

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
November 17, 2009
9:15 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, November 17, 2009, at 9:17 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Everett Erickson, Chair; Roger Froemming, Vice-Chair; John Lindquist, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Rogness, second by Froemming, and unanimously carried to approve the Board of Commissioners agenda of November 17, 2009, with the following addition:
10:20 a.m. – Public Health Director, Emergency Funding Contract

Approval of Minutes

Motion by Lindquist, second by Froemming, and unanimously carried to approve the Board of Commissioners meeting minutes of November 10, 2009 with the following correction:

In the November 10, 2009 Board of Commissioners' minutes on Page 5 under the Heading "Closed to the Public", attendance by the Commissioners was incorrect. Commissioners Erickson, Froemming, Huebsch, and Rogness were present for the attorney-client privilege closed session regarding the Ethanol Plant with Commissioner Lindquist absent.

Approval to Pay Bills

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

Staffing Discussion

Solid Waste Director, Mike Hanan, reported that, due to a retirement at the Henning Transfer Station, a decision was made to replace that full time position with two part time positions. Mr. Hanan requested permission to post the two Henning Transfer Station positions internally. Motion by Huebsch, second by Lindquist, and unanimously carried to authorize the Solid Waste Director to advertise two part time Certified Solid Waste Operator positions internally. After internal transfers are completed, the Solid Waste Director is authorized to advertise to the public, for Certified Solid Waste Operators based on the locations available at either the Henning Transfer Station or the Fergus Falls Transfer Station.

Mr. Hanan also explained that two fill-in positions at the Fergus Falls Transfer Station were not filled during the previous hiring process. By consensus, the Board agreed that Mr. Hanan could advertise for fill-in positions under the Solid Waste Attendant job description which does not require a Commercial Drivers License (CDL). The fill-in positions do not have scheduled hours and would not be driving the trucks in their job assignment.

Discussion Regarding Damage to Pickup

Jamie Herbold presented a packet of information and explained that, in her opinion, her pickup had been damaged by a pressure washer while dropping off recyclables at the Otter Tail County Recycling Center. The packet included an estimate for repair from Ward Muscatell Collision Center, letters explaining the incident from County officials, and a denial letter of the claim from the County's insurance carrier. Discussion took place regarding the situation, the fact that Ms. Herbold had not witnessed the incident and specifics about the type of pressure washer that was being used on the day of the incident.

DNR Snowmobile Grant Funds

Motion by Huebsch, second by Froemming, and unanimously carried to authorize the appropriate County officials' signatures to execute a Grant Agreement between the State of Minnesota DNR and County of Otter Tail for snowmobile safety enforcement. The grant amount is \$7,388.00 for FY2010 and does not require matching funds.

License Applications

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

Carr Enterprises, Inc. dba: Carr's Lake Country Supermarket 320 MN Highway 78 N Otertail, MN 56571	Tobacco
Thomas A. Posente Sr. Lakeside Market 28465 County Highway 145 Battle Lake, MN 56515	Tobacco
Trever R. Schlosser JC General Store 13473 County Highway 117 Dalton, MN 56324	Tobacco

Contract Approval

Motion by Rogness, second by Huebsch, and unanimously carried to authorize the County Auditor's office to contract with Jim Benson for IFS software coding review, analysis, and assistance for financial reporting at an approximate cost of \$1,000 as recommended by the County Auditor.

Payment Approval

Motion by Huebsch, second by Lindquist, and unanimously carried to approve payment from the Construction Fund, in the amount of \$24,000.00, to Computer Information Systems Inc. for 12 licenses for the Otter Tail County Sheriff's office records management software at the Otertail Operations Center.

USDA Geospatial Information Sharing

Assessor, Bob Moe, presented a draft letter requesting access to USDA geospatial information and associated data. Motion by Rogness, second by Lindquist, and unanimously carried to direct the Assessor to send a copy of the letter to area legislators.

Motion by Lindquist, second by Huebsch, and unanimously carried to request the Assessor to send the letter to the Association of Minnesota Counties and other counties to develop a unified effort.

