

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, 500 Fir Ave W.  
Tuesday, October 21, 2003  
9:30 a.m.**

**Call to Order**

The Otter Tail County Board of Commissioners convened Tuesday, October 21, 2003, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Dennis Mosher, Roger Froemming, and Bob Block present.

**Approval of Agenda**

Motion by Nelson, second by Froemming, and unanimously carried to approve the County Board agenda of October 21, 2003, with the following additions:

11:15 a.m. – Assessor, Bob Moe, Grade Change Request  
Water Plan Discussion

**Approval of Minutes**

Motion by Mosher, second by Block, and unanimously carried to approve the County Board minutes of October 14, 2003, as mailed.

**Approval to Pay Bills**

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

**Extension Service Budget Discussion**

Extension Committee Chairman, Willis Roehl, explained that initially, when the Extension Committee met with the Budget Committee, no one knew what would happen with the Regional Offices. At that time, two 4-H Programmers and a half time Educator were proposed in the 2004 Extension Budget. Since that time, some additional funding has become available; therefore, the Committee is proposing a full time Educator in New York Mills. This would not require additional budget dollars. An Otter Tail County Extension Office 2004 Budget Request Summary was provided proposing two satellite offices and a detailed 2004 budget of \$290,000 (10.7% decrease from CY2003). Extension Educator, Steve Handegard, reported that the University has agreed to pay \$30,000 of the local Agriculture Educator position for CY2004 and 10% of the cost to fund one 4-H Coordinator (approximately \$10,000). Lengthy discussion followed regarding location of the satellite offices, fees generated by Extension programs, coordination of the Master Gardeners program, how the Regional Office will operate, and the University of Minnesota's commitment to Extension Service.

Motion by Mosher, second by Froemming, and carried with Lee and Block opposed, to approve the Otter Tail County Extension Office 2004 Budget Request Summary (one year approval) as presented.

**Use of County Computers and Equipment**

Veterans Service Officer, Jourdan Sullivan, presented a handout describing the type of use of County Computers and Equipment that would take place in his office relative to Veterans organizations. Included were copies of Computer Steering Committee minutes addressing

this deviation from policy. County Attorney, David Hauser, stated that incidental use of County equipment is fine. In this case, the request is for work that provides good relations with Veterans organizations, which is part of this department's work. Continued discussion took place. Motion by Lee, second by Mosher, and unanimously carried to approve a deviation from County policy, involving use of County computers and equipment, to allow Veterans Service Office employees to perform department-related work for area veterans organizations with the stipulation that no software other than County issue will be installed. This deviation from policy is to be reviewed in one year.

#### **County Ditch No. 56**

Ditch Inspector, Randy Wasvick, presented a request for cleaning in County Ditch No. 56 in Trondhjem Township. There are two property owners requesting that this maintenance be completed to prevent further flooding and also, requesting that the Ditch System pay the expenses. Mr. Wasvick estimated a \$7,000 - \$8,000 cost for the cleanout. Motion by Mosher, second by Nelson, and unanimously carried to authorize the cleanout of a portion of County Ditch No. 56 (as shown on the map presented) which is routine maintenance and authorize the expenses to be assessed to the Ditch System.

#### **County Ditch No. 4**

Mr. Wasvick requested permission to remove beaver from County Ditch No. 4 in Elmo Township. This ditch system was cleaned out about three years ago; however, the 48" culvert is now, almost completely plugged. He reported \$500 in the Ditch Fund and approximate cost to remove beavers and beaver dams at \$2,000. Motion by Froemming, second by Nelson, and unanimously carried to authorize routine maintenance on County Ditch No. 4 as recommended by the Ditch Inspector.

#### **County Ditch No. 38**

Motion by Nelson, second by Froemming, and unanimously carried to approve payment to Eagles Café, in the amount of \$53.10, for County Ditch No. 38 viewer expenses.

#### **Recess & Reconvene**

At 10:47 a.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:55 a.m.

#### **Children's Mental Health Services Addendum**

Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature to execute a Purchase of Service Addendum to the Children's Mental Health Services Contract between the County of Otter Tail, Lakeland Mental Health Center, and District 544. The addendum provides for additional Medical Assistance/PMAP and commercial third party reimbursement to be retained by LMHC to provide chemical dependency intervention for Senior High School children.

#### **Tuition Assistance Agreements**

Highway Engineer, Rick West, requested permission to enter into tuition assistance agreements with three seasonal employees. Motion by Nelson, second by Froemming, and unanimously carried to authorize the Highway Department to enter into tuition assistance agreements with Highway Department employees, Wade Bugbee, Ryan Anderson, and Craig Rintala.

### **Appraiser Certification**

Motion by Mosher, second by Lee, and unanimously carried to approve a salary grade compensation increase from Grade 13 to Grade 14 for Appraiser, Frances Gleason, based on increased appraiser certification. The increase was projected in the Assessor's budget.

### **Water Plan Discussion**

Commissioner Mosher reported that the Water Plan Committee is meeting soon and he asked questions regarding availability of funding. Discussion took place with Land & Resource Director, Bill Kalar. The Water Plan Committee will recommend potential uses for water plan funding and how the funds would be disbursed. That recommendation would then be submitted to the County Board.

### **Association of Minnesota Counties Delegates**

County Coordinator, Larry Krohn, will verify Commissioner Block and Nelson as voting delegates at the Annual AMC Conference in Minneapolis in December.

### **Resolution Supporting the Northstar Commuter Rail Project Otter Tail County Resolution No. 2003 – 63**

Commissioner Lee offered the following and moved its adoption:

WHEREAS, commuter rail, which operates on existing freight rail tracks, is a safe, reliable, and economically viable transportation alternative; and,

WHEREAS, an integrated commuter rail system will help relieve pressure on an overburdened state highway system, making it easier for people and goods in all corners of Minnesota to get to and from the metro area and Greater Minnesota; and,

WHEREAS, the Northstar Commuter Rail line has been identified by the Minnesota Department of Transportation as the first step in developing an integrated commuter rail system for Minnesota; and,

WHEREAS, funding Northstar Commuter Rail, which costs less than building comparable highway capacity, will help ease the pressure to build more roads in the Twin Cities, making more funds available for rural transportation needs:

NOW, THEREFORE, BE IT RESOLVED, that Otter Tail County hereby supports full state funding through general obligation bonds of the Northstar Commuter Rail project between Minneapolis and St. Cloud/Rice.

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

Adopted this 21st day of October, 2003.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Malcolm K. Lee, County Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

**Lakes Country Service Cooperative Board of Directors**

Motion by Mosher, second by Lee, and unanimously carried to nominate Commissioner Bob Block to serve on the LCSC Board of Directors. The nomination, if approved, would be effective January 1, 2004.

**Indian Lake Water Surface Use Ordinance**

The County Attorney has received approval of the Indian Lake Water Surface Use Ordinance from the Department of Natural Resources. A Public Hearing has been held. There was no opposition to the Ordinance. Motion by Block, second by Mosher, and carried with Lee opposed, to adopt "The Indian Lake of Dead Lake Township Water Surface Use Ordinance" as presented. A sign will be posted and the Ordinance published before it is effective.

**Adjournment**

At 12:10 p.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, October 28, 2003.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Malcolm K. Lee, County Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk