

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 Fir Avenue W., Fergus Falls, MN
Tuesday, June 28, 2005
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, June 28, 2005, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block, Chair; Roger Froemming; Vice-Chair, Dennis Mosher, Malcolm Lee, and Syd Nelson present.

Approval of Agenda

Motion by Mosher, second by Froemming, and unanimously carried to approve the Human Services Board agenda of June 28, 2005, as mailed.

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of June 14, 2005, as mailed.

Court Services Legislative Update

Court Services Director, Chuck Kitzman, stated that corrections has been funded, so if there is a State Government shutdown, his department will continue to operate. The only effect could be some delayed funding reimbursements. The authority to charge local corrections fees when an individual is on probation has been expanded and thirty million dollars for criminal justice aid is still being considered by the legislature.

Storm Damage Update

County Coordinator, Larry Krohn, reported that Representative Dean Simpson would be submitting an amendment to offer \$500,000 to Local Units of Government that were affected by the storm of June 20, 2005. Verification of Otter Tail County's losses will be forwarded to Mr. Simpson. Public Health Director, Diane Thorson, stated that the time that has been invested in the past two years training officials for emergencies and disasters has been very beneficial. She stated that the Emergency Team did a good job after this storm. Solid Waste Director, Mike Hanan, updated the Board on removal of debris, mostly tree and brush debris. He reported approximately 40,000 cubic yards of debris at the Ottertail site and 28,000 cubic yards at the Henning site; however, there will be much more coming in.

Animal Control Update

Ms. Thorson stated that the tigers that were seized near Underwood are out of the County and out of the State. The cost Otter Tail County incurred for seizing them, and caring for them through the following Friday morning is estimated at \$10,000, which will be assessed back to the property owner.

Midwest Dairy Association Grant

The Public Health Department received a statewide grant for \$5,000 last year through the Midwest Dairy Association. Ms. Thorson stated that this is an on-going grant and her department will receive the grant again this year for promoting dairy products for children.

Minnesota Senior Health Options Contract with BCBS

Human Services Director, John Dinsmore, explained the new service delivery system for the elderly waiver program and for persons over age 65 that have a Prepaid Medical Assistance Provider. The funding relationship will change from a direct relationship with the State of Minnesota to an intermediary managed care organization effective July 1, 2005. This is a statewide program whereby all medical assistance clients that have elected Blue Cross Blue Shield as their health care services payer will now be governed under the MN Senior Health Options Contract. With this contract, the Human Services Department will provide coordination services and Blue Cross Blue Shield will negotiate rates with the State and pay the County for the services. Motion by Mosher, second by Froemming, and unanimously carried to authorize the Human Service Director's signature to execute a Vendor Agreement between Blue Plus (MN health maintenance organization) and Otter Tail County Human Services effective July 1, 2005, subject to the County Attorney's approval.

Developmental Disabilities Program

Human Services Supervisor, Brad Vold, introduced the staff who work with the developmental disabilities clients and provided the 2004 Development Disabilities Annual Report. He reported that approximately 9 million dollars is spent on this program annually, and an additional 4 million dollars is spent to avoid the need for Nursing Home care for this clientele. These are federal medical assistance dollars received by the County through the State. Discussion took place with staff regarding the report and unmet needs.

Human Services Contracts

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the following Purchase of Service Agreements for Residential Services/Assisted Living, for persons eligible under the AC/EW, CAC, CADI, or TBI programs, for the period of July 1, 2005 through June 30, 2006:

Lake Region Health Care Corporation
Our Home Your Home
Pelican Valley Health Center
Tender Heart Home Care
Greater Staples Hospital & Home Care

Motion by Froemming, second by Lee, and unanimously carried to authorize the Chairman's signature to execute the following Purchase of Service Agreements for Residential Services/Home Plus/Foster Care Services for eligible persons for the period of July 1, 2005 through June 30, 2006:

Gerald & Joy Synstelien
Charlotte Haberer, Garrett Lee House
Mel & Mary Anne Frank
Norm & Joy Westby

Motion by Froemming, second by Lee, and unanimously carried to authorize the Chairman's signature to execute the following Purchase of Services Agreement for eligible persons:

Ghost Runner Errand Service Homemaking, Non-medical Services 07/01/2005 – 06/30/2006

Motion by Mosher, second by Nelson, and unanimously carried to authorize the Chairman's signature to execute the following Purchase of Services Agreement for eligible persons, which includes some modifications from the original contract:

Larry Kempenich, Rich's Community Based Services 01/01/2005 – 12/31/2005
 E.O.T. Homes Inc., Perham, MN

Potential State Government Shutdown

Mr. Dinsmore provided a handout regarding County services that could be affected if the legislature does not finalize a budget and State Government shuts down. He stated that, if a shutdown occurs and lasts longer than one month, Human Services may need to initiate some changes.

