

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
500 W. Fir Avenue, Fergus Falls, MN  
Tuesday, November 25, 2008  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, November 25, 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 Mosher, second by Erickson, and unanimously carried to approve the Human Services Board agenda of November 25, 2008 as presented.

**Approval of Minutes**

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board minutes of November 12, 2008 as presented.

**West Central Regional Juvenile Detention Center**

Probation Director, Chuck Kitzman, informed the Board that a special meeting at the WCRJC in Moorhead is scheduled on December 4<sup>th</sup> at 10:00 a.m. There is a CY2008 projected shortfall of \$230,000.00 for the facility which will be addressed at the special meeting. The per diem for 2009 has been raised to \$195.00 for secure detention for participating members of the facility. Mr. Kitzman provided several handouts and lengthy discussion took place regarding the budget deficit. Mr. Kitzman will return to the Board with a recommendation after the special meeting.

**County Child and Family Services Review**

Human Services Supervisor, Brad Vold, briefed the Board regarding the CFSR which was conducted by the Administration of Children and Families. Mr. Vold provided a handout with an Overview of the review, strengths identified during the review, and areas needing improvement. He identified working closer with non-custodial parents and obtaining more input from all family members on case plans as two areas needing improvement. Discussion took place regarding a change in philosophy and corresponding procedures to obtain permanency for children as soon as possible. Otter Tail County has 60 days to complete and submit a program improvement plan regarding the areas needing improvement.

**Rural MN CEP Program**

Human Services Director, John Dinsmore, provided information that RMCEP has applied and received an Early Readjustment Assistance Grant, in the amount of \$7,500.00, for the dislocated workers at Lund Boats in New York Mills and \$5,000.00 for the dislocated workers at Banner Engineering in Fergus Falls. Services include outreach and intake, early readjustment assistance, and job or career counseling.

**Chemical Dependency Detoxification Program**

Mr. Dinsmore submitted an End-of-the-Year Proposal regarding the Detoxification Program provided by Productive Alternatives, Inc. He reviewed 2008 data for the detox facility and stated that a recommendation to defray the 2008 shortfall will be presented at the next Human Services Board meeting.

**Approval to Pay Bills & Claims**

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

**Adjournment**

At 10:33 a.m., Chair Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, December 16, 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 Tuesday, November 25, 2008, at 11:00 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 Block, and unanimously carried to approve the County Board agenda of November 25, 2008, with the following additions:

Liquor Violation Findings & Order  
Update – Communications Meeting in Ottertail City

**Approval of Minutes**

Motion by Erickson, second by Froemming, and unanimously carried to approve the County Board minutes of November 18, 2008, as presented.

**Approval to Pay Bills**

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

**Findings & Order – Liquor Compliance Violation**

Motion by Block, second by Mosher, and unanimously carried to approve the Findings and Order regarding the Alcohol License of Thomas Weinhandl as submitted by the County Attorney.

**Planning Commission Recommendations**

**Conditional Use Permit – Ron & Jean Johnson:**

Motion by Erickson, second by Mosher, and unanimously carried to approve a Conditional Use Permit for this earthmoving project to reshape the lot for construction with conditions as recommended by the Planning Commission. The property is described as Pt GL 1 (10 AC), Section 35 of Dora Township; Star Lake (56-385) GD.

**Preliminary Plat & Conditional Use Permit – “Huber First Addition”, Darrell & Mark Huber:**

Motion by Nelson, second by Mosher, and unanimously carried to deny the Preliminary Plat of Darrell & Mark Huber entitled “Huber First Addition” and the Conditional Use Permit for the proposed road based on the reasons outlined in the November 19, 2008 Planning Commission minutes. The property is described as All that part of GL 2 (10.3 AC), Section 22 of Rush Lake Township, Round Lake; (56-214) GD.

Preliminary Plat – “Wall Lake Development Number 3”/James & Susan Stodola:

Motion by Block, second by Erickson, and unanimously carried to approve the Preliminary Plat of James & Susan Stodola consisting of 2 single family residential lots entitled “Wall Lake Development Number 3” as presented on the revised drawing dated October 14, 2008. The property is described as Easterly 87.1’ of the Westerly 446’ of Sub Lot A, GL 4 S of Twp Rd (.27 AC), Section 33 and Lot 7 S of Rd ex trs ex platted ex trs & ex plat (2 AC), Section 34 of Aurdal Township; Wall Lake (56-658) GD.