Green Acres/Rural Preserve Laws

Mr. Moe submitted Green Acres property tax fact sheet #5 and Rural Preserve Property Tax Program fact sheet #15 from the MN Department of Revenue website and briefed the Board. He also presented a side-by-side comparison handout for the two programs. Mr. Moe reviewed the comparison sheet and answered questions regarding potential property tax situations. Discussion took place regarding the possibility of a parcel of land containing various land uses.

Vaccination Campaign Amendment

Public Health Director, Diane Thorson, requested execution of a grant agreement amendment for vaccinations. Motion by Rogness, second by Huebsch, and unanimously carried to authorize the appropriate County officials' signatures to execute Grant Agreement Amendment PHER III in the amount of \$84,281.00 for the period of October 1, 2009 through July 31, 2012.

Findings of Fact & Order

Motion by Froemming, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute the Findings of Fact and Order regarding the dog owned by Leslie and Scott Swartz as presented by the County Attorney.

Minnesota Chapter of the American Planning Association (MnAPA)

County Attorney, David Hauser, explained that West Central Initiative has provided information regarding commission memberships with MnAPA at a cost of \$50 per commission. This is a reduced rate from \$150 per commission. WCI is offering to pay for one commission membership. Mr. Hauser recommended that Otter Tail County sign up three commissions – Planning Commission, Board of Adjustment, and County Board. Motion by Froemming, second by Lindquist and carried with Huebsch opposed, to sign up three commissions as identified by the County Attorney with the cost of \$100 to be paid from the Commissioners' Budget.

Dividend Report

Mr. Hauser reported that a dividend of \$270,343 has been received from the Minnesota Counties Insurance Trust with \$99,964 attributed to workers' compensation coverage and \$170,379 to property/casualty coverage. Mr. Hauser reported that MCIT Account Executive, Bruce Underdahl, recently provided a presentation to Department Heads and covered reporting procedures, joint powers boards, and contracts and liabilities.

Direct Deposit Required

Motion by Huebsch, second by Froemming, and unanimously carried to require direct deposit as the method for paying employees effective January 1, 2010. After all employees are on the direct deposit system, the County will no longer mail pay stubs. Pay information is available in an electronic format.

Adjournment

At 10:58 a.m., Chairman Erickson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, November 24, 2009.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Everett P. Erickson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 11/17/2009 FOR PAYMENT 11/17/2009

<u>VENDOR NAME</u>	<u>AMOUNT</u>
ABG MAINTENANCE INC	171.00
AMAZON ENVIRONMENTAL INC	6,968.00
AMERICAN TOWER CORPORATION	94.91
AMERICAN WELDING & GAS INC	164.37
ARVIG COMMUNICATION SYSTEMS	200.00
AT&T MOBILITY	857.48
AUTO VALUE FERGUS FALLS	613.33
BATTLE LAKE AUTO PARTS	25.66
BECKLUND OIL CO	567.51
BLUESTONE TECHNOLOGIES INC	6,000.00
BOBCAT OF OTTER TAIL COUNTY	25.66
BRAUN VENDING INC	27.47
CERTIFIED AUTO REPAIR	1,332.66
CHEMSEARCH	172.40
CODE 4 SERVICES LLC	570.68
COMSTOCK CONSTRUCTION INC	3,955.00
COOPERS TECHNOLOGY GROUP	741.35
CULLIGAN WATER COND	90.28
D & T VENTURES LLC	739.00
DAKOTA PRINTERS LLC	174.60
DENZEL'S REGION WASTE INC	180.18
DESIGN ELECTRONICS	140.88
EGGE CONSTRUCTION INC	175.00
CHUCK EHRENBERG	129.99
EVERTS LUMBER CO	4.54
FARMERS CO OP OIL ASSN	427.87
FARNAM'S GENUINE PARTS INC	2,456.26
FARNAM'S GENUINE PARTS INC PR	121.80
FERGUS FALLS DAILY JOURNAL	3,512.31
FERGUS FALLS POLICE DEPT	469.89
CITY FERGUS FALLS	31.80
FERGUS POWER PUMP INC	7,936.25
FERGUS TIRE CENTER	3,934.16
FSH COMMUNICATIONS LLC	64.13
GALL'S INC	36.60
GODFATHERS EXTERMINATING INC	263.13
GOPHER STATE ONE CALL	22.90
HANSON'S PLUMBING & HEATING IN	82.56
DAVID HAUSER	204.60
HAWES SEPTIC TANK PUMPING	70.00
HEDAHLS HEADQUARTERS	34.76
HENNING AUTO PARTS INC	106.71
HENNING HARDWARE	87.22
HOOTS SPORTS	173.40
HOTSY EQUIPMENT OF MN	52.74
INDEPENDENT EMERGENCY SERVICES	64.22
THE INDEPENDENT	104.00
INNOVATIVE OFFICE SOLUTIONS	456.77
JOHN'S HEATING & AC INC	501.80
KELLY SERVICES INC	350.00
LAKES AREA PEST CONTROL LLC	83.36
LARRY OTT INC TRUCK SERVICE	375.00
LEITCH EXCAVATING	1,781.00
M-R SIGN COMPANY INC.	9,778.43
MARCO	11,044.26
MARCO INC ST LOUIS	320.89
MIDWEST PRINTING CO	224.44

