

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, July 8, 2008
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, July 8, 2008, at 9:30 a.m., at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Everett Erickson, Vice-Chair; Bob Block, Roger Froemming and Dennis Mosher present.

Approval of Agenda

Motion by Froemming, second by Erickson, and unanimously carried to approve the Board of Commissioners agenda of July 8, 2008, with the following changes:

Court Administrator Agenda Item – Canceled
Sheriff Agenda Item – Changed to Budget Committee Meeting
Correspondence from AMC
Feedlot Program/Officer Discussion
Discussion Regarding Fort Juelson
Draft Vehicle Policy

Approval of Minutes

Motion by Froemming, second by Erickson, and unanimously carried to approve the Board of Commissioners meeting minutes of June 24, 2008, as presented.

Approval to Pay Bills

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

Ditch #68

Ditch Inspector, Randy Wasvick, reported that Property Owner, Michael Benedict, has been going across Fish & Wildlife land to get to his farm land for many years. The Fish & Wildlife Service has informed him that he cannot go across this land any longer, so he is requesting to move the current culvert to the East; however, he will need to build a road through a wetland. Motion by Erickson, second by Froemming and unanimously carried to allow Michael Benedict to move a culvert that is located on Fish & Wildlife land to the East to gain access to his property. This motion is subject to obtaining all required permit(s) to build a road through a wetland for this purpose and subject to all expenses being the responsibility of the land owner. This land is located in Inman Township.

Detention Facility Food Service Agreement

Motion by Block, second by Mosher, and unanimously carried to authorize Amendment Number Four to the Food Service Management Agreement between the County of Otter Tail and A'viands, LLC, which authorizes a 4% increase for the Detention Facility inmate meals effective July 1, 2008.

Extension Request for Common Interest Community

Motion by Mosher, second by Froemming, and unanimously carried to approve an extension request for a CIC entitled Norway Beach Estates Second Addition which will extend building one unit to the front of the property in 2010 and the other unit to the front of the property by November 1, 2011.

Highway Department

Annual Report:

Highway Engineer, Rick West, provided copies of the 2007 Otter Tail County Highway Department Annual Report. This represents a summary of the Highway Department's activities during 2007 and the Department's budget for 2008.

Recommendation for Award – S.A.P. 56-599-54:

After previously advertising for bids, the Highway Engineer opened the following bids for bridge removal, bridge construction (bridge 56534), grading, and aggregate surfacing at 1:00 p.m. on June 25, 2008:

	<u>Bid Amount</u>	<u>Corrected Amount</u>
Robert R. Schroeder Construction, Inc. Glenwood, MN	\$744,816.05	
Korby Contracting Co., Inc. Fergus Falls, MN	\$754,125.10	\$757,486.90
Swingen Construction Co. Grand Forks, ND	\$822,993.35	
Redstone Construction Co., Inc. Mora, MN	\$814,783.80	\$828,283.80
Wanzek Construction, Inc. Fargo, ND	\$1,091,302.40	

Motion by Mosher, second by Block, and unanimously carried to award S.A.P. 56-599-54 (bridge 56534 construction) to the low bidder, Robert R. Schroeder Construction, Inc. of Glenwood, MN, at the bid price of \$744,816.05.

Olaf Lake Drawdown Project Feasibility Study:

Engineer, Jeff Langan, of Houston Engineering, Inc. presented a Feasibility Study dated July 8, 2008, for the proposed Lake Olaf Drawdown Project. The study has been requested to address the high water condition at Lake Olaf and the resulting threat to submerging the roadway which has been raised by gravel for several years. The recommendation is to pump water from Lake Olaf via Deadman Lake using a pumping station and pressurized pipe, discharge into a 2-3 acre wetland area and from there, the water would meander eventually to the Pelican River. Lengthy discussion took place regarding property owners, buried pipe, type of pump that could be used, and management of the project. Mr. Langan estimated 200 pumping days to lower Deadman Lake 2-3 ft. There may be aquifer activity contributing to the water over a long period of time; therefore, pumping may be needed the following year as well which makes a temporary pumping approach ineffective. Total cost of the project was estimated at \$660,000. The report identifies the advantages and disadvantages of lowering the lake to its Ordinary High Water Level. Motion by Erickson, second by Mosher, and unanimously carried to approve the recommendation of Houston Engineering to pump from Lake Olaf to the Pelican River (via Deadman Lake) identified as Alternative 2, Option 3 in the Feasibility Study for the Drawdown of Lake Olaf Project. The Highway Engineer will research flood mitigation grant possibilities for the project.

