

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS**
Government Services Center, Commissioners' Room
500 Fir Avenue W., Fergus Falls, MN
Tuesday, January 2, 2007
9:30 a.m.

Statutory Meeting - Call to Order

Pursuant to Minnesota Statute, the Otter Tail County Board of Commissioners convened Tuesday, January 2, 2007, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Roger Froemming, Dennis Mosher, Syd Nelson, Bob Block, and Everett Erickson present.

Year 2007 Otter Tail County Board Chair

County Coordinator, Larry Krohn, requested nominations for CY2007 Otter Tail County Board Chair. Motion by Froemming, second by Nelson, and unanimously carried to elect Commissioner Dennis Mosher as the Otter Tail County Board Chair for 2007.

Year 2007 Otter Tail County Board Vice-Chair

Chairman, Dennis Mosher, assumed the chair and requested nominations for CY2007 Otter Tail County Board Vice-Chair. Motion by Block, second by Froemming, and unanimously carried to elect Commissioner Sydney Nelson as the Otter Tail County Board Vice-Chair for 2007.

Approval of Agenda

Motion by Block, second by Nelson, and unanimously carried to approve the County Board agenda of January 2, 2007, with the following addition:

10:00 a.m. - Tammy Anderson from Children's Corner – Tax Issue

Approval of Minutes

Motion by Froemming, second by Erickson, and unanimously carried to approve the County Board minutes of December 26, 2006, as mailed.

Approval to Pay Bills

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

2007 Printing and Publishing Bids

After previously advertising for bids to be received for printing and publishing of the county board minutes, legal notices, delinquent tax list and county's annual financial statement, County Auditor, Wayne Stein, opened the bids, which were found to be as follows:

Legal Notices, Publications and Commissioners' Minutes:

Daily Journal \$12.69 per S.A.U.

Annual Financial Statement:

Pelican Rapids Press	First Publication	\$12.69 per S.A.U.
New York Mills Herald	Second Publication	\$12.69 per S.A.U.

Delinquent Tax List:

Parkers Prairie Independent	First Publication	\$12.69 per S.A.U.
Parkers Prairie Independent	Second Publication	\$ 7.90 per S.A.U.

After consideration, a motion was offered by Froemming, seconded by Block, and unanimously carried, to designate the following papers for Otter Tail County's 2007 publishing and printing requirements with the exception of the official publication for highway project advertisements for bids, which will be posted to the Otter Tail County website as authorized by Minnesota Statute:

Legal Notices, Publications and Commissioners' Minutes:

Daily Journal		\$12.69 per S.A.U.
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Annual Financial Statement:

Pelican Rapids Press	First Publication	\$12.69 per S.A.U.
New York Mills Herald	Second Publication	\$12.69 per S.A.U.

Delinquent Tax List:

Parkers Prairie Independent	First Publication	\$12.69 per S.A.U.
Parkers Prairie Independent	Second Publication	\$ 7.90 per S.A.U.

Publication for Highway Projects

Motion by Nelson, second by Froemming, and unanimously carried to designate the Otter Tail County website as the official publication for highway project advertisements for bids as authorized by Minnesota Statute 331A.12 Subd. 2.

Payment Approval

Motion by Block, second by Erickson, and unanimously carried to approve payment to the Minnesota Counties Insurance Trust for Workers' Compensation and Property/Casualty Insurance as follows:

Invoice No. 26118 CAO	Workers' Compensation Insurance	\$347,563.00
Invoice No. 26901 JKJ	Property and Casualty Insurance	<u>\$406,781.00</u>
Total		\$754,344.00

Tobacco License Renewal

Motion by Erickson, second by Block, and unanimously carried to approve the following application for license:

Keeper's II	Tobacco
Vergas, MN	

Approval of Annual Appropriations

Motion by Froemming, second by Nelson, and unanimously carried to authorize payment of the following CY2007 Annual Appropriations:

West Central Initiative	\$20,000.00
West Otter Tail Fair Association	12,000.00
East Otter Tail Fair Association	12,000.00
Otter Tail Country Tourism Association	8,000.00
The History Museum	10,000.00

Rural Life Outreach	1,000.00
Minnesota Red River Valley Dev. Assn.	800.00

County Board of Equalization Meeting Dates for 2007

Motion by Nelson, second by Block, and unanimously carried to convene the County Board of Appeal and Equalization on Wednesday, June 13, 2007, at 9:00 a.m. and to reconvene the County Board of Equalization for final action on Tuesday, June 26, 2007.

Delinquent Tax List

Motion by Froemming, second by Block, and unanimously carried to set the cost assessed to delinquent real estate parcels, that are published in the Delinquent Tax List, at \$34.00 per parcel based on MS 279.092.

**Calendar Year 2007 Pocket Gopher Bounty Resolution
(M.S. 348.12 and M.S. 348.13)
Otter Tail County Resolution No. 2007-01**

Upon a motion by Nelson, seconded by Froemming, and unanimously carried, the following resolution was adopted:

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

The sum of thirty cents (\$.30) be paid out of the General Revenue Fund of Otter Tail County for every pocket gopher killed in said County during the year 2006/2007 in cases where the township in which the pocket gophers were so killed shall provide for the payment of at least an additional bounty of forty cents (\$.40) for each pocket gopher so killed.

RESOLVED further that said payment of such County shall be made by the County Auditor upon certificates executed by the Chairman and/or Clerk of the Town Board of said Township setting forth that the township had issued and delivered to each claimant a payment for at least seventy cents (\$.70) for each pocket gopher so killed.

Adopted at Fergus Falls, MN this 2nd day of January 2007.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis R. Mosher, Board of Commissioners Chair

Attest: _____

Calendar Year 2007 Tax Forfeited Land Sale Apportionment Resolution
Otter Tail County Resolution No. 2007 - 02

Upon a motion by Mosher, seconded by Block, and unanimously carried, the following resolution was adopted:

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

WHEREAS, it is provided in Minn. Stat. 282.05 for the apportionment of proceeds from the sale of tax forfeited lands, and

WHEREAS, the County Auditor shall apportion the tax sale proceeds to the taxing district pursuant to Minn. Stat. 282.08 and

WHEREAS, Minn Stat. 282.08 (4) (b) provides that the County Board may set aside 20% of the proceeds remaining after the value of public improvements, special assessments and bond issues levied on the property have been paid, for acquisition and maintenance of county parks and recreational areas, and

WHEREAS, Otter Tail County has a park and recreational area, which would benefit by such an apportionment.

NOW, THEREFORE, BE IT RESOLVED, that the County Auditor retains 20% of the proceeds from the sale of tax forfeited lands for acquisition and maintenance of parks and recreational areas from the proceeds to be disbursed according to law.

Adopted at Fergus Falls, MN this 2nd day of January, 2007.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis R. Mosher, Board of Commissioners Chair

Attest: _____

Otter Tail Substation Project Update

Architect, David Shultz, and Otter Tail County Physical Plant Manager, Rick Sytsma, briefed the Board on a pre-qualification process to be used in the bidding process for construction of the Otter Tail Substation project. The pre-qualification process would require potential bidders to show previous similar project experience and/or sufficient resources and credentials to provide the upgraded management that will be required on this construction project. This process will require on-site management of the project. After pre-qualification, the same open bid process applies as has been used in the past. Projection date for opening bids for this project is February 2, 2007. Discussion continued regarding total project cost of approximately 5 million dollars, bond interest rate, and jail space.

Children's Corner Tax Penalty

Tammy Anderson, Director of Childrens' Corner, requested forgiveness of penalty, in the amount of \$90.00, assessed for the last half of 2005 for the new Infant Center. Ms. Anderson explained that there was confusion as to whether or not the 2005 tax was owed because of the tax exempt status issue that surfaced in 2006. Discussion followed. No action was taken.

Recess & Reconvene

At 10:14 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:24 a.m.

Business & Community Development Grant Agreement

#CDAP-05-0140-H-FY07

Motion by Nelson, second by Block, and unanimously carried to authorize the appropriate County officials' signatures to execute a Business and Community Development Grant Agreement between the State of Minnesota DEED and the County of Otter Tail, in the amount of \$366,000, for upgrading of the road leading to the proposed Ethanol Plant. Some monitoring/documentation of the grant dollars will be required by the County Auditor and Highway Engineer.

Court-Ordered Psychiatric Evaluations

Motion by Froemming, second by Erickson, and unanimously carried to authorize the appropriate County officials' signatures to execute a contract between the County of Otter Tail and Lakeland Mental Health Center for evaluation services for Otter Tail County Court Administration, which includes a COLA for services for 2007.

Welfare Fraud Investigation Services

Motion by Erickson, second by Block, and unanimously carried to authorize the appropriate County officials' signatures to execute the Cooperative Agreement for Welfare Fraud Investigation Services between the County Attorney's office and the Human Services Department effective for calendar year 2007. The purpose of the agreement is to establish cooperative procedures for investigation and prosecution of fraud in the Human Services assistance programs and allow for federal reimbursement for the investigation services.

Board of Commissioners Meeting Dates

Motion by Nelson, second by Froemming, and unanimously carried to approve the Otter Tail County Board of Commissioner meeting dates for CY2007 as follows:

**Human Services Board
and County Board of Commissioners
CY2007 Meeting Dates**

	Full Day County Board <u>9:30 a.m.</u>	Human Services Board Followed by County Board <u>9:30 a.m.</u>
January	2 & *16 & 30	9 & 23
February	6 & 20	13 & 27
March	6 & 20	13 & 27

April	3 & 17	10 & 24
May	1 & 15	8 & 22
June	5 & 19	12 & 26
July	10 & 24	17 & 31
August	7 & 21	14 & 28
September	4 & 18	11 & 25
October	2 & 16 & 30	9 & 23
November	6 & 20	13 & 27
December	18	11 & 26

For calendar year 2007, Board of Commissioners' meetings are scheduled every Tuesday except the first Tuesday in July to accommodate the 4th of July holiday, the last Tuesday in May to accommodate the Memorial Day holiday, the first week of December to accommodate the Association of Minnesota Counties Annual Conference, and, during the last week of December, the Board of Commissioners will meet on Wednesday, December 26th to accommodate the Christmas holiday. Generally, Board of Commissioners' meetings are held at the Government Services Center in Fergus Falls unless otherwise indicated.

*January 16, 2006, Board of Commissioners meeting will be held in the Courtroom at the New York Mills Offices, 118 N. Main, New York Mills, MN.

**Calendar Year 2007
Board of Commissioners' Committee Appointments**

Chairman Mosher announced the following committee appointments:

AMC Delegates	Five Seated Commissioners County Coordinator County Attorney Highway Engineer
Natural Resources Committees:	
International Coalition	Erickson
Judicial Ditches	Mosher Erickson
Noxious Weed Appeal (statutory)	Erickson - West Froemming - East
Shoreland Rules Revision Committee	Block
Soil & Water Conservation District (EOT)	Nelson
Soil & Water Conservation District (WOT)	Mosher
Financial Committees:	
Budget/Audit Committee	Block Nelson
Capital Improvement Committee	Mosher Froemming
Investment Committee	Erickson Mosher

Facilities:	
Building Committee (statutory)	Nelson Block
Criminal Justice Planning Advisory Committee	Block Erickson
Personnel Related Committees:	
Personnel Committee	Mosher Nelson
Labor Management Committee	Block
Public Health Labor Management Committee	Block
Human Services Labor Management Committee	Froemming
Departmental Policy Committees:	
Courtroom Security Committee	Mosher
Employee Safety Committee	Froemming
Extension Committee (statutory)	Froemming Mosher
Highway Committee	Mosher Nelson
Land & Resource Committee	Block Erickson
Solid Waste Committee	Froemming Erickson
Technology Committee	Block Erickson
Board Appointments to other Organizations:	
Agriculture Advisory Representative	Nelson
Area Transportation Partnership Committee	2 yr term beginning 7/1/05 – Nelson
Community Health Services (CHS) Advisory Board	Froemming Alternate - Nelson
County Solid Waste Coordinating Committee for Perham Resource Recovery Facility	Froemming
Family Services Collaborative Executive Committee	Block Nelson
Lake Region Community Partners	Nelson Block
Lakeland Mental Health Center	Block
Law Library (statutory)	Froemming
Minnesota Department of Corrections Advisory Board	Nelson Alternate - Froemming
Minnesota Rural Counties Caucus (MRCC)	Delegate - Nelson Alternate – Froemming
Otter Tail/Wadena Community Action Council	Nelson
RTC Re-use Task Force	Block Erickson

Transportation Advisory Committee (TAC) (Regional MnDOT)	Office not available for Counties until 1/1/07 Nelson
West Central Area Agency on Aging (WCAAA) Land of the Dancing Sky	Block
West Central MN EDD (economic development)	Nelson
WCR Juvenile Center Advisory Board	Nelson Alternate – Chuck Kitzman
WCR Treatment & Correctional Steering Committee (TCSC)	Block Alternate - Erickson

Additional Committee Information

Motion by Nelson, second by Froemming, and carried with Block abstaining, to discontinue the Radio Communications Committee effective January 2, 2007, as a formal committee.

