

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 Fir Avenue W., Fergus Falls, MN
Tuesday, September 12, 2006
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, September 12, 2006, at 9:31 a.m., at the Otter Tail County Government Services Center with Commissioners Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Syd Nelson, Bob Block, and Malcolm Lee present.

Approval of Agenda

Motion by Nelson, second by Mosher, and unanimously carried to approve the Human Services Board agenda of September 12, 2006, as mailed.

Approval of Minutes

Motion by Froemming, second by Lee, and unanimously carried to approve the Human Services Board minutes of August 22, 2006, as mailed.

Court Services Department

Court Services Director, Chuck Kitzman, and Commissioner Syd Nelson, reported on a recent meeting of the West Central Regional Juvenile Center (WCRJC). They noted that the facility was on target for the 2006 budget and the per diem for secure detention would be increasing from \$170 to \$175 in 2007. Mr. Kitzman referred to a news article showing problems at the juvenile facility in Brainerd and stated that the WCRJC may not be experiencing as many problems as other facilities because of good management and cooperation between the member counties.

Discussion took place regarding a news article about High School dropouts, the correlation to poverty, and the increasing numbers of H.S. dropouts.

Emergency Preparedness

Motion by Lee, second by Mosher, and unanimously carried to authorize the signatures of the Human Services Chair and Public Health Director to execute Grant Project Agreement Amendment #2 to the Public Health Preparedness Contract between the County of Otter Tail and the State of Minnesota with an increased obligation to Otter Tail County of \$57,948.00 for the period of September 1, 2006 through August 31, 2007, to focus on emergency preparedness activities within the Public Health Department.

Public Health Director, Diane Thorson, reported that the County is doing a drill that will go on for about a 30-day period as if the emergency was an outbreak of flu. Additional ideas and better ways to communicate should be a result of the drill and the drill will culminate with a train accident test event in Barrett, MN. County Coordinator, Larry Krohn, noted that each position in the emergency response procedures should be designated to four people to prepare for vacations and absences.

Human Services Department

Human Services Director, John Dinsmore, presented a survey for Human Services Administration requested by the Office of the Legislative Auditor.

A written update was provided regarding the Worksite Labor Management Committee Current Topics and related potential solutions. Mr. Dinsmore reported that the Otter Tail County CARE Committee will be sponsoring a seminar on October 10, 2006, on the internet and how to protect children with use of the internet.

Motion by Lee, second by Mosher, and unanimously carried (with Nelson absent) to authorize the Chairman's signature to execute the following Human Services Agreements/Contracts:

Sandy Laub Clitherall, MN	Residential Services/Homes Plus/Foster Care Services for Elderly or Disabled Eligible Persons	July 1, 2006 – June 30, 2007
Norm & Joy Westby Pelican Rapids, MN	Residential Services/Homes Plus/Foster Care Services for Elderly or Disabled Eligible Persons	July 1, 2006 – June 30, 2007

Motion by Block, second by Lee, and unanimously carried (with Nelson absent) to authorize the Chairman's signature to execute the following Human Services Agreement/Contract:

Perham Hospital District Perham Memorial Home Care Perham, MN	Provide Health Related Services to Eligible Persons	July 1, 2006 – June 30, 2007
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Bills & Claims

Motion by Mosher, second by Block, and unanimously carried to approve the Human Services bills & claims as presented.

Adjournment

At 10:26 a.m., Chairman Froemming declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, September 26, 2006.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Roger Froemming, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, September 12, 2006, at 11:00 a.m., at the Otter Tail County Government Services Center with Commissioners Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Bob Block, Syd Nelson, and Malcolm Lee present.

Approval of Agenda

Motion by Nelson, second by Block, and unanimously carried to approve the County Board agenda of September 12, 2006, with the following additions:

Personnel Issue

Correspondence Acknowledged

Approval of Minutes

Motion by Lee, second by Mosher, and unanimously carried to approve the County Board minutes of September 5, 2006, as presented.