Bill & Claims

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

Adjournment

At 10:30 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, July 12, 2005.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
 Robert Block, Human Services Board Chair

Attest: _____
 Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, June 28, 2005, at 10:45 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block, Chair; Roger Froemming, Vice-Chair; Dennis Mosher, Malcolm Lee, and Syd Nelson present.

Approval of Agenda

Motion by Mosher, second by Froemming, and unanimously carried to approve the County Board agenda of June 28, 2005, with the following additions:

- 2:00 p.m. - Emergency Management Resolution
- 2:15 p.m. - Justine Kingham, SMO Recommendations
- Performance Evaluation Summary

Approval of Minutes

Motion by Nelson, second by Lee, and unanimously carried to approve the County Board minutes of June 21, 2005, as presented.

Approval to Pay Bills

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

Common Interest Community – “Hidden Acre Development”

Motion by Lee, second by Nelson, and unanimously carried to approve Common Interest Community Number 40 known as “Hidden Acre Development” located in GL 7, Section 16, Township 137N, Range 41W, Candor Township; Leek Lake (56-532).

Land & Resource Fee Schedule

Land & Resource Director, Bill Kalar, provided a copy of the current fee schedule. He reported that the State of Minnesota is imposing increased recording fees from \$19.50 to \$46.00 effective July 1, 2005. The Conditional Use Permit and Variance Application fees include the recording fee. If the County chooses not to increase the CUP and Variance fees, the County would lose the increased recording fee dollars on every application. Discussion took place. Motion by Nelson, second by Mosher, and unanimously carried to increase the Conditional Use Permit Application fee and the Variance Application fee to \$300.00 because of an increase in recording fees by the State of Minnesota and expenses to process applications. The increased fees are effective July 1, 2005.

Motion by Froemming, second by Nelson, and unanimously carried to approve an increase for the Final Plat fee from \$30.00 to \$56.00 and Common Interest Community fee from \$35.00 to \$56.00 as established by the State Legislature. The increased fees are effective July 1, 2005.

4-H Update

4-H Coordinator, Janet Malone, provided a 4-H Summer Adventures Booklet with 4-H summer activities outlined. She stated that participation has been good, especially in the day camps. 4-Hers are gearing up for the EOT Fair starting July 15th. Ms. Malone reported approximately 400 4-H participants in East Otter Tail County and 1,000 in West Otter Tail County.

Staffing Request

Motion by Lee, second by Mosher, and unanimously carried to fill a vacant Appraiser position with the next person on the eligibility list. The individual is currently an Assessment Tech II at Grade 11 and will move to Appraiser I at Grade 13, effective July 1, 2005. Additionally, the motion approved an Appraiser at pay grade 13, to an Assessment Tech II position at pay grade 11, effective July 1, 2005, as requested by the Assessor.

Recess & Reconvene

At 11:18 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a Personnel Committee meeting. The Board of Commissioners meeting was reconvened at 11:23 a.m.

Human Services Support Specialist Amendment

Motion by Lee, second by Mosher, and unanimously carried to authorize the Chair's signature to execute a Memorandum of Understanding between Otter Tail County and Minnesota Teamsters Public and Law Enforcement Employees' Union Local No. 320 as an amendment to the original contract and retroactive to January 1, 2005. The Amendment clarifies Post Employment Health Plan language.

Closed to the Public
Meeting Recessed

At 11:31 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of Physical Plant Manager, Rick Sytsma, pursuant to M.S. Chapter 13D.05 Subd. 3. All five seated commissioners were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting. At noon, Chairman Block declared the Otter Tail County Board of Commissioners' meeting recessed for lunch break.

