



**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
515 W. Fir Avenue, Fergus Falls, MN  
October 2, 2018  
1:00 p.m.**

---

**Call to Order**

The Otter Tail County Board of Commissioners convened at 1:00 p.m. Tuesday, October 2, 2018, at the Government Services Center in Fergus Falls, MN, with Commissioners Wayne Johnson, Chair; John Lindquist, Lee Rogness, and Doug Huebsch present. Commissioner Roger Froemming was absent.

**Approval of Agenda**

Chairman Johnson called for approval of the Board Agenda. Motion by Rogness, second by Huebsch and unanimously carried to approve the Board of Commissioners Agenda of October 2, 2018, with the following additions.

Public Works Committee added at 4:40 p.m.  
Resolution for the 150<sup>th</sup> Anniversary Celebration  
MPCA Demolition Landfill Licensing Process

**Consent Agenda**

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

1. September 25, 2018, Board of Commissioners' Meeting Minutes
2. Warrants/Bills for October 2, 2018 (Exhibit A)
3. Approval of Final Payment for County Wide Crack Sealing Project – Fahrner Asphalt Services

**Water Quality Discussion**

Commissioners and County Managers discussed water quality issues in general with particular concern when water is being passed along to other bodies of water during draw down projects due to flooding on County roads and/or residential properties. Public Works Director Rick West indicated that the Long Range Planning Citizen Focus Group who met recently in Perham placed a high value on the quality of water and the environment in Otter Tail County. Water quality is an item to be considered when amending the Shoreland Management Ordinance (SMO); however, it was stressed that each situation is unique and, with water testing technology, may need case-by-case consideration.

**Preliminary Levy Survey Data**

Administrator John Dinsmore submitted the preliminary increased levies for the MICA member counties which average 4.5%. Otter Tail County's preliminary levy increase is 3.9%. Commissioner Huebsch requested comparisons based on a \$200,000 home to determine if the tax on that home is steady which would indicate good economic development.

**Public Safety Concerns**

Brian Rubenstein, MN DOC District Supervisor, the Sheriff, and Lieutenant Keith VanDyke, spoke to the Board regarding notification of sexual predators who move into our communities. Commissioner Johnson reported that some constituents in his district have expressed concern with the notification process especially after the kidnapping in the community and two Level 3 offenders moving into the community soon thereafter. Mr. Rubenstein submitted a Community Notification Act Fact Sheet and information about the MN Predatory Offender Registry. He stated that the offenders are under intense supervision and the local Sheriff Departments are responsible for notification, which can be last minute notice as the offenders may be denied housing and change their address right before being released. He stated that there is 3% recidivism for sex abuse cases and the case in Pelican Rapids is extremely rare. Mr. Rubenstein offered to hold an educational session on this topic and Commissioners will request changes to legislation to improve the process.

**County Ditch 14**

Ditch Inspector Kevin Fellbaum and Attorney Michelle Eldien discussed the Ditch 14 issue and the potential for retaining Rinke Noonan for water drainage issues. Motion by Rogness, second by Huebsch and unanimously carried to request that the County Attorney obtain a retainer agreement from Rinke Noonan at a cost of \$200.00 per month. The County Attorney will present the agreement to the Board at an upcoming Board meeting for final approval.

**Solid Waste Discussions**

**Agriculture Plastic Wrap:**

Assistant Solid Waste Director Zach Fjestad reported that Revolution Plastics plans to discontinue the current ag plastic wrap recycling program. Commissioners requested that Mr. Fjestad approach Revolution Plastics to determine if the farmers can purchase the dumpsters at a reasonable price if the County can manage the pick-up.

**MPCA Demolition Landfill License:**

Mr. Fjestad reported that the Minnesota Pollution Control Agency (MPCA) has opened the process for demolition landfill licensing. The MPCA has offered to meet with the Commissioners if there is interest in an educational session regarding the process.

**OTTER TAIL COUNTY 150<sup>TH</sup> ANNIVERSARY COMMITTEE  
Expression of Appreciation and Gratitude by the  
County Board of Commissioners**

**Otter Tail County Resolution No. 2018 - 71**

WHEREAS, on September 12, 2018, Otter Tail County, MN celebrated the 150th anniversary of its creation; and

WHEREAS, this distinctive milestone provided an opportunity to reflect on the history and accomplishments of the past, as well as celebrate our culture and the successful community that the County of Otter Tail has become; and

WHEREAS, this landmark distinction warranted a meaningful, year-long "Sesquicentennial Celebration"; and

WHEREAS, Otter Tail County, in partnership with the Otter Tail County Historical Society, formed a Sesquicentennial Celebration Committee charged with planning and implementing a series of events and activities commemorating Otter Tail County's 150th year.

NOW, THEREFORE, IT IS HEREBY RESOLVED: That the Otter Tail County Board of Commissioners expresses our sincere gratitude and appreciation to the Otter Tail County Historical Society, the Sesquicentennial Celebration Committee, and all 62 Townships and 22 cities and towns who planned and implemented a series of events and activities commemorating Otter Tail County's 150th year.

Upon the motion of John Lindquist, seconded by Lee Rogness, and passed unanimously, the above resolution is hereby adopted by the Otter Tail County Board of Commissioners.

Adopted this 2<sup>nd</sup> day of October 2018

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

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

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

**Recess & Reconvene**

At 2:48 p.m., Chair Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The County Board meeting was reconvened at 2:50 p.m.

**External Communications and Economic Development****Website Redesign:**

External Communications Director Nick Leonard and E-Government Administrator Scott Backstrom updated the Board regarding the County's website redesign. A new website that is easier for the public to navigate and easier to update is planned to launch October 17th.

**Economic Development Committee:**

Economic Development Director Nick Leonard reported that the County has established an Economic Development Committee and the first meeting was held September 18, 2018. The Committee will bring other economic development professionals together to talk about the models they are utilizing and the best way to move forward to address the shortage of affordable housing in Otter Tail County. Motion by Rogness, second by Lindquist and unanimously carried to approve a special meeting with the OTC Commissioners and OTC and Fergus Falls Housing and Redevelopment Authorities at 9:00 a.m. on Tuesday, October 16, 2018, at Lakes Country Service Cooperative (LCSC) in Fergus Falls, to discuss shared economic development priorities. The next meeting of the Economic Development Committee is scheduled at 11:00 a.m. on Wednesday, October 31, 2018, at LCSC.

**Non-Union Salary and Benefits for CY2019****Cost-of-Living Adjustment:**

Motion by Rogness, second by Lindquist and unanimously carried to authorize a 3% COLA for non-union employees effective January 1, 2019.

**Employer Contribution:**

Motion by Huebsch, second by Rogness and unanimously carried to acknowledge a 3.1% health insurance rate increase as submitted by the Public Employees Insurance Program (PEIP) renewal and the corresponding employer contributions attached as Exhibit B, effective January 1, 2019.

**Otter Tail County Food Protection Ordinance**

Motion by Lindquist, second by Rogness and unanimously carried to establish a Public Hearing to amend the Otter Tail County Food Protection Ordinance at 10:00 a.m. Tuesday, November 13, 2018.

**Recess & Reconvene**

At 4:09 p.m., Chair Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The County Board meeting was reconvened at 4:14 p.m.

**2018 Aquatic Invasive Species (AIS) Prevention Program Report**

Spencer McGrew, AIS Specialist, submitted a report on AIS inspections as boats entered and exited the lakes at boat accesses throughout Otter Tail County. The County employed 25 AIS Inspectors and there were 12,059 inspections completed during the 2018 boating season. He also submitted the AIS Task Force expense and activity report for the period of January 1, 2018 through August 31, 2018.

**OPTION SELECTION FOR PHELPS MILL DAM - FISH PASSAGE****Otter Tail County Resolution No. 2018 - 72**

Upon motion by Huebsch, seconded by Lindquist and unanimously carried, the following resolution was adopted:

WHEREAS: the County of Otter Tail is the owner of the Phelps Mill Dam located on the Otter Tail River in Phelps Mill County Park, and

WHEREAS: the Minnesota Department of Natural Resources has proposed a project to restore fish passage on the Otter Tail River at Phelps Mill Dam, and

WHEREAS: the Minnesota Department of Natural Resources and the United States Fish and Wildlife Service have secured funding for a fish passage project on the Otter Tail River at Phelps Mill Dam, and

WHEREAS: the Otter Tail County Board of Commissioners have previously supported a fish passage project on the Otter Tail River at Phelps Mill Dam through their Resolution No. 2017-51 adopted on July 11, 2017.

NOW THEREFORE BE IT RESOLVED THAT: the Otter Tail County Board of Commissioners have agreed, if technically feasible, to implement a 2/3 rock arch rapids project on the downstream side of the Phelps Mill Dam, and

BE IT FURTHER RESOLVED THAT: the County of Otter Tail has selected a project option and therefore has concluded hosting public meetings to review alternatives.

Dated at Fergus Falls, Minnesota, this 2<sup>nd</sup> day of October 2018

OTTER TAIL COUNTY BOARD OF COMMISSIONERS Dated: \_\_\_\_\_

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

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

**Adjournment**

At 4:45 p.m., a motion was offered by Lindquist, seconded by Rogness and unanimously carried to declare the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, October 9, 2018, at the Government Services Center in Fergus Falls, MN.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS Dated: \_\_\_\_\_

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

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

CB/kd

WARRANTS APPROVED ON 10/02/2018

<u>Vendor Name</u>	<u>Amount</u>
ABBOTT/CYNDI	31.27
ACME TOOLS FARGO	887.85
ALLSTREAM	370.39
AMERICAN LEGION POST 30	170.00
AMERIPRIDE SERVICES INC	55.82
ANDERSON LAW OFFICE, P.A.	207.88
ARK & SPARK	7.00
BACHMAN PRINTING	303.34
BARRY CONSTRUCTION INC	2,950.00
BAUER BUILT	8,208.72
BECKLUND OIL CO	2,765.79
BEN HOLZER UNLIMITED WATER LLC	20.00
BHH PARTNERS	2,367.28
BRADSHAW & BRYANT PLLC	600.00
BRANDON COMMUNICATIONS INC	720.00
BRATVOLD/JONATHON	8.24
BUGBEE'S LOCKSMITH	40.00
CARR'S TREE SERVICE	9,677.63
CHILDREN'S HOSPITALS & CLINICS	500.00
CITIZENS ADVOCATE	78.69
CODE 4 SERVICES, INC	187.00
COOPERS TECHNOLOGY GROUP	144.98
CYBERSPROUT LLC	4,368.75
DAILY JOURNAL/THE	32.64
DEM-CON MATERIALS RECOVERY	280.49
DENBROOK/GARY	241.35
DEXYP	22.85
DULSKI/JOEL	326.09
ELDIEN/MICHELLE M	197.48
FAHRNER ASPHALT SEALERS LLC	89,686.26
FARNAM'S GENUINE PARTS INC	32.97
FASTENAL COMPANY	517.27
FIELD/CRISTI	65.00
FRANZ REPROGRAPHICS	62.70
FRAZEE-VERGAS FORUM	437.96
GALLS LLC	507.02
GILBERTSON/JACE	15.00
GODFATHERS EXTERMINATING INC	246.20
GOODIN COMPANY	51.21
HANSON/KATHRYN D	161.00
HARTHUN/TRENT	199.99
HEETER/NICK	15.00

<u>Vendor Name</u>	<u>Amount</u>
HOUSTON ENGINEERING INC	37,223.55
INNOVATIVE OFFICE SOLUTIONS	881.41
J.P. COOKE CO	87.50
JIMS BOBCAT SERVICE	640.00
JK SPORTS	225.00
KEEPRS INC	116.96
LAKE REGION ASSOCIATION OF REALTOR	175.00
LAKES COUNTRY SERVICE CO OP	147.50
LARRY OTT INC TRUCK SERVICE	1,000.00
LM ROAD SERVICES LLC	14,076.00
M-R SIGN COMPANY INC.	774.46
MACPZA	200.00
MCKNITE/JACOB	49.05
MIDWEST PRINTING CO	315.00
MINNKOTA ENVIRO SERVICES INC	20.00
MN CO INTERGOVERNMENTAL TRUST	64.00
MN COUNTIES COMPUTER CO-OP	10,000.00
MN SUPPLY	62.03
N F FIELD ABSTRACT CO LLC	1,747.66
NATURES GARDEN WORLD	1,407.90
NELSON/MIKE	600.00
NESS/PAMELA	5.36
NETWORK SERVICES COMPANY	560.51
NOVA FIRE PROTECTION	1,145.00
OLIPHANT/GLEN	15.00
OSBERG/ERIK	743.38
OTTER TAIL CO PUBLIC HEALTH	416.15
OTTER TAIL CO TREASURER	444.01
OTTER TAIL LAKES COUNTRY ASSOCIATI	806.00
OTTERTAIL TRUCKING INC	14,854.26
PHOENIX SUPPLY	2,495.67
PRICE/KEITH	15.00
REGENTS OF THE UNIVERSITY OF MN	72,192.00
SANFORD HEALTH FARGO REGION	633.00
SEACHANGE PRINT INNOVATIONS	36,495.33
SERVICE FOOD SUPER VALU	20.46
SIMON/SETHRENA	247.90
SOUTHTOWN OF PELICAN RAPIDS INC	3.60
SRF CONSULTING GROUP INC	7,100.29
STEINS INC	1,258.92
STONEBROOKE ENGINEERING INC	3,386.70
SUMMIT FOOD SERVICE, LLC	14,004.60

<u>Vendor Name</u>	<u>Amount</u>
SUPERIOR JETTING INC	2,660.00
SYNSTELIEN/TYLER	25.52
THIS WEEKS SHOPPING NEWS	218.25
THOMSON REUTERS - WEST	1,146.39
TITAN MACHINERY INC	605.00
ULSCHMID/SUSAN	193.48
ULTEIG ENGINEER'S INC	33,620.36
UNITED PARCEL SERVICE	25.47
VERIZON WIRELESS - VSAT	150.00
VIKING COCA-COLA	225.00
VOSS LIGHTING	247.20
WASTE MANAGEMENT	32,607.03
<b>Final Total:</b>	<b>426,148.97</b>

Approved





<b>GRANDFATHERED SINGLE EMPLOYEES</b>					2018 Benefit			2019 Benefit
	2017	2018 Employer	2018	LTD &	Dollars	3.1% Increase	2019 Employer	Dollars
<u>HSA Compatible Plan</u>	<u>Premiums</u>	<u>Contribution</u>	<u>Premiums</u>	<u>Basic Life</u>	<u>Remaining</u>	<u>2019</u>	<u>Contribution</u>	<u>Remaining</u>
Single	532.18	1,250.00	550.04	14.40	685.56	567.14	1,300.00	718.46
<u>Value Plan</u>	-		-					
Single	698.78	1,250.00	722.94	14.40	512.66	745.50	1,300.00	540.10
<u>High Plan</u>	-		-					
Single	771.28	1,250.00	805.06	14.40	430.54	830.20	1,300.00	455.40
<b>EXISTING DEPENDENT COVERAGE &amp; NEW EMPLOYEES</b>					2018 Benefit			2019 Benefit
	2017	2018 Employer	2018	LTD &	Dollars	3.1% Increase	2019 Employer	Dollars
<u>HSA Compatible Plan</u>	<u>Premiums</u>	<u>Contribution</u>	<u>Premiums</u>	<u>Basic Life</u>	<u>Remaining</u>	<u>2019</u>	<u>Contribution</u>	<u>Remaining</u>
Single	532.18	700.00	550.04	14.40	135.56	567.14	740.00	158.46
Single + Children	957.92	1,250.00	990.08	14.40	245.52	1,020.82	1,300.00	264.78
Single + Spouse	1117.56	1,250.00	1,155.08	14.40	80.52	1,191.02	1,300.00	94.58
Family	1490.08	1,300.00	1,540.10	14.40	-254.50	1,587.68	1,450.00	-152.08
<u>Value Plan</u>	-		-					
Single	698.78	700.00	722.94	14.40	-37.34	745.50	740.00	-19.90
Single + Children	1257.78	1,250.00	1,301.28	14.40	-65.68	1,341.82	1,300.00	-56.22
Single + Spouse	1467.42	1,250.00	1,518.16	14.40	-282.56	1,565.54	1,300.00	-279.94
Family	1956.54	1,300.00	2,024.20	14.40	-738.60	2,087.02	1,450.00	-651.42
<u>High Plan</u>	-		-					
Single	771.28	700.00	805.06	14.40	-119.46	830.20	740.00	-104.60
Single + Children	1388.28	1,250.00	1,449.10	14.40	-213.50	1,494.30	1,300.00	-208.70
Single + Spouse	1619.66	1,250.00	1,690.56	14.40	-454.96	1,743.36	1,300.00	-457.76
Family	2159.54	1,300.00	2,254.14	14.40	-968.54	2,324.20	1,450.00	-888.60