Conditional Use Permit – Daniel & Lynette Arnold:

Motion by Froemming, second by Erickson, and unanimously carried to deny an after-the-fact Conditional Use Permit request for construction of two rock walls as recommended by the Planning Commission. The property is described as Lot 1 Blk 1 Wall Estates, Section 29 of Otter Tail Township; Otter Tail Lake (56-242) GD.

Conditional Use Permit – Peter Doll et al, Gregory & Rose Mader, Peter & Katrina Doll:

Motion by Nelson, second by Mosher, and unanimously carried approve a Conditional Use Permit to convert a cluster development from 2 RV sites and 1 cabin to 2 cabins and 1 RV site with a condition as recommended by the Planning Commission. The property is described as Parcel H & G of GL 2 (8.81 AC), Section 15 of Rush Lake Township; Boedigheimer Lake (56-212) RD & Tributary (56-TR) U&T.

Conditional Use Permit – Steven H. & Monika E. Slatten:

Motion by Froemming, second by Block, and unanimously carried to approve a Conditional Use Permit to excavate to allow for basement walkout similar to others nearby on the beach as recommended by the Planning Commission. The property is described as Bg 49.7’ S and 395.28’ SE fr NW cr GL3, SELY 100’ SWLY 274’ NWLY 100’ on lake NELY 267’ to bg S Lt 3 (.62 AC), Section 21 of Girard Township; West Battle Lake (56-239) GD.

Conditional Use Permit – Gery J. Knuttila:

Motion by Erickson, second by Mosher, and unanimously carried to deny, as requested by the Planning Commission, an after-the fact Conditional Use Permit request to place about 45 yards of new washed sand on the beach. The applicant must work with the Land & Resource Department so the required restoration matches the adjacent lots. The property is described as Lots 1, 2 & W 61’ of Lot 3 Blk 1 Brightwood Shoreline, not to be split and GL 5 E of CR #35 ex S 500’, Section 34 of Star Lake Township; Dead Lake (56-383) NE.

Conditional Use Permit – Ken & Donna Fluck:

Motion by Froemming, second by Erickson, and unanimously carried to approve a Conditional Use Permit to place 281 cubic yards of fill on site per engineering drawings on file with the Land & Resource Department. The property is described as Pt of GL 9, Section 4 of Otter Tail Township; Otter Tail Lake (56-242) GD.

**Liquor License Applications**

Motion by Erickson, second by Mosher, and unanimously carried to approve the following applications for license:

Battle Lake Standard 420 Lake Ave S Battle Lake, MN 56515	Tobacco
Erhard Municipal Liquor Store 622 Fergus Ave Erhard, MN 56534	Tobacco

Lakeside Market  
28465 County Highway 145  
Battle Lake, MN 56515

Tobacco

Ottertail Oasis  
28465 N State Highway 78  
Ottertail, MN 56571

Tobacco

#### **Payment Approvals**

Motion by Froemming, second by Block, and unanimously carried to approve payment, in the amount of \$7,614.75, from the Construction Fund to API Supply Inc. for the purchase of a 2005 Genie GR-12 (18' Working Height and 12' Platform Height) for the Ottertail Operations Center.

Motion by Erickson, second by Block, and unanimously carried to approve payment, in the amount of \$1,044.00, from the Construction Fund to Braun Intertec for Concrete and Pavement Observations and Testing.

#### **Part Time, Temporary Position**

Motion by Mosher, second by Erickson, and unanimously carried to extend a part time, temporary election position into December of 2008.

#### **Recess & Reconvene**

At 11:42 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. Chairman Nelson reconvened the meeting at 1:15 p.m.

#### **Leadership Academy Cohort Group**

Members of the Leadership Academy Cohort Group thanked the Board for funding the Leadership program and requested that the program continue in 2009. They stressed the importance of learning different leadership styles, how to lead a committee, and successful conflict resolution practices. They requested that more Department Heads become involved in the Leadership Group because it adds understanding to learn how management looks at various issues. Motion by Froemming, second by Erickson, and unanimously carried to approve \$10,000.00 for CY2009 for continuing the Leadership Academy Cohort Project.

### **LAKESWIND PROJECT**

#### **Otter Tail County Resolution No. 2008 - 64**

WHEREAS, it is the policy of the State of Minnesota to foster Community-Based Energy Development (C-BED) projects; and

WHEREAS, Minnesota Statutes 216B.1612 subdivision 2 (f) (3) calls for County Board support for C-Bed projects; and

WHEREAS, the development of the Lakeswind project in Otter Tail County provides for economic benefits and opportunities for residents in the County; and

WHEREAS, the Lakeswind Project which is proposed for development in Otter Tail County will be owned by a Minnesota limited liability company organized under State of Minnesota laws.

