

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, February 4, 2003
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, February 4, 2003, at 9:30 a.m. at the Otter Tail County Courthouse with Commissioners Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Dennis Mosher, Roger Froemming, and Bob Block present.

Approval of Agenda

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board agenda of February 4, 2003, with the following addition:

11:15 a.m. – Bill Kalar – Request for Approval of Final Plats

Approval of Minutes

Motion by Mosher, second by Block, and unanimously carried to approve the County Board minutes of January 28, 2003, as presented.

Approval to Pay Bills

Motion by Block, second by Mosher, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes.

**New York Mills Office Remodeling
Government Services Center Update**

Physical Plant Manager, Rick Sytsma, briefed the County Board on the remodeling in process at the New York Mills building to accommodate the Assessor's office with four cubicles, reconfigure some cubicles in the Public Health Department, and set up the Veterans Service office for the full time VSO recently hired. He requested approval of new furnishings for these areas at an approximate cost of \$40,000 - \$49,500. Lengthy discussion followed. Motion by Nelson, second by Block, and unanimously carried to approve the cost of furnishings for the remodeling in the New York Mills building at an estimated cost of \$40,000 - \$49,500, with \$15,000 to be paid from the Public Health Department budget and \$5,000 from the Assessor's Department budget. Mr. Sytsma will seek additional departmental funding to reduce the expense to the Maintenance budget.

Mr. Sytsma reported that the Government Services Center project is progressing according to expected guidelines and within budget. He informed the Board of three change orders relative to the remodeling project. Motion by Mosher, second by Block, and unanimously carried to authorize the following additional expenses at the GSC:

Comstock Construction - \$7,996.90
Fergus Drywall - \$4,980.08
G & R Controls - \$525.00

Approval of Credit Cards

Motion by Mosher, second by Nelson, and unanimously carried to approve the following requests for an Otter Tail County credit card:

| | | |
|----------------|--------------------------------|------------|
| Ervin W. Hagen | Sheriff's Office | \$ 500.00 |
| Stacy Paulseth | Sheriff's Office, Chief Deputy | \$2,500.00 |
| Kelly Thomas | Sheriff's Office | \$1,000.00 |

Mr. Stein briefed the Board regarding the credit card system and reported that the credit card is immediately canceled upon an employee's termination of employment.

Approval of Applications for Exempt Permit

Motion by Nelson, second by Froemming, and unanimously carried to approve the following LG220 Applications for Exempt Permit with no waiting period:

East Ottertail Deer Hunters - Sparetime Bar and Grill - February 27, 2003
Zion Lutheran Church of Amor – no date currently established for the event

Payment Approvals

Motion by Mosher, second by Nelson, and unanimously carried to approve payment to the Association of Minnesota Counties, in the amount of \$11,000, for the preparation of the County 2002 Cost Allocation Plan which was based from Fiscal year 2001 information.

Motion by Mosher, second by Froemming, and unanimously carried to approve payment to Delzer Construction Inc., in the amount of \$120.00, for work completed on County Drainage System No. 43.

Public Hearing Date Established

Motion by Nelson, second by Froemming, and unanimously carried to establish the final hearing date for County Ditch No. 53 at 7:00 p.m. on Tuesday, March 4, 2003, at the Ottertail Community Center.

Approval of an Amended Agreement

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chair's signature on an amended Agreement to Provide Professional Consulting Services between Minnesota Counties Research Foundation and Otter Tail County for years 2004 and 2005.

Pelican Group of the Lakes Improvement District Annual Report

Motion by Lee, second by Nelson, and unanimously carried to accept the annual report of activities submitted by the PGOLID for CY2002, dated January 25, 2003, as required by Minnesota Statute.

Resolution in Support of the Rural Minnesota Catch Up Program Otter Tail County Resolution No. 2003 - 07

Commissioner Lee offered the following and moved its adoption:

WHEREAS, Job growth in Rural Minnesota Counties generally and consistently lags behind job growth in Metro Counties as documented in data from the Minnesota Department of Economic Security; and

WHEREAS, It is in the best interests of the entire State of Minnesota to promote growth of the economic base of Rural Minnesota Counties; and

WHEREAS, The Rural Minnesota Catch Up Program, as created by the West Central Growth Alliance, effectively addresses these major concerns; and

WHEREAS, The Rural Minnesota Catch Up Program requires no new funding from the State of Minnesota; and

WHEREAS, Benefits derived from implementing the Rural Minnesota Catch Up Program are greater than the tax credits awarded by the State of Minnesota;

BE IT NOW THEREFORE RESOLVED, That Otter Tail County does hereby support the State of Minnesota's immediate adoption and implementation of the Rural Minnesota Catch Up Program.

Commissioner Block seconded the motion, and upon being put to vote, was unanimously carried.

Adopted at Fergus Falls, Minnesota, this 4th day of February, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

Reduction in Retainage

Motion by Lee, second by Block, and unanimously carried to approve the following requests for reduction in retainage for highway projects:

Riley Bros Construction, Inc. S.A.P. 56-650-05 & Etc., Reduce Retainage from 5% to 1%
Morris, MN

Robert R. Schroeder Const., Inc. S.A.P. 56-610-10 Reduce Retainage from 5% to 1%
Glenwood, MN

**Resolution Designating County State Aid Highway Location
County State Aid Highway No. 52
Otter Tail County Resolution No. 2003 - 08**

Commissioner Froemming offered the following and moved its adoption:

WHEREAS, it appears to the County Board of Commissioners of the County of Otter Tail that the highway right of way required for County State Aid Highway No. 52 under Project No. S.A.P. 56-652-12 should be accurately described and located by a highway right of way plat.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Commissioners of the County of Otter Tail that the Board of County Commissioners for the County of Otter Tail is hereby designating the definite location of County State Aid Highway No. 52 in Sections 7, 8, 17, and 18 all in Township 134 North, Range 36 West and Sections 11 through 14 inclusive all in Township 134 North, Range 37 West, of the 5th Principal Meridian as shown on the 4 pages of OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 10.

Commissioner Nelson seconded the motion, and upon being put to vote, was unanimously carried.

Adopted at Fergus Falls, Minnesota, this 4th day of February, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

2003 Transportation Funding Discussion

Fred Corrigan, Executive Vice President of the Minnesota Transportation Alliance, provided a brochure about the Alliance and a transportation-funding handout. Lengthy discussion took place regarding the challenges in funding the maintenance and preservation of the state highway system as well as providing adequate funding for transportation needs in high growth areas. The Alliance will continue to inform and educate legislators relative to transportation funding.

Commissioner Mosher - absent at 11:13 a.m.

Approval of Final Plats

Motion by Mosher, second by Froemming, and unanimously carried to approve the Final Plat known as "Moebius Strip" located in Section 14 of Tumuli Township, Unnamed Lake (56-600).

Motion by Nelson, second by Froemming, and unanimously carried to approve the Final Plat known as "Russ' Beach" located in Section 1 & 2 of Perham Township on Little Pine Lake (56-142).

Adjournment

At 11:33 a.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, February 11, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk