



**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Prairie Event Center, Freudenberg Community Room
201 W. Main Street, Parkers Prairie, MN
November 6, 2018
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened at 9:34 a.m. Tuesday, November 6, 2018, at the Prairie Event Center in Parkers Prairie, MN, with Commissioners Wayne Johnson, Chair; John Lindquist, Lee Rogness, and Doug Huebsch present. Otter Tail County Commission District 4 seat was vacant.

Approval of Agenda

Chairman Johnson called for approval of the Board Agenda. Motion by Rogness, second by Lindquist and unanimously carried to approve the Board of Commissioners Agenda of November 6, 2018, with the following additions.

Discussion Regarding Rinke Noonan 2019 Retainer Agreement
County Highway 35 Project

Consent Agenda

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

1. October 16, 2018, Board of Commissioners' Meeting Minutes
2. Warrants/Bills for November 6, 2018 (Exhibit A)
3. Human Services & PH Bills/Warrants for November 6, 2018 (Exhibit A)
4. Authorize Issuance of County Credit Card to Ryan K. Murphy, Attorney Dept.
5. Approve 2019 Tobacco Licenses to: City of Dalton Liquor Store, Dollar General Stores 15614 and 17996, Elizabeth General Store, Rocky's Bait, and The Corner Store on Otter Tail Lake

**IN RECOGNITION OF ROGER D. FROEMMING'S PUBLIC SERVICE AS THE
OTTER TAIL COUNTY COMMISSIONER OF DISTRICT 4
Otter Tail County Resolution No. 2018 – 74
November 6, 2018**

The following resolution was offered by the Board of Otter Tail County Commissioners, who moved to recognize and honor the public service of Roger D. Froemming as the Otter Tail County Commissioner of District 4:

WHEREAS, Roger was elected to office on Tuesday, November 3, 1998 and has served Otter Tail County from January 1, 1999 to October 30, 2018; and

WHEREAS, during Roger's 7,245 days of public service as an Otter Tail County Commissioner, he has served as the Board's representative on a range of committees and advisory groups, including the AMC's Policy Committee, the Red River Valley Farmers and Homemakers, Otter Tail County's Problem Solving/DWI Courts, the MAHUBE-OTWA Community Action Council, the Law Library, the Viking Library Board, Lakeland Mental Health Center, the Human Services Labor Management Committee, the Criminal Justice Advisory Council, the Prairie Lakes Municipal Solid Waste Authority, the East Otter Tail County Soil and Water Conservation District, the Emergency Services Radio Board, the West Central Regional Juvenile Center Board, the West Central Area Agency on Aging/Land of the Dancing Sky Board, the Community Services Division Committee and the Land Services Division Committee; and

WHEREAS, Roger's oath of office has solemnly sworn to support the Constitution of the United States and that of the State of Minnesota, and has faithfully discharged, to the best of his abilities and judgement, the duties of County Commissioner of Otter Tail County, representing 19 of the county's 62 townships and nine of the county's 22 major cities and towns; and

WHEREAS, Roger's public service also included, but not limited to, a range of functions, including:

- Outstanding service to the public
- Serving in the United States Air Force from November 18, 1955 to November 17, 1959, and honorably discharged as an Airman 2nd Class;
- Election to, and multi-years of service on, the Folden Township Board in the 1980's and 1990's
- His respect for and his appreciation of County staff. While he may not have always agreed with our recommendations or policies, he did understand the "how and why" that County staff put into those recommendations and decisions; and

WHEREAS, while Roger devoted more than half of his life to serving the public - his humility and gentle demeanor were always informed by a philosophy of serving constituents' needs and immediate concerns. Although he was keenly aware of how county government affects people broadly, Roger never lost sight of the importance of representing and serving the individual needs of the people who lived in his district.

THEREFORE, BE IT RESOLVED THAT: The Otter Tail County Board of Commissioners recognizes the many years of public service, governance, dedication and devotion provided by Roger, and we express our utmost gratitude and appreciation for his many years of dedicated public service to the residents of Otter Tail County and the State of Minnesota

The motion for the adoption of the foregoing resolution was introduced by Commissioner Lee Rogness duly seconded by Commissioner John Lindquist and, after discussion and commendation thereof and upon vote being taken thereon, the resolution was adopted unanimously.

Adopted at Fergus Falls, Minnesota, this 6th day of November 2018

OTTER TAIL COUNTY BOARD OF COMMISSIONERS Dated: _____

By: _____
Wayne Johnson, Chair

Attest: _____
John Dinsmore, Clerk

Chief Deputy Recorder

After discussion, a motion was offered by Rogness, seconded by Lindquist and unanimously carried to authorize the appropriate County officials' signatures to execute a Memorandum of Understanding (MOU) between the County of Otter Tail and MN Teamsters Public and Law Enforcement Employee's Union representing the Government Services Technical Unit. The MOU approves the addition of a position assignment titled "Administrative Specialist – Chief Deputy Recorder" as recommended by the Internal Services/HR Director.

Sale of County Assets

Motion by Rogness, second by Huebsch and unanimously carried to approve the sale of Recorder Department printers to other units of government. Commissioners discussed the request of the MN Department of Human Services (DHS) to purchase an ice machine from the C.A.R.E. building. Alternative considerations will be considered prior to a decision regarding the ice machine.

Payment Approval

Motion by Huebsch, second by Lindquist and unanimously carried to approve payment to Sanford Health, in the amount of \$2,604.45, for services provided under the provisions of M.S. 609.35 for Case File Nos. 18019438 and 18023990.

**REQUEST TO REPURCHASE TAX FORFEITED PROPERTY
Otter Tail County Resolution No. 2018 – 75**

Commissioner Rogness introduced the following resolution and moved its adoption:

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

WHEREAS, Thomas A. Cook, owner, has made application to repurchase the following legally described parcel:

City of Fergus Falls
71-004-99-0455-000
Section 3 Township 132 Range 43
GRUSSENDORF'S RESURVEY
EAST 50' OF RES 1 EXCEPT NORTH 9' & EXCEPT SOUTH 130' ALL LOT 1 BLOCK 2
Legal Description from Document 1144916

The East 50 feet of Reserve 1, EXCEPT the North 9 feet thereof; ALSO the North 20 feet of Lot 1, Block 2, all in the Resurvey of Lots 2, 3, 4 and 5, of Block 2, Grussendorf's Addition to Fergus Falls, Minnesota.

Said property having forfeited to the State of Minnesota on the 3rd day of August 2018, for nonpayment of the 2014, 2015, and 2016, property taxes, and

WHEREAS, an application to repurchase the above described property was timely submitted on Tuesday, October 16, 2018, and

WHEREAS, the sum of \$373.64 represents the aggregate of all delinquent and current taxes, penalties, costs, assessments, and fees as of October 16, 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 Lindquist seconded the motion, and upon being put to vote, the resolution was adopted this 6th day of November 2018.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS Dated: _____

By: _____
Wayne Johnson, Chair

Attest: _____
John Dinsmore, Clerk

Election Process

Motion by Rogness, second by Lindquist and unanimously carried to recognize the work in the Auditor-Treasurer's office and thank everyone, including many volunteers, involved with the primary and general elections making a complicated system seamless to Otter Tail County voters.

2018 Emergency Management Performance Grant

Emergency Manager Patrick Waletzko reviewed the 2018 Emergency Management Performance Grant agreement and explained the various initiatives and projects funded by the grant. Motion by Lindquist, second by Huebsch and unanimously carried to authorize the appropriate County Officials' signatures to execute the 2018 Emergency Management Performance Grant (No. A-EMPG-s018-OTTERCO-058) for the period of January 1, 2018 through December 31, 2018. The grant provides Otter Tail County with \$37,292.00 and requires a local match.

County Drainage Systems

County Ditch No. 16:

Motion by Rogness, second by Huebsch and unanimously carried to authorize a utility easement for a septic force main underneath Ditch No. 16 at a depth of 5-6 ft. with markers on each side of the ditch. Commissioners requested that the contractor (Septic Tech) pull tracer wire through the pipe so it can be easily located.

County Ditch No. 64:

Motion by Huebsch, second by Lindquist and unanimously carried to authorize cleanout of Ditch 64 where it outlets into Judicial Ditch 2 to the intersection of 190th St. and 125th Ave (about 10,000 ft.) as recommended by the Ditch Inspector.

Retainer Agreement:

County Attorney Michelle Eldien presented a 2019 Retainer Agreement from Rinke Noonan. Motion by Huebsch, second by Lindquist and unanimously carried to enter into a Retainer Agreement between the County of Otter Tail and Rinke Noonan for advice regarding County ditches and to develop a resolution to identify the ditches that will be assessed to fairly distribute the retainer fee.

Commission Seat – District 4

Motion by Huebsch, second by Rogness and unanimously carried to affirm the process in Minnesota Statute 375.101 Subd. 4 as it relates to the current District 4 vacancy. M.S. 375.101, Subd.4 states "If less than one year remains in the unexpired term, the county board may appoint a person to fill the vacancy for the remainder of the unexpired term, unless the vacancy occurs within 90 days of the next county general election, in which case an appointment shall not be made and the vacancy must be filled at the general election. The person elected to fill a vacancy at the general election takes office immediately in the same manner as for a special election under subdivision 1, and serves the remainder of the unexpired term and the new term for which the election was otherwise held." A certificate of election will be issued after the Canvassing Board meets on November 13, 2018.

Recess & Reconvene

At 10:25 a.m., Chair Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:30 a.m.

Highway Department Projects

CSAH 6 Cattle Pass Repair:

Motion by Huebsch, second by Lindquist and unanimously carried to authorize the appropriate County Officials' signatures to execute the Highway Construction Contract between the County of Otter Tail and DM Enterprises of Wadena, MN, for the CSAH 6 Cattle Pass Repair project.

CSAH 44 Culvert Replacement:

Motion by Huebsch, second by Lindquist and unanimously carried to authorize the appropriate County Officials' signatures to execute the Highway Construction Contract between the County of Otter Tail and DM Enterprises of Wadena, MN, for the CSAH 44 Culvert Replacement project.