Approval to Pay Bills

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

Lakes Specialist Position

EOTSWCD District Manager, Darren Newville, explained that the number of property owners with shoreland who have been requesting assistance with lakescaping projects has been continually increasing and the SWCD's do not have enough staff to service everyone. On behalf of the SWCD Board, Mr. Newville, requested \$20,000 to go towards a Lakes Specialist Position. He felt that with a start in funding the position, the SWCD could leverage other dollars from State grants, Lake Associations, and Lake Improvement Districts to allow this to be a full time position. Extension Educator, Karen Terry, explained that her work, along with two other educators servicing the State, is only education regarding environmental projects. They do not provide technical assistance for shoreland projects. It was noted that the DNR has a shoreline program, however; with limited time and money completed about a dozen projects last year. County Attorney, David Hauser, stated that the Shoreland Rules Revision Committee wanted buffer strips around the lakes and this position could assist in voluntary compliance and education. Motion by Nelson, second by Froemming, to tentatively, commit \$20,000.00 towards the Lakes Specialist Position for one year based on outcomes, the final 2007 County Budget, and with review after one year. Discussion continued regarding the funding of this request. Commissioner Nelson and Froemming withdrew their motion and second respectively.

**OTTER TAIL COUNTY
STATE OF MINNESOTA**

Otter Tail County Resolution No. 2006 - 68

Upon a motion by Lee, second by Block, and unanimously carried, the Otter Tail County Board of Commissioners adopts the following resolution:

RESOLUTION WAIVING THE THIRTY-DAY NOTIFICATION PERIOD PURSUANT TO MINNESOTA STATUTES, SECTION 469.175, SUBDIVISION 2.

WHEREAS, the City Council of the City of Perham(the "City") is considering the establishment of Tax Increment Financing District No. 2-29 (the "TIF District"); and

WHEREAS, Minnesota Statutes, Section 469.175, Subd. 2 requires that the County Board be provided notice of the establishment of the TIF District, a copy of the proposed tax increment financing plan ("TIF Plan") and the estimate of fiscal and economic implications of the proposed establishment of the TIF District at least thirty days before the public hearing required by Minnesota Statutes, Section 469.175, Subd. 3; and

WHEREAS, the County Board of Commissioners for Otter Tail County has received a copy of the proposed TIF Plan, including estimates of the fiscal and economic implications of the TIF District to be established by the City; and

WHEREAS, the City has requested a waiver of the County Board's thirty-day comment period provided by Minnesota Statutes, Section 469.175, Subd. 2; and

WHEREAS, the County Board desires to waive the thirty-day notification requirement in order to expedite the City's establishment of the TIF District; and

WHEREAS, the County Board has reviewed the TIF Plan and the fiscal impacts of the TIF District;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF OTTER TAIL COUNTY AS FOLLOWS:

1. The County Board agrees to waive the 30-day comment period on the TIF Plan by providing a comment on the TIF Plan, as provided in Minnesota Statutes, Section 459.175, Subd. 2.
2. The County Board's comment(s) on the TIF Plan is (are): None

Approved by the Board of Commissioners of Otter Tail County this 12th day of September, 2006.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming , Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

Credit Card Approval

Motion by Mosher, second by Block, and unanimously carried (with Nelson absent) to approve the following application for a County issued Credit Card:

Michelle Eldien County Attorney's Office Limit - \$2,500.00

Application for Exempt Permit

Motion by Mosher, second by Froemming, and unanimously carried to approve, with no waiting period, the LG220 Application for Exempt Permit as submitted by Leaf Valley Toms for an event scheduled for October 27, 2006, at the Peak Supper Club.

ADOPTION OF PRELIMINARY BUDGET AND LEVY
Otter Tail County Resolution No. 2006 – 69

Proposed Total Budget and Net Property Tax Levy for Payable 2007

	<u>Payable</u> <u>2007</u>	<u>Payable</u> <u>2006</u>	<u>Percent</u>
Gross County Property Tax Levy	25,483,834	24,201,722	5.30%
Gross Debt Levy			
Veteran Home Bonds	126,400	133,700	-5.46%
Government Services Bldg. Bonds	1,006,674	1,001,293	0.54%
Total Gross County Property Tax Levy	26,616,908	25,336,715	5.05%
County Program Aid	2,349,357	2,549,709	-7.86%
Net County Property Tax Levy	24,267,551	22,787,006	6.50%
Gross Lake Improvement District			
Pelican Group of Lakes	80,000	100,000	-20.00%
Pine Lakes	11,800	9,950	18.59%
McDonald, Kerbs & Paul	29,990	8,640	247.11%
South Turtle Lake Imp.	28,000	39,000	-28.21%
Total County Levy	24,417,341	22,944,596	6.42%
Special Taxing District			
Otter Tail County HRA	204,000	204,000	0.00%
Proposed Net Property Tax Levy	24,621,341	23,148,596	6.36%