Meeting Reconvened
Land of Lakes Group Workcamp

At 1:00 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners reconvened and introduced discussion regarding the Land of Lakes Group Workcamp. Krista Clements Orlan announced that the Workcamp is coming to our area July 24 – 30, 2005, to repair homes for the elderly, low income, and disabled at no cost to the individual. The work is done by church youth groups and funds have been raised locally and through the volunteers for materials. Ms. Orlan presented a power point showing work completed during previous workcamps. There will be one house in Fergus Falls that will receive painting and building of a small landing and stairs. Ms. Orlan requested support in-kind and financial, if possible.

Land of Lakes Group Workcamp Resolution
Otter Tail County Resolution No. 2005 - 42

Commissioner Nelson offered the following and moved its adoption:

WHEREAS, The Group Workcamps Foundation (hereafter known as "Workcamp(s)") has requested local sponsorship of a Group Workcamp to come to West Central Minnesota July 24-30, 2005; and

WHEREAS, West Central Minnesota Communities Action, Inc., (hereafter known as "WCMCA") and West Central Area Schools (hereafter known as "WCA") has agreed to partner with Workcamps to host the Workcamp as administrative/fiscal agent and dormitory, respectively; and

WHEREAS, the participants of the Workcamp will team up in crews of four to six teens together with an adult leader to do minor repairs to homes of qualified applicants living within a 30 mile drive from Barrett; and

WHEREAS, WCMCA will lead teams of volunteers to assist with the smooth facilitation of the Workcamp such as publicity , fundraising, volunteer recruitment/community involvement, site selection/application, materials, site writers, kitchen/office help, cleanup, etc; and

WHEREAS, fees pad by Workcamp participants will bring approximately \$17,000 to help pay for supplies and materials for the rehabilitation of 60 homes in the target area; and

WHEREAS, WCMCA has agreed to raise an additional \$19,000 or more locally in matching funds for supplies and materials through various fundraising efforts; and

WHEREAS, funds to pay for materials and supplies will be spent in local communities as much as possible; and

WHEREAS, funds to pay for materials and supplies will be spent in local communities as much as possible; and

WHEREAS, WCMCA is asking for local involvement and assistance with the four "Ts" of Time (volunteers), Talent (skills of volunteers), Treasure (financial contributions), and Tools (donated or loaned to the Workcamp);

NOW BE IT THEREFORE RESOLVED that the County of Otter Tail fully supports WCMCA's and WCA's efforts to facilitate the Workcamp by pledging to:

- ❖ Promote the Workcamp in Otter Tail County
- ❖ Assist with debris removal from the County worksite at 1204 South Mill in Fergus Falls through the County's Highway Department.

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

Adopted and signed this 28th day of June 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Highway Staff Request

Due to the storm of June 20, 2005, a motion was offered by Froemming, seconded by Lee, and unanimously carried to authorize the Highway Engineer to hire a temporary sign worker, until November 1, 2005, to help repair and replace approximately 800 road signs damaged in the storm.

Final Payment – Bituminous Crushing

Motion by Lee, second by Mosher, and unanimously carried to authorize Final Payment, in the amount of \$4,283.69, payable to Mark Sand & Gravel Co., pursuant to Purchase Order No. 64185 for completion of Salvaged Bituminous Mix Material Crushing.

License Applications

Motion by Mosher, second by Froemming, and unanimously carried to approve the following applications for license:

Battle View Landing*
22540 County Highway 5
Henning, MN 56551

On-Sale Wine
On/Off-Sale 3.2 Malt Liquor

Duffer's Bar and Grill LLC* 47420 County Highway 16 Henning, MN 56551	On-Sale Intoxicating Liquor Sunday Liquor
Elmer's Authentic Texas BBQ* 27896 State Highway 78 Battle Lake, MN 56515	On-Sale Intoxicating Liquor Sunday Liquor
Pair A Dice Resort* 43606 Mosquito Heights Rd Perham, MN 56573	On/Off-Sale Malt Liquor
Rocky's Resort* 31370 State Highway 108 Dent, MN 56528	On/Off-Sale 3.2 Malt Liquor
The Club* Stromlie Associates, LLC 44086 US Highway 59 Pelican Rapids, MN 56572	On-Sale Intoxicating Liquor Sunday Liquor 2 AM Liquor
Trackside Restaurant and Lounge* New Country Manor Motel, Inc. 63131 Highway 10 West PO Box 546 Wadena, MN 56482	On-Sale Intoxicating Liquor
Vacationland Resort* 38555 Wagon Trail Loop Battle Lake, MN 56515	On-Sale 3.2 Malt Liquor

(*Approval is subject to review by the County Attorney's office and the County Sheriff's office.)