Motion by Block, second by Erickson, and unanimously carried to authorize the Alternate position to the Minnesota Rural Counties Caucus to attend MRCC meetings on a regular basis.

Motion by Nelson, second by Froemming, and unanimously carried to authorize Commissioner Erickson to attend regular meetings of the WCR Treatment and Correction Steering Committee as an alternate to become familiar with the work of the committee and to discontinue the AMC District IV Jail & CD/Meth Steering Committee.

Adjournment

At 11:13 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, January 9, 2007.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
 Dennis R. Mosher, Board of Commissioners Chair

Attest: _____
 Larry Krohn, Clerk

1/02/2007 12:33:25 OTTER TAIL COUNTY AUDITOR PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
 WARRANTS FOR PUBLICATION PAGE 1

WARRANTS APPROVED ON 1/02/2007 FOR PAYMENT 1/02/2007

VENDOR NAME	AMOUNT
A'VIANDS LLC	7,869.36
ACKLING CONSTRUCTION CO	1,190.00
ADELSMAN PBBS	1,264.55
ALL CREATURES VET HOSPITAL	39.35
AMERICAN INSTITUTIONAL SUPPLY	492.68
BARRY CONSTRUCTION OF FERGUS F	114,126.15
BLUESTONE TECHNOLOGIES INC	542.90
BOB BARKER COMPANY INC	266.73
BRANDT & MAGNUS P.A.	1,945.31
CHECKERS	4.38
COOPERS TECHNOLOGY GROUP	112.27
DARLING'S SALES & SERVICE CO	64.41
FERGUS FALLS POLICE DEPT	104.20
FRAZEE FORUM INC	38.40
GALL'S INC	322.59
GENERAL PARTS LLC	58.49
GEOCOMM	3,039.00
GODFATHERS EXTERMINATING INC	122.48
HALIFAX CORPORATION	457.00
HOLIDAY CREDIT OFFICE	23.05
SHELDON HOLM	80.66
INFORMATION SYSTEMS CORP	845.00
INNOVATIVE OFFICE SOLUTIONS	1,367.23
INSIGHT PUBLIC SECTOR	702.90
JK SPORTS	157.98
GARY JOHNSON	20.98
K-MART	60.23
KEEPRS INC CY'S UNIFORMS	130.90
KELLY SERVICES INC	1,126.95
LAKE REGION HEALTHCARE CORP	176.45
PAT LARUM	83.35
LAW ENFORCEMENT TRAINING SERVI	200.00
LIGHT RETURNS RECYCLING	363.97
LITTLE FALLS MACHINE INC	1,410.33
MACO	1,980.00
MCCC MI 33	7,983.00
MCCOLLOUGH WELDING	486.90
MICK'S SCUBA INC	149.10
MN ASPHALT PAVEMENT ASSN	375.00
MN CO ATTORNEYS ASSOCIATION	296.86
MN CO INSURANCE TRUST	2,351.00
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MN SOCIETY OF PROFESSIONAL SUR	75.00
NELSON COURT REPORTING INC	169.50
NORTHLAND BUSINESS SYSTEMS INC	2,134.13
NORTHWEST DIVERS	250.00
NORTHWEST IRON FIREMEN INC	1,084.33
OFFICE DEPOT	59.75
OFFICEMAX CONTRACT INC	124.84

1/02/2007 12:33:25 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 2
WARRANTS APPROVED ON 1/02/2007 FOR PAYMENT 1/02/2007

VENDOR NAME	AMOUNT
KIRSTEN OLSON	42.54
ORWELL TOWNSHIP	2,400.00
OTIS ELEVATOR CO	96.25
OTTER TAIL CO EMPLOYEES COMMIT	191.50
OTTER TAIL CO PUBLIC HEALTH	227.50
OTTER TAIL CO TREASURER	37.33
PHILLIPE LAW OFFICE	190.05
PITNEY BOWES	342.95
STENS INC	1,514.59
STRATEGIC EQUIPMENT	21.99
THYSSEN KRUPP ELEVATOR CORPORA	468.79
TRIMIN SYSTEMS INC	3,009.62
TINA TUNGSETH	31.79
UNIFORMS UNLIMITED	187.50
VEOLIA ENVIRONMENTAL SERVICES	8,090.14
VICTORY CORPS	213.69
VOSS LIGHTING	645.39

**** FINAL TOTAL..... \$175,241.26 ****