

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
500 W. Fir Avenue, Fergus Falls, MN  
Wednesday, December 26, 2007  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Wednesday, December 26, 2007, at 9:32 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Bob Block, Roger Froemming and Everett Erickson present.

**Approval of Agenda**

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board agenda of December 26, 2007, as mailed.

**Approval of Minutes**

Motion by Nelson, second by Erickson, and unanimously carried to approve the Human Services Board minutes of December 11, 2007, as mailed.

**Probation Department**

Probation Director, Chuck Kitzman, briefed the County Board on a recent DWI Court meeting. He noted that Otter Tail County received notice that the Grant Application for the proposed DWI Court program was approved. Mr. Kitzman requested authorization to proceed with developing the position description and classification of the two 20-hour per week positions that would be assigned to work in conjunction with this program. Discussion took place regarding the current moratorium on position classifications. Motion by Froemming, second by Block, and unanimously carried to authorize development of a position description and estimated classification of the two positions; one being a Probation Officer position and the other a Surveillance Officer position. The County has a current job description and compensation classification for the Probation Officer position. Mr. Kitzman was directed to work with the County Coordinator to develop a position description for the Surveillance Officer position and assign a temporary classification in acknowledgment that a formal classification will be completed when the full County classification system is approved.

**SCHSAC Meeting**

Public Health Director, Diane Thorson, briefed the Commissioners on the recent State Community Health Services Advisory Committee (SCHSAC) meeting. She provided information regarding the background of the new State of Minnesota Commissioner of Health, Dr. Sanne Magnan. Dr. Magnan has identified four health priorities as the underlying behaviors causing health conditions: 1) smoking, 2) super sizing, 3) sitting, and 4) use of alcohol. Ms. Thorson stated that during the SCHSAC meeting, there was discussion about more and more contaminants showing up in the ground water, which may be a controversial topic during the upcoming year. Discussion also took place regarding the recent flooding in southern Minnesota and what has been learned regarding emergency preparedness.

**Public Health Contracts**

Motion by Block, second by Froemming, and unanimously carried to authorize the following Public Health Contracts:

Contract between State of Minnesota DHS and County of Otter Tail for Child and Teen Checkup Outreach Program providing funding to the County, in the amount of \$130,525.00 for CY2008.

Grant Project Agreement for Community Health Boards – Amendment #1 between Minnesota Department of Health and County of Otter Tail providing funding, in the amount of \$72,836.00, for a 12 month period ending 8/9/08 for pandemic flu and emergency preparedness.

Grant Project Agreement for Community Health Boards Tri-Project between Minnesota Department of Health and County of Otter Tail providing funding on a fee-for-service basis for Immunization Practice Improvement and Perinatal Hepatitis services at a cost of \$150 to \$500 per visit.

Motion by Froemming, second by Nelson, and unanimously carried to authorize the Public Health Director's signature to execute a Professional and Technical Services Contract between the Land of the Dancing Sky Area Agency on Aging and the County of Otter Tail which provides 33% of the funding for the County's Aging Coordinator position. The dollars are federal funds passed through the West Central Area Agency on Aging.

**Community Health Improvement Worksheet**

Ms. Thorson reported that local government health agencies are required to complete Community Assessments and provide Community Health planning. For 2008, as a region, the public health agencies have decided to focus on mold and what can be done to improve related health risks. Motion by Nelson, second by Block, and unanimously carried to approve the Community Health Improvement Worksheet to deal with mold concerns which will be the 2008 environmental health focus.

**Social Worker Promotion**

Human Services Director, John Dinsmore, briefed the Board on a Social Worker position hiring that was open to the public, and after an application and interview process, an internal Financial Worker was the top candidate and was offered the position. Discussion followed regarding the Countywide and Bargaining Unit policies regarding new positions, promotions and transfers. Motion by Block, second by Erickson, and unanimously carried to approve the Promotional Policy, for this case, adopted by the County Board on April 21, 2001, which moves the Financial Worker at Grade 13, Step 9 to a Step 7 of the Social Worker Compensation Schedule.

**Human Services Contracts**

Motion by Erickson, second by Block, and unanimously carried to approve the following Human Services Contracts:

<b>Agency</b>	<b>Program</b>	<b>Contract Period</b>	<b>Targeted Population</b>	<b>Funding</b>
Moorhead Public Housing	Bridges Program and Permanent Supported Housing Program	01/01/2008 through 12/31/2008	Adult Mental Health	Bridges Program: Max expenditure of \$128,520 for 2008; Housing Program: Max expenditure of \$83,160 using BCOW Initiative Funds
Tran\$Em	Support Employment	01/01/2008 through 12/31/2008	Adults with Serious and Persistent Mental Illness	Max expenditure of \$103,781 using BCOW Initiative Funds

State Operated Services (SOS) Mental Health Services	BCOW Mental Health Initiative Purchase of Service for SOS Personnel	01/01/2008 through 06/30/2010	Adults with Serious and Persistent Mental Illness	Projected Funding of \$461,213 using BCOW Initiative Funds (State positions & support cost transfer funds)
Lakeland Mental Health Center	Crisis Responder Program	01/01/2008 through 12/31/2008	Adult Mental Health	Max expenditure of \$87,151 for 2008 using BCOW Initiative Funds
Generations, Inc.	Clinical Supervision	01/01/2008 through 12/31/2008	Children's Mental Health	Rate of \$62.34 per hour from County of Financial Responsibility
Betty Klicker	WRAP Training	01/01/2008 through 12/31/2008	Adult Mental Health	Total cost not to exceed \$5,887.50 using BCOW Initiative Funds
Northern Safety & Security	Supplies and Equipment	01/01/2008 through 12/31/2008	AC/EC/CADI/TBI CAC/MR/RC Waiver Eligibility	Unit cost for services to eligible clients not to exceed \$90 per month
Ken & Cathie Page	Residential Services/Home Plus/Foster Care Services	12/01/2007 through 06/31/2008	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds
Lakeland Mental Health Center	Permanent Supported Housing Program	01/01/2008 through 12/31/2008	Adult Mental Health	Max expenditure of \$22,805.41 for coordination services using BCOW Initiative Funds
St. Williams	Residential Services/Assisted Living	01/01/2008 through 12/31/2008	Elderly	State Rate Schedule
LSS – Family Based Services	In-Home Family Preservation Services	01/01/2008 through 12/31/2008	Families & Children	Admin & supplies -\$464,254 payments made by monthly billing – using County Funds, PMAP, CTSS, & CCSA

Motion by Erickson, second by Block, and unanimously carried to authorize the Chairman's signature to execute the following Human Services Contract Renewals:

Agency	Program	Contract Period	Targeted Population	Funding
Rural Minnesota CEP, Inc. (RMCEP)	Supported Employment for MFIP Clients	2008-2009 MFIP/CCSA Biennial Service Agrmt	Individuals' meeting FSS Criteria	\$397,711.00
Medica Health Plans	Transportation Services	01/01/2008 through 12/31/2008	Members enrolled in Medica Choice Care or Medica DUAL Solution	Medica Health Plans

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the following Amendments to the 2007 Provider Contracts which provide a Cost of Living Adjustment (COLA) to the providers, as determined by the State of Minnesota:

Mel & Mary Ann Frank  
Fergus Falls

2% rate COLA effective October 1, 2007

The Social Connexion Moorhead	2% rate COLA effective October 1, 2007
Lutheran Social Services Moorhead Re: Respite Care	2% rate COLA effective October 1, 2007
Linda Jesinoski-Reich The Lydia House Fergus Falls	2% rate COLA effective October 1, 2007
All Tidy Perham	2% rate COLA effective October 1, 2007
Perham Memorial Home Care Perham	2% rate COLA effective October 1, 2007
Vergas Assisted Living Vergas	2% rate COLA effective October 1, 2007

#### **Welfare Fraud Investigation Services**

Motion by Erickson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute a Cooperative Agreement between the Otter Tail County Attorney and the Minnesota Department of Human Services for welfare fraud investigation services for 2008.

#### **Bill & Claims**

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

#### **Adjournment**

At 10:38 a.m., Chairman Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, January 8, 2008.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: \_\_\_\_\_  
Syd Nelson, Human Services Board Chair

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

#### **Call to Order**

The Otter Tail County Board of Commissioners convened Wednesday, December 26, 2007, at 10:47 a.m., at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Bob Block, Roger Froemming, and Everett Erickson present.

#### **Approval of Agenda**

Motion by Froemming, second by Erickson, and unanimously carried to approve the County Board agenda of December 26, 2007, with the following addition:

Drainage System #25 Findings and Order

**Approval of Minutes**

Motion by Erickson, second by Block, and unanimously carried to approve the County Board minutes of December 18, 2007, as presented.

**Approval to Pay Bills**

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

**Tower Road Bridge Project**  
**Otter Tail County Resolution No. 2007 – 90**

**Preferred Design for Tower Road/CSAH No. 1 Reconstruction and Bridge  
Over the Otter Tail River, S.A.P. No. 126-125-003**

Upon a motion by Block, second by Erickson, and unanimously carried, the following resolution was adopted:

WHEREAS, the City of Fergus Falls and Otter Tail County are engaged in the design process for the proposed Tower Road and Bridge Project, with the City of Fergus Falls acting as the lead agency for the project; and

WHEREAS, SRF Consulting Group, Inc. under contract with the City of Fergus Falls has completed a Conceptual Design with options for the project; and

WHEREAS, SRF Consulting Group, Inc. conducted a Public Information meeting on November 1, 2007 to review the Conceptual Design, including options, and to receive public input; and

WHEREAS, the City has conducted additional public meetings, to provide further opportunities for public discussion of the project conceptual design and options, as part of its decision making process; and

WHEREAS, SRF Consulting Group, Inc. is recommending to the City of Fergus Falls and Otter Tail County that the following be included as part of the project design:

1. Three lane roadway (two traffic lanes and a center turn lane)
2. Roundabout intersection for CSAH 1, CSAH 15, Alcott Avenue & Tower Road
3. One way frontage roads, with parking lane, for residential access on Tower Road between Westside Drive and Alcott Avenue
4. Locate bike trail on east side of Tower Road through the east side frontage road median which is to be adopted as the preferred design for further study under the Federal Environmental Assessment/State Environmental Assessment Worksheet process (EA/EAW) for this project.

NOW, THEREFORE, BE RESOLVED, that the Otter Tail County Board of Commissioners concurs with the resolution passed by the City Council of the City of Fergus Falls on December 17, 2007, supporting and approving the conceptual design as described herein as the preferred design for this project.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Syd Nelson, Board of Commissioners Chair

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

**Perham Resource Recovery Facility Discussion**

Solid Waste Director, Mike Hanan, submitted a handout containing current debt obligations relating to the Perham Resource Recovery Facility and future potential debt obligations depending on decisions that need to be made within the next several months. The MPCA Grant Application Form must be submitted to the State by the end of March, 2008, and all participants would need to submit a letter of intent at that time. Mr. Hanan discussed the need to know how the PRRF will be governed and how decisions will be made. Commissioners agreed that, at this time, they were not in favor of an expansion project for this facility. Uncertainty was expressed as to whether or not an expansion would result in lower tipping fees. Lengthy discussion continued. The Board directed Mr. Hanan to set up a meeting with the other participants of the project for continued discussion.

**Recess & Reconvene**

At 12:05 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:02 p.m. with Commissioners Mosher, Nelson, Block, and Froemming present. Commissioner Erickson was present at 1:05 p.m.

**Payment Approvals**

Motion by Nelson, second by Froemming, and unanimously carried to approve payment to the Minnesota Counties Insurance Trust for the following:

Property/Casualty Coverage	Invoice No. 29233 JKR	\$421,909.00
Workers Compensation Coverage	Invoice No. 28342 CAO	\$412,501.00
Property/Casualty Coverage	Invoice No. 29235 JKR	\$ 133.00
<u>Total</u>		<u>\$834,543.00</u>

Motion by Froemming, second by Block, and unanimously carried to approve payment, in the amount of \$300.00, to Ottertail Ag Service LLC for the removal of two beaver dams from County Drainage System No. 29.

**Use of Tax-Forfeited Land for Authorized Public Use**  
**Otter Tail County Board Resolution No. 2007 – 91**

Commissioner Erickson offered the following and moved its adoption:

WHEREAS, the City of Vergas has submitted for consideration by the Otter Tail County Board of Commissioners an Application by a Governmental Subdivision for Conveyance of Tax-Forfeited Land for an Authorized Public Use, and

WHEREAS, the following described parcel forfeited on Wednesday, July 21, 2004:

Parcel No. 82-000-50-0002-000  
Section 24 Township 137 Range 42  
North 40 Rods of the Southeast Quarter of the  
Southwest Quarter West of Highway (2.00 Acres)  
Site Address – 411 1<sup>st</sup> Ave N

WHEREAS, the City of Vergas desires to acquire this parcel for placement of community recycling bins and containers, and

WHEREAS, the Otter Tail County Board of Commissioners has reviewed the above noted application of the City of Vergas, dated Tuesday, December 18, 2007 for the conveyance of the above described property for an authorized public use.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby recommends to the Minnesota Department of Revenue that the application as submitted by the City of Vergas be granted.

Commissioner Block seconded the motion and YEAS and NAYS are as follows:

Board of County Commissioners	YEA	NAY	Other
Everett Erickson	X		
Roger Froemming	X		
Bob Block	X		
Syd Nelson	X		
Dennis Mosher	X		

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Syd Nelson, Board of Commissioners Chair

Attest: \_\_\_\_\_

Larry Krohn, Clerk

**Application for Exempt Permit**

Motion by Mosher, second by Froemming, and unanimously carried to approve, with no waiting period, the LG220 Application of Exempt Permit as submitted by the West Otter Tail Chapter of the Minnesota Darkhouse and Angling Association for a raffle which will be held on Saturday, April 12, 2007 at Dalton Outdoors located at 14732 Gun Club Road.

**Client Representation Letter**

Motion by Nelson, second by Erickson, and unanimously carried to authorize the Chair, County Auditor and County Coordinator to sign the client representation letter for the 2006 audit.

**Payment Approvals**

Motion by Erickson, second by Block, and unanimously carried to approve payment, in the amount of \$600.00 to Hildi Inc. for GASB 45 Actuarial Valuation services performed through November 30, 2007.

Motion by Erickson, second by Block, and unanimously carried to approve payment, in the amount of \$7,362.50, from the Construction Fund to Shultz & Associates, LTD for construction administration and furnishings related to Project 0603, Ottertail Operations Center.

