

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING, 118 N Main, New York Mills, MN
Tuesday, April 29, 2008
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, April 29, 2008, at 9:30 a.m., at the Otter Tail County Courtroom in New York Mills 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 Board of Commissioners special meeting agenda of April 29, 2008, with the following additions:

Program Update – Community Action Council
Report Regarding State Auditor Meeting
Fire Department Service Areas

Approval of Minutes

Motion by Mosher, second by Erickson, and unanimously carried to approve the Board of Commissioners minutes of April 22, 2008, as presented.

Approval to Pay Bills

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

Human Services Space – New York Mills Building

Human Services Director, John Dinsmore, briefed the Board and provided handouts regarding current staffing and projected future staffing in the Human Services Department at the New York Mills Building. He provided a floor plan which would enable all of the Human Services staff to be located on the lower level. Cost of the remodeling was projected at \$820,000. Physical Plant Manager, Rick Sytsma, stated that a significant portion of the cost would be for window replacement, tuck pointing on the outside of the building, closing off one entrance into the building, and other items that need to be completed on the building whether or not the Human Services Department space is changed. Questions were asked regarding the current business located in the building, the Department of Corrections space, and whether or not this would create more efficiency and save dollars in labor costs.

Otter Tail–Wadena Community Action Council Program Update

OTWCAC Director, Davis Leino-Mills, briefed the Board on their 2007 program activity. Mr. Leino-Mills stated that the CAC is the anti-poverty agency that the County Board approved to help low income families. Head Start is the CAC's largest program serving about 249 children in 9 different sites. Other programs include Home Buyer Education, Fathers' Resource Program, Large Family Planning Program, and Transportation Program. The Housing Program had to be discontinued as the homes have not sold the last two years. A recent donation has been received that is being used for solar collectors which can reduce heating cost by 25%. This is part of the Weatherization Program that can make a permanent difference. He expressed concern with high cost of fuel, the number of foreclosures, and the upcoming seniors who do not have discretionary income going into retirement.

Recess & Reconvene

At 10:12 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:17 a.m.

Continued New York Mills Building Remodeling Discussion

Physical Plant Manager, Rick Sytsma, stated that this project is part of the larger facility programming that has been requested and approved by the Board. There are several facility issues such as the water that flows from the north parking lot to an entrance in the building, space for the New York Mills Police Department, room use policy, location of the city storm drain, and space needs for other departments. Mr. Sytsma also indicated that the large facility programming will consider courthouse space needs in addition to the New York Mills building needs, which will assist the County in identifying overall County facility needs and priorities.

Security Cameras - Courtrooms

MIS Director, Tim Brand, provided a proposal for 14 security cameras to be installed in the Otter Tail County Courthouse on 3rd floor. Motion by Froemming, second by Mosher, and unanimously carried to approve purchase of a camera system (4316C Digital NVR 24 Channel Hybrid System), from March Networks NVR and Camera Additions, for the 3rd floor of the Courthouse at an approximate cost of \$17,974.50 for hardware and training services.

Digital Copier-Printer-Scanning System

The Highway Department presented two quotations for a KIP 3000 Digital Copier-Network Printer-Scanning System as follows:

Vendor	Machine Cost	5 Year Maintenance Cost
Marco, Fargo, ND	\$16,506.44	\$19,806.44
Mathison's, Fargo, ND	\$14,742.80	\$25,422.80

Motion by Erickson, second by Mosher, and unanimously carried to award the purchase of the KIP 3000 Copier-Printer-Scanner System to Marco of Fargo, ND, in the amount of \$16,506.44 including taxes. The initial equipment cost is higher with Marco; however, the cost of the service agreement for machine maintenance over a 5 year cycle is lower and results in a lower life cycle cost.

License Applications

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

Wee Villa Resort Ltd Ptsp Wee Villa Lodge Fergus Falls, MN	3.2 On/Off Sale Malt Liquor
Rolling Hills Pelican Rapids, MN	3.2 On/Off Sale Malt Liquor

Premise Permit

Otter Tail County Resolution No. 2008 - 37

Motion by Froemming to offer the following and move its adoption:

WHEREAS, the responsibility for the regulation of lawful gambling and the issuance of licenses and permits for the conduct of lawful gambling lies with the Minnesota Gambling Control Board; and

WHEREAS, T.I.P. Inc. Otter Tail Chapter, Detroit Lakes, MN, has made an application to the Gambling Control Board for the purpose of conducting lawful gambling at Playtime Sports Bar, Inc., located at 43974 390th St in Rush Lake Township of Otter Tail County; and

WHEREAS, Minnesota Statute 349.213 provides that the Gambling Control Board may not issue a premise permit unless they receive a resolution from the Otter Tail County Board of Commissioners approving the application for a permit; and

WHEREAS, the Otter Tail County Board of Commissioners is aware of no reason to oppose the conduct of lawful gambling by the T.I.P. Inc., Otter Tail Chapter, Detroit Lakes, MN, at the Playtime Sports Bar, located at 43974 390th St. in Rush Lake Township of Otter Tail County.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby approves the conduct of lawful gambling by T.I.P. Inc, Otter Tail Chapter, Detroit Lakes, MN, at the Playtime Sports Bar, located at 43974 390th St in Rush Lake Township of Otter Tail County, provided the applicant meets all the necessary criteria for the licenses and permits as required by the Gambling Control Board.

IT IS FURTHER RESOLVED, that notice of this application and approval shall be provided to the Township of Rush Lake by sending them a copy of this resolution.

Commissioner Erickson seconded the motion, and upon being put to a vote, the resolution was unanimously carried.

Adopted and signed this 29th day of April 2008.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, County Board Chair

Attest: _____
Larry Krohn, Clerk

Warranty Deed for Cavour Avenue Building

Motion by Mosher, second by Block, and unanimously carried to authorize the Vice-Chairman to sign the Warranty Deed to execute the purchase and transfer of property from the County of Otter Tail to Bremer Bank. The property is described as follows:

Lots 5, 6 and 7, Block 11 of the Original Plat of Fergus Falls, Minnesota, and the West 5.5 feet of the vacated North-South alley lying East and adjacent to said Lots, Otter Tail County, Minnesota.

Discussion Regarding Firefighter Services

Commissioner Bob Block referred to an issue whereby Oscar Township officials would like to change the lines as to which fire department would service their area. He noted that GIS Coordinator, Brian Armstrong, has documented in a letter how the addressing system would need to be changed. Further discussion took place regarding cost and a petition that has been presented to the Oscar Town Board not to change the service lines. The County Board of Commissioners does not have the authority to determine the services areas of fire departments.

Public Meeting for Expansion of Feedlot

At 11:00 a.m., Chairman Nelson opened the Public Meeting regarding the proposed expansion of a feedlot (dairy cows) entitled WB Stone, Inc. owned by Bruce Stone and located in Section 15 of Elmo Township. The meeting was open to public comment. No one from the public was present. No verbal or written comments were expressed or submitted to the County Board. Chairman Nelson closed the feedlot Public Meeting at 11:05 a.m.

Minutes of Special Meeting

Motion by Froemming, second by Mosher, and unanimously carried to approve the minutes for the Board of Commissioners' Special Meeting regarding the Perham Resource Recovery Center held on Monday, April 7, 2008, at the Wadena County Courthouse.

State Auditor Meeting

Commissioner Mosher reported on a required meeting with State Auditor, Bob Johnson. The State Auditors are required to meet with County officials as part of the annual auditing process. Mr. Johnson provided direction in some areas/policies that may need to be updated.

Adjournment

At 11:30 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned after a tour of the New York Mills building. The next meeting of the Otter Tail County Board of Commissioners is scheduled at 9:30 a.m. on Tuesday, May 6, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 4/29/2008 FOR PAYMENT 4/29/2008

<u>VENDOR NAME</u>	<u>AMOUNT</u>
ALL CREATURES VET HOSPITAL	209.38
AMERICAN INSTITUTIONAL SUPPLY	254.22
ARNTSON ELECTRIC INC	80.00
ASSOCIATION OF MN COUNTIES	225.00
ERIC BABOLIAN	13.95
BATTLE LAKE STANDARD	3.14
BOB BARKER COMPANY INC	166.53
HEATHER BRANDBORG	158.97
BRANDON COMMUNICATIONS INC	145.94
KAREN CANNELL	9.60
CITIZENS ADVOCATE AND VERNDALE	98.80
CITRIX SYSTEMS INC	483.19
COOPERS TECHNOLOGY GROUP	228.80
KATHY DOMHOLT	6.70
FARGO GLASS AND PAINT CO	31.54
FARMERS STATE BANK	30.00
FERGUS ELECTRIC	37.20
FERGUS FALLS DAILY JOURNAL	588.39
FERGUS FALLS MEDICAL GROUP	2,188.00
BRENT FLODEN	46.79
FRAZEE FORUM INC	47.04
GALL'S INC	88.36
GODFATHERS EXTERMINATING INC	321.08
GOODIN COMPANY	43.84
JARED GREFSRUD	1,180.51
TIM GRIEP	13.95
DAVID HAUSER	268.16
MARILYN HELLER	43.02
HEWLETT PACKARD COMPANY	6,892.35
SHELDON HOLM	237.48
ID AMERICA	74.11
THE INDEPENDENT	98.70
INNOVATIVE OFFICE SOLUTIONS	2,809.64
LARRY KANTRUD	37.98
KELLY SERVICES INC	748.09
LARRY OTT INC TRUCK SERVICE	1,155.00
LOCATORS & SUPPLIES INC	152.93
KAREN LUNDIN	28.78
MARCO INC ST LOUIS	219.72
MCCC MI 33	3,583.75
METRO SALES INC	304.00
THE MIDWEEK	60.90
MIDWESTERN MAT RENTAL & SUPPLY	74.07
MINNKOTA	58.00
MN CO INSURANCE TRUST	2,600.00
MN SHERIFFS' ASSOCIATION	100.00
NELSON DODGE GMC	37.19
NELSON FORD LINCOLN MERCURY IN	2,175.01
OFFICEMAX INCORPORATED	129.68
KIRSTEN OLSON	31.26
OTIS ELEVATOR CO	101.91
OTTERTAIL AGGREGATE	168.00
OTTERTAIL TRUCKING INC	6,193.60
OUTDOOR RENOVATIONS LANDSCAPE	4,500.00
PELICAN RAPIDS PRESS	37.80
PEPSIAMERICAS	542.46
PERHAM ENTERPRISE BULLETIN	102.50

PERSONNEL EVALUATION INC	16.00
PETE'S AMOCO	250.28
PITNEY BOWES	1,435.00
REVIEW ENTERPRISES INC	70.50
MATTHEW SAURER	46.56
SHERWIN WILLIAMS	27.35
SPRINT	672.64
STEINS INC	1,196.01
STRATEGO'S INTERNATIONAL LLC	1,590.00
KELLY THOMAS	78.95
TRANQUILITY BUILDING SERVICES	452.63
TRI STAR RECYCLING	3,035.55
DAN TUCKER	41.65
UNIFORMS UNLIMITED	135.85
VIKING COCA-COLA	236.27
1ST CHOICE AUTO BODY	2,850.00
<u>**** FINAL TOTAL.....</u>	<u>\$52,402.25 ****</u>