After discussion and consideration, a motion was offered by Lee, seconded by Nelson, and unanimously carried to adopt the following resolution:

WHEREAS, on or before September 15, 2006, Otter Tail County must adopt a proposed budget for fiscal year 2007 and must adopt and certify a proposed net property tax levy for payable 2007, and

WHEREAS, the Otter Tail County Auditor's office has accumulated the Departmental and outside agency requests as submitted, and

WHEREAS, the Otter Tail County Budget Committee has met to discuss in general terms levy and budgetary guidelines, and

WHEREAS, the Otter Tail County Budget Committee and Capital Improvement Committee will complete additional review and discussion of the 2007 tax levy and budget prior to final adoption in December,

BE IT RESOLVED, by the Otter Tail County Board of Commissioners of Otter Tail County, Minnesota, that

The amount of \$26,616,908 be adopted as the County's proposed gross property tax levy for the payable year 2007 representing a 5.05% increase over the gross property tax levy for the payable year 2006, and that the amount of \$24,267,551 be adopted as the County's proposed net property tax levy for the payable year 2007 representing a 6.50% increase over the net property tax levy for the payable year 2006:

And that,

The amount of \$149,790 be adopted as the County's proposed Lake Improvement Districts property tax levy for the payable year 2007, representing a 4.95% decrease from the Lake Improvement Districts property tax levy for the payable year 2006.

And that,

The amount of \$204,000 be adopted as the County's proposed Otter Tail County HRA Special District Property Tax levy for the payable year 2007, representing a 0% increase from the property tax levy for the payable year 2006.

BE IT FURTHER RESOLVED, that the amount of \$65,000,000 be adopted as the County's proposed budget for the General Fund, for the Budgeted Special Revenue Funds and for the Budgeted Debt Service fund for the fiscal year 2007.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming , Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

Extension Requests

Motion by Froemming, second by Lee, and unanimously carried to extend Conditional Use Permit #6367 until October 7, 2006, for Quiet Waters Subdivision Road in Otter Township; Rush Lake, subject to implementing appropriate, temporary erosion control measures.

Motion by Nelson, second by Lee, and unanimously carried to extend Conditional Use Permit #6390 until October 3, 2006, for a project of Kevin & Jill Moen in Hobart Township; Scalp Lake, subject to implementing appropriate temporary erosion control measures.

Motion by Mosher, second by Lee, and unanimously carried to extend Conditional Use Permit #6374 until October 15, 2006, for property owned by Jan & Jim Eitzen in Clitherall Township; Clitherall Lake.

Motion by Froemming, second by Block, and unanimously carried to approve the request of Clint Correll to extend the Conditional Use Permit and the filing deadline for the Final Plat entitled "Phelps Mill River Heights" in Maine Township; Otter Tail River, for a one year period.

Motion by Froemming, second by Lee, and unanimously carried to approve the Final Plat entitled "South Shore" proposed by Bluebill Shores, LLC in Section 7 of Otter Tail Township; Long Lake (56-210). The Final Plat consists of 11 lots; 6 lake lots and 5 backlots.

Chairman Froemming left the meeting at 12:47 p.m. to attend a Law Library meeting.

Contract Change

County Coordinator, Larry Krohn, reported that a Memorandum of Understanding will be forthcoming for the Support Specialist Contract to correct a provision of the contract that was inadvertently taken out when the most recent contract was negotiated.

Environmental Assessment Worksheet – Ethanol Plant

County Attorney, David Hauser, acknowledged receipt of the MPCA Environmental Assessment Worksheet (EAW) for the proposed Otter Tail Ag Enterprises, LLC, project. The EAW is being distributed for a 30-day review and comment period pursuant to the Environmental Quality Board (EQB) rules.

