

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
Tuesday, November 16, 2010
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, November 16, 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, and Doug Huebsch present. Commissioner Rogness was absent.

Approval of Agenda

Motion by Erickson, second by Huebsch, and unanimously carried to approve the Board of Commissioners agenda of November 16, 2010, with the following addition:
11:50 a.m. – Draft Wind Energy Ordinance Update

Approval of Minutes

Motion by Lindquist, second by Erickson, and unanimously carried to approve the Board of Commissioners meeting minutes of November 9, 2010, as presented.

Approval to Pay Bills

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

Audit Analysis

State Auditor, Bob Johnson, presented an Otter Tail County Analysis of government wide and major funds for year ending December 31, 2009. He reported total net assets of \$135,690,845 which is a 1% increase over 2008. Mr. Johnson reviewed the major funds and the revenues, expenditures, cash balances, and reserves in each fund. He briefed the Board regarding the Auditor's summary results and explained the responsibilities of the State Auditor and responsibilities of the County.

Drainage System No. 16

County Attorney, David Hauser, stated that Jeff Stabnow requested to appear before the County Board to make some requests. Mr. Stabnow asked about an interim completion date to direct that some of the work on Ditch No. 16 be completed by December of 2010. He requested that the interim completion date be part of the bid process by way of an addendum to determine if there would be additional cost. Mr. Stabnow referred to other items but expressed the importance of adding this timing issue to the bid documents. Mr. Hauser stated that all of Mr. Stabnow's requests have been forwarded on to the engineer working on the project. The engineer's advice is not to include additional addendums. The timing of the work completion can be discussed with the contractor on the project. No action was taken. Bid opening is scheduled on November 19, 2010.

Staffing Request

After meeting with the Personnel Committee, Interim Assessor Doug Walvatne, requested authority to hire two staff appraisers. Motion by Huebsch, second by Erickson, and unanimously carried to authorize the Interim Assessor to hire two staff appraisers because the current work load is over 8,000 parcels per appraiser. Two additional appraisers will bring that ratio to an average level.

Recess & Reconvene

At 10:30 a.m. Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for committee meetings. The meeting was reconvened at 11:31 a.m.

Tobacco License Applications

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

Big Chief, Inc. Tobacco
22518 Big Chief Road
Fergus Falls, MN 56537

DJ's Powerhouse, Inc. Tobacco
106 Center St.
Bluffton, MN 56518

Lakes Area Coop/Perham Oasis Tobacco
43937 Fort Thunder Road
PO Box 247
Perham, MN 56573

Zorbaz on Pelican Lake Tobacco
51709 County Highway 9
Pelican Rapids, MN 56572

**Resolution for Acreage Modification in the Fergus Falls JOBZ Subzone
Otter Tail County Resolution No. 2010 - 58**

Commissioner Huebsch offered the following and moved its adoption:

WHEREAS, the Otter Tail County Board of Commissioners, on September 9, 2003, passed a resolution approving certain County parcels to be included in a regional application for a Job Opportunity Building Zone; and

WHEREAS, the City of Fergus Falls was a participant in the regional Job Opportunity Building Zone application done by the West Central Initiative Fund; and

WHEREAS, the regional application submitted by the West Central Initiative Fund was approved by the Department of Employment and Economic Development; and

WHEREAS, whereas the City of Fergus Falls wishes to modify the acreage in their Job Opportunity Building Subzone; and

BE IT RESOLVED, the Otter Tail County Board of Commissioners upon careful consideration and review hereby approve the modifications as identified in the following table:

| Owner/Developer | Parcel Number | Acreage | Modification |
|------------------------------|----------------|---------|--------------|
| Fergus Falls: | | | |
| Midwest Regional Development | 71003500195007 | 26.59 | |
| Merwin Adams | 71003500195904 | 3.45 | |
| Merwin Adams | 71003500202005 | 40.35 | |
| Aasness/Bjorgum | 71003500195050 | 2.81 | |
| Aasness/Bjorgum | 71003991519000 | .46 | |

