

**COUNTIES PROVIDING TECHNOLOGY
JOINT POWERS BOARD
Monday, January 26, 2026
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, January 26, 2026, 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: Absent
Lincoln: Commissioner Drietz (virtual attendance, non-voting)
Lyon: Commissioner Andries
Mahnomen: Commissioner Ahmann
Marshall: Commissioner Miller
Meeker: Commissioner Paul Johnson
Nobles: Absent
Norman: Absent
Pipestone: Commissioner Hollingsworth
Pope: Commissioner Lindor
Redwood: Commissioner Salfer
Renville: Commissioner Carlson
Steele: Absent
Stevens: Absent
Swift: Commissioner Pederson
Todd: Commissioner Neumann
Traverse: Commissioner Olson
Wadena: Absent
Wilkin: Commissioner Larson
Yellow Medicine: Commissioner Antony (virtual attendance, voting)

Others present: Big Stone County Commissioner Paul Radermacher, Mike Koehler, Gwen Gillespie, Erica Swenson, Ethan Hamer, Heidi Roiland, Michelle Knutson and Janel Timm.

Commissioner Anderson moved to approve the agenda as presented, seconded by Commissioner Miller, all members present voted aye, motion carried.

Chair Johnson expressed his gratitude to the great staff of CPT for his last two years of service as the Chair of CPT.

Kandiyohi Commissioner Imdieke joined the meeting.

Commissioner Lindor presented the slate of candidates for the Chair position. Commissioner Johnson opened the floor for additional nominations, hearing none, request for a motion to approve. Commissioner Ahmann moved to close nominations and cast a unanimous ballot for Commissioner Chris Hollingsworth as Chair of the CPT Board, seconded by Commissioner T. Johnson, all members present voted aye, motion carried.

The meeting was turned over to newly elected Chair Hollingsworth. Chair Hollingsworth expressed his thank you to former Chair P. Johnson for his years of service as Chairperson of CPT.

Commissioner Lindor presented the slate of candidates for the Vice Chair position. Chair Hollingsworth opened the floor for additional nominations, hearing none, request for a motion to approve. Commissioner Meyer moved to close nominations and cast a unanimous ballot for Commissioner Jeff Klages as Vice-Chair of the CPT Board, seconded by Commissioner Carlson, all members present voted aye, motion carried.

Commissioner P. Johnson presented the slate of five candidates for the Executive Committee. Chair Hollingsworth opened the floor for additional nominations, hearing none, request for a motion to close nominations. Commissioner Lindor moved to close nominations, seconded by Commissioner Neumann. A ballot vote was taken. Members elected are Commissioner Ahmann, Commissioner Anderson and Commissioner Antony. Additional members to the Executive committee are the CPT Board Chair, Vice Chair, past-Chair and Chair of the personnel committee. Commissioner P. Johnson moved to destroy the ballots of the Executive Committee vote, seconded by Commissioner Imdieke, all members present voted aye, motion carried.

Proposed members to the Personnel Committee are Commissioner Hollingsworth, Commissioner Imdieke, Commissioner Lindor, Commissioner Metz, and Commissioner Neumann. Commissioner P. Johnson moved to approve the committee assignment as presented, seconded by Commissioner Anderson, all members present voted aye, motion carried.

Proposed members to the Building Committee are Commissioner T. Johnson, Commissioner Meyer and Commissioner Kopitzke. Commissioner Lindor moved to approve the committee assignment as presented, seconded by Commissioner Olson, all members present voted aye, motion carried.

Proposed members to the Software Committee are Michelle Knutson, Big Stone Auditor-Treasurer; Andrew Letson, Meeker Administrator; Vicki Knobloch Kletscher, Redwood Administrator; Janel Timm, Yellow Medicine Property & Public Services Director with IT Advisors – Vicky Townsend, Stevens County IT Director and Jason Lenz, Lyon County IT Director. Commissioner Meyer moved to approve the committee assignment as presented, seconded by Commissioner Larson, all members present voted aye, motion carried.

Commissioner Klages moved to approve minutes of the November 24, 2025 Board meeting, seconded by Commissioner Meyer, all members present voted aye, motion carried.

New conflict of interest statements for 2026 will need to be completed by all commissioners to the CPT Board.

Commissioner Meyer moved to set purchase authorizations at \$20,000 for the Executive Committee and \$15,000 for CPT Management, seconded by Commissioner T. Johnson, all members present voted aye, motion carried.

Mike Koehler presented the Financial Reports of November and December, warrant registers and monthly report of deposits for review. Commissioner Imdieke moved to approve the November and December 2025 financial reports and warrants from November 19, 2025, November 26, 2025, December 3, 2025, December 11, 2025, December 23, 2025, December 31, 2025 and January 8, 2026, seconded by Commissioner Ahmann, all members present voted aye, motion carried.

Mike Koehler presented the Executive Director's update. Strategic Planning objectives for 2026 were presented to the full board.

Commissioner Lindor moved to approve the Cyber Security Insurance quote as presented, seconded by Commissioner Klages, all members present voted aye, motion carried.

Commissioner Lindor and Erica Swenson presented the Personnel Committee update. Per direction from the board, a proposal was obtained from David Drown Associates, Inc for a salary maintenance plan and human resource consultation services. Commissioner Lindor moved to approve signing a contract with DDA for salary

maintenance and human resource consult services as presented, seconded by Commissioner Anderson, all members present voted aye, motion carried.

Gwen Gillespie presented the Software Committee update, with additional comments from Mike Koehler.

Commissioner Meyer provided an update from the Building Committee with additional information given by Heidi Roiland. The code review has been approved pending the assignment of a general contractor. Since the soft bid came in at board approved dollars, the next step is to do an RFP.

Commissioner Imdieke moved to continue the meeting schedule as is, full board meeting bi-monthly with the executive committee to meet monthly, seconded by Commissioner Olson, all members present voted aye, motion carried.

A brief power point for employee recognition was presented. Chair Hollingsworth expressed a thank you to all employees for their hard work and dedication. Executive Director expressed thanks to Commissioner P. Johnson and Chair Hollingsworth for their service to the CPT board.

Scheduled upcoming meetings: Executive Committee on February 23 at 10:00 a.m., Executive Committee on March 16 at 10:00 a.m. with a full JPB meeting on March 23, 2026 at 10:00 a.m.

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

Chair – Chris Hollingsworth

Clerk – Mike Koehler