



# OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Government Services Center, Commissioners' Room

515 W. Fir Avenue, Fergus Falls, MN

Tuesday, February 25, 2020

8:30 a.m.

*\*Please silence all electronic devices\**

## **AGENDA**

- 8:30 – 8:35
- (1) Pledge of Allegiance  
Call to Order:
- Approval of Agenda – February 25, 2020
- (2) Approval of Consent Agenda:
1. February 11, 2020 Board of Commissioners' Meeting Minutes
  2. Warrants/Bills for February 25, 2020
  3. Human Services & Public Health Warrants/Bills for February 25, 2020
  4. Approve an LG240B Application to Conduct Excluded Bingo as submitted by the Friends of the Perham Area Public Library for an event scheduled for Monday, March 29, 2020 at The Cactus located at 43521 Fort Thunder Road in Perham Township
- 8:35 – 8:50
- (3) County Administrator, Nicole Hansen
- Legislative Priorities
  - 2020 – 2022 Collective Bargaining Agreement with Non-Licensed Essential Supervisors
  - Open Forum Discussion
- 8:50 – 9:05
- (4) East OTC SWCD Manager, Darren Newville
- Redeye 1W1P Update/Review Draft Plan
- 9:05 – 9:20
- (5) West OTC SWCD Project Manager, Aaron Larsen
- Buffalo-Red River Watershed Comprehensive Watershed Management Draft Plan
- 9:20 – 9:35
- (6) OTC COLA Officials
- Survey Results
- 9:35 – 9:45
- (7) Land & Resource Director, Chris LeClair
- Board of Adjustment Appointment
  - Request for Public Hearing Regarding Land Use Administrative Ordinance
  - Clean Water Partnership Loan Application
- 9:45 – 9:50
- (8) Cline Jensen Attorney, Dorothy Bradley
- Amended Plat – “Old Town Townhouses”
- 9:50 – 10:00
- (9) Auditor-Treasurer, Wayne Stein
- Requests for Penalty Forgiveness
  - Request for Public Hearing Regarding Ditch 45
  - Clarification of Property Sale

- 10:00 – 10:15                      General Discussion
- 10:15 – 10:25                      (10) Closed Session – Attorney-Client Privilege (Minn. Stat. §13D.05, subd. 3(b)) for Threatened Litigation
- Claims of Kameron Boudin concerning an incident on December 13, 2018
- 10:25 – 10:30                      (11) Probation Director, Michael Schommer
- Out of State Travel Request
- 10:30 – 10:40                      (12) County Engineer, Charles Grotte
- Adoption of Parks and Trails Ordinance
  - Phelps Mill County Park 2020 Fee Schedule
  - Request for Approval of Amendment to Engineering Services Agreement for CSAH 34 Reconstruction Project, S.A.P. 056-634-011, Houston Engineering
- 10:45 - 11:05                      *Finance Division Committee Meeting, Admin Conference Room (DH/WJ)*
- *Assessor Vehicle*
  - *SoniClear Recording Software*
- 10:45 – 11:05                      *Internal Services Division Committee Meeting, Glendalough Room (LR/JL)*
- *Courthouse Tuckpointing*
  - *IT Department – Technology Updates*
  - *Succession Planning*
  - *Position Reclassification Request- Accounts Payable/Receivable*
- 11:05 – 11:50                      *Public Works Division Committee Meeting, Glendalough Room (WJ/LR)*
- *Vacation Home Rental Policy*
  - *Phelps Mill Festival Agreement Amendment*
  - *2020 Highway Construction Budget*
  - *Phelps Mill Store – Historic Building Conditions Assessment*

Other:

- County Attorney
- County Administrator

**UPCOMING**

|            |            |                                                                                               |
|------------|------------|-----------------------------------------------------------------------------------------------|
| 2/24/2020  | 11:00 a.m. | LMHC Annual Meeting of the Corporation, LMHC, Fergus Falls                                    |
| 2/24/2020  | 7:00 p.m.  | Public Informational Meeting for Nelson Lake Drainage, Prairie Events Center, Parkers Prairie |
| 02/25/2020 | 3:00 p.m.  | Board of Adjustment & Planning Commission Legal Training, Otter Tail Lake Room, GSC           |
| 02/25-2/27 |            | Association of MN Counties Legislative Conference, InterContinental Hotel, St. Paul, MN       |
| 02/26/2020 | 1:00 p.m.  | Seasonal Supplied Bid Opening, Dead Lake Room, GSC, Fergus Falls                              |
| 02/27/2020 | 8:15 a.m.  | MCIT Informational Meeting, InterContinental Hotel, Governors I Event Room, St. Paul, MN      |
| 03/02/2020 | 1:30 p.m.  | East Otter Tail Association of Townships Spring Meeting, Thumper Pond, Ottertail              |
| 03/03/2020 | 11:15 a.m. | Employees' Committee: United Way Chili Feed                                                   |
| 03/04/2020 | 12:00 p.m. | Community Development Agency (CDA) Meeting, Dead Lake Room, GSC, Fergus Falls (DH, LR)        |
| 03/05/2020 | 9:00 a.m.  | West Central Regional Juvenile Center Board, Lake Lizzie Room, Court House (BM/JL)            |
| 03/09/2020 | 9:00 a.m.  | WOT SWCD Board Meeting, WOT SWCD Office, Fergus Falls (JL)                                    |
| 03/10/2020 | 5:00 p.m.  | Pomme de Terre Public Meeting, Dalton Community Center, Dalton                                |
| 03/11/2020 | 1:00 p.m.  | Bid Opening – 2020 Carlson Model Asphalt Paver, Lida Lake Room, GSC                           |
| 03/12/2020 | 12:45 p.m. | West Otter Tail Township Officers Association Spring Meeting, Otter Tail Lake Rm, GSC, FF     |
| 03/17/2020 | 5:00 p.m.  | Board of Commissioners Meeting, Perham City Hall, Perham, MN                                  |