

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

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, September 9, 2008, at 9:30 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, 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 Block, and unanimously carried to approve the Board of Commissioners agenda of September 9, 2008, with the following additions:

DNR Shoreland Grant Opportunity
60-Bed Chemical Dependency Building Discussion

Approval of Minutes

Motion by Froemming, second by Erickson, and unanimously carried to approve the Board of Commissioners meeting minutes of August 26, 2008, as mailed.

Approval to Pay Bills

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

Correspondence Discussion

Assessor, Bob Moe, referred to questions and concerns brought up at the August 26, 2008 Board of Commissioners meeting in regards to the valuation of Barbara and Jerome Cichosz' property on River Oaks Lane in Fergus Falls Township. Mr. Moe sent a letter to Barbara and Jerome Cichosz in response to the questions and explained the corrections and when the website updates those corrections. Discussion also took place regarding the Town Board valuation issues.

Green Acres Program

Mr. Moe provided a News Release dated August 22, 2008 from the Minnesota Department of Revenue regarding new legislation modifying the Green Acres Program. These changes will affect property taxes only if a person's property is currently enrolled in the Green Acres program or will be enrolled in the future. Only acres of land used for actual agricultural production will be eligible for Green Acres valuation after May 1, 2008. Mr. Moe stated that the legislation includes payback or the possibility of a payback when the property is withdrawn, sold, transferred or subdivided. He provided a proposed letter and election form to be sent to all County property owners currently enrolled in the Green Acres program.

Other Legislation

Mr. Moe discussed new legislation for payable 2009 that provides \$150,000 of value without paying property tax for disabled veterans who are considered 70% disabled. If 100% total and permanent disability, disabled veterans would not pay any tax.

Mr. Moe reported that the Forest Management Law has the potential to shift the tax burden to other property tax payers. He stated that the equalization of property tax is affected every time the legislature makes specific changes, deferrals, or exemptions.

Perham Resource Recovery Facility

Solid Waste Director, Mike Hanan, provided a packet of information regarding previous discussions and studies relative to the PRRF potential expansion. Mr. Hanan briefly reviewed the issues and the Board's previous viewpoint. Motion by Erickson, second by Froemming and carried with Nelson opposed, to commit 21,000 tons of waste annually to the current Perham Resource Recovery Facility, however; the Otter Tail County Board does not support an expansion of the facility due to increased debt and no provisions for maintenance and updates to the facility during the term of the loan.

Extension for Filing the Final Plat of McDowell Acres

Motion by Froemming, second by Mosher, and unanimously carried to extend the Final Plat filing date to September 1, 2009 for McDowell Acres owned by the Shorma Family Trust, Section 21 & 28 of Otter Tail Township; Otter Tail Lake (56-242).

Snowmobile Trail Grant Agreements

Motion by Froemming, second by Block, and unanimously carried to authorize the appropriate County officials' signatures to execute the following FY2009 Minnesota Snowmobile Trail Assistance Program Maintenance and Grooming Grant Agreements and Capital Improvement Grant with the Minnesota Department of Natural Resources with Otter Tail County acting as the fiscal agent:

Otter Country Trail Association (OCTA) Snowmobile Trail Capital Improvement Grant for OCTA	\$64,902.00 \$7,071.00
Henning Sno Cruisers Snowmobile Trail	\$9,325.00
Otter Trail Riders Snowmobile Trail	\$41,776.00
Lake Runners Trail Association (LRTA) Snowmobile Trail	\$28,721.00
Prairie Snow Drifters Snowmobile Trail	\$4,476.00

Final Plat

Motion by Erickson, second by Nelson, and unanimously carried to approve the Final Plat of Daniel Bucholz and Andrea Dulski-Bucholz entitled Dandi Haven, consisting of 3 backlots located in Section 25 of Gorman Township; Little Pine Lake (56-142).

Native Shoreland Buffer Incentives Program

Darren Newville of the EOT Soil and Water Conservation District reported on a grant program for the 2009-2011 construction seasons. He stated that this could be funding for shoreland buffers and would require the County to apply for the grant program and pass the funding through to the SWCD. Motion by Mosher, second by Block, and unanimously carried to authorize sending a Letter of Interest to apply for the Native Shoreland Buffer Incentives Program and authorize Darren Newville to attend the pre-application workshop scheduled in Little Falls on October 17, 2008.

Ditch No. 52

Ditch Inspector, Randy Wasvick, briefed the Board on a culvert under an old railroad bed near Ashby. It is a rock-type culvert and it is caving in. MnDOT wants to replace the culvert and will pay for all expenses. Motion by Mosher, second by Froemming, and unanimously carried to authorize MnDOT to replace an old rock-type culvert on a railroad bed near Ashby in County Drainage System No. 52 with steel pipe, subject to replacement of the same size and installation at the same elevation.

Ditch No. 16

Mr. Wasvick and Ditch Viewers presented the County Ditch No. 16 Ditch Viewers Report. Lengthy discussion regarding the process took place. A property owner on Skibness Bay requested that a notation be made that, at the May 29, 2008 Clitherall Lake Association meeting, the Association supported an Engineer Study concentrating on maintaining Skibness Bay at 36" at the mouth of the Bay to allow property owners in the Bay access to the larger portion of Clitherall Lake. Don Davenport reported on additional blockage at the Clitherall Lake outlet that may have been unknown previously.

Payment Approvals

Motion by Froemming, second by Erickson, and unanimously carried to approve payment, in the amount of \$2,949.75, from the Construction Fund to Comstock Construction, Inc. for the Ottertail Operations Center as detailed in Payment Request No. 14.

Motion by Erickson, second by Block, and unanimously carried to approve payment, in the amount of \$285,995.79, from the Construction Fund to Comstock Construction, Inc. for the 60-Bed State Operated Inpatient Chemical Dependency Treatment Facility as detailed in Payment Request No. 8.

Motion by Block, second by Froemming, and unanimously carried to authorize the County Auditor's signature on the agreement with NBS Data Management Group for the printing and mailing of the Pay 2009 Truth in Taxation Notice as follows:

Costs per notice - \$0.1355 (not including postage) plus administrative fee of \$225.00

Costs include preprint TNT Notices, Envelopes, Formatted Data from Files, Laser Printing, Mailing and Automation, Presort Postage and NCOA Services

Motion by Mosher, second by Erickson, and unanimously carried to approve payment, in the amount of \$142.31, from the Otter Tail County Drainage System No. 16 account to Ditch Inspector, Randy Wasvick, for costs associated with County Ditch No. 16 redetermination of benefits.

Motion by Mosher, second by Erickson, and unanimously carried to approve payment, in the amount of \$21,533.51, to Lieberman Companies for vending machines for the Otter Tail County Courthouse and for the New York Mills Office Building.

Inpatient Chemical Dependency Building

Physical Plant Manager, Rick Sytsma, briefed the Board regarding issues with the construction of the 60-Bed Inpatient Chemical Dependency building.

Sheriff's Operations Center Open House

Chief Deputy, Stacy Paulseth, invited commissioners to an Open House at the new Sheriff's Operations Center located in Ottertail City from 11:00 a.m. to 3:00 p.m. on Saturday, September 13, 2008. Tours of the building will be available.

Recess & Reconvene

At 11:40 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 11:45 a.m.

Highway Department

Motion by Erickson, second by Block, and unanimously carried to authorize the Chairman's signature to execute a Highway Construction Contract between the County of Otter Tail and Central Specialties, Inc. for work on S.A.P. 056-601-050 & Etc., CSAH 1 from CSAH 26 to 601' North of CSAH 2, 4 miles South of Fergus Falls. This motion is contingent upon the approval of the County Attorney.

Motion by Froemming, second by Mosher, and unanimously carried to acknowledge and accept Resolution No. 08-04 from the City of Parkers Prairie that endorses the turnback of MnDOT TH-235 to Otter Tail County.

Motion by Erickson, second by Block, and unanimously carried to approve Final Payment as detailed in Estimate No. 12, in the amount of \$15,599.78, payable to Central Specialties, Inc. for completion of S.P. 56-665-06.

Motion by Erickson, second by Block, and unanimously carried to authorize the Chairman's signature to execute an Agreement for Professional Services between the County of Otter Tail and Kadrmars, Lee & Jackson, Inc. of Moorhead, MN for inspection and analysis of the Phelps Mill Bridge, in the amount of \$11,450.00. Highway Engineer, Rick West, stated that this will provide the County with the amount of local money needed for the project. The Enhancement Grant will then be revised.

Employer Contribution for Benefits – CY2009

Motion by Mosher, second by Froemming, and unanimously carried to approve an increase to \$875.00 per month for the Employer Benefit Contribution for CY2009 for non-union employees.

