

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
Tuesday, August 3, 2010
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, August 3, 2010, at 9:35 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 Erickson, second by Lindquist, and unanimously carried to approve the Board of Commissioners agenda of August 3, 2010, with the following addition:
Grant Agreement Request for Patrol Car Cameras

Approval of Minutes

Motion by Huebsch, second by Lindquist, and unanimously carried to approve the Board of Commissioners meeting minutes of July 27, 2010 as presented.

Approval to Pay Bills

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

4-H Update

Extension Educator, Donna Geiser, briefed the Board and provided pictures for the 2010 4-H Camp program. Discussion also took place regarding the WOT and EOT County Fairs.

Grant Agreement for In-Car Cameras

Motion by Rogness, second by Lindquist, and unanimously carried to authorize the appropriate County officials' signatures to execute a Grant Agreement with the Office of Traffic Safety through the Minnesota Sheriff's Association for the purchase of eleven (11) in-car cameras for patrol vehicles. A grant match requirement by the County of \$1,100 is to be paid out of the Sheriff's Office Capital Improvement Fund.

Discussion Regarding Dispatch

Sheriff, Brian Schlueter, and Physical Plant Manager, Rick Sytsma, spoke about the opportunity to develop a dispatch center to handle potential regionalization of services. They discussed FEMA standards for location, backup power, etc. Mr. Sytsma requested approval of a consulting agreement with Architect, David Shultz, to develop a Dispatch Center Program and Plan. The proposed study contains four components; 1) determine space needs based on current and long-term projections, 2) building infrastructure needs, 3) site identification and evaluation, and 4) recommendation for implementation of the project. Motion by Rogness, second by Huebsch, and unanimously carried to authorize the Chairman's signature to execute a Consulting Services Agreement between the County of Otter Tail and Shultz & Associates, Ltd. for the Otter Tail County Emergency Dispatch Center as recommended. Compensation is not to exceed \$7,500.00 with payment from the Facilities Operations Budget. The project is to be completed within six weeks.

Tornado/FEMA Update

County Coordinator, Larry Krohn, updated the Board regarding a recent FEMA meeting. The biggest component in the discussion was the debris management. It was decided that the debris accepted at the joint Otter Tail/Wadena Landfill will be reimbursable by the federal government through August 11, 2010. After August 11, 2010, commercial haulers and/or contractors will be required to pay a disposal fee. Mr. Krohn stated that notice has been sent to newspapers and radio stations regarding this date. Mr. Krohn discussed upcoming training sessions which include activation of the Emergency Operations Center in Ottertail City. This will allow the County to verify that the Emergency Operations Plan (EOP) is adequate after the recent critique of response to the tornado. Wadena County has expressed a desire to share an Emergency Operations/Safety/Radio Communications employee with Otter Tail County. Motion by Rogness, second by Erickson, and unanimously carried to assign Mr. Krohn, Commissioner Huebsch, and Commissioner Lindquist to meet with Wadena County to pursue sharing of services.

Highway Project Bid Award

Motion by Huebsch, second by Rogness, and unanimously carried to award Street & Utility Improvements on CSAH No. 67 (SP 56-667-32 & STPX 5610(240) to the low bidder, Quam Construction Co., Inc. at the bid price of \$1,195,600.38 as recommended by the Highway Engineer.

Bid Award – Phelps Mill

Motion by Rogness, second by Froemming, and unanimously carried to award metal siding replacement and exterior painting on the Mill building at Phelps Mill Park to the low bidder, Woessner Construction Inc. at the bid price of \$37,900.00, as recommended by the Highway Engineer.

Iverson Lake Project

Motion by Erickson, second by Rogness, and unanimously carried to approve an Amendment with Houston Engineering for the Iverson Lake Drawdown Project (S.A.P. 056-997-003). The Amendment provides for additional work at an estimated cost of \$5,261.00. Total budget for the engineering services increases to \$39,986.00.

RESOLUTION

Agreement No. 96938

Railroad Crossing No. 695646K Signals

S.P. 5600130

Otter Tail County Resolution No. 2010 - 43

Commissioner Huebsch offered the following and moved its adoption:

BE IT RESOLVED, that the County of Otter Tail enter into an agreement with the Soo Line Railroad Company d/b/a/ Canadian Pacific Railway Company and the Commissioner of Transportation for the installation and maintenance of railroad crossing signals at the intersection of CSAH 49 with the tracks of the Soo Line Railroad Company d/b/a Canadian Pacific Railway Company in Rush Lake Township, Otter Tail County, Minnesota, and appointing the Commissioner of Transportation agent for the County to supervise said project and administer available Federal Funds in accordance with Minnesota Statute, Section 161.36. The County's share of the cost shall be 10 percent of the total signal cost.

BE IT FURTHER RESOLVED, that the County Board Chair, Roger Froemming and County Board Clerk, Larry Krohn be and they are hereby authorized to execute said agreement and any amendments thereto for and on behalf of the County.

Commissioner Lindquist seconded the motion and the resolution was unanimously adopted.

Dated this 3rd day of August, 2010

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Roger Froemming, Board of Commissioners Chair

Attest: _____

Larry Krohn, Clerk

Final Payment – S.A.P. 056-624-015

Motion by Erickson, second by Lindquist, and unanimously carried to approve Final Payment per Estimate No. 4, in the amount of \$1,199.45, payable to J & J Excavating, Inc. for completion of a Water Level Control Project (S.A.P. 056-624-015).

Statewide 800 Megahertz Radio System

Sheriff, Brian Schlueter; Lieutenant, Matt McGuire; Coordinator, Larry Krohn; and Auditor, Wayne Stein; spoke in regards to the 800 megahertz radio system project. The County has been receiving letters from various cities requesting that Otter Tail County fund, maintain, and administer the ARMER radio system including all equipment needed by the cities and fire departments. Lengthy discussion continued regarding the benefit of the County to purchase equipment initially. Thereafter, the individual entities could take responsibility of their equipment. Commissioner Lindquist spoke in regards to current funding for the project and the possibility of receiving additional dollars through grants which could eliminate the need to bond for the project.

Mr. McGuire briefed the Board regarding a grant request to purchase three radios for the public safety answering point (PSAP) for the dispatch center. The new radio control stations will be interoperable for the new ARMER radio system. The grant dollars must be expended by the end of September, 2010 and, after purchase, the County will be reimbursed. Mr. McGuire stated that he had two quotations for the equipment; one for Motorola equipment and one for EF Johnson equipment. Lengthy discussion took place regarding the radio system suppliers. Motion by Huebsch, second by Erickson, and unanimously carried to authorize the Sheriff's Office to purchase three radios for the PSAP in the Dispatch Center (either Motorola or EF Johnson brand radios). The radios will be purchased before September 30, 2010. The State Division of Emergency Communication Networks (DECN) grant is approximately \$13,500 and will be used to reimburse the County for the radios.

Discussion took place regarding the need for a consultant for the communications project through the final phase and the difficulty in bringing all entities together for discussion. Mr. Krohn offered to work with Mr. McGuire to expand the current Communications User Committee to include fire, EMS, and law enforcement in future discussions.

Otter Tail Ag Ethanol Plant

Motion by Erickson, second by Lindquist and carried, with Rogness and Huebsch abstaining, to authorize the Chairman's signature to execute the Ballot for Otter Tail Ag Enterprises Chapter 11 reorganization plan (Case No. BKY 09-6125-DDO).

Correspondence Received

Correspondence was acknowledged from the City of Dalton and the City of Vining regarding the State of Minnesota ARMER radio system equipment.

Adjournment

At 11:55 a.m., Chairman Froemming adjourned the meeting of the Otter Tail County Board of Commissioners until Tuesday, August 17, 2010 at the New York Mills County offices.

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 8/03/2010 FOR PAYMENT 8/03/2010

<u>VENDOR NAME</u>	<u>AMOUNT</u>
AIR QUALITY ENGINEERING	3,398.63
AMERICAN INSTITUTIONAL SUPPLY	192.44
BALLARD SANITATION INC	970.00
BATTLE LAKE STANDARD	150.61
BLUFFTON OIL COMPANY	730.48
BOUND TREE MEDICAL LLC	52.84
BRANDON COMMUNICATIONS INC	48.09
BRIGGS CORPORATION	63.60
CO OP SERVICES INC	138.67
COOPERS TECHNOLOGY GROUP	517.08
CULLIGAN WATER CONDITIONING	10.69
D.P.SMALL ENGINES	29.71
KATHY DOMHOLT	8.80
GARRETT EASTWOOD	12.97
MICHELLE ELDIEN	46.00
EXTREME MARINE LLC	2,401.75
FARMERS CO OP OIL ASSN	640.60
FASTENAL COMPANY	2.35
FERGUS ELECTRIC	926.27
CITY FERGUS FALLS	3,118.50
FERGUS TIRE CENTER	53.82
FOTH & VAN DYKE	10,666.90
FREMONT INDUSTRIES INC	144.28
GOPHER STATE ONE CALL	38.85
HEDAHLS HEADQUARTERS	14.19
HENRY'S FOODS INC	607.58
GERALD HOLO	12.26
INNOVATIVE OFFICE SOLUTIONS	1,231.20
JK SPORTS	15.00
KELLY SERVICES INC	280.00
KIM KNUTSON	84.99
LAB SAFETY SUPPLY INC	151.52
LAKE REGION HEALTHCARE CORP	550.00
LARRY OTT INC TRUCK SERVICE	1,375.00
LIBERTY TIRE RECYCLING SERVICE	912.31
LOCATORS & SUPPLIES INC	250.73
MARCO	74.10
MARCO INC ST LOUIS	238.74
MARK AND BRENDA CONSTRUCTION I	5,022.50
MARK SAND & GRAVEL CO	437.69
MN ASSOC OF SOIL & WATER DISTR	105.00
JASON MORRIS	121.99
NATURES GARDEN WORLD	32.00
NELSON AUTO CENTER	52.28
NELSON BROS PRINTING	184.94
OFFICE DEPOT	122.12
OLSON OIL CO INC	248.48
OTIS ELEVATOR CO	118.64
OTTER TAIL CO DETENTION FACILI	692.00
OTTERTAIL TRUCKING INC	10,544.00
PAKOR INC NW8935	456.63
PAMIDA PHARMACY	2,333.59
PEPSIAMERICAS	283.37
PERHAM AREA EMS	660.00
PETE'S AMOCO	107.94
POLK GOVERNMENT AND LIBRARY DI	160.00
PRODUCTIVE ALTERNATIVES INC	66.26

QUALIFICATION TARGETS	86.04
RDO TRUST #80-6130	19.62
RECOVERY SYSTEMS CO INC	2,290.15
ALLISON RIESTENBERG	70.50
RENEE SAURER	44.97
SIMPLEXGRINNELL LP	493.32
SOUTHTOWN C-STORE	233.87
SRF CONSULTING GROUP INC	432.26
STATE OF ALASKA	5.00
STEINS INC	689.71
PAM STOVER	65.67
THIS WEEKS SHOPPING NEWS	287.82
TRI-STATE DIVING	19.00
VICTOR LUNDEEN COMPANY	244.18
VIKING COCA-COLA	257.50
VISUAL GOV SOLUTIONS LLC	592.50
VOSS LIGHTING	10.99
WASTE MANAGEMENT	16,857.88
RANDY WASVICK	100.00
<u>**** FINAL TOTAL.....</u>	<u>\$74,711.96 ****</u>

approved minutes