MILLER'S PRECISION ENTERPRISES	359.76
MN CO ATTORNEYS ASSOCIATION	45.43
MN MOTOR COMPANY	886.87
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MONITOR TIRE DISPOSAL INC	5,954.10
NAPA OF PERHAM	40.08
NCELL SYSTEMS INC	62.13
NELSON AUTO CENTER	828.72
NORTH AMERICAN SALT CO	18,682.31
NORTHERN IRRIGATION CONTRACTOR	20.24
NORTHERN PLUMBING SUPPLY	142.26
ROGER O'BRIEN	5,610.00
OFFICEMAX INCORPORATED	144.15
OLSON OIL CO INC	895.13
ONE CALL LOCATORS LTD	156.54
OSCAR TOWNSHIP	5,609.00
OTTER TAIL CO PUBLIC HEALTH	1,580.26
OTTERTAIL HOME CENTER & HARDWA	48.07
OTTERTAIL TRUCKING INC	7,321.00
OVERHEAD DOOR CO OF FERGUS FAL	190.60
PENROSE OIL COMPANY	1,001.24
PERHAM CO OP CREAMERY	1,919.55
PERHAM ENTERPRISE BULLETIN	225.75
PERHAM PRINTING & SUPPLY	4.01
PERHAM STEEL & WELDING	103.77
PETE'S AMOCO	1,534.49
GREGORY PETERSON	1,500.00
PINE PLAZA TV APPLIANCE	48.07
PRAIRIE IMPLEMENT INC	23.43
PREMIUM WATERS INC	31.84
PRO-WEST & ASSOCIATES INC	800.00
QUICK'S NAPA AUTO PARTS	149.08
RELIABLE OFFICE SUPPLIES	10.25
REVIEW ENTERPRISES INC	58.50
ROYAL TIRE INC	230.06
SERVICE FOOD SUPER VALU	5.96
ST MARY'S INNOVIS HEALTH	64.00
STADUM PLUMBING & GRAVEL LLP	10,702.50
WAYNE STEIN	27.94
STEVE'S SANITATION INC	2,464.85
STRAND HARDWARE & RADIO SHACK	115.64
STRINGER BUSINESS SYSTEMS INC	73.28
SWANSTON EQUIPMENT CORP	1,956.00
MARCIA THOMPSON	153.08
TOOL CRIB OF THE NORTH	361.19
TOWMASTER	454.77
VERGAS ACE HARDWARE	53.18
VERGAS 66	1,286.86
VICTOR LUNDEEN COMPANY	20.37
VOSS LIGHTING	908.78
WADENA ASPHALT INC	613.76
WALLWORK TRUCK CENTER	4,744.64
WASTE MANAGEMENT	19,127.21
BYRON ZITZOW	134.95
**** FINAL TOTAL.....	<u>\$169,980.86 ****</u>