

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
515 W. Fir Avenue, Fergus Falls, MN  
Tuesday, June 1, 2010  
9:30 a.m.**

**Call to Order**

The Otter Tail County Board of Commissioners convened Tuesday, June 1, 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 Lindquist, second by Erickson, and unanimously carried to approve the Board of Commissioners agenda of June 1, 2010, as mailed.

**Approval of Minutes**

Motion by Rogness, second by Froemming, and unanimously carried to approve the Board of Commissioners meeting minutes of May 25, 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.

**West Central Initiative Update**

WCI Planning Director, Wayne Hurley, briefed the Board on the annual Comprehensive Economic Development Strategy (CEDS) for the west central Minnesota region. This document is required for WCI to maintain their status as a Federal Economic Development District and allows them to compete for federal grant dollars from the Department of Commerce. Mr. Hurley and Donor Services Officer, Tom McSparron, reviewed the value of the grants and loans obtained by WCI and the resulting projects completed or businesses benefited within Otter Tail County. They thanked Otter Tail County for their support and pledged continued stewardship of each gift and every dollar donated.

**RESOLUTION IN SUPPORT OF  
2010 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY  
FOR WEST CENTRAL MINNESOTA  
Otter Tail County Resolution No. 2010 – 33**

Commissioner Rogness offered the following and moved for its adoption:

**WHEREAS**, West Central Initiative has prepared a Comprehensive Economic Development Strategy (CEDS) for the region containing Becker, Clay, Douglas, Grant, Otter Tail, Pope, Stevens, Traverse, and Wilkin Counties of Minnesota (west central Minnesota); and

**WHEREAS**, The CEDS contains analysis, demographic data, economic data, economic development projects, and goals and objectives for the betterment of the region; and

**WHEREAS**, Availability of an approved CEDS and related annual updates are a condition for qualifying for grants for local economic development projects from the Economic Development Administration of the U.S. Department of Commerce; and

**NOW THEREFORE BE IT RESOLVED.** That the Board of County Commissioners of Otter Tail County, Minnesota, approves the 2010 Comprehensive Economic Development Strategy for west central Minnesota.

Commissioner Lindquist seconded the resolution and, upon being put to vote, the resolution was unanimously adopted.

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

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_

Roger Froemming, Board of Commissioners Chair

Attest: \_\_\_\_\_

Larry Krohn, Clerk

#### **Purchase of Vehicles**

Motion by Huebsch, second by Rogness, and unanimously carried to approve purchase of two vehicles that will be subleased to the West Central Minnesota Drug Task Force. The Task Force makes all payments for the vehicles and needs to go through a governmental agency to use available grant funding. The Sheriff will return to the Board for approval of the final lease agreements.

#### **Forgiveness of Tax Penalty Request**

Motion by Erickson, second by Rogness, and unanimously carried to deny a request for forgiveness of penalty, in the amount of \$66.10, for the following parcels because the late payment was not the fault of the County:

32000210152000, 32000990370000  
32000990369000, 32000200149001

#### **Final Plats**

Motion by Rogness, second by Erickson, and carried with Huebsch abstaining, to approve the Final Plat of Green Acres Land Company, LLC entitled "South Star Estates" located in section 23 of Star Lake Township; Star Lake (56-385).

Motion by Lindquist, second by Huebsch, and unanimously carried to approve the Final Plat of Donald W. and Arnetta J. Luhning entitled "Bal-View Estates 2<sup>nd</sup> Addition" located in Section 31 of Otter Tail Township; Otter Tail Lake (56-242).

#### **Sanitation Ordinance**

Land & Resource Director, Bill Kalar, reported that the legislature granted a two year extension until February 4, 2012, for the new adoption date for the Sanitation (septic system) rules. The MPCA is currently considering numerous changes to the rule that was adopted in 2008. Motion by Rogness, second by Lindquist, and unanimously carried to postpone adoption of the proposed Otter Tail County Septic System Rules. The County's current rules will be followed until further notice.

#### **Performance Evaluation Summary**

Motion by Erickson, second by Rogness, and unanimously carried to approve the Performance Evaluation summary for Highway Engineer, Rick West, as presented.

### **Recess & Reconvene**

At 10:16 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 10:24 a.m.

### **Highway Contract**

Motion by Rogness, second by Huebsch, and unanimously carried to authorize the Chairman's signature to execute a contract between the County of Otter Tail and Mark Sand & Gravel Co. for completion of the CSAH No. 1 Trail (S.P. 056-601-049 TEAX 5610-144), subject to the approval of the County Attorney. The funding for the project is from the federal highway program and cannot be used for road work. The purpose is to mitigate the reduction in shoulder width because of the change in lanes recently implemented on County Highway No. 1. This is a "Complete Streets" concept.

### **Mini Truck Licensing Discussion**

Doris Champlin and Elmer Wishnack talked to the Board regarding the legal operation of a mini truck on county and/or township roads. County Attorney, David Hauser, referred to M.S. 169.045. Mini trucks may operate, by permit, issued by local units of government. The licensing procedure includes adopting an ordinance that would designate where the use of the mini truck would be allowed. A mini truck can be operated from sunrise to sunset and must include lights, signals, and mirrors as designated in the statute. If the County passed an ordinance and issued permits, the authority to operate the mini truck would be only for County roads. Townships and cities would need to pass an ordinance for roads in their jurisdiction.

### **License Applications**

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

Balmoral Golf Course, Inc. 28294 State Highway 78 Battle Lake, MN 56515	On-Sale Liquor and Sunday Liquor
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Cozy Cove Resort 38811 Cozy Cove Road Dent, MN 56528	On/Off Sale 3.2 Malt Liquor
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Zorbaz of Little Pine Lake 45738 County Highway 51 Perham, MN 56573	On-Sale Liquor and Sunday Liquor
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Elmer's Authentic Texas Bar BQ 27896 State Highway 78 Battle Lake, MN 56515	On-Sale Liquor and Sunday Liquor
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Prante's on the Lake 35776 Highway 72 Battle Lake, MN 56515	On Sale Liquor and Sunday Liquor Off-Sale 3.2 Malt Liquor
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(The above licenses are subject to the approval of the County Sheriff and County Attorney's offices.)

Duffer's Bar and Grill LLC Oakwood Golf Club PO Box 122 Deer Creek, MN 56527	On-Sale 3.2 Malt Liquor
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(Subject to the approval of the County Sheriff and County Attorney's offices and to the submission of the required certification form.)

### **Pawnbroker License**

Motion by Rogness, second by Huebsch, and unanimously carried to approve the following application for Pawnbroker license:

Ken Williams, Gold Lake Pawn  
110 West Lincoln Ave  
Fergus Falls, MN 56537

### **Drainage System No. 63**

Auditor, Wayne Stein, provided information regarding County Ditch No. 63. He reported a balance of \$12,938.39 in the Ditch No. 63 Fund as of June 1, 2010. Further discussion took place regarding the procedure(s) required to abandon a ditch.

### **NACO Annual Membership Dues**

Motion by Erickson, second by Huebsch, and carried with Rogness and Froemming opposed, not to authorize payment to the National Association of Counties for the 2010 annual membership dues. This motion reverses a previous decision to continue the membership.

### **Red River Basin Commission Update**

RRBC Outreach Coordinator, Janeen Stenso, submitted two documents entitled "Sharing A River" and "AWEP (Agricultural Water Enhancement Program) Proposal: December 2008". The AWEP proposal was through the USDA farm bill submitted two years ago. Funding of 1.38 million was received last year for ring dikes administered through the NRCS with RRBC sponsoring the proposal. Funding of 2.61 million has recently been received. Ms. Stenso referred to the AWEP handout, which shows the strategies planned as a result of the funding. Projects are 75% funded by the grant and 25% funded by the producer completing the projects. Ms. Stenso stated that more funds may be available in the next three years so she is working on outreach to producers. Ms. Stenso discussed modeling of the red river valley basin and showed statistics to model a 20% flow reduction using the 1997 spring flood data. It was noted that Orwell Dam provides Otter Tail County's flow reduction for the basin. Discussion continued.

### **Tourism Guidebook**

On behalf of the lake associations in Otter Tail County, Chuck Olson requested County funding, in the amount of \$1,000.00, to be used towards publishing a brochure that includes some shoreland regulations. Motion by Huebsch, second by Lindquist, and unanimously carried to authorize \$1,000.00 to Otter Tail COLA for publishing a Guidebook (Shoreland Guide to Lake Stewardship), subject to approval of the Land and Resource Director. The Guidebooks will be available through the Land & Resource Department.

### **Employment Contract**

Motion by Erickson, second by Rogness, and unanimously carried to authorize the Chairman's signature to execute an employment contract between the County of Otter Tail and Highway Engineer, Rick West.

### **Collective Bargaining Agreement for Public Health Nurses**

Motion by Erickson, second by Lindquist, and unanimously carried to approve a Labor Agreement between the County of Otter Tail and the Teamsters Local No. 320 Public Health Professional Unit of Nurses for the period of January 1, 2010 through December 31, 2012.

**Viking Library Facility Tour**

At 11:40 a.m., Chairman Froemming recessed the meeting of the Otter Tail County Board of Commissioners. The meeting was reconvened at the Viking Library facility located at 1915 Fir Avenue W in Fergus Falls. Viking Library Director, Peg Werner, provided a building project handout and noted that the project stayed within budget. The tour ended at 12:20 p.m., at which time Chairman Froemming adjourned the meeting.

**Next Meeting**

The next Board of Commissioners meeting is schedule on Tuesday, June 8, 2010.

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

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Roger Froemming, Board of Commissioners Chair

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

CB/kd

approved minutes



**WARRANTS APPROVED ON 6/01/2010 FOR PAYMENT 6/01/2010**

<b><u>VENDOR NAME</u></b>	<b><u>AMOUNT</u></b>
A-1 ENGRAVING	126.14
A'VIANDS LLC	2,660.70
ADVANCED POLICE SOFTWARE INC	495.00
AMERICAN INSTITUTIONAL SUPPLY	82.01
AMERICINN FERGUS FALLS	384.05
ATCO INTERNATIONAL	560.00
BCA TRAINING & DEVELOPMENT	420.00
BEN FRANKLIN	13.84
TERRY BENNETT	8.49
STEVE BRANDNER	12.53
BRANDON COMMUNICATIONS INC	27,850.00
BRETZ HARDWARE	7.25
BRITE WAY WINDOW CLEANING INC	336.66
CHEMSEARCH	363.08
CO OP SERVICES INC	53.44
CODE 4 SERVICES LLC	1,647.37
COOPERS TECHNOLOGY GROUP	1,647.13
VINCE CRARY	175.00
CULLIGAN WATER CONDITIONING	21.38
DEX EAST	21.70
EGGE CONSTRUCTION INC	468.64
ENGINEERSUPPLY	54.69
FERGUS ELECTRIC	1,551.95
FERGUS FALLS MEDICAL GROUP	72.00
DONALD FISH	560.00
FOTH & VAN DYKE	11,257.89
GALL'S INC	89.53
GOBBLE UP BARBEQUED TURKEYS	60.00
GODFATHERS EXTERMINATING INC	254.83
HENNEPIN CO SHERIFF	70.00
HENRY'S FOODS INC	594.42
INDEPENDENT EMERGENCY SERVICES	64.22
INNOVATIVE OFFICE SOLUTIONS	391.15
ISSUETRAK INC	600.00
KELLY SERVICES INC	210.00
KNUTSON ELECTRIC REBUILDING	106.88
SAMANTHA LAHMAN	346.50
LAKE REGION HEALTHCARE CORP	250.00
LAKES COUNTRY SERVICE CO OP	130.51
LARRY OTT INC TRUCK SERVICE	1,625.00
LEITCH EXCAVATING	5,726.50
LOCATORS & SUPPLIES INC	1,032.31
LIZ LOEWEN	99.95
MARCO	798.35
MILTONA ELECTRIC	249.26
MN CO ATTORNEYS ASSOCIATION	85.50
MN CO INTERGOV'TAL TRUST	160.00
MN CO INTERGOVERNMENTAL TRUST	341.00
MN DEPT OF PUBLIC SAFETY	275.00
MODERN ASSEMBLIES INC	35.00
MONITOR TIRE DISPOSAL INC	1,583.65
NAPA FERGUS FALLS	27.32
NATURES GARDEN WORLD	651.19
NELSON AUTO CENTER	25,402.51
NETWORK CENTER COMMUNICATIONS	57.50
NORTHLAND BUSINESS SYSTEMS INC	2,511.21
VIRGINIA OBOWA TRUSTEE	414.00
OLSON OIL CO INC	2,848.55
THE ORIGINAL HEATING MAN	289.31
OTIS ELEVATOR CO	118.64

OTTER TAIL CO EMPLOYEES COMMIT	284.00
OTTER TAIL CO RECYCLING	175.09
OTTER TAIL CO TREASURER	11.79
OTTERTAIL BAKERY	19.45
OTTERTAIL TRUCKING INC	9,396.51
PELICAN RAPIDS PRESS	155.00
PERHAM PRINTING & SUPPLY	5,662.63
PERRIN MOBILE MEDICAL	206.91
PESI LAW & ACCOUNTING	269.00
PETE'S BODY SHOP & TOWING	144.28
PIONEER RIM & WHEEL CO	104.22
PITNEY BOWES	1,197.69
PMR 2000	339.78
RINGDAHL AMBULANCE SERVICE	691.35
JAMES ROLLAG	200.00
SAFELITE FULFILLMENT INC	377.08
MATTHEW SAURER	282.67
SEH	1,177.50
SERVICE FOOD SUPER VALU	18.03
SHERBROOKE TURF INC	2,000.00
SOUTHTOWN C-STORE	496.28
STADUM PLUMBING & GRAVEL LLP	160.00
STEINS INC	2,020.51
STRAIGHTLINE INC	2,050.00
SWANSTON EQUIPMENT CORP	6,770.00
T.A.GOULD JEWELER	80.16
TITAN ACCESS ACCOUNT	478.57
TOOL CRIB OF THE NORTH	328.28
DARREN TORGUSSON	894.00
TRANQUILITY BUILDING SERVICES	454.22
TRUCK UTILITIES FARGO ND	3,442.11
ULTEIG ENGINEERS	5,347.50
UNIFORMS UNLIMITED	698.48
VOSS LIGHTING	727.17
WHITE BANNER UNIFORM SHOP	189.04
ZIEGLER INC	1,112.94
**** FINAL TOTAL.....	<u>\$146,312.97 ****</u>