



**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
515 W. Fir Avenue, Fergus Falls, MN
February 5, 2019
9:00 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened at 9:02 a.m. Tuesday, February 05, 2019, at the Government Services Center in Fergus Falls, MN, with Commissioners Doug Huebsch, Chair; Lee Rogness, Vice-Chair; Wayne Johnson, John Lindquist and Betty Murphy present.

Approval of Agenda

Chairman Huebsch called for approval of the Board Agenda. Motion by Johnson, second by Rogness and unanimously carried to approve the Board of Commissioners Agenda of February 5, 2019.

Consent Agenda

Motion by Johnson, second by Murphy and unanimously carried to approve Consent Agenda items as follows:

1. January 29, 2019, Board of Commissioners' Meeting Minutes
2. Warrants/Bills for February 5, 2019 (Exhibit A)
3. Final Payment to Mark Lee Excavating, Inc. for Lake Adley Park Trail in Parkers Prairie, S.P. 056-090-010
4. Approve issuance of a county credit card to Stephen A. Goerd, Highway Department
5. Approve the LG220 Application for Exempt Permit as submitted by the Minnesota Deer Hunters Association
6. Approve On-Sale Liquor and Sunday Liquor License to Fair Hills Inc. dba as Fair Hills Resort

Final Plats

Motion by Johnson, second by Lindquist and unanimously carried to approve the following Final Plats:

"Painted Sunsets", Karen Thayer et al, consisting of 2 Single Family Residential Lots, located in Section 22, T134, R39, Otter Tail Township, Otter Tail Lake (56-242), GD.

"Eitreim's Fjord / CIC #74", Keith Eitreim et al, consisting of 7 Units - 6 Dwelling Units & 1 Common Area Unit, located in Section 10, T131, R40, Eagle Lake Township, Eagle Lake (56-253) GD.

WETLAND CREDITS INCREASE FOR THE PERRIN WETLAND BANK

Otter Tail County Resolution No. 2019 – 11

WHEREAS, Otter Tail County created the Perrin Wetland Bank (Board of Water and Soil Resources Bank Account #161) in 1995 and offered wetland credits to be sold to the public for projects that required Wetland mitigation; and

WHEREAS, Otter Tail County currently sells the Wetland credits for \$.50 per square foot and has not raised the price per square foot of the Wetland credits since 2011; and

WHEREAS, the current statewide average cost per square foot of Wetland credits is \$.90.

THEREFORE, BE IT RESOLVED, that Otter Tail County, in order to conform more closely with Statewide Wetland Credit costs authorizes the increase of Wetland Credit cost per square foot from the Perrin Wetland Bank from \$.50 per square foot to \$.75 per square foot.

Shingle Grinding Bid Award

Motion by Rogness, second by Johnson and unanimously carried to authorize appropriate County Officials' signatures to execute Solid Waste Contract between the County of Otter Tail and Badger Material Recycling, LLC, of Oconomowoc, WI, for asphalt shingle grinding at the low quote of \$98,140.

Highway Projects

Repair and Replacement Agreement – S.A.P 056-696-005 & S.A.P. 056-700-003:

Motion by Johnson, second by Rogness and unanimously carried to authorize appropriate County Officials' signatures to execute Highway Repair and Replacement Agreement between the County of Otter Tail and the City of Pelican Rapids for work on CSAH 96 and 100 within the City of Pelican Rapids.

Stabilized Full Depth Reclamation (SFDR) – S.A.P; 056-626-008:

Motion by Lindquist, second by Murphy and unanimously carried to authorize appropriate County Officials' signatures to execute Agreement to perform SDFR mix designs between the County of Otter Tail and Braun Intertec of Minneapolis, MN, for CSAH 46 between the SOO Line railroad in Parkers Prairie and the east Otter Tail County Line.

Salvaged Bituminous Mix Material Hauling:

Motion by Rogness, second by Murphy and unanimously carried to award services to DM Enterprises at the low quote of \$66,712.50, for salvaged bituminous mix material hauling on CSAH 27.

Tree Clearing on CSAH 34:

Motion by Lindquist, second by Johnson and unanimously carried to award services to Carr's Tree Service, Inc, at the low quote of \$59,240.00 for tree clearing on CSAH 34.

DETOUR AGREEMENT BETWEEN THE COUNTY OF OTTER TAIL AND MINNESOTA DEPARTMENT OF TRANSPORTATION FOR TH 10

Otter Tail County Resolution No. 2019 – 13

IT IS RESOLVED that Otter Tail County enter into Mn/DOT Agreement No. 1033135 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State Aid Highway 75 as a detour route during contract construction to be performed upon, along and adjacent to Trunk Highway No. 10 from 5512 feet west of CSAH No. 75 to 435 feet east of Oink Joint Road and T.H. No. 71 from 474 feet south of T.H. No. 10 to 170 feet south of T.H. No. 10 under State Project No. 8001-40 (T.H. 10=002).

IT IS FURTHER RESOLVED that the County Board Chair and the County Board Clerk are authorized to execute the Agreement and any amendments to the Agreement.