Performance Evaluation Summary

The County Board acknowledged a commendable Performance Evaluation Summary for Physical Plant Manager, Rick Sytsma, and requested that the summary be placed in his personnel file.

Adjournment

At 12:11 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Monday, September 15, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 9/09/2008 FOR PAYMENT 9/09/2008

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A-1 TROPHY	41.54
A'VIANDS LLC	3,145.46
ABG MAINTENANCE INC	90.53
AGASSIZ CHEMICAL & EQUIPMENT I	91.73
AMERICAN SIGNAL CO	1,520.96
AMERICAN TOWER CORPORATION	91.26
ASSOCIATION OF MN COUNTIES	150.00
CITY BATTLE LAKE	35.00
BEAR GRAPHICS INC	1,597.34
BEYER BODY SHOP INC	11,051.09
CANADIAN PACIFIC RAILWAY COMPA	11,398.22
CARQUEST AUTO PARTS	31.95
CARR'S LAKE COUNTRY SUPERMARKE	43.82
CATCO PARTS AND SERVICE	16.24
CERTIFIED AUTO REPAIR	161.81
CHARTER COMMUNICATIONS	65.55
CHEMSEARCH	949.46
RYAN CHESHIRE	215.28
CO OP SERVICES INC	6,697.82
COMFORT INN	313.60
COMMISSIONER OF TRANSPORTATION	1,183.06
COMMUNICATION BRIEFINGS	126.00
COMSTOCK CONSTRUCTION INC	7,501.00
COOPERS TECHNOLOGY GROUP	716.17
COUNTRY GLASS INC	163.67
D & T VENTURES LLC	64.00
DACOTAH PAPER COMPANY	1,118.99
DAKOTA PRINTER REPAIR LLC	116.40
DICK'S STANDARD	69.07
KATHY DOMHOLT	10.70
RANDY DOROW	32.18
EGGE CONSTRUCTION INC	255.00
CHUCK EHRENBERG	119.95
FARGO GLASS AND PAINT CO	126.20
FARNAM'S GENUINE PARTS INC	312.94
FASTENAL COMPANY	28.03
FERGUS ELECTRIC	2,216.51
FERGUS FALLS DAILY JOURNAL	368.20
FERGUS FALLS POLICE DEPT	4,917.37
CITY FERGUS FALLS	7,193.42
FERGUS POWER PUMP INC	4,180.00
FERGUS TIRE CENTER	221.29
FERRELLGAS	130.69
FORTWENGLER ELECTRIC INC	31.84
FRAZEE FORUM INC	203.43
FRONTIER POWERSPORTS	953.18
G & R CONTROLS	1,352.50
GALL'S INC	136.65
GODFATHERS EXTERMINATING INC	337.13
GOODIN COMPANY	188.39
GRAHAM REFRIGERATION	2,439.85
GREENMAN TECHNOLOGIES OF MN IN	11,226.00
PATRICK GRIFFIN	12.77
ERVIN HAGEN	.97
HANCOCK CONCRETE PRODUCTS CO I	964.25
NICOLE HANSEN	210.60

