

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, March 18, 2008
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, March 18, 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 Froemming, second by Block, and unanimously carried to approve the County Board agenda of March 18, 2008, with the following changes:

Cancellation – Highway Department Agenda Items
Addition – Auditor, Wayne Stein, at 10:15 a.m.

Approval of Minutes

Motion by Froemming, second by Erickson, and unanimously carried to approve the County Board minutes of March 11, 2008, as mailed.

Approval to Pay Bills

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

Assessment Notices

Assessor, Bob Moe, reported that tax assessment notices are being mailed. There are approximately 56,000 notices sent out for Otter Tail County. He also briefed the Board on the schedule for the local Boards of Review and the Board of Equalization process.

Public Transportation Needs Survey

Human Services Director, John Dinsmore, requested permission to provide a Transportation Needs Survey to County employees. The Otter Express has received grant funding to expand public transportation services in Otter Tail County and is exploring options to expand services along State Highway 210. The County Board granted authorization to make this survey available to County employees as requested.

County Ditch No. 16

Jeff Stabnow, property owner and member of the Clitherall Lake Association, reviewed the background of discussions as it relates to County Drainage System No. 16 and the Clitherall Lake Outlet. He noted that the permit has not been received from the State Department of Natural Resources (DNR); however, when the permit is received the Clitherall Lake Association is prepared to pay for the work and has hired a company with certificates of insurance in place. Ditch Inspector, Randy Wasvick, indicated that once he receives the permit from the DNR, he will schedule a meeting with the County Board to review the authorized work in the Clitherall Lake Outlet. Clitherall Lake Property Owner, Carl Stromstedt, requested supervision of any work completed in the drainage system.

Western Area Cities Counties Organization (WACCO)

WACCO Executive Director, Laurie Mullen, presented 6 defibrillators to the Sheriff's Department which will be used in patrol vehicles. Defibrillators are most effective when used within minutes of the heart stopping; therefore, the Sheriff Department's goal is to equip each patrol car with this device. WACCO received various grant funding and donations in order to provide this service to Otter Tail County and will be providing similar equipment to other entities throughout the summer.

Payment Approvals

Motion by Froemming, second by Erickson, and unanimously carried to approve payment, in the amount of \$3,528.45, from the Capital Improvement Fund to Young & associates for professional services provided to Project No. 0601, construction of 60 Bed Chemical Dependency Health Center.

Motion by Mosher, second by Block, and unanimously carried to approve payment, in the amount of \$17,518.06, from the Construction Fund to Shultz & Associates, LTD for cost associated with the Ottertail Operations Center (Project 0603) as documented on Invoice No. 2026. Invoice No. 2026 included construction documents, construction administration, furnishings and miscellaneous expenses.

Motion by Erickson, second by Froemming, and unanimously carried to approve payment, in the amount of \$228,421.58, from the Construction Fund to Comstock Construction Inc. of MN for the Ottertail County Operations Center as detailed in Payment Request No. 9.

Motion by Block, second by Mosher, and unanimously carried to approve payment, in the amount of \$1,623.00, from the Construction Fund to Braun Intertec for the construction of the Chemical Dependency Building (Project FA-07-04304) detailed in Invoice No. 290918. Rick Sytsma, Physical Plant Manager, briefed the County Board on construction progress regarding the CD building.

Recess & Reconvene

At 10:50 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for committee meetings. The meeting was reconvened at 11:47 a.m.

Conditional Use Permit Extension Request

Motion by Mosher, second by Erickson, and unanimously carried to approve the extension of Conditional Use Permit #6400 to October 31, 2008, as requested.

Boat & Canoe Trail

Land & Resource Administrator, Bill Kalar, informed the Board that the State DNR has designated the Otter Tail River as a Boat and Canoe Trail. The DNR is in the process of developing the plan and maps showing portages, restrooms, etc.

Proposed Amendments to the Sanitation Code

Mr. Kalar requested some minor changes to the Otter Tail County Sanitation Code. He requested that these changes be made at the same time as the change in soil separation requirement. The County Attorney will draft a proposed notice to incorporate the proposed changes and bring those amendments back to the Board of Commissioners.

Video Conference for Local Elected Officials

At noon, the Board of Commissioners viewed a video regarding drinking water, wells, and emerging contaminants. At 1:01 p.m., Chairman Nelson continued the Board meeting to consider additional agenda items.

