

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
Tuesday, July 6, 2010
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, July 6, 2010, at 9:30 a.m. at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Roger Froemming, Chair; John Lindquist, Vice-Chair; Everett Erickson, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Erickson, second by Lindquist and unanimously carried to approve the Board of Commissioners agenda of July 6, 2010.

Approval of Minutes

Motion by Rogness, second by Lindquist and unanimously carried to approve the Board of Commissioners meeting minutes of June 29, 2010 as mailed.

Approval to Pay Bills

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

Recommendations for Budget Reduction and/or Proposed Efficiencies

Personnel Board Chair Rick West, on behalf of the Personnel Board, presented a list of 27 proposed ideas entitled "Otter Tail County Budget Management Proposals". In light of recent economic circumstances, and reduction in aid from the State, the Personnel Board was assigned the task of making budget management reduction proposals. The list of recommendations was formed after a brainstorming session with all department heads which culminated in about 120 considerations. A subcommittee of the Personnel Board then met and grouped the ideas into four categories: Reorganization Proposals, Revenue Enhancement/Reduction Proposals, Service Reduction Ideas, and Internal Process Review. The ideas were then reviewed for feasibility. After a lengthy discussion, the Personnel Board asked for further guidance from the Board Members. Commissioner Erickson (Personnel Committee member) and Commissioner Huebsch (Budget Committee member) will meet with the Personnel Board to review.

Recess & Reconvene

At 10:46 a.m. Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:51 a.m.

Grant Agreement

Motion by Huebsch, second by Rogness and unanimously carried to authorize the Chairman's signature on the Funding Grant Agreement for S.A.P. 56-667-33. (CSAH 67 Bridge Replacement).

National Local Technical Assistance Program (LTAP) Conference

Motion by Rogness, second by Erickson and unanimously carried to approve out-of-state travel for the Highway Engineer to attend the LTAP Conference July 12 – 14, 2010 located in Oklahoma City with expenses paid for by the MN Local Road Research Board.

Forgiveness of Tax Penalty Request

Motion by Erickson, second by Froemming and unanimously carried to deny a request for forgiveness of penalty, for parcels #R58000280198000 and #R58000990433000 because the late payment was not the fault of the County.

PSIC Grant Application

Motion by Rogness, second by Huebsch and unanimously carried, to authorize Lieutenant Matthew McGuire to provide written confirmation to the Central Minnesota Regional Advisory Committee of Otter Tail County's commitment to include funding for a 20% match up to \$15,000 in Otter Tail County's 2011 Budget for the PSIC Grant as described in the June 11, 2010 minutes of the Central Minnesota Regional Advisory Committee.

Fort Juelson Project

Motion by Huebsch, second by Lindquist and unanimously carried, to approve payment in the amount of \$2,543.00 to Otter Tail County Historical Society for the unexpended funds previously budgeted in 2008 and 2009 for the Fort Juelson Project.

Ditch Expenditures

Motion by Erickson, second by Lindquist and unanimously carried, to approve the following drainage system related expenditures:

Houston Engineering, Inc.	County Ditch No. 16	(Professional Services)	\$ 521.50
Bruce Hanstad	County Ditch No. 37	(Beaver Removal)	\$ 100.00

Canvassing Board

Motion by Rogness, second by Huebsch and unanimously carried to appoint Commissioners Froemming and Erickson to the 2010 County Canvassing Board. This Board will meet at 10:00 a.m. on Friday, August 13, 2010, to canvass the results of the Tuesday, August 10, 2010 State Primary Election.

Payment Approval

Motion by Erickson, second by Lindquist and unanimously carried to approve payment in the amount of \$96.16 to MeritCare Medical Group for services provided per the provisions of Minnesota Statute 609.35.