**License Applications**

Motion by Nelson, second by Froemming, and unanimously carried to approve the following license applications:

The Corner Store, OTL, Inc. Battle Lake, MN	Tobacco
Pelican Hills Park, Inc. Pelican Rapids, MN	Tobacco
Underwood Quick-Stop Underwood Oil Inc. Underwood, MN	Tobacco

**Land Surveyor's Certificate of Correction to Plat**

Motion by Erickson, second by Block, and unanimously carried to approve the Land Surveyor's Certificate of Correction to the Plat of Coney Island Acres attached to these minutes as Attachment B.

**County Ditch Annual Maintenance Assessments**

Motion by Erickson, second by Block, and unanimously carried to authorize the following annual County Drainage System repair/maintenance assessments for payable year 2008:

**Proposed Maintenance Assessment for 2008**

<b>County Drainage Ditch</b>	<b>Payable 2006</b>	<b>Payable 2007</b>	<b>Payable 2008</b>
Drainage Ditch No. 04	\$3,000.00	\$3,300.00	\$3,700.00
Drainage Ditch No. 05	\$1,250.00	\$1,400.00	\$1,550.00
Drainage Ditch No. 11	\$500.00	\$550.00	\$610.00
Drainage Ditch No. 12	\$3,000.00	\$3,300.00	\$3,700.00
Drainage Ditch No. 21	\$2,500.00	\$2,800.00	\$3,100.00
Drainage Ditch No. 29	\$750.00	\$850.00	\$1,050.00
Drainage Ditch No. 37	\$2,500.00	\$2,800.00	\$3,100.00
Drainage Ditch No. 38	\$2,500.00	\$2,800.00	\$3,100.00
Drainage Ditch No. 43	\$750.00	\$850.00	\$1,000.00
Drainage Ditch No. 52	\$1,000.00	\$1,100.00	\$1,200.00
Drainage Ditch No. 53	\$1,500.00	\$1,700.00	\$1,900.00
Drainage Ditch No. 56	\$1,500.00	\$1,700.00	\$1,900.00
Drainage Ditch No. 63	\$1,500.00	\$1,700.00	\$1,900.00
Otter Tail Wilkin JD No. 2	\$3,500.00	\$4,000.00	\$4,400.00
Total	\$25,750.00	\$28,850.00	\$32,210.00

**Payable 2008 Otter Tail County Gross and Net Property Tax Levy Resolution  
Otter Tail County Resolution No. 2007 - 92**

The following resolution was offered by Commissioner Nelson, who moved for the adoption of Otter Tail County's payable 2008 Gross and Net Property Tax Levies:

WHEREAS, the Otter Tail County Board of Commissioner held the required public hearing on Thursday, December 6, 2007 at 5:15 p.m. in the Otter Tail County Commissioners' Room/Otter Tail Lake Room for the purpose of considering, reviewing, discussing, and receiving public input regarding the proposed payable 2008 Gross and Net Property Tax Levy, which had been previously adopted on Tuesday, September 11, 2007, and

WHEREAS, public discussion and comment regarding the proposed payable 2008 Gross and Net Property Tax Levy was requested and accepted prior to and on Thursday, December 6, 2007, and

WHEREAS, all interested individuals in attendance were encouraged and provided an opportunity to address the Otter Tail County Board of Commissioners with their concerns, comments, and suggestions, and

WHEREAS, the Otter Tail County Board of Commissioners, after having received public discussion and input from all interested individuals in attendance, declared the public hearing recessed and stated for the record that final action by the Board of Commissioners to adopt the Payable 2008 Gross and Net Property Tax Levy would take place on Wednesday, December 26, 2007 at 1:00 p.m. in the Otter Tail County Commissioners' Room located in the Otter Tail County Government Services Center, Fergus Falls, MN, and

WHEREAS, the Otter Tail County Board of Commissioners recognizes the requirement to adopt Otter Tail County's final payable 2008 Gross and Net Property Tax Levy no later than Thursday, December 27, 2007, and the Otter Tail County Board of Commissioners is required to certify Otter Tail County's final payable 2008 Gross and Net Property Tax Levy to the County Auditor's office on or before Friday, December 28, 2008.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby levies for the payable year 2008, upon the taxable net tax capacity of the property of Otter Tail County, the following amounts as detailed below:

<b>Fund Breakdown – Net Tax Capacity Based Levies</b>			
	<b>Gross Levy</b>	<b>CPA</b>	<b>Net Levy</b>
<b>General Revenue</b>	13,671,058	(1,100,543)	12,570,515
<b>Debt Service -</b>			
<b>Government Services Bldg Bonds</b>	1,009,614	0	1,009,614
<b>Ottertail Operations Center</b>	523,530	0	523,530
<b>Veteran Nursing Home Bonds</b>	129,500	0	129,500
<b>Human Services -</b>			
<b>Social Services</b>	5,806,543	(470,619)	5,335,924
<b>Administration</b>	1,587,633	(126,127)	1,461,506
<b>Public Health</b>	500,672	(40,341)	460,331
<b>Court Services</b>	543,606	(43,800)	499,806
<b>Road and Bridge</b>	1,756,700	(141,543)	1,615,157
<b>Capital Improvement</b>	2,248,671	(181,182)	2,067,489
<b>Total County – Excluding Regional Library</b>	<u>27,777,527</u>	<u>(2,104,155)</u>	<u>25,673,372</u>
<b>Regional Library System</b>	477,236	0	477,236
<b>Total County – Including Regional Library</b>	<u>28,254,763</u>	<u>(2,104,155)</u>	<u>26,150,608</u>
<b>Lake Improvement Districts -</b>			
<b>Pelican Group of Lakes</b>	80,000	0	80,000
<b>Pine Lakes</b>	13,200	0	13,200
<b>McDonald, Kerbs &amp; Paul</b>	7,240	0	7,240
<b>South Turtle</b>	0	0	0
<b>Total County – Including Lake Improvement Districts</b>	<u>28,355,203</u>	<u>(2,104,155)</u>	<u>26,251,048</u>
<b>Special Taxing District Tax -</b>			
<b>Otter Tail County HRA</b>	280,000	0	280,000
<b>Grand Total - Otter Tail County</b>	<u>28,635,203</u>	<u>(2,104,155)</u>	<u>26,531,048</u>

NOW, THEREFORE, BE IT FUTHER RESOLVED, that the Otter Tail County Board of Commissioners hereby certifies the above amount to the County Auditor's office as Otter Tail County Final Gross/Net Property Tax levies for the payable year 2008, and directs the County Auditor's office to spread these levies against the taxable net tax capacity of the property of Otter Tail County.

The resolution was seconded by Commissioner Froemming and carried, with the members of the Otter Tail County Board of Commissioners voting as follows:

Board of County Commissioners	YEA	NAY	Other
Everett Erickson	X		
Roger Froemming	X		
Bob Block	X		
Syd Nelson	X		
Dennis Mosher	X		

Adopted at Fergus Falls, Minnesota this 26th day of December, 2007.

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

By: \_\_\_\_\_  
Syd Nelson, Board of Commissioners Chair

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

**Payable 2008 Otter Tail County Housing and Redevelopment Special Taxing District  
Gross and Net Property Tax Levy Resolution  
Otter Tail County Resolution No. 2007 - 93**

The following resolution was offered by Commissioner Froemming, who moved for the authorization of the Otter Tail County Housing and Redevelopment Special Taxing District 2008 Gross and Net Property Tax Levy:

WHEREAS, the Otter Tail County Housing and Redevelopment Authority is a special taxing district under the provisions of Minnesota Statute Chapter 469, and

WHEREAS, the Otter Tail County Housing and Redevelopment Authority had requested a Payable 2008 Gross and Net Property Tax Levy of \$340,000, and

WHEREAS, the Otter Tail County Board of Commissioners on Tuesday, September 11, 2007, adopted the Otter Tail County Housing and Redevelopment Authority's request of \$340,000 as the proposed Gross/Net Property Tax Levy for Payable Year 2008, and

WHEREAS, the Otter Tail County Board of Commissioners recognizes the requirement to adopt the special taxing district's Payable 2008 Gross and Net Property Tax Levy no later than Thursday, December 27, 2007, and to certify the special taxing district's final payable 2008 Gross and Net Property Tax Levy to the County Auditor's office on or before Friday, December 31, 2007.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners, after consideration and discussion by the Otter Tail County Budget Committee with the Otter Tail County HRA, hereby authorizes/adopts, on behalf of the Otter Tail County Housing and Redevelopment Authority, a final Payable 2008 Gross and Net property tax levy of \$280,000 and hereby certifies the same to the County Auditor's office to be spread against the taxable property of the Otter Tail County Housing and Redevelopment Authority.

The resolution was seconded by Commissioner Block and carried, with the members of the Otter Tail County Board of Commissioners voting as follows:

Board of County Commissioners	YEA	NAY	Other
Everett Erickson	X		
Roger Froemming	X		
Bob Block	X		
Syd Nelson	X		
Dennis Mosher	X		

Adopted at Fergus Falls, Minnesota this 26th day of December, 2007.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Syd Nelson , Board of Commissioners Chair

Attest: \_\_\_\_\_

Larry Krohn, Clerk

**Resolution Adopting the Calendar Year 2008 Budget**

**Otter Tail County Resolution No. 2007 - 94**

The following resolution was offered by Commissioner Froemming, who moved for the adoption of the calendar year 2008 budget for the General Fund, for the Budgeted Special Revenue Funds, and for the Debt Service Fund.

WHEREAS, the Otter Tail County Board of Commissioner held the required public hearing on Thursday, December 6, 2007 at 5:15 p.m. in the Otter Tail County Commissioners' Room for the purpose of considering, reviewing, discussing, and receiving public input regarding the proposed calendar year 2008 budget for the General Fund, for the Budgeted Special Revenue Funds and for the Debt Service Fund, which had been previously adopted on Tuesday, September 11, 2007, and

WHEREAS, public discussion and comment regarding the proposed calendar year 2008 budget for the General Fund, for the Budgeted Special Revenue Funds, and for the Debt Service Fund was requested and received on Thursday, December 6, 2007, and

WHEREAS, all interested individuals in attendance were encouraged and provided an opportunity to address the Otter Tail County Board of Commissioners with their concerns, comments, and suggestions, and

WHEREAS, the Otter Tail County Board of Commissioners, after having received public discussion and input from all interested individuals in attendance, declared the public hearing adjourned and stated for the record that final action by the Board of Commissioners to adopt the calendar year 2008 budget for the General Fund, for the Budgeted Special Revenue Funds, and for the Debt Service Fund would take place on Wednesday, December 26, 2007 at 1:00 p.m. in the Otter Tail County Commissioners' Room/Otter Tail Lake Room located in the Otter Tail County Government Services Center, Fergus Falls, MN, and

WHEREAS, the Otter Tail County Board of Commissioners recognizes the requirement to adopt Otter Tail County's final calendar year 2008 budget for the General Fund, for the Budgeted Special Revenue Funds, and for the Debt Service Fund no later than Thursday, December 27, 2007 and also recognizes the requirement to adopt the final calendar year 2008 budget after the adoption of the final payable 2008 Gross and Net Property Tax Levy.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners adopts the amount of \$72,092,705 as the County's calendar year 2008 budget for the General Fund, for the Budgeted Special Revenue Funds, and for the Debt Service Fund, as summarized and detailed in the budget documents filed with the County Auditor's office.

The above resolution was seconded by Commissioner Erickson and carried, with the members of the Otter Tail County Board of Commissioners voting as follows:

Board of County Commissioners	YEA	NAY	Other
Everett Erickson	X		
Roger Froemming	X		
Bob Block	X		
Syd Nelson	X		
Dennis Mosher	X		

Adopted at Fergus Falls, Minnesota this 26th day of December, 2007.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Syd Nelson, Board of Commissioners Chair

Attest: \_\_\_\_\_

Larry Krohn, Clerk

#### **University of Minnesota Extension Program**

Motion by Block, second by Froemming, and unanimously carried to authorize Dennis Mosher, Chairman, to sign the Memorandum of Intent between Otter Tail County and the University of Minnesota Extension Service Nutrition Education Program for Federal Fiscal Year 2008.

Motion by Nelson, second by Erickson, and unanimously carried to authorize the Chairman and County Attorney to sign the Agreement Between the University of Minnesota and Otter Tail County for providing Extension programs locally and employing Extension staff subject to receipt of the finalized document.

#### **Liquor Retail License Violation Hearing**

County Auditor, Wayne Stein, and County Attorney, David Hauser, reported that in order to hold a liquor license, the owner of an establishment must, according to M.S. 340A.409, have valid liability insurance. It was reported that RLJ Incorporated doing business as Lenny's Dining Service, during CY2007, had their liability insurance lapse twice and later reinstated. This is the reason for the violation hearing today. At this time, this establishment has reinstated their liability insurance and has paid the premium until July 1, 2008. Discussion continued regarding the situation. Motion by Block, second by Froemming, and unanimously carried, that, in light of the two liability insurance lapses that have occurred in 2007, as a condition of liquor license renewal on July 1, 2008, Lenny's Dining Service is required to show proof of payment of one full year of liability insurance as this condition is the only way the County can ensure financial responsibility.

#### **Drainage System No. 25 Findings and Order**

Motion by Froemming, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute the "Findings and Order for Ditch Denying Use As An Outlet" for Drainage System No. 25 in the Matter of Little McDonald, Kerbs and Paul Lakes Outlet petition, as submitted by the County Attorney.

**Closed to the Public – Labor Negotiation Strategies**

At 1:50 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of discussing labor negotiation strategies relative to all Collective Bargaining Units except two Law Enforcement Units and the Highway Maintenance Unit. Present were the five seated County Commissioners, County Attorney, and Board Secretary.

**Open to the Public**

At 2:31 p.m., upon completion of the closed session, Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners opened to the public.

**Commissioners Compensation and Committees Per Diem Resolution**  
**Otter Tail County Resolution No. 2007 - 94**

Commissioner Nelson offered the following and moved its adoption:

WHEREAS, Minnesota Statutes 375.055 provides that County Commissioners may receive per diem payments and reimbursement for necessary expenses incurred in performance of the duties of the office and shall receive compensation of annual salaries, as set by resolution of the County Board; and

WHEREAS, the current per diem rate for County Commissioners is \$52.50; and

WHEREAS, the current per diem rate for County Committees, excluding Ditch Viewers, is \$52.50; and

WHEREAS, a survey of surrounding counties showed an average per diem rate of \$58.64 for CY2007.

NOW, THEREFORE, BE IT RESOLVED, that the per diem rate for Otter Tail County Commissioners and County Committees, excluding Ditch Viewers, is established at \$60.00 with necessary mileage reimbursement set at the IRS rate of \$0.505 per mile effective January 1, 2008.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the annual salary for Otter Tail County Commissioners shall be established as \$31,851.00 effective January 1, 2008.

Commissioner Block seconded the motion and YEAS and NAYS are as follows:

Board of County Commissioners	YEA	NAY	Other
Everett Erickson	X		
Roger Froemming	X		
Bob Block	X		
Syd Nelson	X		
Dennis Mosher	X		

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Syd Nelson, Board of Commissioners Chair

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

**Adjournment**

At 3:03 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Wednesday, January 2, 2008.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Syd Nelson, Board of Commissioners Chair

Attest: \_\_\_\_\_

Larry Krohn, Clerk

**WARRANTS APPROVED ON 12/26/2007 FOR PAYMENT 12/26/2007**

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	4,273.43
ARVIG COMMUNICATION SYSTEMS	230.00
GAYLON BAKKEN	27.84
BEYER BODY SHOP INC	218.33
BOBCAT OF OTTER TAIL COUNTY	218.54
BRANDON COMMUNICATIONS INC	1,685.92
CERTIFIED AUTO REPAIR	743.73
COOPERS TECHNOLOGY GROUP	3,462.08
DAN'S TOWING & REPAIR	22.00
DEX MEDIA EAST	20.50
MICHELLE ELDIEN	219.17
FARM & HOME PUBLISHERS LTD	875.00
FERGUS ELECTRIC	449.25
FERGUS FALLS MEDICAL GROUP	4,648.00
FERGUS FALLS NEWSPAPERS INC	88.83
FERGUS LOCKER	18.70
FERRELLGAS	96.38
THE FORUM	221.50
G & K SERVICES	1,523.87
G & R CONTROLS	4,650.00
GALL'S INC	35.97
GE CAPITAL (CA)	372.74
GODFATHERS EXTERMINATING INC	321.08
GR GRAPHICS INC ST LOUIS	520.88
TROY HAARSTICK	165.00
MATTHEW HANSON	90.00
BRUCE HAUGRUD	15.24
HENRY'S FOODS INC	936.89
HEPPNER CONSULTING INC	64,280.21
HINTERMEISTER INC	10.51
HITESMAN & ASSOCIATES PA	72.00
SHELDON HOLM	121.25
THE INDEPENDENT	50.75
MICHELLE JORGENSON	98.00
KELLY SERVICES INC	263.65
WADE KLINNERT	1,375.00
KOEP'S CLITHERALL CORNER	186.50
LAKE REGION HEALTHCARE CORP	250.00
LAKELAND MENTAL HEALTH CENTER	796.00
LARRY OTT INC TRUCK SERVICE	700.00
LEWIS WELDING & EQUIPMENT	52.40
LITTLE BEAR TOWING	199.69
LOCATORS & SUPPLIES INC	285.37
MCCOLLOUGH WELDING	371.69
MEYERS CUSTOM SUPPLY	58.94
MN SHERIFFS'ASSOCIATION	352.25
KURT MORTENSON	418.25
CHERYL MUCHOW	114.99
JIM MYHRE	47.92
NANIK'S ELECTRIC	968.74
NELSON BROS PRINTING	737.11
NICE THREADS INC	161.94
OTTER TAIL CO PUBLIC HEALTH	227.41
OTTER TAIL CO TREASURER	92.00
OTTER TAIL POWER COMPANY	19.76
OTTERTAIL TRUCKING INC	5,283.60
PAMIDA PHARMACY	4,078.30
DONALD PEDERSON	133.80

OTC Board of Commissioners' Minutes  
December 26, 2007  
Attachment A, Page 2

PEPSIAMERICAS	454.86
PERHAM CO OP CREAMERY	2,659.48
PITNEY BOWES	1,435.00
PROACTION UNIFORMS	16.99
PURDUE UNIVERSITY	102.50
RDO TRUCK CENTERS	477.67
RINGDAHL AMBULANCE SERVICE	900.00
SANDERS OIL & TOWING	236.00
VICKI SCHWANKE	72.27
JUDY SIGGERUD	110.58
STEARNS CO SHERIFF	76.00
STEINS INC	2,414.33
STRAND ACE HARDWARE	27.13
ANNAMARIE TABERY	20.00
TRI STAR RECYCLING	2,956.66
TRIMIN SYSTEMS INC	3,009.62
UNICEL FERGUS FALLS	53.24
UNIVERSITY OF MN	49,775.01
UNIVERSITY OF MN-EXTENSION SER	58.00
VICTOR LUNDEEN COMPANY	735.78
VIKING COCA-COLA	341.28
VOSS LIGHTING	194.90
SCOTT WAGNER	233.39
WALLWORK TRUCK CENTER	828.05
YAHOO	20.41
<u>**** FINAL TOTAL.....</u>	<u>\$175,168.05 ****</u>