| | | | |
|----------------------------------|----------------|-------|-----------------------|
| Aasness/Bjorgum | 71003500195039 | 2.47 | |
| Steve Cheney | 71003500003000 | 2.70 | |
| Steve Cheney | 71003500004002 | 2.03 | |
| Steve Cheney | 71003500002000 | 1.96 | |
| Steve Cheney | 71003500004004 | 22.44 | |
| State Bank & Trust | 71003500006000 | 7.17 | |
| City of Fergus Falls | 71003990853901 | .46 | |
| Fergus Falls Development Co. | 71003500004006 | 2.38 | |
| City of Fergus Falls | 71003500004005 | 6.61 | |
| Burlington Northern Railroad | 71001500048000 | .99 | |
| City of Fergus Falls | 71003500007000 | 77.17 | |
| Thiele Technologies | 71003991430006 | 1.38 | |
| West Central Linen Service, Inc. | 71003991430901 | 1.20 | |
| KAJ LLC | 71003991430005 | 1.33 | |
| BT-OH, LLC | 71003991430004 | 1.32 | |
| Catholic Charities | 71003991550000 | .81 | Reduced by 5.07 acres |
| Duane Dornbusch | 71003500007008 | 1.01 | |
| Western Minnesota Industries | 71003991558000 | 5.13 | |
| Western Minnesota Industries | 71003991559000 | 5.36 | |
| Western Minnesota Industries | 71003991560000 | 7.52 | |
| Johanneck Tst | 71003991551000 | 10.38 | |
| Robert Bunkowski | 26000320196000 | 79.40 | |
| Mark Sand & Gravel | 06000010004003 | 18.50 | |
| Mark Sand & Gravel | 06000010008000 | 56.01 | |
| Mark Sand & Gravel | 06000010009000 | 6.61 | |
| BTB Land Co. LLC | 71003991532000 | 1.03 | |
| Richard & Judith Werner | 71003991430002 | 1.32 | |
| Innova Properties | 71003991433000 | 6.42 | |
| Steve & Pamela Cheney | 71003991431001 | 3.29 | |
| Vinylite Holdings, LLC | 71003991554000 | 4.14 | |
| Vinylite Holdings, LLC | 71003991555000 | .52 | |
| Heritage Properties, LLC | 71001500046902 | 7.27 | |
| SMC Forest Lake LLC | 03000300218030 | 1.00 | |
| Otter Tail Ag Enterprises | 26000200128000 | 32.00 | |
| Western Minnesota Industries | 71003991528000 | 2.10 | Parcel Added |
| Western Minnesota Industries | 71003991529000 | 1.47 | Parcel Added |
| Western Minnesota Industries | 71003991530000 | 1.50 | Parcel Added |

Commissioner Lindquist seconded the motion and upon being put to a vote, the above resolution was adopted as follows:

Yes: 4
 No: 0
 Absent: 1

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
 County Board Chair

Attest: _____
 Larry Krohn, Clerk

Highway Department

Highway Engineer, Rick West, discussed high water issues with the Board and provided a list of roads affected.

Motion by Erickson, second by Lindquist, and unanimously carried to approve the attendance of the Highway Engineer at the annual Transportation Research Board conference in Washington D.C. scheduled for January of 2011. All expenses will be paid by the Transportation Research Board.

Motion by Huebsch, second by Froemming, and unanimously carried to authorize replacing a Highway Maintenance Worker due to a retirement January 31, 2011. This replacement was recommended by the Personnel Committee because the Highway Department did not replace the previous two vacant Highway Maintenance positions.

Motion by Erickson, second by Huebsch, and unanimously carried to approve Final Payment per Final Estimate No. 9, in the amount of \$72,573.52, payable to ASTECH Corp. of St. Cloud, MN for completion of the County Wide Seal Coat project (S.A.P. 056-601-047, Etc.)

Wind Energy Conversion System Ordinance Update

Land & Resource Director, Bill Kalar, discussed several updates to the draft Wind Energy Conversion System Ordinance. Mr. Kalar will send a letter to townships regarding the upcoming Public Hearing on December 14, 2010.

