

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, 500 Fir Ave. W.
Commissioners' Room
Tuesday, January 11, 2005
9:30 a.m.**

Call to Order

County Board Clerk, Larry Krohn, called the Otter Tail County Human Services Board to order on Tuesday, January 11, 2005, at 9:36 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Bob Block, Roger Froemming, Dennis Mosher, and Malcolm Lee present.

CY2005 Human Services Chair Elected

County Board Clerk, Larry Krohn, requested nominations for Human Services Chair for CY2005. Motion by Froemming, second by Mosher, and unanimously carried to elect Commissioner Bob Block as the Human Services Chair for 2005.

CY2005 Human Services Vice-Chair Elected

Commissioner, Bob Block, assumed the chair and requested nominations for the CY2005 Human Services Vice-Chair. Motion by Mosher, second by Nelson, and unanimously carried to elect Commissioner Roger Froemming as Human Services Vice-Chair for 2005.

Approval of Agenda

Motion by Froemming, second by Mosher, and unanimously carried to approve the Human Services agenda of January 11, 2005, as presented.

Approval of Minutes

Motion by Nelson, second by Froemming, and unanimously carried to approve the Human Services Board minutes of December 28, 2004, as mailed.

Emergency Preparedness Update

Public Health Director, Diane Thorson, reported that as a part of the Emergency Preparedness Grant an update needs to be given to city officials regarding the status of the Emergency Plan. Ms. Thorson and Emergency Services Director, Tiny Holm, have met with city officials in Rothsay, Vergas and Henning. Mr. Holm provides a copy of the County's Emergency Plan and assures that each city has a plan on file. Ms. Thorson reports on the plan as it relates to obtaining supplies from the federal government and mass clinic planning.

**Additional Funding from
West Central Area Agency on Aging**

Ms. Thorson reported that she had received a letter from WCAAA stating that they are continuing the additional funding for the Rx Assist Program in the amount of \$ 6,000.

Alive at 25 Defensive Driving Training

Court Services Director, Chuck Kitzman, provided a handout regarding a defensive driving program developed by the National Safety Council, *Alive at 25*. The program involves classroom discussions and role playing for young drivers between the ages of 16 to 24, and teaches them to take responsibility for their own driving behavior. This program will be given to young drivers who have had traffic violations and are referred by the Court system.

Human Services Contracts

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

Agency	Program	Contract Period	Funding Source
Land of the Dancing Sky AAA/West Central Area Agency on Aging	Over 60 Transportation	January 1, 2005 – December 31, 2005	Federal Funding/ State funds not to exceed \$19,563
Rural MN CEP	Minnesota Family Investment Program	January 1, 2005 – December 31, 2005	MFIP Consolidated Funds, total contract amount - \$402,545
Otter Tail County Attorney	Welfare Fraud Investigation Services	January 1, 2005 – December 30, 2005	
*State of MN – Four Waivered Service Sites in OTC	Waivered Services for person with Mental Retardation or related conditions	January 1, 2005 – December 31, 2005	State Waiver Dollars and MA

*Addendum to add service codes to improve billing services as well as expand services.

Projects of Regional Significance

Mr. Dinsmore reported that the Minnesota Department of Human Services is requesting proposals (RFP) for the purpose of testing regional models that support children, families and individuals who experience difficulties in such areas as dependency, abuse, neglect, poverty, disability, etc. Eligible entities for the projects must be two or more Minnesota counties working at a regional level. Eligible proposals must respond to the specific needs of individuals and families requiring one or more of the following:

- Supportive housing services
- Children's mental health services
- Services to reduce chronic serious and violent offending
- Substance abuse services related to methamphetamine use
- Concurrent permanency planning services
- Services that address the large number of African American and American Indian children in out-of-home placement.

