



**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
515 W. Fir Avenue, Fergus Falls, MN  
August 28, 2018  
8:30 a.m.**

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**Call to Order**

The Otter Tail County Board of Commissioners convened at 8:30 a.m. Tuesday, August 28, 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 August 28, 2018, with the following addition: Memorandum of Understanding for New Union Position

**Consent Agenda**

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

1. August 14, 2018, Board of Commissioners' Meeting Minutes
2. Warrants/Bills for August 28, 2018 (Exhibit A)
3. Approve On/Off-Sale 3.2 Malt Liquor License to The Corner Store on Otter Tail Lakes
4. Authorize Issuance of County Credit Card to Alvin Glenn Pederson, Highway Dept.
5. Final Payment to Knife River Materials for S.A.P. 056-610-015 & Etc.

**REQUEST TO REPURCHASE TAX FORFEITED PROPERTY**

**Otter Tail County Resolution No. 2018 - 56**

Commissioner Huebsch introduced the following resolution and moved its adoption:

RESOLVED, by the Otter Tail County Board of Commissioners of Otter Tail County, Minnesota, that

WHEREAS, Tony Hendrickx, owner, has made application to repurchase the following legally described parcel:

Parcel No. 07-000-15-0098-000  
Section 15 Township 137 Range 37

North (N) 15 Rods of the West (W) 8½ Rods of the Northwest Quarter of the Northwest Quarter NW¼NW¼)

Said property having forfeited to the State of Minnesota on the 2nd day of August 2017, for nonpayment of the 2013, 2014, 2015, 2016, and 2017 property taxes, and

WHEREAS, an application to repurchase the above described property was timely submitted on Tuesday, July 31, 2018, and

WHEREAS, the sum of \$504.77 represents the aggregate of all delinquent and current taxes, penalties, costs, assessments, and fees as of July 31, 2018, that would have been due and payable had the above described parcel not forfeited to the State of Minnesota, and

WHEREAS, the applicant has requested that the Otter Tail County Board of Commissioners consider his application to repurchase the above-described parcel and has requested that the Otter Tail County Board of Commissioners approve the applicant's request to repurchase the above-described property.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby approves the repurchase of the above described tax forfeited property, and

BE IT FURTHER RESOLVED, that the Otter Tail County Board of Commissioners hereby finds that the repurchase is in the best public interest, and that it will relieve any undue hardship which has result from the forfeiture.

Commissioner Froemming seconded the motion, and upon being put to vote, was unanimously carried.

Adopted this 28<sup>th</sup> day of August 2018

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

By: \_\_\_\_\_  
Wayne Johnson, Chair

Attest: \_\_\_\_\_  
John Dinsmore, Clerk

#### **Legislative Affairs Update**

Communication & External Relations Director Nick Leonard discussed the benefit to the County of having a lobbyist at the State capitol to monitor issues of specific importance to Otter Tail County. He submitted a document titled Otter Tail County Legislative Recommendations and Bonding Priorities. Motion by Huebsch, second by Rogness and unanimously carried to approve an agreement between the County of Otter Tail and Psick Capitol Solutions, Inc. of Saint Paul, MN. Psick Capital Solutions, Inc. will provide legislative representation for the 2019 legislative session at an annual cost of \$36,000, paid on a monthly basis. The monthly fee would be paid out of the Commissioners Contingency Fund with the remainder included in the County's 2019 budget.

#### **Child Care Project – New York Mills Building**

Mr. Leonard reported that there have been too many challenges to move forward with the proposed collaboration to provide daycare in the lower level of the County's New York Mills office building. He briefed the Board on an alternate collaborative plan in which the Housing and Redevelopment Authority (HRA) would own a different building. The HRA will rehab the building and work with MAHUBE OTWA and other interested parties to open a daycare in New York Mills. He reported that a different use of the lower level of the County building in New York Mills is being explored.

#### **Recess & Reconvene**

At 9:04 a.m., Chair Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed for committee meetings. The County Board meeting was reconvened at 10:21 a.m.

#### **Memorandum of Understanding (MOU)**

Motion by Huebsch, second by Froemming and unanimously carried to authorize the appropriate County Officials' signatures to execute a Memorandum of Understanding between Otter Tail County and Minnesota Teamsters Public and Law Enforcement Employee's Union, Local No. 320, representing Human Services Support Specialists and Public Health staff. The MOU adds one full time Administrative Specialist position to this union group.