Tuition Assistance Agreement:

Motion by Rogness, second by Lindquist and unanimously carried to approve a Tuition Assistance Agreement between the County of Otter Tail and Craig A. Rintala as submitted.

Reduction of Retainage – S.A.P. 056-030-003:

Motion by Rogness, second by Lindquist and unanimously carried to decrease the retainage, from 5% to 2%, on the removal and/or replacement of cattle passes and culverts on CSAH 4, 40, 49, 54, 67 and 88.

CSAH 1 Reconstruction Project – S.A.P. 056-601-067:

Motion by Rogness, second by Huebsch and unanimously carried to authorize the appropriate County Officials' signatures to execute Proposal QTB087852 between the County of Otter Tail and Braun Intertec of Saint Paul, MN, for Geotechnical Evaluation for the CSAH 1 Reconstruction Project.

COUNTY STATE AID HIGHWAY NO. 1 RIGHT OF WAY ACQUISITION**Project No. S.A.P. 056-601-054****Parcel Nos. 21, 27, 30, 34, 35, & 49****Otter Tail County Resolution No. 2018 – 76**

Upon a motion by Lindquist, seconded by Rogness and unanimously carried, the Otter Tail County Board of Commissioners adopts the following resolution:

WHEREAS, Otter Tail County proposes to reconstruct and improve County State Aid Highway No. 1, from CSAH 10 northeast of Fergus Falls to CSAH 35 north of Underwood approximately 6.0 miles, and located in Sections 33, 34, 35 & 36 of T134N-R42W and Sections 31 & 32 of T134N-R41W and 1, 2, 3 & 4 of T133N-R42W and 5 & 6 of T133N-R41W; and

WHEREAS, the reason for the construction of this segment of County State Aid Highway No. 1 is due to the existing highway's poor condition; and

WHEREAS, this improvement is necessary to provide for the safety of the traveling public; and

WHEREAS, Otter Tail County has a right to acquire the right of way after an award of damages has been filed with the County Auditor in accordance with Minnesota Statute, Section 163.02 and 163.12; and

WHEREAS, all necessary additional highway rights of way and/or temporary construction easements have been acquired for this reconstruction except for 6 tracts:

- A) Tract owned by Leonard E. Davis, a single person (deceased)
Tract being a strip of land described as follows:

That part Section 02, Township 133 North, Range 42 West, all lying and being in Otter Tail County shown as PARCEL 21 on the OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 30, County State Aid Highway No. 1, as the same is on file and of record in the Office of the County Recorder in and for Otter Tail County.

Excepting therefrom right of way of existing highways.

Containing 0.05 acres, more or less.

Subject to all previously recorded easements, if any.

Also, a temporary construction easement, which shall expire with the completion of the project contract, as described below:

That part of Section 02, Township 133 North, Range 42 West, shown adjacent to the CSAH No. 1 right of way boundary on the plan view of the Plan and Profile sheets of the Construction Plan for S.A.P. 056-601-054. The outer limits of C.E. PARCEL 21 are established at 15 feet offset from and at right angles to the cut and fill limit lines.

Containing 0.01 acre(s), more or less.

This temporary construction easement shall commence with the award of the project and will expire with the completion of the project contract.

- B) Tract owned by Northwoods Residential Services, L.L.C., a limited liability company, organized under the laws of the State of Minnesota, Mark K. Sikkink, manager
Tract being a strip of land described as follows:

All that part of Section 02, Township 133 North, Range 42 West, all lying and being in Otter Tail County shown as PARCEL 27 on the OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 30, County State Aid Highway No. 1, as the same is on file and of record in the Office of the County Recorder in and for Otter Tail County.

Excepting therefrom right of way of existing highways.

Containing 0.20 acres, more or less.

Subject to all previously recorded easements, if any.

Also, a temporary construction easement, which shall expire with the completion of the project contract, as described below:

That part of Section 02, Township 133 North, Range 42 West, shown adjacent to the CSAH No. 1 right of way boundary on the plan view of the Plan and Profile sheets of the Construction Plan for S.A.P. 056-601-054. The outer limits of C.E. PARCEL 27 are established at 15 feet offset from and at right angles to the cut and fill limit lines.

Containing 0.70 acre(s), more or less.

This temporary construction easement shall commence with the award of the project and will expire with the completion of the project contract.

- C) Tract owned by Steven S. Houge and Diane K. Houge, Husband and Wife
Tract being a strip of land described as follows:

That part of Section 36, Township 134 North, Range 42 West, all lying and being in Otter Tail County shown as PARCEL 30 on the OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 30, County State Aid Highway No. 1, as the same is on file and of record in the Office of the County Recorder in and for Otter Tail County.

Excepting therefrom right of way of existing highways.

Containing 0.30 acres, more or less.

Subject to all previously recorded easements, if any.

Also, a temporary construction easement, which shall expire with the completion of the project contract, as described below:

That part of Section 36, Township 134 North, Range 42 West, shown adjacent to the CSAH No. 1 right of way boundary on the plan view of the Plan and Profile sheets of the Construction Plan for S.A.P. 056-601-054. The outer limits of C.E. PARCEL 30 are established at 15 feet offset from and at right angles to the cut and fill limit lines.

Containing 0.78 acre(s), more or less.

This temporary construction easement shall commence with the award of the project and will expire with the completion of the project contract.

- D) Tract owned by Marilyn Bauer, a single person
Tract being a strip of land described as follows:

That part of Section 01, Township 133 North, Range 42 West, all lying and being in Otter Tail County shown as PARCEL 34 on the OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 30, County State Aid Highway No. 1, as the same is on file and of record in the Office of the County Recorder in and for Otter Tail County.

Excepting therefrom right of way of existing highways.

Containing 0.05 acres, more or less.

Subject to all previously recorded easements, if any.

Also, a temporary construction easement, which shall expire with the completion of the project contract, as described below:

That part of Section 01, Township 133 North, Range 42 West, shown adjacent to the CSAH No. 1 right of way boundary on the plan view of the Plan and Profile sheets of the Construction Plan for S.A.P. 056-601-054. The outer limits of C.E. PARCEL 34 are established at 15 feet offset from and at right angles to the cut and fill limit lines.

Containing 0.06 acre(s), more or less.

This temporary construction easement shall commence with the award of the project and will expire with the completion of the project contract.

- E) Tract owned by:
Ronald Krog and Rita Krog, Husband and Wife
Steve Hauge and Donna Hauge, Husband and Wife
Gerald Krog and Deanne Krog, Husband and Wife
Larry Krog and Diane Krog, Husband and Wife
Susan Wodzicki and Gene Wodzicki, Husband and Wife
Janice Boen, a single person
Joyce Detjen, a single person
Terry Krog, a single person
Tract being a strip of land described as follows:

That part of Section 01, Township 133 North, Range 42 West, all lying and being in Otter Tail County shown as PARCEL 35 on the OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 30, County State Aid Highway No. 1, as the same is on file and of record in the Office of the County Recorder in and for Otter Tail County.

Excepting therefrom right of way of existing highways.

Containing 0.15 acres, more or less.

Subject to all previously recorded easements, if any.

Also, a temporary construction easement, which shall expire with the completion of the project contract, as described below:

That part of Section 01, Township 133 North, Range 42 West, shown adjacent to the CSAH No. 1 right of way boundary on the plan view of the Plan and Profile sheets of the Construction Plan for S.A.P. 056-601-054. The outer limits of C.E. PARCEL 35 are established at 15 feet offset from and at right angles to the cut and fill limit lines.

Containing 0.34 acre(s), more or less.

This temporary construction easement shall commence with the award of the project and will expire with the completion of the project contract.

- F) Tract owned by Richard V. Rostad and Amy Rostad, husband and wife
(Divorced – no conveyance document recorded)
Tract being a strip of land described as follows:

That part of Section 32, Township 134 North, Range 41 West, all lying and being in Otter Tail County shown as PARCEL 49 on the OTTER TAIL COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 30, County State Aid Highway No. 1, as the same is on file and of record in the Office of the County Recorder in and for Otter Tail County.

Excepting therefrom right of way of existing highways.

Containing 0.07 acres, more or less.

Subject to all previously recorded easements, if any.

Also, a temporary construction easement, which shall expire with the completion of the project contract, as described below:

That part of Section 32, Township 134 North, Range 41 West, shown adjacent to the CSAH No. 1 right of way boundary on the plan view of the Plan and Profile sheets of the Construction Plan for S.A.P. 056-601-054. The outer limits of C.E. PARCEL 49 are established at 15 feet offset from and at right angles to the cut and fill limit lines.

Containing 0.50 acre(s), more or less.

This temporary construction easement shall commence with the award of the project and will expire with the completion of the project contract.

Due to the reconstruction and realignment of County State Aid Highway No. 1 under Project No. S.A.P. 056-601-054, said strips being all those described above, to be retained for CSAH No. 1 right-of-way recorded as Parcel Nos. 21, 27, 30, 34, 35 & 49 on Sheets 3, 4 & 6 of 6 of CSAH No. 1 Right of Way Plat No. 30.

NOW, THEREFORE, BE IT RESOLVED that the Otter Tail County Board of Commissioners hereby authorizes the acquisition of the requested right of way as described above pursuant to Minnesota Statute, Section 163.02 and 163.12, and to take title and possession of that land after an award of damages has been filed with the County Auditor in accordance with Minnesota Statute, Section 163.12; including the "Quick-Take" provisions provided for in Minnesota Statute 117.042.

BE IT FURTHER RESOLVED that the Otter Tail County Attorney is authorized to file the necessary documents in court and represent the County in this matter.

Adopted at Fergus Falls, Minnesota this 6th day of November 2018.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS Dated: _____

By: _____
Wayne Johnson, Chair

Attest: _____
John Dinsmore, Clerk

Completion of 2018 Highway Projects

The Highway Engineer and Commissioners discussed issues with several construction projects. Commissioners expressed dissatisfaction with several projects in which contractors have not met the completion date as outlined in their construction contracts. Projects cited were S.A.P. 056-627-014 on Highway 27, S.A.P. 056-635-037 & Etc. Highway 35 and S.P. 056-667-036, Highway 67. Penalties are being assessed.

Solid Waste Management Tax (SWMT)

Solid Waste Director Chris McConn submitted a memorandum dated October 30, 2018, as previously requested by the County Board. He reviewed the information from the MN Pollution Control Agency (PCA) including SWMT generated from Otter Tail County residents and businesses and where the dollars are allocated.

Environmental Health Fees for 2019

Public Health Director Diane Thorson stated that the Partnership4Health Community Health Board (P4H CHB) sets Environmental Health Fees for the local County Boards to adopt. Motion by Huebsch, second by Lindquist and unanimously carried to keep the 2019 Environmental Health Fees the same as 2018 except for an increase to the Re-inspection Fee from \$100.00 to \$125.00. Estimated Environmental Health Fees collected in 2018 for Otter Tail is \$246,350.

Land of the Dancing Sky – Coordinator on Aging Services

Motion by Rogness, second by Huebsch and unanimously carried to authorize the appropriate County Officials' signatures to execute a contract, between the County of Otter Tail and the West Central Area Agency On Aging – Land of the Dancing Sky, for the Otter Tail County Aging Coordinator position. The contract provides \$27,725.00 for the position. The purpose of the position is to assist residents with selection of a medicare supplemental or advantage plan.

County Credit Card

Motion by Huebsch, second by Rogness and unanimously carried to approve a County Credit Card, with a \$5,000 limit, for Karen Oehler, Public Health Account Technician.

Partnership4Health Community Health Board Survey

Ms. Thorson reported that the P4H CHB sent out random household mailings for a 2018 community assessment. Categories surveyed included nutrition, physical activity, smoking status, obesity, mental health wellness and breastfeeding. Ms. Thorson reviewed the statistics.

**IN RECOGNITION OF DIANE THORSON'S PUBLIC SERVICE AS THE OTTER TAIL COUNTY
PUBLIC HEALTH DIRECTOR & COMMUNITY HEALTH SERVICES ADMINISTRATOR
Otter Tail County Resolution No. 2018 – 77**

The following resolution was offered by Commissioner Doug Huebsch who moved to recognize and honor the public service of Diane Thorson as the Otter Tail County Public Health Director and Community Health Services Administrator:

WHEREAS, Diane has served as the Otter Tail County Public Health Director since September 11, 1978; and

WHEREAS, Diane's 14,706 days of public service to Otter Tail County has made her the longest serving Public Health Director in the history of Otter Tail County and in the State of Minnesota; and

WHEREAS, Diane's oath of office has solemnly sworn to support the Constitution of the United States and that of the State of Minnesota, and has faithfully discharged the duties of Public Health Director and Community Health Services Administrator to the best of her judgement and abilities;

WHEREAS, during her tenure with Otter Tail County, Diane's legacy has included a range of accomplishments including, but are not limited to:

- Outstanding service to the public, including: Community leadership in the creation of Lakeland Hospice; Minnesota's first assisted living program; implementing a program for delivering child vaccines which evolved into the MN Vaccines for Children program; and Otter Tail County's partnership with the University of Minnesota to provide on-site dental clinics for Medical Assistance patients.
- The creation of the Otter Tail Family Services Collaborative in 1997 and in 2014, the establishment of the four-county PartnerSHIP4Health organization, recognized with numerous statewide awards, working to prevent chronic disease through sustainable changes.

- Development of Health Information Exchange (HIE) Connectivity Grant Project where her leadership and dedication were key in “bringing together” multiple partners to enable Electronic Health Record information sharing.
- Supporting, developing and implementing evidence-based practices in our region, especially the Nurse Family Partnership (NFP) and Health Families America (HFA) to families in need and/or families at risk
- Responsibility for the implementation of the County’s rules and/or policies as established by the County Board; directing the operation of the Public Health Department; interpreting and managing County Ordinances and State Law, as well as staff supervision, determining office policy, operational guidelines, and staff requirements;

WHEREAS, Diane’s career with Otter Tail County has witnessed many changes in public health from the eradication of small pox, to the HIV/AIDS epidemic, the global Ebola outbreak and the threats posed by Lyme’s and West Nile Diseases;

WHEREAS, Diane has been an exemplary mentor to many and her “can-do” attitude has been both refreshing and inspirational in a world of challenges and barriers.

THEREFORE, BE IT RESOLVED THAT: The Otter Tail County Board of Commissioners recognizes the many years of professional service, guidance and advice provided by Diane, and we express our utmost gratitude and appreciation for her many years of dedicated public service to the residents of Otter Tail County and the State of Minnesota.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Lee Rogness and, after discussion and commendation thereof and upon vote being taken thereon, the resolution was adopted unanimously.

Adopted at Fergus Falls, Minnesota, this 6th day of November 2018

OTTER TAIL COUNTY BOARD OF COMMISSIONERS Dated: _____

By: _____ Attest: _____
 Wayne Johnson, Chair John Dinsmore, Clerk

Recess & Reconvene

At 11:50 a.m., Chair Johnson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 11:56 a.m.

Long Range Strategic Plan (LRSP) Update

Stephanie Falkers, SRF Consulting Planner, presented a powerpoint and reviewed the results of four focus group meetings held throughout the County. The focus groups provided comments on areas to work on to develop a LRSP which would facilitate what the County will look like in twenty-five years. LRSP recommendations that resulted from these meetings included Resilience (safe, healthy livable communities, diversity), Land Use, Economy, Public Infrastructure, Parks and Trails, and Natural Resources. Public Works Director Rick West indicated that the next step is to establish meeting dates for the public to attend and offer comment. After all comments are gathered, a Steering/Review Committee will continue to work with development of the plan.

Adjournment

At 12:52 p.m., a motion was offered by Rogness, seconded by Lindquist and unanimously carried to declare the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, November 13, 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

approved minutes

WARRANTS APPROVED ON 11/06/2018

<u>Vendor Name</u>	<u>Amount</u>
ACME TOOLS	1,019.00
ACTIVE911, INC	6,875.00
ADVANCED STRIPING & SEALCOATING, II	2,175.00
ALBANY RECYCLING CENTER	2,868.12
ALLSTREAM	370.39
ALPHA TRAINING & TACTICS LLC	452.48
AMAZON CAPITAL SERVICES, INC	298.52
AMERIPRIDE SERVICES INC	55.82
AP TECHNOLOGY	835.00
ASCENDUM MACHINERY INC	716.78
ASSOCIATION OF MN COUNTIES	200.00
AVERY, ATTORNEY AT LAW/JILL	2,615.37
AXON ENTERPRISE, INC	146.00
BAILEY/LOREN K	257.91
BAKKEN/JULIE	400.29
BATTERY JUNCTION	132.44
BAUER BUILT	2,962.40
BEYER BODY SHOP INC	176.44
BOYER/RODNEY	271.53
BRANDNER/STEVE	389.99
BRANDON COMMUNICATIONS INC	766.78
BRAUN INTERTEC CORPORATION	1,290.00
BROWNELLS INC	77.94
BUCHHOLZ/LARRY D & JULIE A	12,345.50
CARR'S TREE SERVICE	26,374.75
CARVER CO ATTORNEY'S OFFICE	400.00
CCG CONSULTING	2,000.00
CENTRAL STATES WIRE PRODUCTS INC	5,613.93
CHEMSEARCH	431.76
CLAUSEN FAMILY REV LIV TST	10,121.50
CLEAN SWEEP COMMERCIAL SERVICES	1,183.00
CODE 4 SERVICES, INC	2,736.03
COIL'S FLAGS & FLAGPOLES	284.95
CONCEPT CATERING	144.50
COOPERS TECHNOLOGY GROUP	776.00
CPS TECHNOLOGY SOLUTIONS	6,038.07
CULLIGAN OF WADENA	40.75
CUMMINS SALES & SERVICE	1,287.09
D & T VENTURES LLC	1,089.00
DAILEY ELECTRIC LLC	192.50
DAILY JOURNAL/THE	2,241.08
DAKOTA BUSINESS SOLUTIONS	495.00

<u>Vendor Name</u>	<u>Amount</u>
DAKOTA MAILING & SHIPPING EQUIPMEN	387.23
DARLING'S SALES & SERVICE CO	420.84
DEM-CON MATERIALS RECOVERY	363.10
DENNY'S WELDING	2,428.09
DENZEL'S REGION WASTE INC	274.95
DICK'S STANDARD	269.01
DM ENTERPRISES	7,230.00
DULUTH TRADING CO	143.20
EAGLE EYE AERIAL PHOTOGRAPHY	1,558.93
ELDIEN/ANIKA K	69.75
ELDIEN/MICHELLE M	503.96
F-M FORKLIFT SALES & SERVICE INC	484.50
FARNAM'S GENUINE PARTS INC	174.45
FASTENAL COMPANY	399.99
FERGUS FALLS/CITY OF	3,744.00
FERGUS POWER PUMP INC	1,230.00
FERGUSON ENTERPRISES INC #1657	268.94
FIDLAR TECHNOLOGIES, INC	3,192.35
FIEDLER/MICHAEL	90.03
FORUM COMMUNICATIONS COMPANY	121.63
FRANZ REPROGRAPHICS	361.03
FRONTIER PRECISION INC	692.10
GABE/RICHARD B	269.90
GALLAGHER BENEFIT SERVICES INC	350.00
GALLS LLC	491.99
GODFATHERS EXTERMINATING INC	315.00
GOEDEN/MICHAEL J & VICKI A	500.00
GOVERNMENT FORMS & SUPPLIES	479.25
GRAINGER INC	231.56
GREATAMERICA FINANCIAL SVCS	537.09
GREEN LIGHTS RECYCLING INC	451.43
GUBRUD/DENISE	166.19
HABBERSTAD/RICHARD A & ELLENMAYE	1,970.00
HAUGEN/JASON & SAMANTHA	28,337.00
HEALTHCARE ENVIRONMENTAL SERVICE	186.30
HENNING/CITY OF	100.00
HERZOG ROOFING INC	374.87
HERZOG/PATRICK T & AMY L	1,421.00
HILDI INC	4,160.00
HOFFMAN/RANDY	134.99
HOLO/DALE	21.58
HONEYWELL INTERNATIONAL INC	1,775.42

<u>Vendor Name</u>	<u>Amount</u>
HORGEN/JERRY	1,036.96
HOUSTON ENGINEERING INC	39,079.86
HUSKY MARKETING & SUPPLY CO	28,789.56
INDEPENDENT/THE	95.74
INNOVATIVE OFFICE SOLUTIONS	265.20
J.P. COOKE CO	217.71
JEFFRIES/TARA	38.71
JENSEN/JAY	1,050.00
JJ'S COMPANY EXCAVATING LLC	555.00
JONES LAW OFFICE	1,610.00
KEEPRS INC	397.95
KIMBALL MIDWEST	226.30
KNOWINK LLC	682.00
L & O ACRES TRANSPORT INC	4,262.55
LAKE REGION HEALTHCARE	727.50
LAKES AREA COOPERATIVE	776.45
LAKES COUNTRY SERVICE CO OP	21,126.00
LANDWEHR CONSTRUCTION INC	92,319.29
LANGE/ELIZABETH	70.00
LANNERS/RICHARD & ANGELA	36,617.00
LARRY OTT INC TRUCK SERVICE	2,550.00
LARSON/DOUG	75.00
LARUM/PAT	125.35
LAWSON PRODUCTS INC	251.25
LECLAIR/CHRISTOPHER	207.11
LEE/THOMAS	572.85
LIBERTY TIRE RECYCLING LLC	800.51
LOCATORS & SUPPLIES INC	189.81
M-R SIGN COMPANY INC.	2,348.44
MARCO INC ST LOUIS	1,177.19
MARCO TECHNOLOGIES LLC	2,113.47
MARK SAND & GRAVEL CO	153,817.27
MARKS FLEET SUPPLY INC	64.33
MARTHALER/TYLER	10.00
MATTHEW BENDER & COMPANY INC	710.50
McCONN/CHRISTOPHER	599.16
MIDWEST MACHINERY CO	4,256.15
MINNESOTA MOTOR COMPANY	13,035.91
MINNKOTA ENVIRO SERVICES INC	45.00
MN CONTINUING LEGAL EDUCATION	58.50
MN COUNTIES COMPUTER CO-OP	1,696.02
MN STATE AUDITOR	39,607.50

<u>Vendor Name</u>	<u>Amount</u>
MN SUPPLY	86.40
MORRIS/JASON	6.43
MULLER/JAMES I & SONIA G	500.00
MYHRE/JIM	117.44
NATURES GARDEN WORLD	999.50
NEIGEL FIREARMS	945.00
NELSON AUTO CENTER	67.95
NETWORK SERVICES COMPANY	1,877.43
NEUMANN INSULATION CO INC	4,760.00
NEWMAN PAINTING INC	4,580.00
NEWVILLE/DARREN	365.07
NORTHERN PLUMBING SUPPLY	222.06
NOVA FIRE PROTECTION	825.00
OFFICE OF MN.IT SERVICES	2,100.00
OLSON GRAVEL INC	11,243.70
OLSON/BENJAMIN	124.26
OLSON/BERTON	484.76
ONE CALL LOCATORS LTD	342.92
OTIS ELEVATOR CO	516.39
OTTER TAIL CO TREASURER	827.61
OTTERTAIL AGGREGATE	316.72
OTTERTAIL GLASS INC	178.50
OTTERTAIL TRUCKING INC	22,748.13
OUTDOOR RENOVATIONS LANDSCAPE &	400.00
OVERHEAD DOOR CO OF FERGUS FALLS	1,161.00
PARKERS PRAIRIE/CITY OF	260.00
PETERSON/BRANDON & BREANNA M	16,306.50
PHOENIX SUPPLY	828.11
PINE PLAZA TV & APPLIANCE	86.98
PRECISE MRM LLC	1,120.00
PRECISION PRINTING OF MINNESOTA, IN	2,300.00
PRO AG FARMERS CO OP	94.55
PRO AG FARMERS COOPERATIVE	722.50
PRODUCTIVE ALTERNATIVES INC	92.32
PSICK CAPITOL SOLUTIONS INC	3,000.00
RAMBOW	80.37
RDO EQUIPMENT CO	559.91
REGENTS OF THE UNIVERSITY OF MN	130.00
ROSENTHAL/JACK	231.21
RUBBER STAMPS UNLIMITED INC	19.45
SCHIERER/STEVE	325.83
SELL HARDWARE INC	320.00

<u>Vendor Name</u>	<u>Amount</u>
SHERBROOKE TURF INC	2,812.50
SHERWIN WILLIAMS	2.97
SHI CORP	9,801.00
SHOL/DEREK & HALLIE M	6,389.00
SIGNWORKS SIGNS & BANNERS LLC	433.25
SRF CONSULTING GROUP INC	9,240.57
STEINS INC	2,095.03
STEVE'S SANITATION INC	325.00
STONE/BRUCE	1,118.63
STONEBROOKE ENGINEERING INC	4,686.55
STOP STICK LTD	493.00
STREICHERS	2,081.79
SUMMERSVILLE ELECTRIC, INC.	674.38
SUMMIT COMPANIES	942.50
SUMMIT FOOD SERVICE, LLC	18,518.27
SURPLUS WAREHOUSE OF WILLMAR INC	75.00
SWANSTON EQUIPMENT CORP	31,510.00
TERRACON CONSULTANTS INC	2,526.50
THIS WEEKS SHOPPING NEWS	116.40
THOMSON REUTERS - WEST	3,902.16
TIRES PLUS TOTAL CAR CARE	702.72
TNT REPAIR INC	309.00
TOSHIBA FINANCIAL SERVICES	403.80
U S POSTAL SERVICE	20,000.00
UGSTAD PLUMBING INC	332.50
ULSCHMID/SUSAN	190.75
UMVRDC SCENIC BYWAY WORKSHOP	85.00
US AUTOFORCE	1,630.80
VICTOR LUNDEEN COMPANY	317.42
VORDERBRUGGEN/KENNETH	385.23
VOSS LIGHTING	163.60
WALTERS/CEDAR	97.14
WASS/DAVID F	492.93
WASTE MANAGEMENT	31,993.15
WASVICK FAMILY REV LIV TST	9,640.00
WAYNE'S TOOLWAGON	21.60
WILSON/WARREN R	452.06
Final Total:	867,321.56

<u>Vendor Name</u>	<u>Amount</u>
ASCANO PHD/R P	45.45
BECKER CO SHERIFF	48.00
BREEN COMPANIES, INC	474.53
CARLTON CO SHERIFF'S OFFICE	100.00
CENTURYLINK	87.49
COUNTIES PROVIDING TECHNOLOGY	240.00
DAHLEN/JODY	7.66
FERGUS FALLS POLICE DEPT	50.00
FERGUS TIRE CENTER	20.00
FRIEDERICHS/TAMMY	198.58
GREATAMERICA FINANCIAL SVCS	2,351.01
HAUGE/LESLIE	37.15
JACOBS/SHELLY	10.52
JAROS/LORI	74.00
KNUDSON/FONDA L	45.00
LAKES & PRAIRIE COMM ACTION PARTNE	11,602.00
LEXISNEXIS RISK DATA MANAGEMENT	165.43
LUNDBY/DEB	36.01
MAHUBE OTWA-ACTION PARTNERSHIP	36,434.81
MIDWEST MONITORING	2,115.00
MINNESOTA MONITORING INC	203.42
MINNKOTA ENVIRO SERVICES INC	150.00
MN DEPT OF HUMAN SERVICES	8,663.05
NOVACEK/BONNIE	34.39
OTTER TAIL CO ATTORNEY'S OFFICE	7,331.25
OTTER TAIL CO RECORDER	20.00
OTTER TAIL CO SHERIFF	553.20
OTTER TAIL CO TREASURER	4,120.34
OTTER TAIL COUNTY TREASURER-EXPRI	3,455.50
POTTER/LELAND	67.70
POTTER/TARA	48.00
PREMIER BIOTECH LABS, LLC	1,371.20
PRODUCTIVE ALTERNATIVES INC	1,193.65
SERVICE FOOD SUPER VALU	36.00
ULTIMATE AUTO REPAIR-AUTO SAFETY S	147.84
VANDERLINDEN/PAT	244.97
WEDLL/DARLA	29.20
WEST CENTRAL REG JUVENILE CTR	31,312.50
ZACHMANN/KRISTA	47.76
Final Total:	113,172.61

<u>Vendor Name</u>	<u>Amount</u>
BARKER/MEGAN	51.36
CENTURYLINK	253.48
GEORGESON/ANTHONY	9.74
GLAXO SMITH KLINE	1,332.18
LAKE REGION HEALTHCARE	2,400.00
LAKELAND MENTAL HEALTH CENTER	1,950.00
LINDEN TECH ADVISORS LLC	1,275.80
MARCO INC ST LOUIS	633.70
MCCC MI 33	7,545.34
MCKESSON MEDICAL - SURGICAL	2,969.85
METZGER/JESSICA	15.00
MIDWEST PRINTING CO	400.00
OFFICE DEPOT	140.41
OTTER TAIL COUNTY TREASURER-EXPRI	2,685.53
PIONEER CARE	1,213.50
SANOFI PASTEUR	1,963.09
SCHMIDT/JANE	51.66
SPEE-DEE DELIVERY SERVICE INC	11.57
VICTOR LUNDEEN COMPANY	15.48
WESTBY/LINDA	21.05
Final Total:	24,938.74

approved