Upon the motion of Rogness, seconded by Murphy, and passed on a 5 – 0 vote, the above resolution is hereby adopted by the Otter Tail County Board of Commissioners this 5th day of February 2019.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Dated: _____

By: _____
Douglas A. Huebsch, Board Chair

Attest: _____
John W. Dinsmore, Clerk

Board of Water and Soil Resources
Clean Water Fund Grant

Motion by Johnson, second by Lindquist and unanimously carried to accept the MN BWSR Clean Water Fund Grant Agreement for Judicial Ditch No. 2 Outlet Gully Stabilization Project in the amount of \$298,000.

Highway Safety Award

County Engineer Charles Grotte reported that Otter Tail County received a 2018 County Highway Safety Award, which recognizes a coalition of county engineers and their participation in St. Louis County's "Local RICWS" project to develop a lower-cost intersection warning system.

Recess & Reconvene

At 9:58 a.m., Chair Huebsch declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:13 a.m.

Bike Trail

County Auditor-Treasurer Wayne Stein presented a list of individuals, including landowners, that signed their names to a document notifying the county of their opposition to the bike trail along highways to Perham including CSAH 35. Motion by Johnson, second by Rogness and unanimously carried to acknowledge receipt of the list of individuals, including landowners, that are opposed to the bike trail.

**RESOLUTION CALLING FOR A PUBLIC HEARING ON A FIVE YEAR CAPITAL
IMPROVEMENT PLAN AND AUTHORIZING THE ISSUANCE AND SALE OF GENERAL
OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS**

Otter Tail County Resolution No. 2019 – 14

BE IT RESOLVED by the Board of County Commissioners of Otter Tail County, Minnesota (the County), as follows:

1. Approval of the Five Year Capital Improvement Plan. The County intends to approve its Capital Improvement Plan (the "CIP") pursuant to Minnesota Statutes, Section 373.40. The CIP supplements the capital improvement plan of the County adopted March 28, 2017.
2. Approval of the Issuance of Capital Improvement Plan Bonds. The County intends to issue its capital improvement plan bonds (the "Bonds") to finance various highway resurfacing and reconstruction projects and construction of a new public works garage facility, as described in the CIP, pursuant to Minnesota Statutes, Section 373.40.
3. Public Hearing. A public hearing is hereby scheduled to be held on the approval of the CIP and the issuance of the Bonds at 2:00 p.m. on Tuesday, March 5, 2019, at the Perham City Hall, in Perham, Minnesota. The County Auditor-Treasurer is hereby authorized and directed to cause notice of such public hearing in substantially the form of attached hereto (Exhibit B) to be published in the official newspaper of the County not less than fourteen (14) days nor more than twenty-eight (28) days prior to the date of the hearing.

Upon the motion of Rogness, seconded by Johnson, and passed on a 5 – 0 vote, the above resolution is hereby adopted by the Otter Tail County Board of Commissioners this 5th day of February 2019.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Dated: _____

By: _____
Douglas A. Huebsch, Board Chair

Attest: _____
John W. Dinsmore, Clerk

Benefit Redetermination Hearings for Ditches 17 & 52

County Auditor-Treasurer Wayne Stein presented ditch viewer reports, property owner reports, summaries and details for Ditches 17 & 52. Motion by Murphy, second by Lindquist and unanimously carried to accept the reports, summaries and details for Benefit Redetermination Hearings. The Benefit Redetermination Hearing for Ditch 17 will be held on March 11, 2019, at the New York Mills Office Building in New York Mills at 7:00 p.m. The Benefit Redetermination Hearing for Ditch 52 will be held on March 18, 2019, at the Government Services Center in Fergus Falls at 7:00 p.m.

County Administrator Initiatives

County Administrator John Dinsmore described that managers and supervisors will be meeting regularly each month to provide an opportunity for information and fellowship. The agenda for each meeting will include updates about County Board activities and Long Range Strategic Planning, and asking managers to share and discuss various topics each month. Commissioners are welcome to attend.

County Administrator Dinsmore put together a Capital Improvements Plan Workgroup to develop a five-year capital improvements plan for the County to assist with prioritizing funding for capital initiatives. The plan will be reviewed at least annually to modify and update as priorities may change. The workgroup includes departments that regularly have a large capital budget.

West Otter Tail Crop and Forage Show

Motion by Johnson, second by Rogness and unanimously carried approving Commissioners to attend the West Otter Tail Crop and Forage Show at the Bigwood Event Center in Fergus Falls on February 6, 2019.

Adjournment

At 11:21 a.m., Chairman Huebsch declared the Otter Tail County Board of Commissioners meeting adjourned. The next Board meeting is scheduled at 9:00 a.m. on Tuesday, February 12, 2019, at the Government Services Center in Fergus Falls, MN.

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Dated: _____

By: _____
Douglas A. Huebsch, Board Chair

Attest: _____
John W. Dinsmore, Clerk

CB/nh

WARRANTS APPROVED ON 02/05/2019

<u>Vendor Name</u>	<u>Amount</u>
ALEXANDRIA TECH & COMM COLLEGE	2,400.00
AMAZON CAPITAL SERVICES, INC	2,701.74
ASPEN MILLS	152.60
BAD ELF, LLC	602.99
BRATVOLD/JONATHON	11.19
BRAUN INTERTEC CORPORATION	594.50
BREEN COMPANIES, INC	230.12
CARGILL INCORPORATED	16,150.39
COATINGS UNLIMITED	5,550.00
COMMISSIONER OF TRANSPORTATION	2,587.43
COMPASS MINERALS AMERICA	12,209.03
COOP SERVICES INC	127.67
COOPERS TECHNOLOGY GROUP	314.70
CROW WING CO SHERIFF'S OFFICE	75.00
CZ-USA	608.25
DAILY JOURNAL/THE	228.48
DOUBLE A CATERING	112.50
EJS FLOOR COVERING	852.00
ENVIROTECH SERVICES INC	2,077.18
FASTENAL COMPANY	905.22
FELLBAUM/KEVIN	19.92
FRANK'S AUTO BODY SHOP OF PERHAM	2,869.61
GREAT PLAINS FIRE	259.11
GREWE/BRAD	155.00
GROTTE/CHARLES H	109.62
HAWES SEPTIC TANK PUMPING LLC	385.00
HEALTHCARE ENVIRONMENTAL SERVICE	119.30
INDIGITAL	5,622.89
INNOVATIVE OFFICE SOLUTIONS	416.04
INTERSTATE ENGINEERING INC	6,760.00
KELLY SERVICES INC	477.40
L & O ACRES TRANSPORT INC	2,135.20
M-R SIGN COMPANY INC.	78.48
MARCO INC ST LOUIS	164.92
MARCO TECHNOLOGIES LLC	574.81
MINNESOTA SHERIFFS' ASSOCIATION	25.00
MN COUNTIES COMPUTER CO-OP	165.00
MOWA	380.00
NATURE'S PUMPING	100.00
NETWORK SERVICES COMPANY	612.16
NEWMAN PAINTING INC	1,230.00
ONSOLVE, LLC	20,450.00

<u>Vendor Name</u>	<u>Amount</u>
OTTER ELECTRIC LLC	2,681.72
OTTER TAIL CO EMPLOYEES COMMITTEE	3,672.04
OTTER TAIL CO SOLID WASTE	138.43
OTTER TAIL CO TREASURER	84,807.49
PEMBERTON SORLIE RUFER KERSHNER	2,721.81
PRECISE MRM LLC	1,280.00
PRO AG FARMERS COOPERATIVE	2,283.33
PRODUCTIVE ALTERNATIVES INC	20,000.00
SERVICE FOOD SUPER VALU	24.31
SHI CORP	3,646.00
SRF CONSULTING GROUP INC	5,075.36
STEINS INC	1,531.36
TAG UP	274.00
THOMSON REUTERS - WEST	1,286.39
TOSHIBA FINANCIAL SERVICES	403.80
ULTEIG ENGINEER'S INC	456.00
UNITED PARCEL SERVICE	92.24
VICTOR LUNDEEN COMPANY	178.19
WARNER GARAGE DOOR INC	402.71
Final Total:	222,535.63

approved

OTTER TAIL COUNTY, MINNESOTA

**NOTICE OF PUBLIC HEARING ON APPROVAL OF THE CAPITAL IMPROVEMENT PLAN AND
THE ISSUANCE OF CAPITAL IMPROVEMENT PLAN BONDS PURSUANT TO MINNESOTA
STATUTES, SECTION 373.40**

Notice is hereby given that the Board of County Commissioners of Otter Tail County, Minnesota (the County), will meet at 2:00 p.m. on Tuesday, March 5, 2019, at the Perham City Administration Building, 125 Second Avenue NE, Perham, MN 56573, to conduct a public hearing to obtain public comment on the County's intention to approve the County's five year Capital Improvement Plan (the "CIP"), and issue capital improvement plan bonds (the "Bonds") in a principal amount up to \$14,500,000, pursuant to Minnesota Statutes, Section 373.40, for the purpose of financing various highway resurfacing and reconstruction projects and construction of a new public works garage facility, as described in the CIP. The CIP supplements the capital improvement plan of the County adopted March 28, 2017.

If a petition requesting a vote on the issuance of the Bonds is signed by voters equal to five percent of the votes cast in the County at the last general election and filed with the County Auditor within thirty (30) days after the public hearing, the County may issue the Bonds only after obtaining the approval of a majority of the voters voting on the question of issuing the Bonds.

Copies of the proposed CIP supplement and resolution are on file and may be inspected at the Otter Tail County Government Center during normal business hours. All interested parties are invited to attend the public hearing or to provide written comments to the undersigned, which written comments will be considered at the hearing.

Questions regarding this matter may be referred to John Dinsmore, County Administrator, at (218) 998-8172 or to Wayne Stein, County Auditor-Treasurer, at (218) 998-8041. Auxiliary aids are available upon request at least 96 hours in advance of the hearing. Please contact the County to make arrangements.

BY ORDER OF THE COUNTY BOARD
OTTER TAIL COUNTY, MINNESOTA

Wayne Stein
County Auditor-Treasurer
Publish: Tuesday, February 12, 2019 and Friday, February 22, 2019