

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, 500 Fir Ave. W.
Commissioners' Room
Tuesday, March 16, 2004
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, March 16, 2004, at 9:32 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Bob Block, Vice-Chair; Roger Froemming, and Malcolm Lee present. Commissioner Dennis Mosher was present at 9:35 a.m.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the County Board agenda of March 16, 2004, with the following additions:

Mike Hanan – Dispute Resolution Committee Appointment

10:55 a.m. – Land & Resource Director – Blue Heron Bay Options

12:15 p.m. – Additional Presenters, Judge Galen Vaa & Court Administrator, Kathy Ouren

Approval of Minutes

Motion by Froemming, second by Lee, and unanimously carried to approve the County Board minutes of March 9, 2004, as presented.

Approval to Pay Bills

Motion by Lee, second by Block, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes, which includes the following lodging payment:

Radisson Hotel South

Solid Waste Director, Mike Hanan

HHW Region Program Manager, David Stadum

Public Information & Education Officer, Betsy Bjerklie

2003 Soil & Water Projects Report

WOT Soil & Water Conservation District Manager, Brad Mergens, presented a program and services information brochure. He reviewed the SWCD conservation and education programs that took place during 2003.

Wetland Easements

Motion by Lee, second by Mosher, and unanimously carried to certify the following acquisition of land by the U.S. Fish & Wildlife Service for waterfowl easement purposes:

Timothy Overland and Bernice Overland

T. 136N., R. 42 W., 5th P.M.
Section 31, E $\frac{1}{2}$ SE $\frac{1}{4}$

Lance G. Leitch and Kari S. Leitch

T. 134N., R. 42 W., 5th P.M.
Section 20, NW $\frac{1}{4}$ NW $\frac{1}{4}$ also described as Government Lot 1, SE $\frac{1}{4}$ NW $\frac{1}{4}$

Western Area City County Cooperative

Western Area City County Cooperative Executive Director, Laurie Mullen, presented handouts of activities sponsored by the Coop. She reviewed several workshops that were held and showed a Meth Lab education video that is part of a Meth education workshop. Ms. Mullen requested that Otter Tail County reconsider membership in WACCO for CY2004. The County Board will consider this issue at their next regular County Board meeting.

Waste Pesticide Disposal Information

Solid Waste Director, Mike Hanan, and Public Information and Education Officer, Betsy Bjerklie, provided copies of a Waste Pesticide Disposal brochure which explains the changing role of the Department of Agriculture and reduced funding. The Department of Agriculture previously sponsored one day pesticide collection sites throughout Minnesota. Starting in 2004, the State of Minnesota Department of Agriculture will no longer sponsor these one day waste pesticide collections. Otter Tail County is not licensed to accept large generation of waste pesticides and can only accept pesticides from minimal generators. The brochure identifies two facilities for large pesticide generators to contact for disposal. This brochure will be distributed at various farm meetings and at the Recycling Center.

Perham Resource Recovery Facility

Motion by Lee, second by Froemming, and unanimously carried to appoint Solid Waste Director, Mike Hanan, to the Dispute Resolution Committee. The purpose of the Committee is to resolve disputes regarding the budget and operating costs of the Perham Resource Recovery Facility.

Surveyor's Certificate of Correction to Plat

Motion by Block, second by Mosher, and unanimously carried to approve the Land Surveyor's Certificate of Correction to the Plat of "Kellogg's Paradise Point" as Attachment B to the official minutes.

Payment Approvals

Motion by Froemming, second by Lee, and unanimously carried to approve the following County Ditch related expenditures:

JJ's Co. Excavating, LLC	Ditch No. 19	\$583.75
S&S Construction	Ditch No. 4	\$465.00
Rinke Noonan	Judicial Ditch No. 2	\$137.00

License Application Approvals

Motion by Mosher, second by Froemming, and unanimously carried to approve the following applications for license:

Amor Rumors 30932 Larson Rd. Battle Lake, MN	On-Sale Sunday Liquor
TC's General Store 105 Main St., PO Box 555 Dalton, MN	Tobacco
*Zorbaz of Ottertail Lake, Inc. 36108 County Highway 72 Battle Lake, MN	On-Sale Liquor and Sunday Liquor

*Approval subject to the review of the County Attorney and County Sheriff offices.

Application for Exempt Permit

Motion by Nelson, second by Mosher, and unanimously carried to approve the LG220 Application for Exempt Permits as submitted by the Minnesota Finnish American Historical Society, dba, Finn Creek Open Air Museum Chapter 13 for an event scheduled for August 29, 2004, at the Finn Creek Open Air Museum.

Emergency Management Discussion

Otter Tail County Emergency Management Director, Tiny Holm, briefed the Board on emergency management operations. He reported that the County has received \$179,892 in grant money, during the past two years, used for purchasing supplies for fire departments, EMT's, hospitals, and emergency activities. Mr. Holm provided a tour of the Emergency Management Mobile Command Units.

Position Reclassification

Motion by Mosher, second by Lee, and unanimously carried to approve the recommendation of MAXIMUS for reclassification of #2502 Assistant Treasurer II based on an increase in the level of supervision and backup to the Treasurer in his absence. The reclassification moves the position from Grade 14 to Grade 15 effective August 1, 2003.

Performance Evaluation Summary

Chairman Nelson directed that the excellent performance evaluation summary, as presented, for Land & Resource Director, Bill Kalar, be placed in his personnel file.

Cashier's Check Accepted

Motion by Nelson, second by Mosher, and unanimously carried to accept Cashier's checks in lieu of completion of the roads for two subdivisions on Wimer Lake. The Cashier's checks are accepted in place of a performance bond which was previously approved. Road work is to be completed by June 1, 2004.

Blue Heron Bay

County Attorney, David Hauser, briefed the County Board on decisions relative to the proposed Blue Heron Bay Development.

Closed to the Public
Open Session Declared

At 11:38 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of GIS Coordinator, Brian Armstrong, pursuant to M.S. Chapter 13D.05 Subd. 3. All five seated commissioners were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting. At 12:13 p.m., upon conclusion of the performance evaluation, Chairman Nelson declared the County Board meeting open to the public for the remainder of the agenda items.

Court System Space Needs

Court Administrator, Kathy Ouren, along with Judge Waldemar Senyk, Judge Thomas Stringer, and Judge Galen Vaa, thanked the County Board for allowing their input in the long term physical space needs of the court system. Judge Senyk explained that there are acute space needs that could be addressed on a short-term basis because of empty offices in the

courthouse resulting from many County employees moving to the Government Services Center. He submitted a handout detailing seven prioritized space needs. Physical Plant Manager, Rick Sytsma, stated that the requests could be handled on a short term basis with consideration of the long term process.

Adjournment

At 12:57 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, March 23, 2004.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Sydney Nelson, County Board Chair

Attest: _____
Larry Krohn, Clerk