



OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Government Services Center, Commissioners' Room

515 W. Fir Avenue, Fergus Falls, MN

Tuesday, December 17, 2019

8:30 a.m.

AGENDA

- 8:30 – 8:35
- (1) Pledge of Allegiance
Call to Order:
 - Approval of Agenda – December 17, 2019
 - (2) Approval of Consent Agenda:
 1. December 3, 2019 Board of Commissioners' Meeting Minutes
 2. Warrants/Bills for December 17, 2019
 3. Human Services & Public Health Warrants/Bills for December 17, 2019
 4. Human Services Contracts
 5. 2020 Solid Waste Hauler's Licenses
 6. Approval of Tobacco Licenses for B&D Foods Inc., Battle Lake Standard and Bluffton Oil Company
 7. Request for Approval of Final Payment – S.A.P. 056-604-017 & S.A.P. 056-604-018 to Mark Sand & Gravel Co
- 8:35 – 8:55
- (3) Land & Resource Director, Chris LeClair:
 - Planning Commission Recommendation
 - Planning Commission and Board of Adjustment Reappointments
 - Approval of Final Plat
- 8:55 – 9:10
- (4) David Iverson
 - Phelps Mill Festival Update
- 9:10 – 9:20
- (5) Probation Director, Michael Schommer
 - Clay County Annual Purchase Agreement
- 9:20 – 9:30
- (6) Safety & Emergency Services Director, Patrick Waletzko
 - Approval of 2020 County Emergency Operation Plan
- 9:30 – 9:40
- (7) Solid Waste Director, Chris McConn
 - Public Hearing for Solid Waste Designation Ordinance
- 9:40 – 9:45
- (8) Assistant Solid Waste Director, Zach Fjestad
 - 2020 Solid Waste Service Fee
- 9:45 – 9:55
- (9) County Sheriff, Barry Fitzgibbons
 - Request to Accept Donations
- 9:55 – 10:00
- (10) Land Division Director, Brian Armstrong
 - Out of State Travel Request

- 10:00 – 10:15 (11) County Auditor-Treasurer, Wayne Stein
- Approval of Levy & Budget Public Hearing Minutes
 - Adoption of 2020 Final Levy & Budget
 - Transfer of Funds
 - Request for Penalty Forgiveness
 - Request to Certify Against Parcel
 - Request for Purchase of Equipment
 - Approval of Payment for Purchase of Property
- 10:15 – 10:20 (12) Community Development Director, Amy Baldwin
- Community Development Agency Board Member Appointments
- 10:20 – 10:50 (13) Communications and External Relations Director, Nicholas Leonard
- External Communications Report
 - OTC HRA Conduit Request by Schuett Otter Tail LP
 - City of Pelican Rapids' Greater MN Transportation Alternatives Grant Application
- 10:50 – 11:05 (14) County Administrator, John Dinsmore
- 2020 Committee Assignments
 - 2020 Board Meeting Dates
 - Refugee Resettlement Letter
 - Approval of End of 2019 Bills
- 11:05 – 11:20 General Discussion
- 11:20 – 11:30 (15) Internal Services/HR Director, Nicole Hansen
- Essential Deputies Unit Contract 2020-2022
 - Non-Union COLAs and Commissioner Salaries in 2020
- 11:30 – 11:45 (16) County Engineer, Charles Grotte
- Bid Review & Recommendation for Award – S.A.P. 056-615-018 – Robert R. Schroeder Construction, Inc, of Glenwood, MN
 - Request for Approval of Local Bridge Replacement (LBRP) Grant Agreement & Resolution – CSAH 15 Bridge over the Otter Tail River, S.A.P. 056-615-018, Bridge No. 56544
 - Request for Approval of CSAH 34 Right of Way Acquisition Resolution
 - City of Henning Transportation Alternatives Sponsoring Agency and Agreement to Maintain Facility Resolutions
 - City of Pelican Rapids Transportation Alternatives Sponsoring Agency and Agreement to Maintain Facility Resolutions
 - Perham to Pelican Rapids Regional Trail, Silent Lake Segment Update
- 11:50 – 12:50 *Public Works Committee Meeting (Rogness & Johnson)*
- *Shoreland Management Ordinance*
 - *Setback Ordinance*
 - *2020 Fee Schedule*
 - *SSTS Grant*
 - *Park Property*

Other:

- County Attorney
- County Administrator

UPCOMING

1/16/2020	1:30 p.m.	Countywide LMC, Dead Lake Room, GSC (DH)
1/16/2020	2:30 p.m.	MICA 2020 Annual Meeting, 404 West Saint Germain St., St. Cloud
1/27/2020	8:00 a.m.	Red River Watershed Annual Drainage Conference, 1080 28 th Ave South, Moorhead