

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Perham Resource Recovery Facility Conference Room  
201 6<sup>th</sup> Avenue NE, Perham, MN  
Tuesday, April 21, 2009  
9:30 a.m.**

**Call to Order**

The Otter Tail County Board of Commissioners convened Tuesday, April 21, 2009, at 9:30 a.m., at the Perham Resource Recovery Facility in Perham, 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 April 21, 2009, with the following additions:

Request from the Human Services Director  
Request from County Auditor

**Approval of Minutes**

Motion by Rogness, second by Lindquist, and unanimously carried to approve the Board of Commissioners meeting minutes of April 14, 2009, with the following corrections:

Page 7 under Paragraph entitled "Seasonal Staff for Land & Resource Department" - replace Assistant Ag Inspector with Biological Control Assistant

Page 7 under Paragraph entitled "Staff for Solid Waste Department", Item 2) should read as follows: Two full time (40 hours per week) and three part time Certified Solid Waste Operator positions to work at the Fergus Falls Transfer Station when it opens this summer.

**Approval to Pay Bills**

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

**Temporary Staff Request**

Motion by Lindquist, second by Rogness, and unanimously carried to authorize the Human Services Director to contract for two part-time Kelly Temporary employees to provide intake functions while a full-time employee is on a leave of absence from May through July of 2009.

**License Approval**

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

Zorbaz of Ottertail Lake, Inc.  
36108 County Highway 72  
Battle Lake, MN 56515

On-Sale Liquor and Sunday Liquor  
(Seasonal – April 1 through October 31, 2009)

Zorbaz on Pelican Lake, Inc.  
Zorbaz III  
51709 County Highway 9  
Pelican Rapids, MN 56572

On-Sale Liquor and Sunday Liquor  
(Seasonal – April 1 through October 31, 2009)

**Payment Approval**

Motion by Huebsch, second by Lindquist, and unanimously carried to approve payment, in the amount of \$4,875.87, from the Construction Fund to Comstock Construction, Inc. of MN for construction of the Otter Tail County 60-Bed State Operated Inpatient CD Treatment Facility as detailed in Payment Request No. 16.

**Tour of Perham Resource Recovery Facility (PRRF)**

The Board of Commissioners along with Solid Waste Director, Mike Hanan, met with Brian Schmidt, Plant Manager at the PRRF, for a site tour of the Waste Recovery Facility. After discussing plant operations including: 1) combustion units, 2) inclined fluidized bed grate system, 3) steam generation system, 4) facility Continuous Emission Monitoring (CEM) system and, 5) compliance monitoring, the commissioners proceeded with the site tour. They viewed the combustion units in operation, viewed and discussed the limitations of the waste fired boiler, steam generation, the mechanical crane feed system, and the electric turbine generator. The next part of the tour included viewing and discussing the facilities air emission control system including the carbon injection and lime injection systems, and bag house scrubbers. Finally, the commissioners toured the facilities ash handling system and discussed the limitations of the magnetic separator and use of landfill leachate as facility make-up water. The PRRF does not have two distinctly different combustion trains, unlike most recovery facilities. It has two separate primary and secondary combustion units and rather than the units remaining separated, they combine into one boiler and one air emission control system. This creates some additional facility down time that is not necessarily experienced by other facilities. The PRRF is a total steam provider to both Tuffy's Pet Foods and Bongards Creamery.

At 11:25 a.m., Chairman Erickson recessed the meeting of the Board of Commissioners to travel to Fosston, MN and for lunch break.

At 1:50 p.m., Chairman Erickson reconvened the meeting of the Board of Commissioners at the Polk County Resource Recovery Facility in Fosston, Minnesota. Commissioners met with Plant Manager, Bill Wilson, who lead the on site tour. The Polk County Facility is made up of two distinct operations, the Materials Recovery Facility (MRF) and the Resource Recovery Facility (RRF). Commissioners toured the MRF first, which is a facility where raw unprocessed garbage is dumped onto the tipping floor of the RRF and then transported via a system of conveyors to the MRF. Inside the MRF, waste is processed using a variety of hand sorting and mechanical sorting to remove bulky items and cardboard, broken glass, ferrous metals, and aluminum. Ultimately materials removed are either recycled, reused or disposed of separately and the remaining processed waste is returned to the tipping floor of the RRF. Corrugated cardboard is baled and sold for recycling. Bulky items that include some metals are sold as scrap for recycling while other bulky items that have no market value are disposed of at the Polk County Landfill. Items such as ferrous metals and aluminum (both cans and other aluminum) are sold for recycling. The processed waste is returned to the RRF for combustion. The process creates efficient facility operations, less facility down time for cleaning and maintenance, and ultimately less facility wear and tear on equipment.

The tour continued in the Polk County RRF. This facility consists of two primary and two secondary combustion units as well as two waste fired boilers and two separate air emission systems and scrubbers. The facility is a steam provider for three food processing companies as well as a periodic generator of electricity for sale on the electrical grid. While the Polk County RRF is similar to the Perham facility in some ways it is different in many others as follows: 1) Polk County Facility uses a hopper feed system with front end loaders versus the PRRF crane feed system, 2) Polk County facility utilizes a step down grate system and feed rams versus the Inclined Fluidized Bed system at the PRRF and, 3) Polk County facility completely separates its combustion units all the way to the end of the air emission system which allows for greater facility redundancy. Polk County's unique pilot project is their Ash Utilization Project. This project began as a demonstration project and fact finding project with the MPCA and has transformed into a project where they have used a considerable amount of the ash generated at the facility for building roads in Polk County.

**Adjournment**

At 3:50 p.m., Chairman Erickson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, April 28, 2009.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Everett P. Erickson, Board of Commissioners Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

**WARRANTS APPROVED ON 4/21/2009 FOR PAYMENT 4/21/2009**

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	1,480.99
JON AAKRE	100.00
ARVIG COMMUNICATION SYSTEMS	45.78
AUTO VALUE FERGUS FALLS	250.72
BARNA GUZY & STEFFEN LTD	2,405.00
BRAUN INTERTEC CORPORATION	2,677.50
BRAUN VENDING INC	27.44
JOHN BUSHMAN	197.00
CDW GOVERNMENT INC	1,131.48
CENTRAL LAKES COLLEGE	450.00
CIT TECHNOLOGY FIN SERV INC	189.86
CO OP SERVICES INC	3,758.32
CONCEPT FINANCIAL GROUP	3,690.25
COOPERS TECHNOLOGY GROUP	303.76
CORPORATE HUMAN SERVICES INC	6,000.00
DACOTAH PAPER COMPANY	461.96
DENZEL'S REGION WASTE INC	532.71
FERGUS ELECTRIC	435.10
CITY FERGUS FALLS	7,656.50
FORCE AMERICA	5,244.38
G & K SERVICES	1,724.32
GALL'S INC	561.20
GE CAPITAL (CA)	372.74
GODFATHERS EXTERMINATING INC	337.13
STEPHEN GOERDT	128.20
GOPHER STATE ONE CALL	11.30
GRAINGER INC	97.68
HAWES SEPTIC TANK PUMPING	70.00
HEALTHCARE ENVIRONMENTAL SERVI	29.10
HIGH PLAINS TECHNOLOGY	1,717.85
SHELDON HOLM	151.25
HONEYWELL	1,977.25
INDEPENDENT EMERGENCY SERVICES	64.00
INFORMATION SYSTEMS CORP	77.05
INNOVATIVE OFFICE SOLUTIONS	9.81
JACOBSON CONSTRUCTION	2,050.00
KELLY SERVICES INC	380.00
KOEP'S CLITHERALL CORNER	125.16
LAKE REGION HEALTHCARE CORP	1,750.90
LAKeway MARKET LLC	3,144.25
LITTLE FALLS MACHINE INC	1,112.70
LOCATORS & SUPPLIES INC	80.51
M-R SIGN COMPANY INC.	1,736.18
MANNY'S - ROCKY'S BAIT	1,990.23
MARCO	873.75
MARCO INC ST LOUIS	319.76
MN CO ATTORNEYS ASSOCIATION	115.00
MN CO INSURANCE TRUST	80.00
MN DEPT OF COMMERCE	45.00
MN POLLUTION CONTROL AGENCY	400.00
N F FIELD ABSTRACT CO LLC	1,275.00
OFFICE DEPOT	56.29
OK TIRE STORES	1,866.65
OTTER TAIL CO TREASURER	41.09
OTTERTAIL TRUCKING INC	9,138.00
OVERHEAD DOOR CO OF FERGUS FAL	60.00

PELICAN RAPIDS PRESS	34.00
PEPSIAMERICAS	346.45
PERHAM CO OP CREAMERY	3,249.68
PERHAM ENTERPRISE BULLETIN	64.50
PETE'S BODY SHOP & TOWING	256.50
QUILL CORPORATION	115.00
RAY'S OIL COMPANY	844.33
REGENTS OF THE UNIVERSITY OF M	53,299.98
REVIEW ENTERPRISES INC	56.00
CHERI SCHULTZ	5.30
SERVICE FOOD SUPER VALU	13.12
SEWER SERVICE	80.00
SHERWIN WILLIAMS	27.10
STEINS INC	1,498.24
STEVE'S SANITATION INC	45.63
STREICHERS	256.01
TEAM LABORATORY CHEMICAL CORP	412.69
UNIFORMS UNLIMITED	276.00
UNIV OF MN EXTENSION SERVICE	143.78
VISUAL GOV SOLUTIONS LLC	10.50
WALLWORK TRUCK CENTER	649.29
WASTE MANAGEMENT	16,663.18
WILKIN CO HIGHWAY DEPT	7,883.91
<u>**** FINAL TOTAL.....</u>	<u>\$157,239.29 ****</u>

approved minutes