Law Enforcement Labor Agreements

Motion by Froemming, second by Block, and unanimously carried to authorize the Chairman's signature to execute the following Sheriff Department Labor Agreements between Otter Tail County and Minnesota Teamsters Public and Law Enforcement Employees' Union, Local #320:

Union Group	Positions	Term of Contract
Essential Deputies Unit	Deputy & Court Security Officer	01/01/2008 through 12/31/2010
Non-Licensed Essential Supervisory Unit	Correctional Lieutenants Correctional Sergeants Jail Programmer, Dispatch Supervisor	01/01/2008 through 12/31/2010
Essential Non-Licensed Jailer/Dispatchers	Dispatchers, Corrections Officers Sentence-to-Serve Crew Leaders	01/01/2008 through 12/31/2010
Essential Supervisory Unit	Lieutenant & Sergeant	01/01/2008 through 12/31/2010

Labor Agreement for the GST Unit

Motion by Mosher, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute the Government Services Technical Unit Labor Agreement between Otter Tail County and Minnesota Teamsters Public and Law Enforcement Employees' Union, Local #320, for the period of January 1, 2008 through December 31, 2008, subject to the review and approval of the County Attorney.

GASB 45 Post Employment Benefit Valuation

Jill Urdahl from Hildi, Inc. provided a post employment benefit valuation report to enable Otter Tail County to satisfy the accounting requirements under Statements of Governmental Accounting Standards Nos. 43 and 45. Ms. Urdahl's report showed only an implicit rate subsidy for Otter Tail County's OPEB, which is primarily health insurance liability. Lengthy discussion occurred regarding the GASB requirements and the potential options to pre-fund portions of the liability. At 1:42 p.m., Chairman Nelson was absent from the meeting and Vice-Chair Erickson assumed the Chair position.

Labor Agreement for the Facilities Maintenance Unit

Motion by Block, second by Mosher, and unanimously carried to authorize the Chairman's signature to execute the Facilities Maintenance Unit Labor Agreement between Otter Tail County and Minnesota Teamsters Public and Law Enforcement Employees' Union, Local #320, for the period of January 1, 2008 through December 31, 2009, subject to the review and approval of the County Attorney.

Minnesota's 150th Birthday

Motion by Froemming, second by Mosher, and unanimously carried to authorize \$115.00 for purchase of a video for the State's Sesquicentennial Celebration. The funds are authorized from the Contingency Fund (01-002-001-0000-6369).

Adjournment

At 2:07 p.m., a motion was offered by Block, seconded by Froemming, and unanimously carried to declare the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, March 25, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Syd Nelson, Board of Commissioners Chair

Attest: _____

Larry Krohn, Clerk

WARRANTS APPROVED ON 3/18/2008 FOR PAYMENT 3/18/2008

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A-1 TROPHY	120.00
A'VIANDS LLC	2,769.25
MARLYS ADAMS	25.00
AFFILIATED COMPUTER SERVICES	1,774.01
RICHARD AKERMAN	5.07
AMERICAN INSTITUTIONAL SUPPLY	96.52
AMERICINN FERGUS FALLS	382.70
CHERI ANDERSON	80.50
JEFFREY ARNDT	100.00
STACIE ASCHNEWITZ	90.09
AUTO SAFETY SERVICE	954.27
BACHMAN PRINTING COMPANIES	437.05
BARNA GUZY & STEFFEN LTD	2,261.80
BATTLE LAKE STANDARD	27.34
BOB'S STANDARD BULK SERVICE	118.09
BOBCAT OF OTTER TAIL COUNTY	23.55
BRANDON COMMUNICATIONS INC	2,897.83
MARLENE CARLSON	104.50
CARLTON CO SHERIFF'S OFFICE	40.00
CERTIFIED AUTO REPAIR	51.28
CHARTER COMMUNICATION	62.35
RYAN CHESHIRE	202.92
CIT TECHNOLOGY FIN SERV INC	189.86
CITIZENS ADVOCATE AND VERNDALE	55.65
JOANN CLINE	185.66
CO OP SERVICES INC	5,317.78
COLLEGE WAY AUTO INC	140.64
CONVERGENT SOLUTIONS GROUP LLC	279.56
COOPERS TECHNOLOGY GROUP	587.81
CORPORATE TECHNOLOGIES	347.19
CULLIGAN WATER COND	52.37
CULLIGAN WATER CONDITIONING	10.65
CUTLER MAGNER COMPANY	9,060.83
D & T VENTURES LLC	464.00
JEAN DEAL	31.72
DENZEL'S REGION WASTE INC	966.96
DEX MEDIA EAST	20.50
EGGE CONSTRUCTION INC	85.00
ROBERT EHLERT	129.87
FERGUS FALLS DAILY JOURNAL	396.36
FERGUS FALLS POLICE DEPT	5,716.06
FERGUS FALLS SCHOOL DIST 544	317.82
FERRELLGAS	206.93
FORKLIFTS OF MINNESOTA INC	109.23
FOTH & VAN DYKE	5,603.78
FRANK'S AUTO BODY SHOP OF PERH	50.00
GALL'S INC	91.00
GE CAPITAL (CA)	372.74
GLENDE-NILSON FUNERAL HOME	295.00
GODFATHERS EXTERMINATING INC	132.06
GRAINGER INC	187.10
NICOLE HANSEN	128.23
DAVID HAUSER	1,075.19
HEALTHPARTNERS MEDICAL GROUP	284.00
HEDAHL'S HEADQUARTERS	109.10
HENNING AUTO PARTS INC	31.67
HENNING HARDWARE	117.71

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HENRY'S FOODS INC	453.29
HIGH PLAINS TECHNOLOGY	3,908.56
SHELDON HOLM	226.99
SANDY HOLO	229.29
TONYA HOLT	18.86
INDEPENDENT EMERGENCY SERVICES	54.86
INNOVATIVE OFFICE SOLUTIONS	177.11
INSIGHT PUBLIC SECTOR	7,081.19
ITASCA CO SHERIFF DEPT	50.00
JARED GREFSRUD	186.00
JEAN'S	29.80
JK SPORTS	195.00
K.I.D.LEASING	256.44
KEITH COUNTY COURT	8.87
KELLY SERVICES INC	679.06
KOEP'S CLITHERALL CORNER	812.22
LAKELAND MENTAL HEALTH CENTER	2,764.75
LAKES COUNTRY SERVICE CO OP	69.23
LAKES RADIO	210.00
LAKEWAY MARKET LLC	4,883.45
JULIE LEITCH	9.53
LOCATORS & SUPPLIES INC	186.24
M-R SIGN COMPANY INC.	1,423.05
MAIN STREET GAS & GOODS	2,174.26
MANNY'S - ROCKY'S BAIT	1,863.03
MARCO INC ST LOUIS	310.02
MCCC MI 33	2,821.47
MERITCARE MEDICAL GROUP	120.00
MID-CENTRAL EQUIPMENT INC	5.17
MN CO ATTORNEYS ASSOCIATION	49.00
MN CO RECORDERS ASSOCIATION	250.00
MN DEPT OF COMMERCE	375.00
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MOORE MEDICAL LLC	243.68
NAPA STANDARD PARTS OF WADENA	235.08
NELSON BROS PRINTING	430.31
KEVIN NEWBORG	381.22
OFFICEMAX INCORPORATED	219.67
GLEN OLIPHANT	59.99
OTTER TAIL TELCOM	1,256.05
OTTERTAIL TRUCKING INC	5,038.82
PARK REGION CO OP	684.90
PENROSE OIL COMPANY	3,245.88
PEPSIAMERICAS 447.25	
PERHAM CO OP CREAMERY	6,743.31
PERHAM ENTERPRISE BULLETIN	123.00
PETE'S AMOCO	2,080.14
PHELPS FAMILY FORD	805.04
PINE PLAZA TV APPLIANCE & CAMP	111.78
POSTMASTER	96.00
PRO AG FARMERS CO OP	975.86
PRODUCTIVE ALTERNATIVES INC	81.02
PUBLIC SAFETY CENTER INC	136.03
QUARTERMASTER	64.48
REVIEW ENTERPRISES INC	77.90
THE SAND CREEK GROUP LTD	5,348.86
SCOPE TECHNOLOGIES CORP	1,308.75
SERVICE FOOD SUPER VALU	74.13
SHERBURNE CO SHERIFF	42.60
SHERWIN WILLIAMS	40.61
SHOOTING STAR CASINO LODGE	585.75
SIRCHIE FINGER PRINT LABORATOR	35.87
SOUTHTOWN C-STORE	2,110.23
STEINS INC	1,192.42
STREICHERS	121.37

TEEMARK CORPORATION	181.16
KELLY THOMAS	138.01
TITAN ACCESS ACCOUNT	232.96
TNT REPAIR INC	66.03
HEIDI TOSO	20.19
TRI STAR RECYCLING	2,656.29
SUSAN ULSCHMID	82.48
UNIFORMS UNLIMITED	126.06
VERGAS 66	2,596.20
VOSS LIGHTING	290.90
WADENA CO AUDITOR TREASURER	718.62
WADENA CO SHERIFF	40.00
WALLWORK TRUCK CENTER	656.87
WASTE MANAGEMENT	27,923.63
WEST PAYMENT CENTER	2,715.43
WHITE BANNER UNIFORM SHOP	456.48
SHARON WICKLUND	32.83
3RD DISTRICT SHERIFF'S ASSOCIA	50.00
<u>**** FINAL TOTAL.....</u>	<u>\$152,238.03 ****</u>