Otter Tail County Resolution No. 2010 – 38

Commissioner Huebsch offered the following and moved for its adoption:

WHEREAS, \$300,000 has been appropriated from the Help America Vote Act account to help defray operating costs of the assistive voting equipment and vote counting equipment for the 2010 election year; and

WHEREAS, grants of up to \$300 per polling place are available until this appropriation is exhausted; and

WHEREAS, grant funds are only available to counties with fewer than 50,000 registered voters as of January 1, 2010 and with current HAVA funds of less than \$300 per polling place in existence as of May 28, 2010; and

WHEREAS, Otter Tail County had 35,639 registered voters as of January 1, 2010 and 76 polling locations with a total HAVA balance, including interest earned, as of May 28, 2010 of \$242.67; and

WHEREAS, Otter Tail County has ongoing operating costs for assistive voting equipment; and

WHEREAS, Otter Tail County meets the requirements to apply for this grant and would be eligible for a maximum grant of \$28,800.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby approves application for these funds and hereby authorizes Wayne Stein, County Auditor to submit the appropriate grant application form on or before Monday, August 2, 2010.

Commissioner Rogness seconded the resolution and upon being put to a vote, the resolution was unanimously adopted as follows:

<u>Board of County Commissioners</u>	<u>YEA</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Leland R. Rogness	X			
Douglas A. Huebsch	X			
Everett P. Erickson	X			
John Lindquist	X			
Roger Froemming	X			

Dated: _____

Otter Tail County Board of Commissioners

Attest: _____

Larry Krohn, Clerk

By: _____

Roger Froemming, Chair

Otter Tail County Filing Fees

Otter Tail County resident Ron Boock stated he would like the County Board to consider waiving filing fees at the County for veterans on a fixed income. Mr. Boock offered to provide some handouts at a later date.

Funding to Continue Cohort Leadership Program

GIS Coordinator Brian Armstrong and Commissioner Lindquist discussed the continued funding for the Cohort Leadership Program. Commissioner Erickson stated that although he thought it was a good program with the budget crisis, the funding may not be available this year. Commissioner Huebsch stated that more would be known after the budget meetings in August. The discussion was tabled until the budget situation is clear.

Courthouse Complex Building Discussion

County Attorney, David Hauser indicated there are many decisions that need to be made and requests that have come up regarding the complex and the air duct repairs needed relative to the law enforcement center at the Courthouse. The Fergus Falls Police Department has requested to occupy the space in the complex that formerly housed the Highway Department. A lengthy discussion followed. It was decided to schedule a time on the next County Board meeting agenda for further and more detailed discussion with all the entities involved including representatives from the Fergus Falls Police Department, the Sheriff's Office and the IT Department.

Meeting Date Change

Motion by Rogness, second by Erickson and unanimously carried to change the Human Services and Board of Commissioners meeting originally scheduled for August 10, 2010 to August 31, 2010.

Meeting Location Change

Motion by Erickson, second by Lindquist and unanimously carried to change the location of the August 17, 2010, Board of Commissioners' meeting from Fergus Falls to New York Mills.

Recess & Adjournment

At 12:30 p.m., Chairman Froemming adjourned the Board of Commissioners' meeting until Tuesday, July 13, 2010.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