1031834

**OFFICE OF COUNTY RECORDER  
OTTER TAIL MINNESOTA**

I hereby certify that  
this instrument # 1031834  
was filed/recorded in this office  
for record on the 27 day of  
Dec 2007 at 9:50 am/pm  
Wendy L. Metcalf, County Recorder  
by: Wendy L. Metcalf Deputy  
46.00 recording fee  
well certificate

*file*

**LAND SURVEYOR'S CERTIFICATE  
OF CORRECTION TO PLAT**

**Name of Plat: CONEY ISLAND ACRES**

Pursuant to the provision of Chapter 505.175, Laws of Minnesota, 1957, David A. Anderson, License No. 13620, the undersigned, a Professional Land Surveyor in and for the State of Minnesota, declares as follows:

1. That the plat of CONEY ISLAND ACRES, filed on June 20, 1958 in the office of the County Recorder, Otter Tail County, Minnesota, in Book N of Plats, Page 135, was prepared by Kermit T. Bjorgum, Registered Land Surveyor No. 3548, now deceased.

2. That said legal description on the plat contains the following omissions and errors to wit:

The basis of bearings is not properly described on the plat.

The word "of" is misspelled on the plat.

The call 12 feet north of the center of Section 33 is in error and should be 12 feet north of the east-west quarter of said Section 33.

The call to the shore of Battle Lake should be to the shore of West Battle Lake.


The order of the calls in respect to the shore of West Battle Lake cause the legal description to not properly close and the order should be changed to be consistent with the pictorial portion of the plat.

3. That the legal description on said plat is hereby corrected as follows, to wit:

Part of Government Lots 3 and 4 of Section 33, Township 133, Range 39, Otter Tail County, Minnesota: A strip of land 33 feet in width, the center line being described as follows:

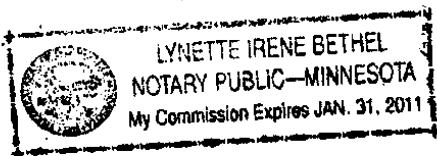
Commencing at the southwest corner of said Government Lot 3; thence on an assumed bearing of East along the south line of said Government Lot 3, a distance of 130.0 feet to the point of beginning of the center line to be described; thence North 45 degrees West 146.3 feet to a point located 16.5 feet East of the quarter section line; thence North 0 degrees 10 minutes West 1,218.3 feet to a point located 16.5 feet East and 12 feet north of the east-west quarter line of said Section 33; thence North 71 degrees 55 minutes West 416.7 feet; thence North 10 degrees 30 minutes West 206.5 feet; thence North 1 degree 30 minutes East 260 feet; thence North 51 degrees 30 minutes East 357 feet; thence North 69 degrees East 233.2 feet and there terminating at a point on the southwesterly boundary of the below described tract of land.

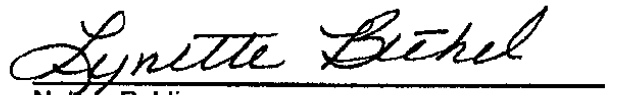
Commencing at the point of termination of the above described center line; thence South 55 degrees East 71.3 feet; thence South 62 degrees 18 minutes East 137.9 feet to the point of beginning of the land to be described; thence North 62 degrees 18 minutes West 137.9 feet; thence North 55 degrees West 268.6 feet; thence North 66 degrees 00 minutes West 127.0 feet; thence North 68 degrees 30 minutes West 154.0 feet; thence North 67 degrees 05 minutes West 222.6 feet; thence North 71 degrees 21 minutes West 139.4 feet; thence North 73 degrees 23 minutes West 169.5 feet; thence North 59 degrees 42 minutes West 239.2 feet; thence North 64 degrees 50 minutes West 150.9 feet; thence North 59 degrees West 184.0 feet to a point on the west line of said Government Lot 4; thence North 276.0 feet along said west line to the shore of West Battle Lake; thence running in a southeasterly direction along the said lakeshore a distance of 1,972.0 feet to the intersection with a line which bears North 27 degrees 42 minutes East from the point of beginning; thence South 27 degrees 42 minutes West a distance of 203 feet to the point of beginning.

  
David A. Anderson  
Professional Land Surveyor  
Minn. License No. 13620

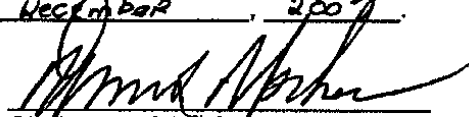
STATE OF MINNESOTA  
COUNTY OF OTTER TAIL


The foregoing instrument was acknowledged before me this 21<sup>st</sup> day of December, 2007, by David A. Anderson.



  
Lynette Bethel  
Notary Public  
Otter Tail County, Minnesota  
My Commission Expires Jan. 31, 2011

This above Certificate of Correction to the plat of CONEY ISLAND ACRES, has been approved by the Board of Commissioners of Otter Tail County, Minnesota, at a regular meeting held on the 26 day of December, 2007.

  
Chairman of the County Board

  
Attest: