



**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
October 9, 2018
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened at 9:30 a.m. Tuesday, October 9, 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 Lindquist and unanimously carried to approve the Board of Commissioners Agenda of October 9, 2018, with the following additions.

LMKP Outlet Project Ribbon Cutting Ceremony
County Board Meetings Discussion
Region IV Grant Contract with MN Department of Human Services

Consent Agenda

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

1. October 2, 2018, Board of Commissioners' Meeting Minutes
2. Warrants/Bills for October 9, 2018 (Exhibit A)
3. Human Services Warrants/Bills (Exhibit A)
4. FY 2019 DWI Court Grant (up to \$124,657.95) Agreement from the MN Department of Public Safety
5. LG240B Application to Conduct Excluded Bingo for Boys & Girls Club of Perham at Event Dec. 2, 2018 at The Cactus
6. Issue 2019 Tobacco License to: Carr Enterprises & Lakes Area Coop in Battle Lake, Dent, Ottertail, & Perham
7. Approval of Final Payments:
 - Riley Bros Construction – S.A.P. 056-599-062
 - Traffic Marking Services – S.A.P. 056-070-023

County Ditch 8 Assessment

Steve Albright, property owner on County Ditch 8, explained to the Board that, in his opinion, his property does not drain into County Ditch 8 and he was unfairly assessed. He indicated that there is a private road that blocks any water coming from his property. He also questioned the amount of maintenance dollars to be collected for the ditch. Discussion took place regarding the letters that were mailed to Mr. Albright and the fact that the Redetermination of Benefits for Ditch 8 has been finalized. Commissioners requested the Ditch Inspector look at the issue of drainage due to the private road or culvert(s) that may not be draining. They requested that the County Attorney counsel with Rinke Noonan to determine if benefits for Ditch 8 can be adjusted at this time. The maintenance fee process was explained. County officials will report back to the Board on this issue.

Solid Waste Ordinance

Motion by Huebsch, second by Lindquist and unanimously carried to schedule a Public Hearing to receive comments for adjusting the Solid Waste Management charges/fee schedule, at 10:30 a.m. on Tuesday, November 13, 2018. The Public Hearing will be in the County Board room at the Government Services Center, 500 W. Fir Ave, Fergus Falls, MN.

Canvassing Board Appointments

Motion by Huebsch, second by Johnson and unanimously carried to appoint Commissioners Rogness and Lindquist to the Otter Tail County Canvassing Board for the November 6, 2018, State General Election. The Canvassing Board will meet at 2:00 p.m. on Tuesday, November 13, 2018, at the Government Services Center.

Forgiveness of Tax Penalty

Motion by Huebsch, second by Lindquist and unanimously carried to approve a tax penalty abatement of \$23.61 for Parcel No. 12-000-99-0330-000 owned by Joan Martin Stobie as the payment in July was missed in the envelope.

Meeting Date Discussion

Motion by Rogness, second by Lindquist and unanimously carried to request the County Administrator to coordinate an upcoming County Board meeting in Parkers Prairie, MN, to honor Commissioner Roger Froemming and his years of service to Otter Tail County.

Proposed Minimum Age Tobacco Ordinance

Public Health Director Diane Thorson presented a draft Minimum Age Tobacco Ordinance with language changes to clarify the title, compliance checks, enforcement, and grandfather clause for citizens who are 18, 19 and 20 years old. Discussion took place to simplify the draft grandfather language. Motion by Huebsch, second by Lindquist to table consideration of the draft Minimum Age Tobacco Ordinance as presented. Motion by Huebsch, second by Lindquist and unanimously carried to schedule consideration of the Minimum Age Tobacco Ordinance at the November 13, 2018, regular County Board meeting.

Tdap Vaccine

Motion by Lindquist, second by Rogness and unanimously carried to approve the Tdap combination vaccine (code 90715) at a cost of \$58.00 that protects against three bacterial diseases: tetanus, diphtheria and pertussis (whooping cough). This will be added to the current Public Health fee schedule.

Little McDonald, Kerbs, Paul (LMKP) and Devils Lakes Outlet Project

Motion by Huebsch, second by Lindquist and unanimously carried to authorize Commissioners' attendance at the LMKP/DLD project ribbon cutting ceremony at 9:45 a.m., Thursday, October 11, 2018.

Recess & Reconvene

At 10:23 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 10:33 a.m.

Human Services Region IV Grant Funding

Motion by Rogness, second by Lindquist and unanimously carried to authorize the appropriate County Officials' signatures on grant agreements (Contract # 148002) between the MN Department of Human Services (DHS) and the County of Otter Tail for Region IV integrated mental health interventions for children.

Final Plat – "Beach on Crystal Lake"

Motion by Huebsch, second by Rogness and unanimously carried to approve the Final Plat of Robert & Lynette Oschsner Revocable Living Trust and Scott & Kris Manthe known as "Beach on Crystal Lake" consisting of 8 riparian lots and 10 non-riparian lots in GL 3 and 6, Sec. 2, Twp 136N, R42W; Crystal Lake (56-749), RD.

Environmental Impact Statement (EIS) – CSAH 34 Reconstruction

Motion by Huebsch, second by Rogness and unanimously carried to authorize the appropriate County Official's signatures to execute a Negative EIS Declaration in the matter of CSAH 34 Reconstruction and Perham to Pelican Rapids Regional Trail project.

Human Services Fiscal Quarterly Report

Human Services Director Deb Sjoström presented the Agency's 2018 Budget Report dated October 2, 2018. She discussed revenues and expenditures and cost of mental health services and out of home placement.

Adjournment

At 11:02 a.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 16, 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 10/09/2018

| <u>Vendor Name</u> | <u>Amount</u> |
|-----------------------------------|---------------|
| A-1 LOCK & KEY | 71.05 |
| ACME TOOLS FARGO | 137.47 |
| ALBANY RECYCLING CENTER | 1,653.79 |
| ALLIED FIRE PROTECTION INC | 1,300.00 |
| AUTO VALUE FERGUS FALLS | 374.08 |
| AVERY, ATTORNEY AT LAW/JILL | 5,111.35 |
| BEYER BODY SHOP INC | 1,176.94 |
| BRIMHALL/ERIN | 4.40 |
| BUREAU OF CRIM APPREHENSION | 510.00 |
| CCG CONSULTING | 8,500.00 |
| CODE 4 SERVICES, INC | 5,200.13 |
| COLLEGE WAY AUTO INC | 447.64 |
| COLLINS/CHERI | 9.00 |
| CONCEPT CATERING | 331.50 |
| COOP SERVICES INC | 241.14 |
| COOPERS TECHNOLOGY GROUP | 1,710.85 |
| COVERTTRACK GROUP INC | 1,610.00 |
| DAN'S TOWING & REPAIR | 229.20 |
| DICK'S STANDARD | 48.95 |
| DM ENTERPRISES | 1,300.00 |
| ERGOMETRICS | 536.60 |
| FASTENAL COMPANY | 16.98 |
| FERGUS FALLS NEWSPAPERS/DAILY JOL | 593.52 |
| FERGUS POWER PUMP INC | 615.00 |
| FERGUSON WATERWORKS #2516 | 186.90 |
| FIEDLER/MICHAEL | 274.98 |
| GRAINGER INC | 372.26 |
| GREATAMERICA FINANCIAL SVCS | 249.80 |
| GRIFFIN/PATRICK | 7.79 |
| H & L MESABI | 13,448.50 |
| HAWES SEPTIC TANK PUMPING LLC | 85.00 |
| HEALTHCARE ENVIRONMENTAL SERVICE | 119.30 |
| HERMAN/CRYSTAL | 89.78 |
| HERZOG ROOFING INC | 232.12 |
| HOLO/GERALD A | 30.19 |
| HOLO/SANDY | 632.95 |
| INNOVATIVE OFFICE SOLUTIONS | 98.51 |
| INTERSTATE ENGINEERING INC | 3,357.00 |
| J & N TACTICAL | 237.00 |
| JK SPORTS | 168.00 |
| JOHNSON JET LINE INC | 706.25 |
| KADRMAS LEE & JACKSON INC | 10,199.55 |

| <u>Vendor Name</u> | <u>Amount</u> |
|--------------------------------|---------------|
| KIMBALL MIDWEST | 206.36 |
| L & O ACRES TRANSPORT INC | 2,131.28 |
| LAKE REGION HEALTHCARE | 237.00 |
| LAKES COUNTRY SERVICE CO OP | 81.50 |
| LARRY OTT INC TRUCK SERVICE | 1,550.00 |
| LAWSON PRODUCTS INC | 1,145.66 |
| LEIGHTON BROADCASTING/FF | 714.00 |
| LIBERTY BUSINESS SYSTEMS FARGO | 5.03 |
| LOCATORS & SUPPLIES INC | 305.83 |
| M-R SIGN COMPANY INC. | 648.90 |
| MARCO INC ST LOUIS | 365.02 |
| MARCO TECHNOLOGIES LLC | 5,972.28 |
| MARK SAND & GRAVEL CO | 234,467.52 |
| MARKS FLEET SUPPLY INC | 80.04 |
| MATTHEW BENDER & COMPANY INC | 1,123.91 |
| MCAA | 132.00 |
| MCKESSON MEDICAL-SURGICAL INC | 553.60 |
| MEKALSON HYDRAULICS INC | 2,178.29 |
| MERICKEL LUMBER | 3.99 |
| MINNESOTA MOTOR COMPANY | 507.27 |
| MN CONTINUING LEGAL EDUCATION | 411.50 |
| MN COUNTIES COMPUTER CO-OP | 3,034.50 |
| MN HEARTLAND | 25.00 |
| MOTOROLA | 4,683.53 |
| NELSON AUTO CENTER | 60,320.73 |
| NETWORK SERVICES COMPANY | 899.73 |
| NEWBORG/KEVIN | 267.24 |
| NEWMAN PAINTING INC | 2,575.00 |
| OTTER TAIL CO SOLID WASTE | 30.00 |
| OTTER TAIL CO TREASURER | 776.24 |
| OTTERTAIL BAKERY | 36.00 |
| OTTERTAIL TRUCKING INC | 10,232.64 |
| OUSE/HEATHER | 63.71 |
| PARK REGION CO OP | 12.00 |
| PEOPLEFACTS LLC | 13.03 |
| PERHAM/CITY OF | 25.00 |
| PETE'S AMOCO | 250.00 |
| PITNEY BOWES | 1,460.94 |
| POTTER/LELAND | 439.24 |
| POWERPLAN OIB | 1,179.60 |
| PRECISE MRM LLC | 1,552.20 |
| RAPIDS BRAKE & ALIGNMENT | 396.59 |

| <u>Vendor Name</u> | <u>Amount</u> |
|-------------------------------|-------------------|
| SHOEMAKER/BRENDA | 9.00 |
| SIGNWORKS SIGNS & BANNERS LLC | 284.50 |
| STAPLES BUSINESS CREDIT | 1,559.07 |
| STEINS INC | 1,543.26 |
| STEVE'S SANITATION INC | 324.42 |
| SUMMERVILLE ELECTRIC, INC. | 398.51 |
| TIRES PLUS TOTAL CAR CARE | 2,053.93 |
| TNT REPAIR INC | 80.33 |
| TOM'S BODY SHOP | 361.30 |
| TOSHIBA FINANCIAL SERVICES | 891.87 |
| TRIMIN SYSTEMS INC | 4,312.00 |
| TRUENORTH STEEL | 21,393.51 |
| UNITED PARCEL SERVICE | 11.14 |
| US AUTOFORCE | 1,149.92 |
| ZIEGLER INC | 88.68 |
| Final Total: | 437,780.81 |

Approved n...

| <u>Vendor Name</u> | <u>Amount</u> |
|-----------------------------------|------------------|
| BARKER/MEGAN | 48.61 |
| BESEMAN/KAREN | 209.83 |
| BYE/KRISTIN | 646.51 |
| CLAY COUNTY HEALTH DEPT | 1,729.99 |
| COOPERS TECHNOLOGY GROUP | 653.94 |
| DEMMER/ANDREA | 11.68 |
| DUENOW/MELISSA | 7.63 |
| ERICKSON/MONIQUE | 35.43 |
| FERGUS FALLS NEWSPAPERS/DAILY JOI | 244.19 |
| FIELD/DEB | 480.70 |
| FRUSTOL/ANNE | 376.05 |
| GAUWITZ/CARLA | 57.77 |
| GEORGESON/ANTHONY | 94.47 |
| GIBBS/ANN | 2.18 |
| GUCK/AMY | 352.02 |
| INDEPENDENT CONTRACT SERVICES OF | 1,432.60 |
| KOEHLER-TABERY/ANNA MARIE | 81.75 |
| L B HOMES | 1,050.00 |
| LAKE REGION HEALTHCARE | 666.67 |
| LEWIS/ JODI | 102.46 |
| LIEN/JODY | 251.25 |
| LINDEN TECH ADVISORS LLC | 956.20 |
| MAGNUSSON/LANE | 12.54 |
| MARTENSON/PAULA | 129.17 |
| METZGER/JESSICA | 103.01 |
| MINNESOTA REVENUE | 1,657.16 |
| MOORE MEDICAL LLC | 585.21 |
| MURILLO/MONICA | 1.09 |
| NORTON PRINTING | 305.00 |
| OFFICE DEPOT | 351.92 |
| OTTER TAIL CO HUMAN SERVICES | 1,650.00 |
| PERRIER/MATTHEW | 10.90 |
| PRODUCTIVE ALTERNATIVES INC | 450.00 |
| SANOFI PASTEUR | 21,994.21 |
| SCHMIDT/JANE | 143.06 |
| SCHOON/WENDY | 95.92 |
| STRATIS HEALTH | 2,333.00 |
| TALSNESS/PEGGY | 92.65 |
| THACKER/SARAH | 423.47 |
| THORSON/DIANE | 269.24 |
| VERIZON WIRELESS | 771.08 |
| VICTOR LUNDEEN COMPANY | 541.19 |
| VOSS/NANCY | 127.53 |
| WENTWORTH/KRISTI | 199.47 |
| WESTBY/LINDA | 219.64 |
| Final Total: | 41,958.39 |

| <u>Vendor Name</u> | <u>Amount</u> |
|-------------------------------------|-------------------|
| ASSOCIATION OF MN COUNTIES | 300.00 |
| BETTY'S PANTRY | 297.70 |
| DOUCETTE/JUSTIN | 80.00 |
| EIDE/BONNIE | 21.18 |
| ELLINGSON/PEGGY | 10.24 |
| ESSLINGER/CHANDLER | 25.62 |
| FERGUS FALLS NEWSPAPERS/DAILY JOI | 732.57 |
| FOREMAN/MICHELLE | 98.36 |
| GARNER/JESSICA | 10.00 |
| GRABE/SONYA | 162.15 |
| GREATER MN FAMILY SERVICES | 10,200.00 |
| HARRIS/LUANN | 1,292.20 |
| INDEPENDENT CONTRACT SERVICES OF | 737.50 |
| LAKES COUNTRY SERVICE CO OP | 5,788.88 |
| LEXISNEXIS RISK DATA MANAGEMENT | 165.43 |
| MARCO INC ST LOUIS | 372.16 |
| MCCLAFIN/DANA | 74.17 |
| METCALF/HALLIE | 95.15 |
| MINNESOTA MONITORING INC | 116.25 |
| MINNESOTA MOTOR COMPANY | 71.45 |
| MN DEPT OF HUMAN SERVICES | 33,369.02 |
| OFFICE DEPOT | 263.87 |
| OTTER TAIL CO ATTORNEY'S OFFICE | 2,213.75 |
| OTTER TAIL CO SHERIFF | 190.00 |
| OTTER TAIL CO TREASURER | 32,091.00 |
| PRODUCTIVE ALTERNATIVES INC | 9,893.74 |
| QUALITY TOYOTA | 279.51 |
| RESLER/RANDI | 21.18 |
| SCHOOL DIST 545-HENNING | 755.83 |
| TORGERSON/CHELSEY | 29.98 |
| VERIZON WIRELESS | 414.20 |
| VICTOR LUNDEEN COMPANY | 14.00 |
| WEST OTTER TAIL 4-H EXTENSION OFFIC | 518.63 |
| Final Total: | 100,705.72 |