Auditor's Department

Payment Approval:

Motion by Erickson, second by Mosher, and unanimously carried to approve payment, in the amount of \$2,897.42, to Young and Associates from the Capital Improvement Fund for services provided for the 60-Bed Chemical Dependency Health Center project.

Mileage Reimbursement:

Auditor, Wayne Stein, reported that the IRS increased mileage reimbursement to \$0.585 per mile effective July 1, 2008, due to increased gasoline prices. He stated that the County would also follow this change.

Board of Appeal & Equalization:

Motion by Erickson, second by Block, and unanimously carried to approve the County Board of Appeal and Equalization minutes dated June 16, 2008.

Payment Approvals:

Motion by Froemming, second by Mosher, and unanimously carried to approve payment, in the amount of \$264,205.65, from the Construction Fund to Comstock Construction, Inc. for construction of the Otter Tail County 60 Bed State Operated Inpatient Chemical Dependency Treatment Facility as detailed in Payment Request No. 8.

Motion by Mosher, second by Erickson, and unanimously carried to approve payment, in the amount of \$1,107.60, from the Construction Fund for the following Ottortail Operation Center expenditures:

Insight Invoice No. 1100036145 Dated 06/23/2008 Two HP Deskjet 6988 Printers
One HP Color Laser Jet CP3505 Printer

Motion by Froemming, second by Erickson, and unanimously carried to approve payment, in the amount of \$135.00, from the County Drainage System No. 21 account to Mark and Brenda Construction, Inc. for the removal of beaver dams from the Drainage System.

Exempt Permit:

Motion by Nelson, second by Block, and unanimously carried to approve, with no waiting period, the LG220 Application for Exempt Permit as submitted by the Holy Cross Church for an event scheduled for September 14, 2008 at the Holy Cross Church Parish Hall.

Recess & Reconvene

At 10:40 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for a Budget Committee meeting. The Board of Commissioners meeting was reconvened at 11:05 a.m.

Proposed County Vehicle Policy

County Attorney, David Hauser, handed out copies of a draft Otter Tail County Vehicle Policy dated July 2, 2008 for commissioners' review.

Facility Project Updates

Physical Plant Manager, Rick Sytsma, briefed the Board regarding the progress of the Ottortail Operations Center and the 60 Bed CD Facility.

Fort Juelson Property

Commissioner Bob Block briefed the Board regarding a request from a property owner to give the County about 10 acres of land that includes Fort Juelson. Discussion took place regarding the preservation of native grasses and historical artifacts. Mr. Block will invite the individual(s) involved and the Director of the Historical Society in Fergus Falls to an upcoming BOC meeting.

Feedlot Program Discussion

Chairman Nelson opened discussion regarding the proposal to take over the Feedlot Delegation Program from the State of Minnesota. Jim Ayres provided data on cost share contracts for producers from 2005 through 2008 in Otter Tail County. He reported that 33 producers received cost share dollars to solve feedlot problems in 2008 and brought nearly ½ million federal dollars to the County.

Correspondence Acknowledged

Commissioners acknowledged receipt of a letter from the Association of Minnesota Counties in response to State shift of costs for Children in Need of Protective Services at the same time the State is applying levy limits to local governments. Commissioners expressed support to the AMC for addressing this issue with the State. Further information will be brought to the County Board at their next Human Services Board meeting.

