

**COUNTIES PROVIDING TECHNOLOGY
JOINT POWERS BOARD
Monday, June 2, 2025
10:00 a.m.**

The regular meeting of the Counties Providing Technology (CPT) Joint Powers Board (JPB) was called to order at 10:00 a.m., Monday, June 2, 2025, by Chair Paul Johnson. In attendance from member counties were:

Big Stone: Commissioner Klages
Cottonwood: Commissioner Anderson
Douglas: Commissioner Meyer
Grant: Commissioner Troy Johnson
Kandiyohi: Commissioner Imdieke
Lincoln: absent
Lyon: Commissioner Andries
Mahnomen: Commissioner Ahmann
Marshall: Commissioner Bring
Meeker: Commissioner Paul Johnson
Nobles: Absent
Norman: Commissioner Lee
Pipestone: absent
Pope: Commissioner Lindor
Redwood: Commissioner Salfer
Renville: Commissioner Carlson
Steele: absent
Stevens: Commissioner Kopitzke
Swift: Commissioner Pederson
Todd: absent
Traverse: Commissioner Olson
Wadena: Commissioner Winkels
Wilkin: Commissioner Larson
Yellow Medicine: Commissioner Antony

Others present: Big Stone County Commissioner Radermacher, Pope County Commissioner Wagner, Mike Koehler, Gwen Gillespie, Erica Swenson, Ethan Hamer and Heidi Roiland.

Commissioner Kopitzke moved to approve the agenda as presented, seconded by Commissioner Imdieke, all members voted aye, motion carried.

Commissioner Larson moved to approve minutes of the April 28, 2025 Executive Board meeting, seconded by Commissioner Lee, all members voted aye, motion carried.

Mike Koehler presented the Financial Reports, warrant registers and monthly deposit report for review. Discussion followed. Commissioner Bring moved to approve the April financial reports and warrants from April 10, April 17, April 24, May 1 and May 8, 2025, seconded by Commissioner T. Johnson, all members voted aye, motion carried.

Mike Koehler presented the Executive Director's update. Discussion on ACOM billing. Commissioner Imdieke moved to authorize CPT staff to enter into discussions of a 3-year contract with ACOM, seconded by Commissioner Kopitzke, all members voted aye, motion carried.

Discussion on the strategic planning committee.

Commissioner Lindor and Erica Swenson presented the Personnel Committee update. Commissioner Lindor moved to ratify the executive board approval of the hire of Parker Blair as Technical Support specialist at a Grade 5, Step 3 and Valerie Howell as Technical Support specialist at a Grade 5 Step 8, seconded by Commissioner Ahmann, all members voted aye, motion carried.

Gwen Gillespie presented the Software Committee update.

CPT staff Trish Bartels, Parker Blair, Liz Dingmann, RJ Holmen, Val Howell, Preston Miller, joined the meeting to do presentations of the tax-web module and the new report generator module.

Commissioner Andries withdrew from the meeting.

Follow-up discussion on the module presentations.

Commissioner Kopitzke provided a Building Committee update.

Upcoming meeting schedule: Executive Board on June 23 at 10:00 a.m., Executive Committee on July 21 at 10:00 a.m., full JPB meeting on July 28, 2025 at 10:00 a.m.

Hearing no further business to come before the board, Chair P. Johnson called for adjournment at 11:30 a.m.

Vice Chair – Chris Hollingsworth

Clerk – Mike Koehler