Pomme de Terre Joint Powers Board

Motion by Nelson, second by Block, and unanimously carried to authorize Commissioner Mosher to represent Otter Tail County at the Pomme de Terre Joint Powers Board Meeting in Morris, MN on Thursday, September 28, 2006

Letter Acknowledged

Vice-Chair Mosher acknowledged a letter received from Maxine Schmidt dated September 6, 2006, regarding concern of the proposed use of the Regional Treatment Center property. He also acknowledged a letter received from the Program Director of PARTNERS (People Around Rothsay That Need Extra Routine Services).

Adjournment

At 1:00 p.m., Vice-Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, September 19, 2006.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming , Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

9/12/2006 12:28:02 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 1

WARRANTS APPROVED ON 9/12/2006 FOR PAYMENT 9/12/2006

VENDOR NAME	AMOUNT
A'VIANDS LLC	3,612.10
AMERICAN INSTITUTIONAL SUPPLY	109.58
AMERICAN TOWER CORPORATION	84.37
ARK & SPARK	12.42
ARVIG COMMUNICATION SYSTEMS	200.00
AUTO VALUE FERGUS FALLS	84.06
BALLARD SANITATION INC	914.92
BATTLE LAKE MOTOR PATROL ASSN	75.00
BEAR GRAPHICS INC	1,585.79
BEN HOLZER UNLIMITED	25.77
DWIGHT BERVEN	121.89
BOB'S STANDARD BULK SERVICE	101.22
BOBCAT OF OTTER TAIL COUNTY	13.37
BRANDON COMMUNICATIONS INC	2,345.50
BRAUN VENDING INC	63.14
BYTWARE INC	555.00
CANADIAN PACIFIC RAILWAY COMPA	515.17
CATCO PARTS AND SERVICE	29.07
CELLULAR ONE	567.70
CENTRAL STATES WIRE PRODUCTS I	2,618.83
CHECKERS	20.38
RYAN CHESHIRE	45.00
CHERI CLARK	308.55
COOPERS TECHNOLOGY GROUP	282.02
CULLIGAN WATER COND	89.71
CULLIGAN WATER CONDITIONING	10.65
DACOTAH PAPER COMPANY	114.41
DAKOTA PRINTERS LLC	21,486.38
JONATHAN DANNER	19.23
DEANS COUNTRY MARKET	174.31
DICK'S STANDARD SERVICE	25.45
DYNAMIC IMAGING SYSTEMS INC	3,410.94
EAST SIDE OIL COMPANIES	55.00
MICHELLE ELDIEN	991.38
FARGO FREIGHTLINER	36.48
FARMERS CO OP OIL ASSN	1,223.17
FARNAM'S GENUINE PARTS INC	406.78
FARNAM'S GENUINE PARTS INC PR	12.77
FERGUS ELECTRIC	1,726.36
FERGUS FALLS MEDICAL GROUP	1,161.80
FERGUS FALLS NEWSPAPERS INC	3,950.13
CITY FERGUS FALLS	11,232.75
FERGUS INTERNATIONAL INC	523.19
FERGUS POWER PUMP INC	3,740.00
FERGUS TIRE CENTER	468.91
FERRELLGAS	262.91
FLEETWOOD FINANCIAL CORP	8,273.03
FLOOR TO CEILING STORE	156.08
FORCE AMERICA	62.42

