



**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
July 10, 2018
8:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened at 8:33 a.m. Tuesday, July 10, 2018, at the Government Services Center in Fergus Falls, MN, with Commissioners Wayne Johnson, Chair; Roger Froemming, Vice-Chair; John Lindquist, Lee Rogness and Doug Huebsch present.

Approval of Agenda

Chairman Johnson called for approval of the Board Agenda. Motion by Huebsch, second by Froemming and unanimously carried to approve the Board of Commissioners Agenda of July 10, 2018, with the following additions:

Public Health Nurse Home Visits
Add Sanitation Code Discussion under Public Works Committee

Consent Agenda

Motion by Rogness, second by Lindquist and unanimously carried to approve Consent Agenda items as follows:

1. June 26, 2018, Board of Commissioners' Meeting Minutes
2. Warrants/Bills for July 10, 2018 (Exhibit A)
3. Human Services Bills & Claims
4. Request to Donate an old Taser to the Henning Police Department
5. Approval of On-Sale Liquor and Sunday Liquor License for Amor Rumors
6. Approval of On-Sale Liquor License for Firehouse Bar and Grille

"Our Town" Grant - National Endowment of the Arts

Diane Thorson, Public Health Director, requested a letter of support for an Arts Grant which requires a local government sponsor. West Central Initiative, which includes nine counties, will be submitting the grant application. If funded, the grant will provide a mobile unit to bring art to various events. Motion by Rogness, second by Lindquist and unanimously carried to authorize the Chair's signature on a letter of support for the grant project.

Nurse Home Visiting Services

Motion by Huebsch, second by Froemming and unanimously carried to increase the fee for family home visiting services from \$140.00 to \$145.00 effective July 1, 2018, to accommodate the Minnesota Care Tax as presented by the Public Health Director.

Property Records Industry Association (PRIA) Conference

Motion by Huebsch, second by Lindquist and unanimously carried to authorize out-of-state travel for Recorder Carol Schmaltz to the PRIA Conference August 27 - 30, 2018, in Rhode Island. The cost of hotel and flight will be paid out of the Technology Fund

Arbitrage Monitoring Services

Motion by Froemming, second by Rogness and unanimously carried to authorize the County Auditor-Treasurer's signature on the Addendum Contract for Arbitrage Monitoring Services with Ehlers for the following issue:

\$1,065,000 General Obligation Waste Disposal Revenue Bonds, Series 2018A, Prairie Lakes
Municipal Solid Waste Authority – 03/15/2018

Red River Basin Commission

Motion by Lindquist, second by Huebsch and unanimously carried to deny the request of the RRBC for 2018 funding, in the amount \$400.00, which represents 2.5 cents per capita.

Liquor License Approval

Motion by Froemming, second by Lindquist and unanimously carried to approve issuance of the following Liquor Licenses:

Henning Old Homestead Café On/Off-Sale 3.2 Malt Liquor & On-Sale Wine License
55820 Highway 210

Bid Awards – Highway Projects

Seasonal Salt Supply:

Motion by Rogness, second by Froemming and unanimously carried to award Seasonal Supply of Salt to L & O Acres Transport, Inc. of Westport, SD at a bid price of \$78.50 per ton.

S.A.P. 056-627-014:

Motion by Rogness, second by Lindquist and unanimously carried to award the CSAH 27 (north of Fergus Falls) Reconstruction project to the low bidder, Riley Bros. Construction, Inc. of Morris, MN in the amount of \$5,297,775.12.

CSAH 34 Reconstruction/Multi-Use Trail

Motion by Huebsch, second by Froemming and unanimously carried to approve an agreement for additional funds for the federal environmental review component for the CSAH 34 Reconstruction/Trail project (#5197-0027) as recommended by the Highway Engineer.

Recess & Reconvene

At 9:11 a.m., Chair Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed for an Internal Services Committee meeting. The County Board meeting was reconvened at 10:00 a.m.

Public Meeting – Joel Hendrickson Farm

Chairman Johnson opened a public meeting for comments regarding an animal feedlot or manure storage area permit application request of Joel Hendrickson located at 51005 635th Ave, Menahga, MN. Otter Tail County holds a public meeting on behalf of the MN Pollution Control Agency (PCA) under M.S. 116.07, Subd. 7(I). Mr. Hendrickson previously submitted a manure pit design document and hand delivered notices of the public meeting to neighbors within 5,000' of the project. There was no one from the public present for comment and there were no written comments received. Commissioner Huebsch noted that this request is not an expansion of herd; rather, a more efficient way to handle manure and will improve the operation of the farm. The public meeting was closed at 10:10 a.m. Minutes will be forwarded to the MN PCA in Detroit Lakes.

**EXTRACT OF MINUTES OF MEETING
OF THE OTTER TAIL COUNTY BOARD OF COMMISSIONERS
OTTER TAIL COUNTY, MINNESOTA**

HELD: JULY 10, 2018

Pursuant to due call and notice thereof, a meeting of the County Board of Otter Tail County ("the County"), was duly called and held at the County Board Room in the County Administration building in Fergus Falls, Minnesota on Tuesday, the 10th day of July 2018, at 10:10 A.M.

The following commissioners were present: Huebsch, Johnson, Lindquist, Froemming and Rogness;
and the following were absent: None

Commissioner Doug Huebsch introduced the following resolution and moved its adoption:

RESOLUTION NO. 2018 - 50

**RESOLUTION AUTHORIZING
EXECUTION OF A TAX ABATEMENT AND DEVELOPMENT AGREEMENT**

A. WHEREAS, Fergus Care Center, LLC, a Minnesota limited liability company (the "Company") have requested the County to assist with the acquisition and renovation of the existing building located at 1010 Maryland Lane, Fergus Falls, Minnesota, to be leased to the State of Minnesota Department of Health and Human Services and to grant an abatement to the Company of property taxes to be levied by the County on Parcel ID No. 71003991550000 in the County (the "Project"); and

B. WHEREAS, the Company and the County have determined to enter into a Tax Abatement and Development Agreement (the "Agreement") providing for assistance in connection with the Project.

NOW, THEREFORE, BE IT RESOLVED by the Otter Tail County Board of Commissioners, as follows:

1. The County hereby approves the Agreement in substantially the form submitted, and the Board Chair and Clerk are hereby authorized and directed to execute the Agreement on behalf of the County.

2. The approval hereby given to the Agreement includes the receipt, review, and acceptance by the County of the lease agreement between the State of Minnesota Department of Health and Human Services and the Company.

3. The approval hereby given to the Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the County officials authorized by this resolution to execute the Agreement. The execution of the Agreement by the appropriate officer or officers of the County shall be conclusive evidence of the approval of the Agreement in accordance with the terms hereof.

The motion for adoption of the foregoing resolution was duly seconded by Commissioner Lee Rogness and, after full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof:

Commissioners Huebsch, Johnson, Lindquist, Froemming and Rogness

and the following voted against same: None

Adopted at Fergus Falls, Minnesota this 10th day of July 2018.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Dated: _____

By: _____
Wayne Johnson, Board Chair

Attest: _____
John Dinsmore, Clerk

Long Range Strategic Plan

Administrator John Dinsmore and Public Works Director Rick West briefed Board members on the long range strategic planning which will be facilitated by SRF Consulting. Discussion took place about upcoming public input meetings planned for each region of the County. Commissioners indicated that they want to hear comments/opinions to guide the long-range plan from grass roots level citizens. Commissioners will continue to be updated during this planning process.

Adjournment

At 10:35 a.m., a motion was offered by Froemming, seconded by Rogness and unanimously carried, to declare the meeting of the Otter Tail County Board of Commissioners adjourned until 8:30 a.m. on Tuesday, July 24, 2018.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Dated: _____

By: _____
Wayne Johnson, Chair

Attest: _____
John Dinsmore, Clerk

CB/kd

approved minutes

WARRANTS APPROVED ON 7/10/2018

<u>Vendor Name</u>	<u>Amount</u>
A- 1 LOCK & KEY	74.50
ACME TOOLS FARGO	2,615.00
AHRENDT/MATT	100.00
ALLEN'S AUTO BODY & TOWING	242.85
ALLSTREAM	370.39
AMERICAN WELDING & GAS INC	62.01
AMERIPRIDE SERVICES INC	49.96
ANDERSEN BUILDERS OF OTC LLC	1,408.00
ANDERSON RPR/CHERI	8.75
ANDERSON LAW OFFICE, P.A.	287.10
APPLIED CONCEPTS INC	219.00
ASSOCIATION OF MN COUNTIES	385.00
AUTO VALUE FERGUS FALLS	1,443.52
BAILEY/LOREN K	271.54
BECKLUND OIL CO	2,692.57
BEN HOLZER UNLIMITED	41.00
BESEMAN/WILLIAM	77.72
BEYER BODY SHOP INC	875.00
BHH PARTNERS	126.04
BLUE LAKE PLASTICS LLC	700.00
BOND TRUST SERVICES CORPORATION	712.50
BOYER/RODNEY	324.40
BRANDON COMMUNICATIONS INC	82.31
BRATVOLD/JONATHON	209.95
BRAUN INTERTEC CORPORATION	3,629.00
BRAUN VENDING INC	59.00
BUELOW/DAVID	113.90
BUREAU OF CRIM APPREHENSION	510.00
CERTIFIED AUTO REPAIR	335.94
CHEMSEARCH	1,302.00
CITIZENS ADVOCATE	961.86
CLEMENT COMMUNICATIONS INC	611.80
CODE 4 SERVICES, INC	2,971.56
COMMISSIONER OF TRANSPORTATION	3,890.31
COOP SERVICES INC	160.12
COOPERS TECHNOLOGY GROUP	375.34
CORNELL SYVERSON POST 17	200.00
COUNTRY GLASS INC	302.00
CULLIGAN WATER CONDITIONING	48.00
DAIKIN APPLIED	3,566.00
DAILY JOURNAL/THE	1,355.80
DALTON SPORTS AND REPAIR	59.22

<u>Vendor Name</u>	<u>Amount</u>
DAN'S TOWING & REPAIR	174.98
DANZEISEN/LLOYD	183.14
DENZEL'S REGION WASTE INC	362.70
DEXYP	22.85
DICK'S STANDARD	132.95
DIVE RESCUE INTERNATIONAL INC	1,500.00
DOUBLE A CATERING	81.25
DULUTH TRADING CO	91.87
EHLERS & ASSOCIATES INC	4,000.00
ELECTION SYSTEMS & SOFTWARE INC	946.83
EMBLEM ENTERPRISES INC	288.85
FARGO ND/CITY OF	200.00
FASTENAL COMPANY	72.25
FERGUS FALLS/CITY OF	3,630.00
FIELD/TERRY	58.86
FINLEY ENGINEERING COMPANY, INC	2,454.82
FIRST WITNESS CHILD ADVOCACY CENT	200.00
FITZGIBBONS/BARRY	48.30
FORUM COMMUNICATIONS COMPANY	180.70
FOSBERG/JESSICA	27.17
FRANZ REPROGRAPHICS	185.64
FRAZEE FORUM INC	162.75
FRAZIER/BRENT	290.61
FREDERICK/PHILIP	140.61
FRONTIER PRECISION INC	67.30
FRUSTOL/NATHANAEL	56.14
G & R CONTROLS	1,243.18
GABE/RICHARD B	269.90
GALLS LLC	874.13
GEO- TECH OF MINNESOTA, INC.	600.00
GODFATHERS EXTERMINATING INC	315.00
GOESE/CRAIG H & DEBORAH L	4,051.89
GRAINGER INC	178.76
GREATAMERICA FINANCIAL SVCS	785.12
GREEN LIGHTS RECYCLING INC	1,888.52
GUNDERSON/GARY	150.42
GUTZMER/LILLIAN	123.72
HAWES SEPTIC TANK PUMPING LLC	85.00
HERMAN/CRYSTAL	131.58
HEXUM/ALEX	157.51
HILLTOP LUMBER INC	6.99
HOLO/SANDY	81.75

<u>Vendor Name</u>	<u>Amount</u>
HOUSTON ENGINEERING INC	3,616.25
HUFFMAN/DYLAN	297.03
INDIGO SIGNWORKS INC	1,995.00
INNOVATIVE OFFICE SOLUTIONS	566.67
INTERSTATE ENGINEERING INC	6,840.00
J.P. COOKE CO	77.70
JET- WAY MULTIPLE SERVICES INC	1,290.00
JONES LAW OFFICE	850.00
KEEPRS INC	358.92
KELLY SERVICES INC	867.60
KUGLER/JOSEPHINE	124.81
LAKE REGION HEALTHCARE	602.86
LAKELAND MENTAL HEALTH CENTER	166.00
LARRY OTT INC TRUCK SERVICE	3,050.00
LARUM/PAT	148.24
LAWSON PRODUCTS INC	165.27
LOCATORS & SUPPLIES INC	21.99
LOE/DORIS	173.32
LONG WEEKEND SPORTSWEAR	2,130.00
LUNDBERG/MAREN	71.40
M- R SIGN COMPANY INC.	926.66
MAILFINANCE	7,121.10
MARCO INC ST LOUIS	365.02
MARCO TECHNOLOGIES LLC	84,699.48
MARKS FLEET SUPPLY INC	24.81
MATCO TOOLS	363.19
MATTHEW BENDER & COMPANY INC	2,092.25
MIDWEST MACHINERY CO	492.87
MIDWEST MACHINERY CO	785.30
MIDWEST PRINTING CO	210.00
MINNESOTA MOTOR COMPANY	615.35
MINNKOTA ENVIRO SERVICES INC	25.00
MN CO INTERGOVERNMENTAL TRUST	552.00
MN CONTINUING LEGAL EDUCATION	760.00
MN DEPT OF TRANSPORTATION	50.00
MYHRE/JIM	109.80
NAPA FERGUS FALLS	344.58
NATURES GARDEN WORLD	11,272.62
NELSON AUTO CENTER	7,014.54
NETWORK SERVICES COMPANY	1,210.98
NEW YORK MILLS DISPATCH	897.06
NEW YORK MILLS/CITY OF	225.00

<u>Vendor Name</u>	<u>Amount</u>
NEWBORG/KEVIN	53.96
NORTHWEST DIVERS	145.00
OFFICE DEPOT	51.34
OFFICE OF MN.IT SERVICES	2,100.00
OLSON STITZEL POST 219	200.00
OLSON/BERTON	473.86
OTTER TAIL CO SHERIFF'S POSSE	1,764.30
OTTER TAIL LAKES COUNTRY ASSOCIAT	30.34
OTTERTAIL BAKERY	19.90
OTTERTAIL TRUCKING INC	13,456.86
PARKERS PRAIRIE AMBULANCE	1,055.00
PARTAIN/KRISTIE	155.87
PAW PUBLICATIONS LLC BATTLE LAKE R	74.90
PELICAN RAPIDS PRESS	280.75
PELICAN RIVER WATERSHED	100.00
PERALES/ANDREA	24.05
PETE'S AMOCO	175.00
PETE'S BODY SHOP & TOWING	757.80
PHILLIPE/ALEXANDER	154.78
POWERPLAN OIB	106.93
PRECISE MRM LLC	900.00
PRO AG FARMERS CO OP	90.56
RDO EQUIPMENT CO	1,310.97
RDO TRUCK CENTER CO	2,096.43
RECOVERY SYSTEMS CO INC	2,130.03
ROSENTHAL/JACK	272.63
SAURER/MATTHEW	70.00
SCHAEFER/LEROY	362.45
SCHMALTZ/CAROL	73.57
SCHWANTZ/CHRISTOPHER	141.49
SERVICE FOOD SUPER VALU	23.40
SHEEPDOG RESPONSE, LLC	7,500.00
SHERWIN WILLIAMS	110.45
SHI CORP	42,306.00
SIGNWORKS SIGNS & BANNERS LLC	1,215.00
SIMENGAARD/PAUL	31.39
SRF CONSULTING GROUP INC	1,561.41
STEIN/WAYNE	1,141.74
STEINS INC	1,457.68
STONEBROOKE ENGINEERING INC	925.53
STROMMEN/DILLON	57.12
SUMMIT FOOD SERVICE, LLC	14,018.19

<u>Vendor Name</u>	<u>Amount</u>
THIS WEEKS SHOPPING NEWS	188.20
THYSSEN KRUPP ELEVATOR CORPORATI	1,557.68
TIRES PLUS TOTAL CAR CARE	599.91
TITAN MACHINERY INC	958.41
TNT REPAIR INC	45.75
TOSHIBA FINANCIAL SERVICES	1,362.96
ULINE	808.66
VICTOR LUNDEEN COMPANY	437.25
VINCO, INC	110.39
WASS/DAVID F	499.47
WASTE MANAGEMENT	33,247.23
WEST OTTER TAIL CO FAIR ASSOCIATIO	125.00
WILSON/WARREN R	232.30
ZIEGLER INC	1,255.20
Final Total:	344,310.76

Approved