Special Meeting – November 23, 2010

Motion by Huebsch, second by Lindquist, and unanimously carried to add the following agenda item to the Otter Tail County Board of Commissioners' Special Meeting at 6:00 p.m. on Tuesday, November 23, 2010: Approval of County Board Bills

Adjournment

At 12:20 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners adjourned until the Special Meeting at 6:00 p.m. on Tuesday, November 23, 2010.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Roger Froemming, Board of Commissioners Chair

Attest: _____

Larry Krohn, Clerk

CB/kd

WARRANTS APPROVED ON 11/16/2010 FOR PAYMENT 11/16/2010

| <u>VENDOR NAME</u> | <u>AMOUNT</u> |
|---|----------------------|
| ABG MAINTENANCE INC | 171.00 |
| MARLYS ADAMS | 541.31 |
| AMERICAN TOWER CORPORATION | 98.71 |
| AMERIGAS | 137.48 |
| ANDERSON LAND SURVEYING INC | 2,807.50 |
| ARVIG COMMUNICATION SYSTEMS | 200.00 |
| BACHMAN PRINTING COMPANIES | 480.87 |
| BATTLE LAKE AUTO PARTS | 28.82 |
| BEN HOLZER UNLIMITED | 25.74 |
| BEYER BODY SHOP INC | 480.94 |
| BOB'S STANDARD BULK SERVICE | 177.78 |
| DENNIS BOGEN | 225.00 |
| LYNN BRAND | 337.50 |
| BRANDON COMMUNICATIONS INC | 2,772.00 |
| MYRNA BUDKE | 28.38 |
| LUANN CANEPA | 375.75 |
| CARR'S LAKE COUNTRY SUPERMARKE | 185.90 |
| CENTRAL SPECIALTIES INC | 2,244.38 |
| CERTIFIED AUTO REPAIR | 457.04 |
| RYAN CHESHIRE | 50.00 |
| CIT TECHNOLOGY FIN SERV INC | 190.53 |
| CITIZENS ADVOCATE | 353.60 |
| CO OP SERVICES INC | 1,479.00 |
| CODE 4 SERVICES LLC | 44.11 |
| COMMISSIONER OF TRANSPORTATION | 500.00 |
| COMPUTER INFORMATION SYSTEMS | 3,600.00 |
| COOPERS TECHNOLOGY GROUP | 1,116.61 |
| CULLIGAN | 27.46 |
| CULLIGAN WATER COND | 43.28 |
| D & T VENTURES LLC | 739.00 |
| DENZEL'S REGION WASTE INC | 1,955.60 |
| DIGITAL RIVER INC | 148.56 |
| EAST OTTER TAIL FOCUS | 374.40 |
| EVERGREEN EQUIPMENT INC | 753.36 |
| EVERGREEN LAWN CARE | 37.41 |
| EVERTS LUMBER CO | 62.43 |
| EXTREME MARINE LLC | 91.25 |
| FERGUS FALLS DAILY JOURNAL | 635.93 |
| CITY FERGUS FALLS | 9,162.21 |
| FERGUS POWER PUMP INC | 9,020.00 |
| FERGUS TIRE CENTER | 4,904.07 |
| FOTH & VAN DYKE | 13,314.70 |
| FSH COMMUNICATIONS LLC | 64.13 |
| G & K SERVICES | 902.16 |
| GALL'S INC | 404.04 |
| GE CAPITAL (CA) | 396.77 |
| GOPHER STATE ONE CALL | 33.05 |
| GORHAM OIEN MECHANICAL INC | 147.13 |
| NICOLE HANSEN | 107.00 |
| HAWES SEPTIC TANK PUMPING | 75.00 |
| HENNING HARDWARE | 60.68 |
| SANDY HOLO | 10.00 |
| INDEPENDENT EMERGENCY SERVICES | 64.22 |
| J C'S GENERAL STORE | 9.69 |
| JK SPORTS | 67.00 |
| LAURA JOHNSON | 687.50 |
| JONES AND MAGNUS ATTORNEYS AT K-MART 12.83 | 691.00 |

