope County Board of Commissioners  
November 21, 2006

The meeting was called to order at 9AM by Chair Olson with the following members present: Dean Paulson, Larry Kittelson, Keith Naig, Robert McCrory and Jeanne Olson.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the Agenda as presented.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on November 8, 2006 and ordered them published and filed according to law.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board set December 12, 2006 at 1:30PM as the date and time for the December Committee of the Whole Meeting.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board implemented the Springsted Pay Study for management staff as recommended and authorized it to be effective retro-active to January 1, 2006. Salaries for management staff are as follows: Assessor \$60,406; Assistant County Attorney \$50,898; Assistant to County Coordinator \$42,753; Auditor/Treasurer \$52,581; County Attorney \$57,750; County Coordinator \$68,820; County Engineer \$75,694; Environmental Services Director \$52,965; Information Systems Manager \$42,840; Public Health Director \$69,814; County Recorder \$53,948; Sheriff \$67,808; Social Services Manager \$53,040; and Veterans Service Officer \$39,753; which is an increase of 6.5% over the 2005 Budget. The Board also authorized the increase from 37.5 hours per week to 40 hours per week for all management staff effective January 1, 2007.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Family Services bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law.

-On motion by McCrory, seconded by Olson, and unanimously carried, the Board appointed Coordinator Aziz as the voting delegate for MCIT Board of Directors, and appointed Commissioner Kittelson as the alternate voting delegate for MCIT Board of Directors.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board established a Master Plan Steering Committee and authorized the Board Chair to appoint members to this committee for the purpose of developing a master plan for the Lake Minnewaska area.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board authorized County staff to request the Pope County HRA to oversee the development of the Lake Minnewaska area master plan project for the interests of the County.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board removed Item #6, Set Public Hearing Date for Naming a Lake in Pope County, from the Agenda.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved a beer license for Koep's Corner.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the October 2006 Trial Balance.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$93,005.08. COUNTY ROAD & BRIDGE \$61,885.65. HEALTH SERVICE FUND - \$10,676.24. LAW LIBRARY FUND - \$1,270.36. COUNTY DITCH FUND - \$10,212.50. E-911 FUND - \$643.23

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved a two year extension of an existing RV on a shoreland general development lot for James and Pamela Zabel in Minnewaska Lake View Terrace.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board authorized the Board Chair and the County Sheriff to accept the 2007 Influenza Pandemic Planning Grant Contract in the amount of \$7,132 from the Homeland Security and Emergency Management Department of the Minnesota Department of Public Safety for the term of July 1, 2006 through June 30, 2007.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board adopted the fee schedule for food, beverage, and lodging licenses for 2007 as recommended and submitted by Public Health.

A discussion ensued regarding wind generation, permitting and regulation.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board directed the County Attorney to work with County staff to implement the Wind Energy Ordinance and to review such Ordinance and make changes to address ambiguous language in the state statutes regarding wind generation, permitting and regulation.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board approved the purchase of approximately 9.5 acres of unused railroad right-of-way in S28-T125N-R40W by the Department of Natural Resources for a water control structure project.

Committee reports were given.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned at 11:14AM.

ATTEST:

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Riaz Aziz, Coordinator

Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
December 12, 2006

The meeting was called to order at 9AM by Chair Olson with the following Commissioners present: Jeanne Olson, Dean Paulson, Larry Kittelson, Keith Naig and Robert McCrory.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board approved the Agenda with the following additions: amend September 19, 2006 Official Proceedings and DSU/Bonestroo Contract.

New employee, Melody O'Leary, Financial Worker in Family Services, was introduced to the Board.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on November 21, 2006 and ordered them published and filed according to law.

The Board watched a video of *A Citizen's Guide to Understanding Property Taxes* and discussed the 2007 Budget.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved Resolution #200624 authorizing West Central Minnesota Housing Partnership to administer the HOME Rental Rehabilitation Program for Pope County.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the November 2006 Trial Balance.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the following bills and supplemental bills, having been duly audited and allowed were ordered paid according to law: COUNTY REVENUE - \$41,951.05. HEALTH SERVICE FUND - \$2,112.84. LAW LIBRARY FUND - \$1,889.12. COUNTY DITCH FUND - \$115.47. E-911 FUND - \$643.23.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved Resolution #200625 accepting completion of Project SAP 61-602-11 (CSAH #2) grading, aggregate base and bridge replacement and completion of Project 61-617-07 (CSAH #17) grading and aggregate base during the summer of 2006 by Riley Brothers Construction, Inc. in the amounts of \$769,302.53 and \$216,629.10 respectively. This Resolution also authorizes a final payment of \$65,566.90 to Riley Brothers Construction, Inc.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved Resolution #200626 authorizing the Pope County Highway Department to cure an encroachment on the property owned by John E. and Doris M. Morris by providing a Warranty Deed to John E. and Doris M. Morris for a five (5) square foot parcel for the purpose of eliminating the encroachment of the garage on the property described as per the Resolution and Warranty Deed. The Board authorized the Chair and Clerk to execute both documents.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board adopted the Notice of Right-of-Way Violation letter as prepared by the County Engineer and authorized the Highway Department to distribute this letter when right-of-way violations create a safety hazard and/or are detrimental to the highway right-of-way.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Final Plat for Waska Pond First Addition adjacent to Lake Minnewaska for Dean and Elizabeth Peterson of Glenwood.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board approved Resolution #200627 authorizing the Pope County Recorder to purchase a digital camera and wireless printer, at a cost of \$1,182.50, to implement a program to take passport photos and set a fee of \$13 for this service.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board amended the September 19, 2006 Official Proceedings regarding the Pope County Conservation and Resource Development Fund Agreement to read "In addition, the Board authorized the Interim Appointed Auditor/Treasurer to transfer \$285,904.65 into the Pope County Conservation and Resource Development Fund as per the approved Agreement."

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board accepted the Proposal for Lake Minnewaska Area Planning Framework from DSU/Bonestroo in the amount of \$21,800, and an additional amount of \$3,200 to cover incidentals regarding this Project, bringing the total amount authorized for this project to \$25,000. The Board also authorized the Chair and Coordinator to enter into an Agreement with DSU/Bonestroo, and authorized the Pope County Housing and Redevelopment Authority (HRA) to manage this Project for the County and authorized the County to reimburse the HRA for authorized costs.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board adjourned at 10:30 AM.

ATTEST:

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Riaz Aziz, Coordinator

Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
December 19, 2006

The meeting was called to order at 9 AM by Chair Olson with the following members present: Jeanne Olson, Dean Paulson, Larry Kittelson, Keith Naig and Robert McCrory.

-On motion by Paulson, seconded by Naig, and unanimously carried, the Board approved the Agenda with the following addition: Item #14A - Equipment Bond Request.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Official Proceedings for the meeting held on December 12, 2006, and ordered them published and filed according to law.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board adopted Resolution #200629 supporting Stevens County Commissioner Neal Hofland's bid for a seat on the Minnesota Counties Insurance Trust (MCIT) Board of Directors.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board, pursuant to MS 375.055, approved a 3% increase in the Board of Commissioners' salaries from \$15,360 to \$15,820 effective January 1, 2007. This motion also authorized the Cafeteria Plan contribution to remain at \$645 per month; established \$65 per diem effective January 1, 2007 for service by individual county commissioners on any board, committee, or commission of county government including committees of the Board, or for the performance of services by individual county commissioners when required by law, which per diem rate represents a 3% increase over 2006 per diems; and authorized mileage reimbursement to follow the IRS guidelines for reimbursement which is currently set at \$0.485 beginning January 1, 2007.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board set \$65 per diem effective January 1, 2007 for Committee of the Whole meetings, which represents a 3% increase over 2006 per diems.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Memorandum of Agreement between the University of Minnesota and Pope County for providing Extension programs locally and employing County Extension staff for the period January 1, 2007 through December 31, 2007.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board opened a Public Hearing for the Five Year Road & Bridge Plan.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board closed the Public Hearing for the Five Year Road & Bridge Plan.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Five Year Road & Bridge Plan to include the following:

<u>YEAR</u>	<u>ROAD</u>	<u>DESCRIPTION</u>
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2007 CSAH #28 2.7 miles from CSAH #30 to CSAH #57-grading/aggregate surfacing  
CSAH #17 1.1 miles from CSAH #18 to 1.1 mile N-bituminous surfacing  
CSAH #2 3 miles from West County line to CR #82-bituminous surfacing  
CSAH #28 4 miles from TH #5 to CR #79-reconditioning  
CSAH #50 .29 miles from TH #29 to TH #5 in Glenwood-grading, bituminous surfacing, curb & gutter, storm sewer  
CR #78 1 mile from CSAH #15 to 1 mile E-bituminous surfacing

2008 CSAH #15 3.1 miles from CSAH #24 to TH #55-grading and aggregate surfacing  
CSAH #28 2.7 miles from CSAH #30 to CSAH #57-bituminous surfacing  
CSAH #22 5.4 miles from CSAH #29 to CSAH #33 S-reconditioning  
CSAH #52 .34 miles from TH #28 to CSAH #51 in Starbuck-reconstruction

2009 CSAH #18 3 miles from 320<sup>th</sup> Ave to TH #29-grading, aggregate surfacing & bridge replacement  
CSAH #15 3.1 miles from CSAH #24 to TH #55-bituminous surfacing  
CSAH #16 2.5 miles from CSAH #41 to CSAH #13-reconditioning  
CSAH #41 1.9 miles from TH #29 to 1.9 miles S-reconditioning  
CSAH #11 1 mile from N City Limits to N County line-reconditioning

2010 CSAH #18 3 miles from 320<sup>th</sup> Ave to TH #29-bituminous surfacing  
CSAH #18 5 miles from CSAH #1 to 320<sup>th</sup> Ave-reconditioning  
CSAH #1 4.2 miles from CSAH #2 to 365<sup>th</sup> Ave-reconditioning

2011 CSAH #29 7.4 miles from TH #55 to CSAH #22-reconditioning  
CSAH #10 2.7 miles from CSAH #19 to CSAH #8-reconditioning  
CSAH #27 2.6 miles from CSAH #28 to N County line-reconditioning

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved Resolution #200630 committing the County to proceed with the design and contract documents for Bridge No. L9012 on 190<sup>th</sup> Street and Bridge No. 92421 on CSAH #18.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the authorization of \$42,553.28 to be distributed to Townships as additional highway aid.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board authorized the Auditor/Treasurer to advertise for 2007 printing bids.

-On motion by Paulson, seconded by McCrory, and unanimously carried, the Board authorized the Auditor/Treasurer to publish the 2005 Financial Statement.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the following bills, having been duly audited and allowed, were ordered

paid according to law: COUNTY REVENUE - \$95,940.67. COUNTY ROAD & BRIDGE - \$33,958.06. HEALTH SERVICE FUND - \$7,713.00. LAW LIBRARY FUND - \$469.25. COUNTY DITCH FUND - \$24,492.80.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved the Transportation Coordination and Provision Agreement between Pope County Social Services and Rainbow Rider Transit to provide transportation services for clients of Social Services to be effective January 1, 2007; the Purchase of Service Contract and Mental Health Grant Allocation between Pope County Family Services Agency and Lakeland Mental Health Center, Inc. to provide Case Management Services for Adults, Children's Therapeutic Support Services, Intensive In-Home Services, Outpatient/Psychiatry/Nursing Services, Emergency Services, Community Support Program Services for the period of January 1, 2007 to December 31, 2007; the Purchase of Service Agreement between Pope County Family Services and Lutheran Social Service to provide Family Based Services for the period of January 1, 2007 to December 31, 2007; and the Purchase of Service Contract between Pope County Family Services and Geri Swisher to provide Court-Related Services for the period of January 1, 2007 to December 31, 2007. This motion included the authorization to table the Addendum to the Purchase of Service Agreement between Pope County Family Services and Woodland Centers Crisis Intervention Receiving Center until County staff could meet with this entity.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Family Services bills, having been duly audited and allowed, were ordered paid.

-On motion by Olson, seconded by Paulson, and carried, the Board approved a seven-year, 45% tax abatement for the Lakeside Ballroom provided the City remains in control of 60% of the operations of the facility during the term of the abatement. This motion authorizes the Chair and County staff to prepare the necessary documentation for this abatement. Commissioner Kittelson voted against the tax abatement.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved the Memorandum of Agreement between Pope County and Mid-State Community Health Board for Pope County Public Health Nursing Service to provide clerical and administrative support for the coordination of Mid-State grants and programs for the period of January 1, 2007 to December 31, 2007.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board approved the Contractor Agreement between Blue Cross and Blue Shield of Minnesota and Pope County Public Health for Pope County Public Health to work within its community to increase the physical activity levels of sedentary and insufficiently active adult Minnesotans by enhancing access to and social support for physical activity for the period January 1, 2007 to September 30, 2007.

-On motion by Paulson, seconded by Kittelson, and unanimously carried, the Board approved Resolution #200628 setting the 2007 Levy at \$5,774,357 and the 2007 Expenditure and Revenue Budget at \$13,246,001, which represents an increase of 2.99% over the 2006 Levy; and ordered the 2007 summary budget statement to be published in the official newspaper of the county in a form prescribed by the State Auditor.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board approved a five-year \$1,000,000 Equipment Bond Request.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the Lake Levin Inlet Stabilization Project at a cost of \$36,600, of which \$10,000 has been provided by a Chippewa River Watershed grant, \$10,000 from the Comprehensive Local Water Plan fund (state grant), and \$16,600 from various County funds.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board adopted Resolution #200631 to enter into a Memorandum of Understanding between West Central Treatment and Correctional Center and Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Todd, Traverse, Wadena and Wilkin Counties to study the feasibility of a chemical dependency, treatment, and correctional facility and to establish a steering committee to plan, facilitate, and set goals, vision and functions of the project at a total cost of \$65,000 of which Pope County will contribute \$4,036 or 6.21% of the total cost. This motion included the appointment of Commissioner Paulson to serve as the primary voting representative and appointed Coordinator Aziz to serve as the alternate voting representative on the Treatment and Correctional Steering Committee. Pope County will act as facilitator of these funds.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Addendum to the Agreement between Pope County Housing and Redevelopment Authority and Vetter Johnson Architects, Inc. to provide services relative to a more detailed planning study for a new facility for the Pope County Highway Department and a Jail/Law Enforcement Center at the costs established in the Agreement.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board adjourned at 11:40 AM.

ATTEST:

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Riaz Aziz, Coordinator

Jeanne Olson, Chair

OFFICIAL PROCEEDINGS  
Pope County Board of Commissioners  
December 28, 2006

The meeting was called to order at 9 AM by Vice-Chair Paulson with the following members present: Dean Paulson, Keith Naig, Larry Kittelson and Robert McCrory. Chair Olson was unable to attend.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board approved the Agenda with the following additions: 12A-Formal Resignations, 12B-Capital Funds, 12C-Clark Engineering, and 12D-Family Services Bills.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Amended Official Proceedings for the meeting held on November 21, 2006 adding the 2006 salaries of the Assistant County Attorney at \$50,898 and the Assistant to the County Coordinator at \$42,753, and ordered these amended proceedings filed according to law.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board approved the Official Proceedings for the meeting held on December 19, 2006 and ordered them published and filed according to law.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board authorized a \$50 Beaver Abatement within the ditch drainage system provided the Ditch Inspector, in conjunction with the District County Commissioner, has given permission for the beavers in that area to be trapped.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board approved the end-of-year journal entries and the transfer of \$27,000 from the General Revenue Fund to the appropriate Ditch Funds as follows: County Ditch #15 - \$6,000, Judicial Ditch #4 (Pope and Douglas) - \$20,000 and General Ditch - \$1,000.

-On motion by Naig, seconded by McCrory, and unanimously carried, the following bills, having been duly audited and allowed, were ordered paid according to law: COUNTY REVENUE - \$43,476.03. COUNTY ROAD & BRIDGE - \$62,740.79. HEALTH SERVICE FUND - \$438.17. LAW LIBRARY FUND - \$111.70. COUNTY DITCH FUND - \$2,521.07.

Joan Mollers, retiring as Family Services' Financial Worker, was recognized for her 25 plus years with Pope County.

-On motion by McCrory, seconded by Kittelson, and unanimously carried, the Board authorized the implementation of Phase II of the Security Project to establish a single ingress and egress at the Courthouse by creating emergency only exits at the north and south entrances of the Courthouse, and authorized County staff to implement this change no earlier than March 1, 2007.

-On motion by Naig, seconded by McCrory, and unanimously carried, the Board authorized the Cafeteria Plan contribution for leadership management staff to be \$645 per month for the years 2006 and 2007; and, authorized qualified leadership management staff to receive an

additional five days of vacation retro-active to January 1, 2006. "Qualified" refers to those members of the leadership management staff whose January 1, 2006 salary does not equal the salary that would be implemented if they had received credit for their relevant past experience, either within or outside of County employment.

-On motion by McCrory, seconded by Paulson, and unanimously carried, the Board authorized \$3,600 as additional payment to the County Attorney as reimbursement for requiring his attendance at Commissioner Board Meetings for the period October through December 2006.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board authorized County staff to purchase a Ford F150XL in the amount of \$17,606 from Minnewaska Ford using \$10,000 of grant funds from the ISTS program, and the remaining funds from County Capital Funds.

-On motion by McCrory, seconded by Naig, and unanimously carried, the Board authorized the following department name changes: Court Services to Probation and Court Services, Environmental Services to Land and Resource Management, and Family Services to Human Services.

-On motion by Kittelson, seconded by Paulson, and unanimously carried, the Board accepted the resignations of Commissioners Keith Naig and Robert McCrory effective December 31, 2006.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board authorized \$70,000 to be moved from 2006 Capital Funds to 2007 Capital Funds.

-On motion by Kittelson, seconded by McCrory, and unanimously carried, the Board accepted the engineering specifications from Clark Engineering Corporation for structural repairs to be made to the Courthouse Archives Room, and authorized County staff to work with Vetter Johnson Architects in hiring local contractors to perform the repairs according to the specifications.

-On motion by Naig, seconded by Kittelson, and unanimously carried, the Board authorized payment of the supplemental Family Services bills, having been duly audited and allowed.

The Board recognized and honored Commissioners Keith Naig and Robert McCrory for their service to the citizens of Pope County over the past several years.

-On motion by Kittelson, seconded by Naig, and unanimously carried, the Board adjourned at 10:30 AM.

ATTEST:

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Riaz Aziz, Coordinator

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Dean Paulson, Vice-Chair