Total funding for regional projects is estimated at \$25 million annually for each year of a two-year demonstration period (July 1, 2005 – June 30, 2007), with extensions for two or more years possible, pending available funding and project evaluation. Mr. Dinsmore reported that

this funding came from dollars that were taken away from counties 18 months ago and would be given back with the understanding that if the economic picture was improving, the money would be given back. Eight months ago, the State Department of Human Services decided they weren't going to give the money back directly. The money is to be given back through this Request for Proposal (RFP) Projects of Regional Significance. Mr. Dinsmore will be sending copies of the RFP to the Public Health Director and Court Services Director, as well as other entities within the region for their input and then report back to the County Board for their approval to apply for this funding. Proposals need to be submitted by May 31, 2005. Mr. Dinsmore stated that the emphasis is going away from county based services and looking at more regional projects.

Bills & Claims

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

Adjournment

At 10:20 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, February 8, 2005.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Robert Block, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order – County Board

The Otter Tail County Board of Commissioners convened Tuesday, January 11, 2005, at 10:30 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block, Chair; Roger Froemming, Vice-Chair; Syd Nelson, Dennis Mosher and Malcolm Lee present.

Approval of Agenda

Motion by Lee, second by Froemming, and unanimously carried to approve the County Board Agenda of January 11, 2005 as mailed.

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board minutes of January 4, 2004, as presented.

Approval to Pay Bills

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

Payment Approvals – Ditch Invoices

Motion by Lee, second by Mosher, and unanimously carried to approve payment of the following ditch related invoices:

Delzer Construction Inc.	County Ditch No. 11	Ditch System Repair	\$9,106.00
Bruce Hanstad	County Ditch No. 21	Beaver Removal	\$ 70.00

License Application

Motion by Lee, second by Mosher, and unanimously carried to approve the following application for license:

Wee Villa Resort Fergus Falls, MN (Cory A. Heit)	Tobacco
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Professional Consulting Services

Motion by Froemming, second by Mosher, and unanimously carried to approve, subject to the review of the County Attorney, the 2004 Agreement to Provide Professional Consulting Services between Minnesota Counties Research Foundation and Otter Tail County for the preparation of the 2004 Cost Allocation Plan at a cost of \$10,830.00.

Applications for Exempt Permits

Motion by Nelson, second by Lee, and unanimously carried to approve, with no waiting, period the following LG220 Applications for Exempt Permits:

East Otter Tail Deer Hunters for an event scheduled for April 1, 2005, at the Playtime Sports Bar and Ballroom,

East Otter Tail Deer Hunters for an event scheduled for February 24, 2005, at the Playtime Sports Bar and Ballroom, and

Pelican Rapids Jaycees for an event scheduled for January 29, 2005, at Lake Lida (County Road 31 and County Road 4)

PONI Update

Jail Administrator, Richard Akerman, reported on the upcoming PONI (Planning to Open a New Institution) workshop that will be held on January 24, 25, and 26, 2005 in Otter Tail County at the Government Services Center. Counties that will be attending include: Chippewa, Clay, Martin, Otter Tail, Stevens, and Traverse. There will be 27 or 28 persons attending the workshop. The Criminal Justice Planning Advisory Committee will be scheduled to meet after the PONI workshop.

Motion by Lee, second by Nelson, and unanimously carried to cancel the County Board and the Human Services Board meetings of January 25, 2005, due the PONI training. There will be five County officials attending the training.

Solid Waste Haulers Licenses

Motion by Froemming, second by Lee, and unanimously carried to approve the following Waste Haulers' licenses for CY2005:

Ballard Sanitation
30 2nd Ave. N.W.
Pelican Rapids, MN 56572

Fuch Sanitation
PO Box 204
Glyndon, MN 56547

West Central Roll-Off
17205 Heartland Road
Vining, MN 56588

City Dray Sanitation
16407 US Hwy. 71
Wadena, MN 56482

Corrie's Sanitation
4966 River Place NE
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 Rd.
Dalton, MN 56324

Ken Saurer Garbage Service
Box 55
Clitherall, MN 56524

Steve's Sanitation
240 6th Ave. NE
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

Stockman Transfer Inc.
10636 Cameo Circle
Glencoe, MN 55336

Perham Resource Recovery Facility

Solid Waste Director, Mike Hanan, provided information regarding the Perham incinerator and the Auxiliary Boiler Repair/Replacement Study. Mr. Hanan pointed out areas of the study. Steam usage at the facility was discussed which is helpful when trying to figure out the problem with the boiler. There are two existing boilers; one serves the waste unit and the other is the auxiliary boiler. The issue is replacement of the auxiliary boiler. The waste heat boiler is capable of producing 30,000 pounds of steam per hour. The steam needs of the facility are 27,500 base load and the peak load is 62,000 pounds without the turbine. The existing auxiliary boiler is rated at 75,000 pounds per hour, but puts out about 48,000 pounds. Mr. Hanan pointed out several options that have been evaluated:

- Option 1: Refurbishment of the existing boiler
- Option 2: Replace with used boiler
- Option 2a: Replace with used boiler with Economizer
- Option 3: Replacement with a new boiler

- Option 4: Replacement with new boiler with economizer
- Option 5: Replacement with new boiler with Superheater and Economizer.

In options 1 through 4, the auxiliary boiler would produce only saturated steam for sale to Bongard's and Tuffy's. In Option 5, the auxiliary boiler is capable of producing superheated steam at the pressure and temperature required by the plant's steam turbine generator to meet the needs of the steam customers and maximize the output of the steam turbine at the same time. Mr. Hanan compared the costs of Option 2a and Option 4, which are the best options. He then compared the total annual costs of Option 1, Option 2a, and Option 5. Refurbishment would take approximately 30 weeks and lost steam sales would be about \$1.13 million in lost sales. With Option 2a and Option 4, replacement would take 6 to 8 weeks. Discussion followed regarding whether or not to replace the auxiliary boiler and if so, how to pay for it. No action was taken and will be discussed at next week's County Board meeting to give Commissioners a chance to consider the options and how to fund it.

Comprehensive Transportation & Transit Funding Package
Otter Tail County Resolution No. 2005-03

Commissioner Nelson offered the following and moved its adoption:

WHEREAS, Otter Tail County is having great difficulty in maintaining and providing for future necessary improvements on its County State Aid Highway and Bridge System because of a shortage of both construction and maintenance funding, AND

WHEREAS, Otter Tail County desires to provide its residents and the traveling public a safe and efficient highway system, AND

WHEREAS, the last increase in the Minnesota State Fuel Tax occurred in 1988.

NOW, THEREFORE BE IT RESOLVED, that Otter Tail County is in full support of the complete comprehensive \$1 billion transportation and transit funding package as proposed by the Association of Minnesota Counties which is as follows:

- A five-cent (\$0.05) gas tax in year one;
- A five-cent (\$0.05) gas tax in year two;
- Indexing of the gas tax in the third year and thereafter;
- A combination of a local, county-option wheelage fee and registration fee increase (authorized to all counties to charge up to a twenty-dollar fee);
- A one-half cent regional transit district sales tax authorized in any county, with the revenue dedicated to transportation and transit;
- Authority to impose local road impact fees;
- \$100 million for bridge bonding;
- New State General Obligation and Revenue bonding for the Local Road Improvement Program and 10-ton roads;
- Additional federal dollars;
- Maintain the current distribution of the county state aid highway (CSAH) distribution formula for the current 20-cent (\$0.20) gas tax; and
- Change the county state aid highway (CSAH) distribution formula for new gas tax revenues based 60% on needs and 40% on motor vehicle registrations.

Commissioner Mosher seconded the motion, and upon being put to a vote, was unanimously carried.

Adopted at Fergus Falls, MN this 11th day of January 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Phelps Mill Discussion

Discussion was held regarding the reservation fee for Phelps Mill. No action was taken at this time, pending additional comments from the public.

County Wide Traffic Marking

County Engineer, Rick West, reported that the contract with AAA Striping Services Co. of Roger, MN has been completed. Total cost of the contract amounted to \$118,107.40, which was an increase of \$9,606.00, due to Change Order #1 and miscellaneous contract overruns. Motion by Lee, second by Mosher, and unanimously carried to approve Estimate No. 8 in the amount of \$5,905.37 as final payment to AAA Striping Co. of Rogers, MN, for C.P. 04:TM, County Wide Traffic Marking.

CSAH 8/Coney Street, Perham, MN

Intersection and Traffic Signal Improvements

Motion by Nelson, second by Froemming, and unanimously carried, to authorize the appropriate County officials' signatures to enter into an agreement between Otter Tail County and Ulteig/Larson-Peterson Engineers for Traffic Lane Reconfiguration and Traffic Signals at the Intersection of County State Aid Highway No.8 and Coney Street, Perham, MN (Phase 1: Planning and Design).

County Attorney Staffing Request

County Attorney, David Hauser, requested to fill the position of Investigator/Collections Supervisor due to the retirement of Al Anderson. Motion by Mosher, second by Lee, and unanimously carried to authorize the County Attorney to fill the position of Investigator/Collections Supervisor.

WesMin Resource Conservation & Development Council

Motion by Mosher, second by Nelson, and unanimously carried to appoint Norm Fjestad as Otter Tail County's representative to the WesMin RC&D Council for 2005.

West Central Economic Development District

Motion by Froemming, second by Mosher, and unanimously carried to nominate Commissioner Nelson to the West Central Economic Development District Board.

Recess & Reconvene

At 11:53 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a Land & Resource Committee meeting. The Chairman reconvened the meeting at 12:13 p.m.

County Board Committee Appointments

Motion by Froemming, second by Nelson, and unanimously carried to approve the following list of committees that Commissioners serve on:

AMC Delegates	Five Seated Commissioners County Coordinator County Attorney Highway Engineer
Natural Resources Committees:	
International Coalition	Lee
Judicial Ditches	Mosher Lee
Noxious Weed Appeal (statutory)	Mosher - West Froemming - East
Pomme de Terre Joint Powers Board	Mosher
Soil & Water Conservation District (EOT)	Nelson
Soil & Water Conservation District (WOT)	Mosher
Water Plan Committee	Mosher
Financial Committees:	
Budget/Audit Committee	Block Lee
Capital Improvement Committee	Mosher Froemming
Investment Committee	Lee Mosher
Facilities:	
Building Committee (statutory)	Block Lee
Criminal Justice Planning Advisory Committee	Block Lee
Personnel Related Committees:	
Personnel Committee	Mosher Lee
Labor Management Committee	Nelson
Public Health Labor Management Committee	Block
Human Services Labor Management Committee	Froemming

Departmental Policy Committees:	
Computer Steering Committee	Block
Courtroom Security Committee	Mosher
Employee Safety Committee	Froemming
Extension Committee (statutory)	Froemming Mosher
GIS/E911 Committee	Block Lee
Highway Committee	Mosher Nelson
Land & Resource Committee	Mosher Lee
Radio – Communications	Block
Solid Waste Committee	Froemming Lee
Board Appointments to other Organizations:	
Agriculture Advisory Representative	Nelson
Community Health Services (CHS) Advisory Board	Nelson Alternate - Froemming
County Solid Waste Coordinating Committee	Froemming
Family Services Collaborative Executive Committee	Block Nelson
Lake Region Community Partners	Block Mosher
Lakeland Mental Health Center	Block
Law Library (statutory)	Froemming
Long Range Planning Task Force	Mosher
Minnesota Department of Corrections Advisory Board	Nelson Alternate - Froemming
Minnesota Rural Counties Caucus (MRCC)	Delegate - Nelson Alternate – Froemming
RTC Re-use Task Force	Block Mosher
Transportation Advisory Committee (TAC) (Regional MnDOT)	Nelson
Wadena Community Action Council	Nelson
West Central Area Agency on Aging (WCAAA)	Block
West Central MN EDD (economic development)	Nelson
Western Area City County Coop (WACCO)	Block
WCR Juvenile Center Advisory Board	Nelson Alternate – Mosher

Closed Session & Adjournment

At 12:15 p.m., Chairman Block 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 Collective Bargaining Units in the Sheriff's Department. Present were all five seated Commissioners, the County Attorney, County Coordinator, and Ardell Bolles, Acting Board Secretary. At 12:35 p.m., upon conclusion of the closed session, Chair Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, January 18, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

CB/ab