

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Government Services Center
Commissioners' Room
Tuesday, January 13, 2004
9:30 a.m.**

Call to Order

County Attorney, David Hauser, called the Otter Tail County Human Services Board to order Tuesday, January 13, 2004, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Dennis Mosher, Roger Froemming, and Bob Block present.

CY2004 Human Services Chair Elected

Mr. Hauser called for nominations for Human Services Chair for 2004. Motion by Mosher, second by Froemming, and unanimously carried to elect Commissioner Syd Nelson as the Human Services Chair for 2004.

CY2004 Human Services Vice-Chair Elected

Chairman, Syd Nelson, assumed the Chair position and called for nominations for Human Services Vice-Chair for 2004. Motion by Froemming, second by Mosher, and unanimously carried to elect Commissioner Bob Block as Human Services Vice-Chair for 2004.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services agenda of January 13, 2004, as mailed.

Approval of Minutes

Motion by Lee, second by Mosher, and unanimously carried to approve the Human Services Board minutes of December 30, 2004, as presented.

**West Central Regional Juvenile Center
Court Services Caseload Statistics**

Court Services Director, Chuck Kitzman, reported that the per diem for 2004 at the WCRJC in Moorhead is increasing to \$158.00 per day for member counties.

Mr. Kitzman presented Court Service's monthly caseload statistics from 1987 through 2003. Total caseload is down in 2003 compared to 2002.

Transfer of Funds

Motion by Block, second by Froemming, and unanimously carried to transfer \$123,180.52 from the Human Services budget to the Public Health Department budget to balance the end of year 2003 deficit in the Public Health Department.

Meth Lab Ordinance Discussion

Public Health Director, Diane Thorson, opened discussion regarding the proposed Meth Lab Ordinance. The State Health Department is encouraging each county to adopt a Meth Lab Ordinance to document how the County would deal with Meth Lab issues. Ms. Thorson presented a map of Minnesota (attached to the official minutes as Attachment B) reflecting

the current activity in other counties relative to adopting an ordinance. There are eight counties that currently have a Meth Lab Ordinance in place. Commissioners recommended that references related to land and/or soil testing be removed from the draft ordinance. Discussion took place regarding the cost of cleanup and the fact that the State is not offering funding for Meth Lab cleanup. Proposed legislation offers only a low interest revolving loan fund.

Contract Renewals

Motion by Mosher, second by Lee, and unanimously carried to authorize the Chair's signature to execute the following Human Services contracts:

For CY 2004:

Pelican Valley Health Center Riverfront Manor	Residential Services/Assisted Living
The Thomas House	Residential Services/Assisted Living
TRANS\$EM	Mental Health Services
REM Central Lakes, Inc.	Home & Community Based Services
A Place To Belong	Mental Health Services
The Social Connexion	Mental Health Services

For Period of November 1, 2004 through December 31, 2004:

Lutheran Social Services	Assisted Living Services & Homemaking
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Temporary Position

Motion by Mosher, second by Froemming, and unanimously carried to approve a temporary 6-month position in the Human Services Department effective January 1, 2004, as presented by a letter dated December 31, 2003.

Human Services Budget Planning

Human Services Director, John Dinsmore, presented a Reorganization & Workforce Reduction Proposal dated January 7, 2004. The plan proposes to reduce the Human Services workforce by five (5) FTE positions in 2004.

Bills & Claims

Motion by Block, second by Lee, and unanimously carried to approve the Human Services bills & claims as presented.

Adjournment

At 10:50 a.m., Chairman Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, January 27, 2004.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Sydney Nelson, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order – County Board

The Otter Tail County Board of Commissioners convened Tuesday, January 13, 2004, at 11:01 a.m. at the Otter Tail County Government Services Center with Sydney Nelson, Chair; Bob Block, Vice-Chair; Roger Froemming, Dennis Mosher, and Malcolm Lee present.

Approval of Agenda

Motion by Lee, second by Mosher, and unanimously carried to approve the County Board agenda of January 13, 2004, with the following additions:

- 11:00 a.m. – Accountant, Mitzi Pederson – Approval of Bills
- 11:40 a.m. – Building Maintenance Director, Rick Sytsma – Approval of Final Payments
- 1:30 p.m. – Dennis Delzer – GSC Project
- 2:30 p.m. – Closed Session for Pending Litigation

Approval of Minutes

Motion by Froemming, second by Lee, and unanimously carried to approve the County Board minutes of January 6, 2004, as presented.

Approval to Pay Bills

Motion by Mosher, second by Froemming, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes.

Payment Approvals

Motion by Block, second by Lee, and unanimously carried to approve an Otter Tail County Credit Card with a maximum amount of \$500.00, for Sheriff Deputy, Steven Felt, as requested by the Sheriff.

Motion by Lee, second by Froemming, and unanimously carried to approve payment, on an Auditor's Warrant, for the following invoices received from Minnesota Counties Insurance Trust (MCIT):

Worker's Compensation Invoice #18985 BLK	\$205,826.00
Property and Casualty Invoice #19942 BLK	\$358,453.00
Property and Casualty Invoice # 19946 BLK	24,614.00
Worker's Compensation Audit 2003 Invoice #20132 JKJ	\$16,494.00

Solid Waste Haulers Licenses

Motion by Mosher, second by Block, and unanimously carried to approve the following Solid Waste Haulers' licenses for CY2004:

The Peltz Group, Inc.	West Central Roll-Off
4600 N. Port Washington Road	17205 Heartland Road
Milwaukee, WI 53212	Vining, MN 56588

City Dray Sanitation
 16407 US Hwy 71
 Wadena, MN 56482

Corrie's Sanitation
 4966 River Place N.E.
 Carlos, MN 56319

Jon & Son's Disposal
 Box 1475
 Detroit Lakes, MN 56501

Severence Enterprise
 30522 120th St
 Herman, MN 56248

Toutges Sanitation
 49601 Brandborg Creek Rd
 Henning, MN 56551

Denzel's Region Waste
 27766 Josten Lake Road
 Dalton, MN 56324

Ken Saurer Garbage Service
 Box 55
 Clitherall, MN 56524

Steve's Sanitation
 240 6th Ave N.E.
 Perham, MN 56573

Waste Management, Inc.
 811 8th St. SE
 Detroit Lakes, MN 56501

Stevens County
 23780 470th Ave
 Morris, MN 56267

Wilkin County Environmental Services
 515 South 8th St.
 Breckenridge, MN 56520

Morrell Transfer Inc.
 10752 171st Ave
 Elk River, MN 55330

Bid Opening – Packer Body

After previously advertising for bids, Solid Waste Director, Mike Hanan, reported the following bids for one (1) Packer Body:

Sanitation Product	Leach 2R111	32 yd size	\$41,285.00
Olympic Sales	New Way	32 yd size	\$38,690.00
Northern Truck	Heil	32 yd size	\$50,588.00
Northern Truck	5000XD	32 yd size	\$47,068.00
McNeilus	McNeilus 32-13	32 yd-size	\$47,000.00

Motion by Froemming, second by Lee, and unanimously carried to award the low bid to Olympic Sales, in the amount of \$38,690.00, for a Packer Body, as recommended by the Solid Waste Director.

Sale of Used Equipment

After advertising for the sale of a used 1996 Ford Truck, Trailer, & Boxes, Mike Hanan, presented the following bids:

Sanitation Product	\$14,500.00
Olympic Sales	\$18,820.00
McNeilus	\$22,000.00

Motion by Mosher, second by Lee, and unanimously carried to award the sale of used equipment, as presented, to McNeilus at a price of \$22,000.00.

Final Payments

Motion by Lee, second by Block, and unanimously carried to approve the following Final Payments related to the GSC Building Project:

Manning Mechanical, Inc. Fargo, ND	\$111,978.83
Mark Sand and Gravel Acquisition Fergus Falls, MN	\$127,034.04

Draft 2004-2009 Highway Improvement Program

Highway Engineer, Rick West, presented the Otter Tail County Draft Highway Improvement Plan for 2004-2009. Public input was received to develop the draft plan. The draft will be submitted at a series of meetings during the month of January for further review.

Court Ordered Evaluation Contract

Lakeland Mental Health Center Provider Services Director, Bill Klein, responded to questions from the County Board regarding court ordered evaluations. The 2004 contract includes a 2.75% increase in the rate structure for these evaluations. Motion by Block, second by Froemming, and unanimously carried to authorize the appropriate County officials' signatures to execute a contract between the County of Otter Tail and LMHC for court ordered evaluations as presented including the 2.75% rate increase.

Recess & Reconvene

At 12:05 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break and a committee meeting. The meeting was reconvened at 1:31 p.m.

Presentation of Retirement Plaque

Chairman, Syd Nelson, presented a retirement plaque to Corrections Officer, Jim Mathieson, and thanked him for 16 years of service at the Detention Facility. Mr. Mathieson stated that he had 16 great years at Otter Tail County and it was a great place to work.

Government Services Center Building Project

Dennis Delzer, owner of Delzer Construction, spoke to the County Board regarding several County building projects.

Quit Claim Deed

Motion by Froemming, second by Block, and unanimously carried to authorize the Chair's signature to execute a Quit Claim Deed to convey County property to the Alan H. Riedel Trust described as follows:

Beginning at a point 230 feet East of the Southwest (SW) Corner of Government Lot Four (4), Section Twenty-three (23), Township One Hundred Thirty-one (131) North; Range Thirty-seven (37) West; running thence North 180 feet; thence East 180 feet; thence South 180 feet; thence West 180 feet to the point of beginning; containing three-fourths of an acre, more or less.

Closed to the Public

At 2:02 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of discussing labor negotiation strategies relative to the Public Health Nursing Unit. Present were Commissioners Nelson, Block, Mosher, Froemming, and Lee, the County Attorney, Board Secretary, and Public Health Director.

At 2:30 p.m., Chairman Nelson continued the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of discussing labor negotiation strategies relative to the County's three Sheriff Department Collective Bargaining Units. Present were Commissioners Nelson, Block, Mosher, Froemming, and Lee, the County Attorney, and Board Secretary.

At 3:10 p.m., Chairman Nelson continued the meeting of the Otter Tail County Board of Commissioners closed to the public to discuss threatened litigation as authorized by attorney-client privilege, Chapter 13D.05 Subd. 3b. Pending litigation is relative to the Perham Resource Recovery Facility and a pending appeal of Lisa and Wayne Helland. Present were Commissioners Nelson, Block, Mosher, Froemming, and Lee, the County Attorney, and Board Secretary.

Adjournment

At 3:25 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, January 20, 2004.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Sydney Nelson, County Board Chair

Attest: _____
Larry Krohn, Clerk