**Closed to the Public - Negotiations**

At 10:23 a.m., a motion was offered by Lindquist, seconded by Froemming and unanimously carried to declare the Board meeting closed to the public for purposes of discussing labor negotiation strategies regarding four (4) Teamsters Local 320 unions as follows: Human Services Professional Unit, Human Services Support Specialists and Public Health staff, Public Health Professional Unit of Nurses, and Facilities Maintenance Unit. Present were all five seated Commissioners, Attorney Michael Rengel, Internal Services/HR Director, County Attorney, County Administrator, and Board Secretary. Upon completion of the closed session, at 10:47 a.m., Chairman Johnson opened the Board of Commissioners' meeting to the public.

**Otter Tail Lakes Country Association (OTLCA)**

Nick Leonard and members of OTLCA visited with the Board regarding the OTLCA collaboration that promotes Otter Tail County as a great place to visit, live and work. They discussed the exposure Otter Tail County is receiving due to the "Find Your Inner Otter" campaign and thanked the County for the funds that have made this initiative possible.

**Phelps Mill Fish Passage Project**

Public Works Director Rick West and Highway Engineer Chuck Grotte presented a Technical Memorandum from Houston Engineering dated August 13, 2018. The memorandum included three rock fishway options and recommended Option 1 because it will have an impact on centralizing the flows of the river and diverting turbulence away from the Mill. Regina Bergantine spoke in opposition of the removal of the Phelps Mill Dam to accommodate the fish passage project and indicated that many people may not know about this project. Commissioners stated that the MN Department of Natural Resources (DNR) has held public hearings about this project. Ms. Bergantine was encouraged to send written comments to the County. Chris Schuelke from the Historical Museum spoke in favor of Option 1 because it is the best option for preservation of the Mill building. Another public meeting regarding this project will be held at 7:00 p.m. on Tuesday, September 11, 2018, at the Government Services Center in Fergus Falls, MN.

**SPEED ZONE STUDY REQUEST  
A SEGMENT OF CSAH NO. 36**

**Otter Tail County Resolution No. 2018 - 57**

Motion by Huebsch, second by Lindquist and unanimously carried to adopt the following resolution:

WHEREAS, a group of residents have requested that the County of Otter Tail take such action as may be necessary in order to pursue a reduced speed limit on the segment of County State Aid Highway No. 36 near Long Lake from County State Aid Highway 60 to 470<sup>th</sup> Street; and

WHEREAS, the County of Otter Tail believes that a speed zone reduction would be beneficial in this area.

NOW, THEREFORE, BE IT RESOLVED, that Otter Tail County does hereby request that this area be studied by the Minnesota Department of Transportation to determine the need for a reduced speed zone, if any.

BE IT ALSO RESOLVED, that Minnesota Department of Transportation proceed with establishing a legal speed zone if the findings of the traffic study are supportive.

Adopted at Fergus Falls, Minnesota, this 28<sup>th</sup> day of August 2018

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

By: \_\_\_\_\_  
Wayne Johnson, Chair

Attest: \_\_\_\_\_  
John Dinsmore, Clerk

**Surplus Highway Department Equipment**

Motion by Lindquist, second by Froemming and unanimously carried to approve the sale of equipment to the following local entities:

Unit #110, 2000 Volvo Dump Truck	Aastad Township	\$12,500.00
Unit #71, 2004 Ford F150 Pickup	City of Rothsay	\$7,301.00
Unit #132, 1996 John Deere Tractor	Star Lake Township	\$17,000.00
Unit #47, Shoulder Disk	Eastern Township	\$1,675.25

**Highway Contract**

Motion by Froemming, second by Rogness and unanimously carried to authorize the appropriate County Officials' signatures to execute a Contract between the County of Otter Tail and L & O Acres Transport, Inc. of Westport, SD, for seasonal supply of salt for the 2018-2019 winter season.

**Luncheon Meeting with Department of Natural Resources (DNR) Commissioner**

At 11:40 a.m., Chairman Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed until noon, at which time, the meeting was reconvened to meet with MN DNR officials. The following DNR and County officials were present along with other members of the public:

**MN DNR:**

Tom Landwehr, DNR Commissioner	Henry Drewes, Regional Fisheries Manager
Brad Parsons, Fisheries Chief	Jim Wolters, Area Fisheries Supervisor
Rita Albrecht, NW Regional Director	Erik Anthonisen, Southern District Manager

**County Commissioners:**

Doug Huebsch, District 1 Commissioners  
Wayne Johnson, District 2 Commissioner and Board Chair  
John Lindquist, District 3 Commissioner  
Roger Froemming, District 4 Commissioner  
Lee Rogness, District 5 Commissioners

**County Officials:**

Rick West, Public Works Director	Nick Leonard, Economic Dev. & External Relations
Chris LeClair, Land & Resource Director	Kyle Westergard, Asst. Land & Resource Director
Spencer McGrew, AIS Specialist	John Dinsmore, County Administrator

**State Legislators:**

Senator Bill Ingebrigtsen, Senate Environment and Resource Committee  
Representative Bud Nornes

Commissioner Landwehr shared many statistics including the number of DNR staff, annual budget, total acres of of public land in Minnesota, state parks and trails, etc. He indicated that their mission is three-fold 1) conserve natural resources; 2) provide outdoor recreation; and 3) natural resource economic development.

Topics discussed included the Otter Tail County Blanche Lake property, muskie stocking, wetland replacement funding, AIS prevention and research, increasing number of fishing tournaments, and the need for better communication between departments and government agencies.

**Adjournment**

At 2:00 p.m., Chairman Johnson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, September 4, 2018, at the Government Services Center in Fergus Falls, MN.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

By: \_\_\_\_\_  
Wayne Johnson, Chair

Attest: \_\_\_\_\_  
John Dinsmore, Clerk

approved minutes



**WARRANTS APPROVED ON 8/28/2018**

<u>Vendor Name</u>	<u>Amount</u>
ACME TOOLS FARGO	159.85
ALBANY RECYCLING CENTER	6,649.32
AMAZON CAPITAL SERVICES, INC	2,319.51
AMERICAN LEGION POST 30	200.00
AMERIPRIDE SERVICES INC	902.96
ANDERSON LAND SURVEYING INC	790.00
ANDERSON/JORDAN	43.15
ASSOCIATION OF MN COUNTIES	300.00
BACHMAN PRINTING	182.94
BAILEY/LOREN K	623.52
BAKKEN/TARA	331.47
BCA	64.00
BEN HOLZER UNLIMITED	26.00
BERG/APRYLL	23.01
BESEMAN/WILLIAM	124.10
BOWMAN'S GRADING & GRAVELING	125.00
BOYER/RODNEY	229.57
BRANDON COMMUNICATIONS INC	833.11
BRATVOLD/JONATHON	23.87
BRAUN INTERTEC CORPORATION	14,771.50
BUELOW/DAVID	79.57
BUY- MOR PARTS & SERVICE LLC	7,837.90
CARR'S TREE SERVICE	4,393.00
CES IMAGING	2,520.00
CHEMSEARCH	4,326.85
CLEARSTREAM RECYCLING INC	669.00
COLLEGE WAY AUTO INC	46.25
COMPANION ANIMAL HOSPITAL	111.60
COOPERS TECHNOLOGY GROUP	18,536.99
CUMMINS SALES & SERVICE	4,837.62
CYBERSPROUT LLC	2,268.75
DACOTAH PAPER COMPANY	254.26
DAILY JOURNAL/THE	476.38
DEM- CON MATERIALS RECOVERY	557.74
DENZEL'S REGION WASTE INC	117.00
DIGI- KEY ELECTRONICS 2985686	352.40
DOMHOLT/KATHY	81.46
EAGLE EYE AERIAL PHOTOGRAPHY	630.00
ELDRIDGE/TRACY	170.04
ELECTION SYSTEMS & SOFTWARE INC	8,576.48
ENVIRONMENTAL SENTRY PROTECTION	1,821.04
EZ OPEN GARAGE DOOR	470.00

<u>Vendor Name</u>	<u>Amount</u>
FARMERS CO OP OIL ASSN	1,026.03
FASTENAL COMPANY	761.42
FELLBAUM/KEVIN	25.00
FERGUS FALLS/CITY OF	7,614.00
FIDLAR TECHNOLOGIES, INC	3,178.39
FORUM COMMUNICATIONS COMPANY	110.50
FRANZ REPROGRAPHICS	56.91
FRAZIER/BRENT	213.22
FREDERICK/PHILIP	141.16
FREITAG/MICHAEL	203.15
FRUSTOL/NATHANAEL	44.69
GABE/RICHARD B	215.40
GALLS LLC	947.20
GODFATHERS EXTERMINATING INC	561.20
GRAINGER INC	751.27
GRANT'S MECHANICAL	459.95
GRAYARC	135.06
GREENE/JULIE	319.10
GUNDERSON/GARY	134.07
GUNKEL/ERIC	22.92
GUTZMER/LILLIAN	170.59
HANSEN/NICOLE	20.00
HANSON'S PLUMBING & HEATING INC	127.57
HELPSYSTEMS	1,022.79
HENNING HARDWARE	29.99
HESS EXCAVATING	3,122.50
HEXUM/ALEX	167.32
HUFFMAN/DYLAN	213.64
JEFFRIES/TARA	40.33
JESNOWSKI/DANA	149.88
JK SPORTS	234.00
JOHNSON CONTROLS	1,500.00
JOHNSON/KURT	134.99
KADRMAS LEE & JACKSON INC	19,931.22
KEEPRS INC	797.81
KUGLER/JOSEPHINE	166.23
LAKE REGION HEALTHCARE	5,653.00
LAKES COUNTRY SERVICE CO OP	59.00
LARRY OTT INC TRUCK SERVICE	3,550.00
LARSON/DOUG	75.00
LAWSON PRODUCTS INC	587.66
LEE/THOMAS	468.96



<u>Vendor Name</u>	<u>Amount</u>
LIBERTY TIRE RECYCLING LLC	504.68
LITTLE FALLS MACHINE INC	760.16
LM ROAD SERVICES LLC	8,050.00
LOCATORS & SUPPLIES INC	5.98
LOE/DORIS	238.71
LUNDBERG/MAREN	91.56
M- R SIGN COMPANY INC.	990.82
MALMSTROM/WESTON	25.00
MARCO INC ST LOUIS	962.06
MARCO TECHNOLOGIES LLC	28,266.12
MARK/JAMES	400.00
MARKS FLEET SUPPLY INC	63.79
MARVEL/JACOB	134.07
MDRA	60.00
MHSRC RANGE	1,700.00
MIDWEST MACHINERY CO	1,881.24
MINNESOTA MOTOR COMPANY	33.15
MINNKOTA ENVIRO SERVICES INC	30.00
MISSION MECHANICAL INC	2,450.00
MN CO INTERGOVERNMENTAL TRUST	328.96
MN DEPT OF LABOR AND INDUSTRY	290.00
MOORE MEDICAL LLC	108.00
MUCHOW/GREGORY	85.02
MYHRE/JIM	20.00
NELSON AUTO CENTER	437.16
NETWORK SERVICES COMPANY	642.09
NEWMAN TRAFFIC SIGNS	27,002.00
NEWVILLE/DARREN	583.20
NICOLLET CO PROPERTY SERVICES	300.00
NORTHERN STATES SUPPLY INC	296.59
NORTHLAND FIRE PROTECTION	861.00
OK TIRE OF PERHAM INC	643.36
OLSON/BERTON	407.92
OTTER ELECTRIC LLC	1,299.90
OTTER TAIL CO TREASURER	5.00
OTTERTAIL TRUCKING INC	20,401.19
PAKOR INC	1,105.45
PARKERS PRAIRIE/CITY OF	260.00
PEBBLE LAKE AUTO REPAIR	710.11
PEDERSEN/ALVIN	139.00
PENROSE OIL COMPANY	1,190.17
PERHAM AREA COMMUNITY CENTER	60.00

<u>Vendor Name</u>	<u>Amount</u>
PETERSON/CODY	118.32
PETERSON/JOEL	17.99
PHILLIPE/ALEXANDER	140.07
PHOENIX SUPPLY	349.91
POWERPLAN OIB	4,800.00
PRAIRIE RESTORATIONS INC	525.00
PRECISE MRM LLC	496.50
PRO AG FARMERS CO OP	180.29
PRO AG FARMERS COOPERATIVE	595.12
PRO- WEST & ASSOCIATES INC	5,855.74
PRODUCTIVE ALTERNATIVES INC	112.91
RAYS SPORT & MARINE - PERHAM	899.20
RECOVERY SYSTEMS CO INC	13,080.00
ROLLIE/WILLIAM	159.69
RUFFRIDGE JOHNSON EQUIP CO INC	249.35
SAEWERT/JETT	67.04
SALATHE/KELVIN	158.60
SAURER/MATTHEW	35.00
SCHIERER/STEVE	320.93
SCHWANTZ/CHRISTOPHER	65.84
SERVICE FOOD SUPER VALU	28.70
SHI CORP	11,031.00
SHOEMAKER/BRENDA	28.29
SIGNWORKS SIGNS & BANNERS LLC	286.00
SOUTH MILL SERVICE	501.50
SRF CONSULTING GROUP INC	287.88
STAPLES BUSINESS CREDIT	285.66
STEIN/WAYNE	586.00
STEINS INC	2,686.99
STEVE'S SANITATION INC	70.20
STOEL RIVES LLP	5,537.00
STREICHERS	210.93
STROMMEN/DILLON	106.93
SUMMIT COMPANIES	150.00
SUMMIT FOOD SERVICE, LLC	13,847.92
THIEME/PAUL	494.32
THIS WEEKS SHOPPING NEWS	188.20
THOMSON REUTERS - WEST	4,258.16
THRIFTY WHITE PHARMACY	1,291.60
TIRES PLUS TOTAL CAR CARE	96.71
TNT REPAIR INC	66.94
TOSSETT/KARMEN	55.77

<u>Vendor Name</u>	<u>Amount</u>
TRUCK UTILITIES INC	3,643.04
ULTEIG ENGINEER'S INC	25,934.37
US AUTOFORCE	712.75
VICTOR LUNDEEN COMPANY	116.77
VORDERBRUGGEN/KENNETH	634.43
WAGNER/SCOTT	11.27
WALETZKO/PATRICK	54.50
WASS/DAVID F	415.00
WASTE MANAGEMENT	31,561.71
WEBER'S WADENA HARDWARE CO.	9.99
WHEELCHAIRS UNLIMITED	371.00
WILSON/WARREN R	213.22
ZIEGLER INC	1,196.67
<b>Final Total:</b>	<b>382,022.71</b>

Approved minutes

**HUMAN SERVICES WARRANTS APPROVED 08/28/2018**

<u>Vendor Name</u>	<u>Amount</u>
BROWN/BRENDA	8.57
COLE/MELANIE	44.18
DAHLEN/JODY	9.61
DNA DIAGNOSTICS CENTER	281.00
FOREMAN/MICHELLE	57.90
FRIEDERICHS/TAMMY	255.74
GREATAMERICA FINANCIAL SVCS	2,614.01
HEART OF THE LAKES ELEMENTARY	500.00
KAMBEL- SEUFERT/KIM	49.51
LUTHER CREST BIBLE CAMP	250.00
MINNESOTA MONITORING INC	358.97
MINNKOTA ENVIRO SERVICES INC	249.00
MN DEPT OF HUMAN SERVICES	38,503.16
OFFICE DEPOT	130.86
OTTER TAIL CO SHERIFF	549.20
OTTER TAIL CO TREASURER	2,780.53
OTTER TAIL COUNTY I.T. DEPT	146.68
OTTER TAIL COUNTY SUPPORT	176.62
OTTER TAIL COUNTY TREASURER- EXPRI	1,464.10
PACIFIC INTERPRETERS	1,228.50
PARENTING TIME CENTERS	500.00
POLK CO SHERIFF	184.05
PREMIER BIOTECH LABS, LLC	2,238.93
PRODUCTIVE ALTERNATIVES INC	11,679.67
SJOLIE, DARIN	10.08
THORSON/SHANTEL	61.75
ULSCHMID/LIZA	28.92
VICTOR LUNDEEN COMPANY	510.45
<b>Final Total:</b>	<b>64,871.99</b>

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