



**OTTER TAIL COUNTY BOARD OF COMMISSIONERS**  
**Government Services Center, Commissioners' Room**  
**515 W. Fir Avenue, Fergus Falls, MN**  
**Tuesday, July 30, 2019**  
**8:30 a.m.**

---

**AGENDA**

- 8:30 – 8:35 (1) Pledge of Allegiance  
Call to Order:
  - Approval of Agenda – July 30, 2019
- (2) Approval of Consent Agenda:
  1. July 16, 2019 Board of Commissioners' Meeting Minutes
  2. Warrants/Bills for July 30, 2019
  3. Human Services & Public Health Warrants/Bills for July 30, 2019
  4. Approval of 30-day credit limit increase for Deputy Jon Karger's credit card to \$2,500
- 8:35 – 8:45 (3) Land & Resource Director, Chris LeClair
  - Groundwater Level Monitoring Contract – FY 2020
- 8:45 – 8:55 (4) Social Services Supervisor, Margaret Williams
  - Vulnerable Adult Program Intake & Assessment Report
- 8:55 – 9:25 (5) Ditch Inspector, Kevin Fellbaum
  - Ditch 56 Cleanout/Buffer Strip
  - Ditch 18/37 Tile Repair
  - Ditch 21 Culvert Repair
  - Ditch 16 Erosion Repair
  - Nelson Lake Discussion
  - Miscellaneous
- 9:25 – 9:35 General Discussion
- 9:35 – 10:00 (6) Highway Engineer, Charles Grotte
  - Review & Recommendation for Award – S.A.P. 056-646-008, Mark Sand & Gravel Co., Fergus Falls, MN
  - Request for Approval of Archaeological Survey; S.A.P. 056-601-067 & 056-635-038, Agassiz Archeology
  - Request for Approval of Wetland Delineation; S.A.P. 056-601-067 & 056-635-038, Environmental Scientific
  - Request for Approval of Contracts & Bonds – R/W Tree Removal/Brushing, Carr's Tree Service
  - Request for Approval of Contracts & Bonds – S.A.P. 056-601-068 & Etc., R.J. Zavoral & Sons, Inc.
  - Request for Approval of Resolution for Perham to Pelican Rapids Regional Trail Funding Application from Greater MN Regional Parks & Trails Commission
  - Miscellaneous

- 10:00 – 10:10 (7) Auditor-Treasurer, Wayne Stein
- Public Hearing for Workforce Housing Tax Abatement for Apartment Complex
- 10:10 – 10:20 (8) Community Development Director, Amy Baldwin
- Call for a Public Hearing to Amend an Ordinance to Divide the Powers of the County HRA and the County EDA
- 10:20 – 10:40 (9) Closed to the Public  
External Relations Director, Nicholas Leonard:
- Discussion Regarding Purchase of Property located at 29283 County Highway 45, Underwood, MN 56586 Parcel No. 38000260189000
  - Discussion Regarding Sale of Property at 1174 Western Ave Fergus Falls, MN 56537 Parcel No. 71003500195064
- 10:45 – 11:30 *Public Works Committee (Johnson & Rogness)*
- Phelps Mill Expansion*
  - Glacial Edge Trail*
  - Shoreland Ordinance*
  - Solid Waste/Recycling Long Range Strategic Planning*
- 11:30 – 11:45 *Internal Services Committee (Lindquist & Rogness)*
- Social Worker – New Position*
  - Highway Maintenance Worker – New Position*
  - Jail Project – One-way glass into cell blocks*
- 11:45 – 12:15 *Finance Committee (Huebsch & Johnson)*
- Highway Maintenance Worker – New Position*
  - Single Family Tax Abatement Program*
- Other:
- County Attorney
  - County Administrator

**UPCOMING**

07/31/19	1:00 p.m.	Central MN Emergency Services Meeting, St. Cloud City Hall (JL/BJM)
08/07/19	11:30 a.m.	WOTC Soil and Water Conservation District 75th Anniversary Gathering, WOTC Fair Grounds
08/12/19	9:00 a.m.	West Otter Tail Soil & Water Conservation District Board Meeting, WOT SWCD Office
08/13/19	12:00 p.m.	Employee Picnic, Fergus Falls, GSC
08/13/19	12:30 p.m.	Joint Tour/Lunch with Fergus Falls City Council – A Place to Belong at 109 N. Court Street, Fergus Falls
08/15/19	10:00 a.m.	Human Services LMC Meeting, Fergus Falls, GSC
08/20/19	1–4:30 pm	White House Regional IGA Conference, Washington D.C.
08/26/19	7:00 p.m.	Continuation of Ditch #52 Public Hearing for Redetermination, County Board Rm, GSC, FF
08/27/19	8:30 a.m.	Meet @ New York Mills Offices – board mini-bus to tour Perham’s PAI Project 180, Tuffy’s Pet Food Meeting Room
08/27/19	11:00 a.m.	County Board Mtg & Employee Picnic, New York Mills County Offices
09/06/19		Budget Committee Meeting, Fergus Falls, GSC
09/09/19		Budget Committee Meeting, Fergus Falls, GSC