THEREFORE BE IT RESOLVED, that the Otter Tail County Board of Commissioners supports the development of the Lakeswind Project.

Motion by Commissioner Erickson, seconded by Commissioner Block

and adopted this 25<sup>th</sup> day of November, 2008.

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

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

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

**Discussion – Feedlot Officer**

SWCD Managers, Darren Neville and Brad Mergens, submitted sample agreements and resolutions from other counties who have accepted the State Feedlot Delegation Program for their county and assigned the responsibilities for a Feedlot Officer to the corresponding Soil and Water Conservation District. Lengthy discussion took place regarding the appropriate paperwork that would be required for Otter Tail County to implement a similar structure for the Feedlot Program. Motion by Mosher, second by Froemming, to offer a resolution to accept the Otter Tail County Feedlot Delegation Program and a corresponding Service Agreement with the EOTSWCD. By consensus, Commissioners agreed that the motion offered is the intent of the Board; however, Commissioners Mosher and Froemming rescinded the motion to allow the County Attorney to draft the appropriate documents and return to the Board.

**Final Plat – Manthe’s Sunrise Beach**

Motion by Nelson, second by Erickson, and unanimously carried to approve the Final Plat of Scott Manthe entitled “Manthe’s Sunrise Beach” which consists of 7 lake lots in Sections 22 & 27 of Hobart Township; Long Lake (56-388).

**ARMER Radio System**

Commissioners discussed information presented to them at a recent meeting regarding the future 800 Megahertz Communication System for law enforcement. County Coordinator, Larry Krohn, reported that a news release from the Association of Minnesota Counties regarding funding for the communication system has been forwarded to the Sheriff and Chief Deputy. If Otter Tail County proceeds with this system, it would need to be operational by January of 2013.

**Portable Office Building**

Motion by Erickson, second by Block, and unanimously carried to reject all bids received for the 10’ by 14’ portable office building located at the Pelican Rapids Transfer Station.

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

At 2:26 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of discussing labor negotiation strategies relative to the Facilities Maintenance Union. Present were all five seated Commissioners, County Attorney, County Coordinator and Board Secretary.

**Adjournment**

At 2:45 p.m., upon completion of the Closed Session, Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, December 2, 2008.

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

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

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

CB/kd

approved minutes

**WARRANTS APPROVED ON 11/25/2008 FOR PAYMENT 11/25/2008**

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	4.00
ABG MAINTENANCE INC	170.40
AMERICAN INSTITUTIONAL SUPPLY	239.82
AMERIGAS	447.56
ANDERSON LAND SURVEYING INC	3,080.00
ARK & SPARK	128.94
AUTO VALUE FERGUS FALLS	59.55
BAKKE ACOUSTICAL	125.00
CITY BATTLE LAKE	1,488.24
BEN HOLZER UNLIMITED	10.65
BOB BARKER COMPANY INC	239.39
BOB'S STANDARD BULK SERVICE	224.30
BOUND TREE MEDICAL LLC	94.06
HEATHER BRANDBORG	25.16
BRANDON COMMUNICATIONS INC	2,772.00
BREITBACH CONSTRUCTION CO	302,352.30
MYRNA BUDKE	64.99
CO OP SERVICES INC	3,016.53
COOPERS TECHNOLOGY GROUP	463.25
CREATIVE FORMS & CONCEPTS INC	359.32
CITY DALTON	490.92
DARLING'S SALES & SERVICE CO	137.59
CITY DEER CREEK	962.95
CITY DENT	410.67
DENZEL'S REGION WASTE INC	1,440.58
DEX EAST	21.00
KATHY DOMHOLT	20.60
DU-HA INC	63.79
MICHELLE ELDIEN	80.36
ELECTION SYSTEMS & SOFTWARE IN	18,519.02
CITY ELIZABETH	590.04
MARK ELLENSON	8.00
CITY ERHARD	349.31
WAYNE ERICKSON	27.96
FASTENAL COMPANY	28.84
FERGUS FALLS DAILY JOURNAL	2,656.30
FERGUS FALLS MEDICAL GROUP	3,948.00
FERGUS FALLS SCHOOL DIST 544	667.18
FERGUS POWER PUMP INC	4,132.15
FIRST LAB	273.00
G & K SERVICES	1,897.45
G & R CONTROLS	4,838.00
GALL'S INC	84.42
GE CAPITAL (CA)	372.74
GODFATHERS EXTERMINATING INC	138.66
JOHN GOOD	18.09
GOODIN COMPANY	259.73
GOPHER STATE ONE CALL	24.35
MYRON GRAFF	8.00
GRAINGER INC	295.09
HAWES SEPTIC TANK PUMPING	100.00
HEDAHL'S HEADQUARTERS	36.98
CITY HENNING	1,628.52
HINTERMEISTER INC	4.55
SHELDON HOLM	186.62
TONYA HOLT	4.88
HOTSY EQUIPMENT OF MN	89.22
THE INDEPENDENT	702.15

INTAB INC	34.95
JK SPORTS	630.00
GARY JOHNSON	142.41
K.I.D.LEASING	256.44
KELLY SERVICES INC	700.15
KERN & TABERY INC	1,565.00
LAB SAFETY SUPPLY INC	297.00
LAKE REGION DENTAL CENTER	1,022.00
LAKE REGION HEALTHCARE CORP	150.00
LAKELAND MENTAL HEALTH CENTER	1,258.00
LAKES COUNTRY SERVICE CO OP	506.35
ELIZABETH LAPOS	95.00
LARRY OTT INC TRUCK SERVICE	1,000.00
LAWSON PRODUCTS INC	287.51
VIOLA MANDERUD	447.05
MARCO INC FARGO	1,648.99
MATTHEW BENDER & COMPANY INC	1,416.60
MN CO ATTORNEYS ASSOCIATION	710.00
MN DEPT OF PUBLIC SAFETY	350.00
MN STATE BAR ASSOCIATION	811.57
NANIK'S ELECTRIC	2,033.52
NARDINI FIRE EQUIPMENT	355.25
NETWORK CENTER COMMUNICATIONS	7,928.27
CITY NEW YORK MILLS	1,350.02
NORTHLAND REBUILDING	175.00
OFFICE DEPOT	68.81
OFFICEMAX INCORPORATED	74.67
BRIAN OLSON	68.00
ONE CALL LOCATORS LTD	141.52
OSI ENVIRONMENTAL INC	50.00
OTTER TAIL CO EMPLOYEES COMMIT	29.00
OTTER TAIL CO PUBLIC HEALTH	64.00
OTTER TAIL CO TREASURER	688.38
OTTERTAIL TRUCKING INC	14,708.00
PARK REGION CO OP	975.67
CITY PARKERS PRAIRIE	649.06
CITY PELICAN RAPIDS	2,565.93
PEPSIAMERICAS	764.28
CITY PERHAM	3,680.33
PITNEY BOWES	1,822.50
POLK CITY DIRECTORIES	130.00
PREMIUM WATERS INC	30.33
PRODUCTIVE ALTERNATIVES INC	699.59
RAM-SWANA	470.00
RAY'S OIL COMPANY	1,226.75
CITY RICHVILLE	533.40
RICK LEITCH BACKHOE SRVC & PJ	118.00
RILEY DETTMANN & KELSY	12,775.00
ROAD EQUIPMENT PARTS CENTER	10.03
CITY ROTHSAY	523.96
ROYAL TIRE INC	157.85
SAFELITE FULFILLMENT INC	209.62
PETER SCOTT	30.00
SEEBA'S SHOP	32.50
SERVICE FOOD SUPER VALU	21.45
SKILLPATH SEMINARS	89.00
KYLE SORKNESS	124.00
WAYNE STEIN	263.15
STEINS INC	2,878.91

STERLING SOLUTIONS INC	700.00
STEVE'S SANITATION INC	2,972.00
STRAND HARDWARE & RADIO SHACK	11.26
SUPER SEPTIC INC OF PELICAN RA	77.19
THYSSEN KRUPP ELEVATOR CORPORA	5,930.00
TNT REPAIR INC	10.00
TOM AVANT PAINTING	2,600.00
TRANQUILITY BUILDING SERVICES	452.63
TRI STAR RECYCLING	5,940.72
CITY UNDERWOOD	552.28
UNIFORMS UNLIMITED	67.75
CITY URBANK	632.53
CITY VERGAS	6,176.75
VICTOR LUNDEEN COMPANY	612.43
WADENA ASPHALT INC	1,445.61
WADENA CO AUDITOR TREASURER	2,392.45
WARNER GARAGE DOOR	465.63
WASTE MANAGEMENT	48,036.32
RANDY WASVICK	86.99
ROBERT WEATHERLY	132.12
WELLS ROAD GRADING	350.00
WEST PAYMENT CENTER	2,663.62
RICHARD WILKEN	60.00
<u>**** FINAL TOTAL.....</u>	<u>\$515,096.22 ****</u>

approved minutes