Adjournment

At 11:59 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, July 15, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 7/08/2008 FOR PAYMENT 7/08/2008

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A-1 TROPHY	178.92
A'VIANDS LLC	7,715.26
ABG MAINTENANCE INC	90.53
MARLYS ADAMS	12.03
ALL CREATURES VET HOSPITAL	39.35
AMERICAN SOLUTIONS FOR BUSINES	2,127.01
AMERICAN TOWER CORPORATION	91.26
AMERICINN FERGUS FALLS	612.32
ARK & SPARK	13.79
BRIAN ARMSTRONG	223.93
ASSOCIATION OF MN COUNTIES	150.00
AUTO VALUE FERGUS FALLS	4,832.16
BALLARD SANITATION INC	1,456.80
BCA TRAINING & DEVELOPMENT	150.00
MARK BECKER	9.57
BOB BARKER COMPANY INC	116.54
BOB'S STANDARD BULK SERVICE	159.54
BOBCAT OF OTTER TAIL COUNTY	516.33
BOUND TREE MEDICAL LLC	33.84
STEVE BRANDNER	168.98
BRANDON COMMUNICATIONS INC	493.66
JOHN BUSHMAN	8.00
CAREER TRACK	198.00
MARLENE CARLSON	79.28
CATCO PARTS AND SERVICE	50.89
CENTRAL STATES WIRE PRODUCTS I	4,401.06
CHARTER COMMUNICATIONS	132.65
CHEMSEARCH	344.59
CITIZENS ADVOCATE AND VERNDALE	397.51
CLEMENT COMMUNICATIONS INC	581.17
COMMISSIONER OF TRANSPORTATION	246.64
CONTROLLED THERMAL PROCESSING	471.84
COOPERS TECHNOLOGY GROUP	287.25
DAVID COSSETTE	69.98
DACOTAH PAPER COMPANY	306.01
DARLING'S SALES & SERVICE CO	4,685.32
JACK DAWKINS	62.81
DENZEL'S REGION WASTE INC	289.26
DKMAGS LLC	485.64
KATHY DOMHOLT	12.70
E & J PRESS	404.70
WAYNE ERICKSON	166.73
FARGO FREIGHTLINER	83.95
FARGO GLASS AND PAINT CO	2,660.46
FASTENAL COMPANY	365.93
FERGUS ELECTRIC	5,679.02
FERGUS FALLS DAILY JOURNAL	2,353.85
FERGUS FALLS POLICE DEPT	688.78
FERGUS FALLS SCHOOL DIST 544	358.47
CITY FERGUS FALLS	14,813.75
FERGUS POWER PUMP INC	977.50
FERGUS TIRE CENTER	493.77
FERRELLGAS	269.56
FIST INC	808.00
FOTH & VAN DYKE	15,028.10
FRAZEE FORUM INC	410.63

