

**Summary of Minutes of the  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room & Via Live Stream  
June 16, 2020**

**(Full Text Available at the Office of the County Administrator  
or on the County website [ottertailcountymn.us](http://ottertailcountymn.us) under Board of Commissioners)**

**The Otter Tail County Board of Commissioners:**

1. Called to Order the Otter Tail County Board of Commissioners meeting at 8:30 a.m.
2. Approved the Board of Commissioners' agenda of June 16, 2020 as amended.
3. Approved Consent Agenda items as follows:
  - a) June 2, 2020 Board of Commissioners' Meeting Minutes
  - b) Warrants/Bills for June 16, 2020 (full list available at [ottertailcountymn.us](http://ottertailcountymn.us) or the Office of the County Administrator)
  - c) Approval of an On/Off – Sale 3.2 Malt Liquor License for Birchwood Golf Course LLC
  - d) Approval of an On-Sale Liquor and Sunday Liquor License for Carlitos Inc. dba The Cactus
  - e) Approval of an On-Sale 3.2 Malt Liquor License for Lida Green Golf
  - f) Approval of an On/Off – Sale 3.2 Malt Liquor License for Madsen's Resort
  - g) Approval of an On/Off – Sale 3.2 Malt Liquor License for Walleye World
  - h) Approval of an On-Sale Liquor and Sunday Liquor License for Blackboard LLC dba Blackboard
4. Approved Resolution No. 2020 – 46 (Supporting the Family Homelessness Prevention and Assistance Program Funds, Homework Starts with Home Grant)
5. Authorized appropriate County Officials' signatures to execute the 2020 county boat and water safety grant agreement. The grant, in the amount of \$50,935 for the period of January 1, 2020 through June 30, 2021, will be used toward Water Patrol wages.
6. Supported the County Sheriff's request that was submitted to the Minnesota Department of Natural Resources to extend the no wake zone on Spitzer Lake.
7. Approved Resolution No. 2020 – 48 (Accepting Dedicated Donation Towards Rescue Equipment).
8. Approved a Preliminary Plat titled "Silent Ridge Drive", with conditions as recommended by Planning Commission, consisting of 8 Single Family Residential Riparian Lots, 1 Block; and a Conditional Use Permit Application. The proposal is located East of 30221 Silent Beach Rd, Section 33 of Dora Township; East Silent Lake (56-517), Recreational Development (RD).
9. Approved a Preliminary Plat titled "Pladson's Addition" consisting of 5 Single Family Residential Non-Riparian Lots, 1 Block. The proposal is located at 24689 Labrador Beach Rd, Sections 27 & 34 of Dunn Township; Franklin Lake (56-759), Recreational Development (RD).
10. Approved the proposed names listed on the Solid Waste Master Plan Review Committee as submitted by the Assistant Solid Waste Director.
11. Approved Resolution No. 2020 – 47 (Statewide Performance Measurements Council on Local Results and Innovation).

12. Moved the Board of Commissioners' meeting and Truth in Taxation on Tuesday, December 8th to Wednesday, December 9th due to Commissioners attending the AMC Annual Conference. The Board meeting will be held at 12:00 p.m. and Truth in Taxation at 6:00 p.m. Both will be at the Government Services Center in Fergus Falls.
13. Reclassified the Accounts Payable/ Billing Specialist position from an Accounting Technician to an Accounting Specialist in classification and compensation structure. Duties within the department have been modified due to an upcoming retirement that will not be replaced and the position was reviewed by Internal Services and Fox Lawson for reclassification recommendation.
14. Authorized appropriate County Officials' signatures to execute the contract between Otter Tail County and Anderson Brothers Construction Company of Brainerd LLC for project S.A.P. 056-601-070 & Etc.
15. Authorized appropriate County Officials' signatures to execute the contract between Otter Tail County and Morris Sealcoat & Trucking, Inc, Morris, MN, for the county wide seal coat project C.P. 20:SC.
16. Authorized appropriate County Officials' signatures to execute the contract between Otter Tail County and RL Larson Excavating, Inc, St. Cloud, MN, for projects S.A.P. 056-696-005 and S.A.P. 056-700-003.
17. Authorized appropriate County Officials' signatures to execute the Minnesota Historical & Cultural Heritage Grant Agreement. The grant, in the amount of \$8,500.00, will be used toward the Phelps Mill Store Conditions Assessment project.
18. Authorized appropriate County Officials' signatures to approve the proposed construction materials testing services for the CSAH 96 & CSAH 100 Utility and Street Improvements project in Pelican Rapids, MN.
19. Authorized the County Engineer to submit the Environmental Assessment Worksheet (EAW) for the Perham to Pelican Rapids Regional Trail: McDonald Lake Segment, Silent Lake Segment and West Segment, to the Minnesota Environmental Quality Board.
20. Denied the request of Mr. Gordon Kopperud for the abatement of accrued penalty in the amount of \$26.72 noting that the documentation provided does not support a hardship, as defined in the County's policy, that would allow the approval of the requested abatement.
21. Appointed the list individuals submitted by the County Auditor-Treasurer to the Otter Tail County Absentee Ballot Board for the processing of absentee ballots issued and received under the provisions of Minnesota Statutes 203B.04 through 203B.15 and Minnesota Statutes 203B.16 through 203B.27 for the August 11, 2020 State Primary Election and for the November 3, 2020 State General Election and to establish compensation for those services at \$15.00 per hour with a reimbursement for travel at \$0.575 per mile.
22. Approved modifications submitted by the County Auditor-Treasurer to the Calendar Year 2020 Budget.
23. Authorized appropriate County Officials' signatures to execute the quit claim deed conveying parcel 27000230155001 to Joeger Land, LLC, parcel 38000160104002 to Helle Of A Hunt, LLC and part of Lot B Camp Hutton to Steve Tjornhom, Paula Davis, f/k/a Paula Tjornhom, Amy Kelly, and Peter Tjornhom, ("Grantees"), as Tenants in Common.
24. Adjourned the Board meeting at 11:22 a.m.

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