OTC Board of Commissioners' Minutes
September 9, 2008
Attachment A, Page 2

HAWES SEPTIC TANK PUMPING	70.00
HEART O LAKES POST 7702	100.00
HENRY'S FOODS INC	1,538.54
HINTERMEISTER INC	1.57
HITESMAN & ASSOCIATES PA	858.00
HOLIDAY CREDIT OFFICE	27.24
HOME LINE	16.00
HOOTS SPORTS	39.76
HOUSTON ENGINEERING INC	5,785.70
HSBC BUSINESS SOLUTIONS	84.76
THE INDEPENDENT	137.48
INNOVATIVE OFFICE SOLUTIONS	4,544.65
INSIGHT PUBLIC SECTOR	9,925.80
INTERSTATE INC	337.81
JK SPORTS	92.00
GARY JOHNSON	11.33
JOHNSTON FARGO CULVERT INC	11,874.56
K.I.D.LEASING	256.44
KELLY SERVICES INC	1,481.28
L & L SERVICE	149.65
LAKE REGION ELECTRIC CO OP	25.00
LAKE REGION HEALTHCARE CORP	296.10
LAKELAND MENTAL HEALTH CENTER	1,504.75
LAKES COUNTRY SERVICE CO OP	25,247.96
LARRY OTT INC TRUCK SERVICE	1,000.00
PAT LARUM	125.80
LAWSON PRODUCTS INC	433.05
LITTLE BEAR TOWING	226.85
LOCATORS & SUPPLIES INC	315.82
MAAO	100.00
MARCO	1,326.92
MARCO INC ST LOUIS	433.65
MARK SAND & GRAVEL CO	211,241.42
WENDY METCALF	149.18
THE MIDWEEK	334.90
MIDWEST PRINTING CO	218.33
MIDWEST TESTING LABORATORY	976.50
MIDWESTERN MAT RENTAL & SUPPLY	143.67
MINNESOTA SUPPLY CO	70,172.85
MINNKOTA	29.00
MN CO INSURANCE TRUST	474.00
MN DEPT OF PUBLIC SAFETY	50.00
MN HWY SAFETY AND RESEARCH CEN	439.00
MN MOTOR COMPANY	452.44
MN SCIA	160.00
MONITOR TIRE DISPOSAL INC	821.70
JEFFREY MOON	18.55
DEBORAH MORRIS	50.00
MULLIGAN'S PUB & EATERY	275.57
N F FIELD ABSTRACT CO LLC	14,400.00
NAPA FERGUS FALLS	40.28
NORTHERN STATES SUPPLY INC	966.70
OFFICE OF THE SECRETARY OF STA	6.00
OFFICEMAX INCORPORATED	239.48
OLSON OIL CO INC	4,207.89
OLSON TIRE & OIL INC	40.01
OTIS ELEVATOR CO	107.77
OTTER TAIL CO TREASURER	748.20
OTTERTAIL HOME CENTER & HARDWA	301.92
OTTERTAIL TRUCKING INC	16,510.40

OVERHEAD DOOR COMPANY	601.07
OVERLAND MECHANICAL SERVICES	762.21
PACE ANALYTICAL SERVICES INC	1,085.00
PELICAN RAPIDS PRESS	536.56
PEPSIAMERICAS	788.52
PERHAM ENTERPRISE BULLETIN	424.37
CITY PERHAM	74,552.99
PETE'S AMOCO	391.92
GREGORY PETERSON	450.00
PINE PLAZA TV APPLIANCE	157.58
PLASTOCON INC	947.35
POSTMASTER	208.00
PRO SWEEP INC	125.00
PROTECTION SYSTEMS INC	529.05
PUBLIC SAFETY CENTER INC	170.44
PURCHASE POWER	39.99
QUILL CORPORATION	68.28
RDO TRUCK CENTERS	722.05
THE RENTAL STORE	19.70
REVIEW ENTERPRISES INC	325.60
RICK LEITCH BACKHOE SRVC & PJ	2,894.00
RILEY DETTMANN & KELSY	12,775.00
RINGDAHL AMBULANCE SERVICE	150.00
ROYAL CHEMICAL	529.76
ROYAL TIRE INC	46.00
RYAN'S REPAIR	443.16
SAFELITE FULFILLMENT INC	205.24
SBLC-FF	40.00
SCOTT HOFLAND CONSTRUCTION INC	5,760.00
SEWER SERVICE	260.00
PAUL SIMENGAARD	205.36
SIMPLEXGRINNELL LP	408.96
SOUTH MILL SERVICE	41.05
SOUTHTOWN C-STORE	704.24
THE STATE CHEMICAL MFG CO	137.53
STEINS INC	2,310.32
STEVE'S SANITATION INC	228.15
STRAND HARDWARE & RADIO SHACK	92.89
SUPER SEPTIC INC OF PELICAN RA	77.19
SWANSTON EQUIPMENT CORP	5,254.46
SYNERGY GRAPHICS	1,810.00
THYSSEN KRUPP ELEVATOR CORPORA	1,468.84
GARY TORGERSON	99.95
TOUTGES SANITATION	52.65
TRI STAR RECYCLING	1,800.67
ULTEIG ENGINEERS	186.01
UNIFORMS UNLIMITED	172.47
US BANK	550.00
VERGAS ACE HARDWARE	18.65
VICTOR LUNDEEN COMPANY	1,044.39
VIKING COCA-COLA	172.51
WASTE MANAGEMENT	506.19
RANDY WASVICK	8.52
WAYNE'S TOWING	92.00
JO WEATHERLY	1,115.68
DAVID WEISS	28.77
WEST TOOL & DESIGN INC	47.93
WEVLEY FUNERAL HOME	450.00
XEROX CORPORATION	168.03
210 LUBE EXPRESS	54.12
<u>**** FINAL TOTAL.....</u>	<u>\$604,603.66 ****</u>