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|--------------------------------|------------|
| KEEPRS INC CY'S UNIFORMS | 86.56 |
| KELLY SERVICES INC | 981.14 |
| KOEP'S CLITHERALL CORNER | 180.09 |
| L & L SERVICE | 107.74 |
| LAKELAND MENTAL HEALTH CENTER | 240.00 |
| LAKEWAY MARKET LLC | 2,380.53 |
| LARRY OTT INC TRUCK SERVICE | 2,075.00 |
| JOANNE LARSON | 450.00 |
| LOCATORS & SUPPLIES INC | 67.89 |
| M-R SIGN COMPANY INC. | 2,262.65 |
| MANNY'S - ROCKY'S BAIT | 2,597.25 |
| MARKS FLEET SUPPLY INC | 52.95 |
| MATTHEW BENDER & COMPANY INC | 721.65 |
| WENDY METCALF | 283.54 |
| MN MOTOR COMPANY | 573.62 |
| MN OFFICE OF ENTERPRISE TECHNO | 1,200.00 |
| MN STATE BAR ASSOCIATION | 496.44 |
| MARY MOE | 420.75 |
| MPELRA | 300.00 |
| NAPA FERGUS FALLS | 44.87 |
| NAPA OF PERHAM | 87.30 |
| NELSON AUTO CENTER | 1,130.13 |
| NELSON BROS PRINTING | 404.04 |
| JANICE NELSON | 504.00 |
| VALERIE NELSON | 720.00 |
| NETWORK CENTER COMMUNICATIONS | 565.00 |
| NIEMELA AUTO REPAIR & TOWING | 154.95 |
| NOLO | 30.99 |
| NORTHWEST IRON FIREMEN INC | 488.74 |
| OLSON OIL CO INC | 1,046.15 |
| OPHOVEN MD AND ASSOCIATES | 4,424.79 |
| OTTER TAIL CO SHERIFF'S POSSE | 246.51 |
| OTTER TAIL CO TREASURER | 178.35 |
| OTTER TAIL TELCOM | 75.00 |
| OTTERTAIL TRUCKING INC | 7,850.00 |
| PARK REGION CO OP | 198.57 |
| CITY PERHAM | 109,579.68 |
| PETE'S AMOCO | 877.91 |
| PETE'S BODY SHOP & TOWING | 697.72 |
| RICHARD PORTMANN | 186.75 |
| VIRGINIA PORTMANN | 157.50 |
| PRAIRIE IMPLEMENT INC | 32.36 |
| PRAXAIR DISTRIBUTION INC | 572.32 |
| PREMIUM WATERS INC | 26.34 |
| KAREN PRISCHMANN | 222.75 |
| PRO AG FARMERS CO OP | 664.50 |
| QUARTERMASTER | 123.47 |
| QUICK'S NAPA AUTO PARTS | 130.64 |
| RDO TRUST #80-6130 | 470.38 |
| ROLLIES SALES & SERVICE INC | 616.78 |
| ROYAL TIRE INC | 1,310.85 |
| TWILA RUDD | 113.25 |
| THE SAND CREEK GROUP LTD | 2,651.00 |
| SCOTT HOFLAND CONSTRUCTION INC | 8,375.00 |
| SERVICE FOOD SUPER VALU | 9.75 |
| SEWER SERVICE | 260.00 |
| SHULTZ & ASSOCIATES LTD | 8,826.00 |
| SIGELMAN STEEL & RECYCLING INC | 51.73 |
| STANDARD PARTS OF WADENA | 631.91 |
| JESSICA STEINBRENNER | 197.72 |

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|--------------------------------|-------------------------|
| STEINS INC | 654.40 |
| STEVE'S SANITATION INC | 3,418.00 |
| STREICHERS | 708.69 |
| STRINGER BUSINESS SYSTEMS INC | 73.28 |
| SUREFIRE LLC | 475.04 |
| TITAN MACHINERY | 442.72 |
| UNIVERSITY OF MN | 390.00 |
| VERGAS 66 GAS & CONVENIENCE IN | 1,501.77 |
| VFW POST 612 | 30.00 |
| VICTOR LUNDEEN COMPANY | 2,124.30 |
| VIKING COCA-COLA | 275.20 |
| WADENA ASPHALT INC | 2,858.33 |
| WASTE MANAGEMENT | 13,536.29 |
| RANDY WASVICK | 60.00 |
| WEETOWN OUTPOST | 15.00 |
| WENCK ASSOCIATES INC | 4,050.80 |
| WEST PAYMENT CENTER | 1,869.00 |
| ZIEGLER INC | 3,110.22 |
| <u>**** FINAL TOTAL.....</u> | <u>\$270,118.35****</u> |

approved minutes