9/12/2006 12:28:02 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 2

WARRANTS APPROVED ON 9/12/2006 FOR PAYMENT 9/12/2006

VENDOR NAME	AMOUNT
FOTH & VAN DYKE	7,375.58
FRAZEE FORUM INC	107.52
GALL'S INC	115.52
GODFATHERS EXTERMINATING INC	122.48
GR GRAPHICS INC ST LOUIS	405.70
MYRON GRAFF	100.00
GRAINGER INC	623.03
HALL GMC INC	625.77
NICOLE HANSEN	178.45
HEDAHL'S HEADQUARTERS	223.95
SANDY HOLO	33.46
THE HOME SHOP	415.93
THE INDEPENDENT	436.05
INNOVATIVE OFFICE SOLUTIONS	1,057.91
INSIGHT PUBLIC SECTOR	632.46
J EGGUM METALS & RECYCLING	13,965.00
KELLY SERVICES INC	1,811.35
KNUTSON ELECTRIC REBUILDING	152.30
L & L SERVICE	109.18
LAKES 99 FIVE	129.60
LARRY OTT INC TRUCK SERVICE	2,200.00
LIGHT RETURNS RECYCLING	234.15
MATTHEW BENDER & COMPANY INC	102.70
THE MIDWEEK	102.48
MIDWEST FORENSIC PATHOLOGY PA	2,659.26
MIDWEST PRINTING CO	495.23
MIDWESTERN MAT RENTAL & SUPPLY	69.60
MN CO INSURANCE TRUST	630.00
MN MOTOR COMPANY	709.13
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MN ST BOARD OF ASSESSORS	55.00
MN WEIGHTS AND MEASURES	135.00
MPELRA	80.00
CHERYL MUCHOW	32.82
NAPA OF PERHAM	78.76
NAPA STANDARD PARTS OF WADENA	252.75
NATURES GARDEN WORLD	55.26
NELSON BROS PRINTING	213.00
NELSON DODGE GMC	698.16
NELSON INTERNATIONAL	78.08
NEW YORK MILLS HERALD	385.02
KEVIN NEWBORG	476.80
NORTHERN STATES SUPPLY INC	81.73
NORTHLAND BUSINESS SYSTEMS INC	32.39
OFFICEMAX CONTRACT INC	80.75
GLEN OLIPHANT	54.98
OLSON OIL CO INC	3,990.44
ONE CALL LOCATORS LTD	168.08
OTTER TAIL TELCOM	1,080.00

9/12/2006 12:28:02 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 3

WARRANTS APPROVED ON 9/12/2006 FOR PAYMENT 9/12/2006

VENDOR NAME	AMOUNT
OTTERTAIL TRUCKING INC	13,953.60
PACE ANALYTICAL SERVICES INC	2,021.00
PAMIDA INC 008	39.89
PELICAN RAPIDS PRESS	193.10
PEPSIAMERICAS	183.20
PERHAM AREA EMS	803.08
PERHAM ENTERPRISE BULLETIN	914.67
CITY PERHAM	94,041.28
HELPS FAMILY FORD	654.13
HENRY PRICE	110.00
PRODUCTIVE ALTERNATIVES INC	48.96
PROSWEEP INC	350.00
REED BUSINESS INFORMATION	1,717.20
THE RENTAL STORE	150.00
REVIEW ENTERPRISES INC	311.93
RICK LEITCH BACKHOE SRVC & PJ	4,400.00
ROTHSAY FARMERS CO OP	32.75
ROYAL TIRE INC	218.28
MATTHEW SAURER	30.57
CHERI SCHULTZ	43.57
SCOTT HOFLAND CONSTRUCTION INC	5,490.00
SEWER SERVICE	270.00
SHESHUNOFF INFORMATION SERVICE	300.95
SIGELMAN STEEL & RECYCLING INC	291.34
PAUL SIMENGAARD	69.70
SOUTH MILL SERVICE	80.58
SOUTHTOWN C-STORE	34.55
STEINS INC	1,527.38
STEVE'S SANITATION INC	1,194.14
STRAND ACE HARDWARE	63.36
STRATEGIC EQUIPMENT	94.33
STREICHERS	44.60
JOURDAN SULLIVAN	172.67
SUPER SEPTIC INC OF PELICAN RA	77.19
THYSSEN KRUPP ELEVATOR CORPORA	1,107.29
TOM AVANT PAINTING	11,240.00
TRANQUILITY BUILDING SERVICES	580.43
TRI STAR RECYCLING	4,104.60
U S POSTMASTER	232.00
SUSAN ULSCHMID	142.93
ULTEIG ENGINEERS	43,304.68
UNIFORMS UNLIMITED	137.10
UNIVERSITY OF MN	60.00
VERGAS ACE HARDWARE	4.65
VICTOR LUNDEEN COMPANY	1,360.30
VIKING COCA-COLA	130.50
WADENA ASPHALT INC	6,070.50
WASTE MANAGEMENT	5,670.81
WELDING SUPPLIES & FIRE EQUIPM	5.27

9/12/2006 12:28:02 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 4

WARRANTS APPROVED ON 9/12/2006 FOR PAYMENT 9/12/2006

VENDOR NAME	AMOUNT
WEST PAYMENT CENTER	414.25
WESTBY LAWN CARE	40.00
XEROX CORPORATION	139.67
ZIEGLER INC	3,195.00
210 LUBE EXPRESS	27.35

**** FINAL TOTAL..... \$326,853.23 ****