approved minutes

WARRANTS APPROVED ON 7/06/2010 FOR PAYMENT 7/06/2010

VENDOR NAME	AMOUNT
A-1 ENGRAVING	63.07
A'VIANDS LLC	2,418.33
ALLIED FIRE PROTECTION INC	275.00
AMERICAN INSTITUTIONAL SUPPLY	99.81
BRIAN ARMSTRONG	126.50
ARS ENVIRONMENTAL HEALTH INC	3,673.14
ARVIG COMMUNICATION SYSTEMS	40.00
BLUESTONE TECHNOLOGIES INC	6,244.00
CDW GOVERNMENT INC	13,012.04
CENTRAL LAKES COLLEGE	600.00
CHARTER COMMUNICATIONS	68.36
CITIZENS ADVOCATE	85.00
CODE 4 SERVICES LLC	38.50
COOPERS TECHNOLOGY GROUP	193.49
CULLIGAN WATER CONDITIONING	10.69
DACOTAH PAPER COMPANY	353.87
DAKOTA PRINTERS LLC	148.55
EAST OTTER TAIL FOCUS	96.75
FASTENAL COMPANY	.80
FERGUS ELECTRIC	1,728.62
FERGUS FALLS SCHOOL DIST 544	635.16
CITY FERGUS FALLS	2,623.50
FERGUS POWER PUMP INC	360.00
FRAZEE FORUM INC	49.45
FREMONT INDUSTRIES INC	621.37
GODFATHERS EXTERMINATING INC	338.31
GOODIN COMPANY	23.21
GRAINGER INC	320.64
H & R CONSTRUCTION CO	14.11
HEARTLAND SERVICES INC	386.66
HENRY'S FOODS INC	799.27
HILDI INC	1,680.00
HILLTOP LUMBER INC	12.80
HORSLEY SPECIALTIES INC	2,500.00
HOUSTON ENGINEERING INC	17,765.50
INNOVATIVE OFFICE SOLUTIONS	8,087.88
J & K MARINE	1,819.25
JK SPORTS	80.00
K.I.D.LEASING	256.44
KELLY SERVICES INC	910.00
KRIS ENGINEERING INC	1,313.49
LAKE REGION HEALTHCARE CORP	5,574.00
LAKES COUNTRY SERVICE CO OP	118.00
LARRY OTT INC TRUCK SERVICE	625.00
LAWSON PRODUCTS INC	190.40
M-R SIGN COMPANY INC.	3,720.75
MACAI	135.00
MARCO INC ST LOUIS	469.12
MARK SAND & GRAVEL CO	39,906.49
GEORGE MEYER	110.00
MINNKOTA	29.00
MN CO INTERGOVERNMENTAL TRUST	88.00
MN MOTOR COMPANY	29.26
MN POLLUTION CONTROL AGENCY	400.00
MN STATE AUDITOR	13,672.23
MODERN ASSEMBLIES INC	45.00
NAPA FERGUS FALLS	25.16
NARDINI FIRE EQUIPMENT	97.50
NATIONAL 4-H SUPPLY SERVICE	2.57
NELSON DAIRY CONSULTANTS	450.00
NESS BACKHOE SERVICE	1,130.00

NORTHSTAR TECHNOLOGY GROUP INC	421.07
OFFICEMAX INCORPORATED	208.00
OLSON OIL CO INC	2,735.56
OTIS ELEVATOR CO	118.64
OTTER TAIL CO TREASURER	44.19
OTTER TAIL POWER COMPANY	720.00
OUTDOOR RENOVATIONS LANDSCAPE	430.00
PELICAN RAPIDS PRESS	97.28
PEPSIAMERICAS	1,159.99
PETE'S BODY SHOP & TOWING	146.34
PRAIRIE RESTORATIONS INC	418.17
PRO AG FARMERS COOPERATIVE	173.45
REGENTS OF THE UNIVERSITY OF M	32,449.98
RIVER BEND INDUSTRIES	351.39
ROYAL TIRE INC	4,862.13
SEH	762.50
SERVICE FOOD SUPER VALU	10.56
SHERWIN WILLIAMS	59.73
SIMPLEXGRINNELL LP	410.40
SON'S APPLIANCE & REFRIGERATIO	101.00
SOUTH MILL SERVICE	31.57
STEINS INC	2,744.70
SUPERIOR LAMP INC	339.64
SWANSTON EQUIPMENT CORP	6,770.00
SYNERGY GRAPHICS	1,116.84
THYSSEN KRUPP ELEVATOR CORPORA	849.93
TRI-STATE DIVING	54.32
ULTEIG ENGINEERS	14,079.65
TERRY VAN DYKE DVM	125.00
VICTOR LUNDEEN COMPANY	1,755.63
VOSS LIGHTING	735.33
WASTE MANAGEMENT	14,511.91
**** FINAL TOTAL.....	\$225,585.94

Approved minutes