OTC Board of Commissioners' Minutes
 July 8, 2008
 Attachment A, Page 2

G & R CONTROLS	5,434.70
GALL'S INC	88.36
GODFATHERS EXTERMINATING INC	132.06
GOODIN COMPANY	51.38
GOVERNMENT FINANCE OFFICERS AS	50.00
JARED GREFSRUD	2,645.65
ERVIN HAGEN	12.75
HARLES TREE SERVICE	1,001.10
DANIELLE HENDRICKX	501.38
HENNEPIN CO MEDICAL CTR	125.00
HENRY'S FOODS INC	1,298.33
HILLTOP LUMBER INC	8.24
HARRY HOBERMAN,PHD LP	13,399.76
HOOTS SPORTS	36.08
INDIGO SIGNWORKS INC	2,679.00
INNOVATIVE OFFICE SOLUTIONS	5,120.38
INSIGHT PUBLIC SECTOR	1,080.09
INTERSTATE INC	1,676.58
JK SPORTS	30.00
K.I.D.LEASING	256.44
KEEPRS INC CY'S UNIFORMS	1,464.94
KELLY SERVICES INC	1,196.79
KOEP'S CLITHERALL CORNER	85.70
VALERIE KOIVUNEN	40.00
L & L FABRICATION & STEEL CO	410.03
LAKE REGION HEALTHCARE CORP	796.10
LARRY BENNETT CONSTRUCTION	420.26
LARRY OTT INC TRUCK SERVICE	2,450.00
PAT LARUM	256.04
LAWMEN SUPPLY COMPANY INC	342.76
LAWSON PRODUCTS INC	296.57
M-R SIGN COMPANY INC.	11,428.67
MARCO	16,506.44
MARCO INC ST LOUIS	219.72
MATTHEW BENDER & COMPANY INC	240.00
MICHAEL MCGEE MD	400.00
MERICKEL LUMBER	47.86
MID STATES WIRELESS INC	9,937.44
MIDWEST PRINTING CO	162.95
MIDWESTERN MAT RENTAL & SUPPLY	74.07
MN CO INSURANCE TRUST	150.00
MN MOTOR COMPANY	88.94
MN STATE BAR ASSOCIATION	420.69
MN STATE TREASURER	75.00
MN VIEWERS ASSOCIATION	100.00
MOORE MEDICAL LLC	164.07
ELDON MOREY PHD	365.00
KURT MORTENSON	307.97
NAPA FERGUS FALLS	13.83
JOYCE NERDAHL	525.00
OFFICEMAX INCORPORATED	401.95
OLSON OIL CO INC	4,760.09
OTIS ELEVATOR CO	107.77
OTTER TAIL CO EMPLOYEES COMMIT	18.00
OTTER TAIL CO FAIR ASSOC	75.00
OTTER TAIL CO TREASURER	81.00
OTTER TAIL POWER COMPANY	720.00
OTTER TAIL TELCOM	1,275.00
OTTERTAIL TRUCKING INC	8,014.40

OVERLAND MECHANICAL SERVICES	319.00
PACIFIC BANCNOTE COMPANY	1,370.00
PELICAN RAPIDS BASEBALL ASSOCI	350.00
PELICAN RAPIDS PRESS	550.56
PEPSIAMERICAS	331.24
PERHAM STEEL & WELDING	178.10
PETE'S BODY SHOP & TOWING	1,479.77
PINE PLAZA TV APPLIANCE & CAMP	2,549.79
PITNEY BOWES	696.17
PITNEY BOWES GLOBAL FINANCIAL	1,584.72
PRODUCTIVE ALTERNATIVES INC	79.24
PROTECTION SYSTEMS INC	316.80
QUALITY TOYOTA	161.15
RAMSEY COUNTY	1,200.00
RDO TRUCK CENTERS	29.83
RECONROBOTICS INC	7,650.00
REED BUSINESS INFORMATION	1,441.44
REGIONS HOSPITAL	274.00
THE RENTAL STORE	197.02
RINGDAHL AMBULANCE SERVICE	150.00
ROYAL TIRE INC	2,725.96
RYAN COMPANY INC	99.54
MATTHEW SAURER	44.70
SBLC-FF	31.94
VICKI SCHWANKE	200.11
SERVICEMASTER CLEANING PROFESS	540.00
SIGNWORKS	1,745.35
SIMPLEXGRINNELL LP	338.18
SOBERG RADIATOR	2,058.66
SOUTH MILL SERVICE	2,284.93
SOUTHTOWN C-STORE	621.49
SPRINT	706.27
STEINS INC	3,309.03
STEVE'S SANITATION INC	42.12
TITAN ACCESS ACCOUNT	5.83
TOOL CRIB OF THE NORTH	92.63
TRANQUILITY BUILDING SERVICES	452.63
ULTEIG ENGINEERS	175.00
UNIFORMS UNLIMITED	1,086.80
US BANK	14,130.00
VICTOR LUNDEEN COMPANY	1,793.16
VIKING COCA-COLA	183.77
VOSS LIGHTING	130.13
WADENA CO AUDITOR TREASURER	1,731.65
RANDY WASVICK	316.62
JO WEATHERLY	1,189.08
ROBERT WEATHERLY	785.38
WEST PAYMENT CENTER	4,387.96
XEROX CORPORATION	168.03
<u>**** FINAL TOTAL.....</u>	<u>\$240,218.73 ****</u>