Credit Cards Issued

Motion by Nelson, second by Lee, and unanimously carried to authorize the following employees to be issued an Otter Tail County Credit Card with Express One Master Card:

Deputy Sheriff, Nathan L. Selander	\$1,000.00 limit
Deputy Sheriff, Luke F. Wothe	\$1,000.00 limit

Exempt Permit Approved

Motion by Lee, second by Mosher, and unanimously carried to approve, with no waiting period, the LG220 Application for Exempt Permit as submitted by the Pelican Rapids Area Chamber of Commerce for an event scheduled for Saturday, October 8, 2005, at The Club.

Recess & Reconvene

At 1:29 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for the Board of Equalization meeting. Upon conclusion of the Board of Equalization meeting, Chair Block reconvened the Board of Commissioners' meeting at 2:10 p.m.

Resolution Requesting a Presidential Declaration of a Major Disaster
Otter Tail County Resolution No. 2005 - 43

Commissioner Froemming offered the following and moved its adoption:

WHEREAS, the County of Otter Tail has sustained severe losses of major proportions, caused by the severe storm system on June 20, 2005; and

WHEREAS, Otter Tail County is a public entity within the State of Minnesota; and

WHEREAS, substantial damage has been sustained to both public and private property, as outlined in the attached damage assessment forms; and

WHEREAS, the cost of recovery from this disaster is beyond the resources available within the county, and state and federal resources are necessary.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners, for and on behalf of the citizens of Otter Tail County, request the Governor of the State of Minnesota to petition the President of the United States to declare the County of Otter Tail, Minnesota, to be a major disaster area, through appropriate channels.

Be it further resolved that this request is for:

1. The Public Assistance (Infrastructure Support) and Human Services Programs as offered through P.L. 93-288 and 106.390.
2. The Hazard Mitigation Program, as offered through P.L. 93-288 and 106.390.

Be it further resolved that the County Emergency Management Director is authorized to coordinate the damage survey teams with local government, and assist in the administration of the disaster recovery process, as needed.

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

Adopted and signed this 28th day of June 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Performance Evaluation Summary

Motion by Froemming, second by Lee, and unanimously carried to approve a positive performance evaluation summary for Highway Engineer, Rick West, as presented, and to include the summary in his personnel file.

Shoreland Management Ordinance Recommendations

Lakeshore Property Owner and Member of the Shoreland Rules Revision Committee, Justine Kingham, submitted a compilation of independent ordinance models and reviewed her recommendations for the most important areas that she feels need to be changed in the County's SMO.

Location of County Board Meeting Changed

Motion by Mosher, second by Froemming, and unanimously carried to hold the Board of Commissioners meeting scheduled on August 16, 2005, at the New York Mills Courtroom to allow the commissioners to attend the employee picnic at that location.

Adjournment

At 2.45 p.m., Chair Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, July 5, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

6/28/2005
12:10:10

OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 1

WARRANTS APPROVED ON 6/28/2005 FOR PAYMENT 6/28/2005

VENDOR NAME	AMOUNT
A'VIANDS LLC	5,750.70
MARLYS ADAMS	5.95
AMERICAN INSTITUTIONAL SUPPLY	188.21
ANDERSON LAND SURVEYING INC	1,091.00
ASSOCIATION OF MN COUNTIES	75.00
SCOTT BACKSTROM	42.12
BARBER RAZOR BLADE CO	122.50
BATTLE LAKE MARINE INC	36.00
MARSHA BOWMAN	94.78
TIM BRAND	202.09
BRANDON COMMUNICATIONS INC	553.08
BRETZ HARDWARE	9.33
MYRNA BUDKE	18.89
KAREN CANNELL	6.90
CHERI CLARK	166.46
COOPERS TECHNOLOGY GROUP	75.20
CORPORATE TECHNOLOGIES	207.21
DENZEL'S REGION WASTE INC	4,309.05
DEPT OF LABOR & INDUSTRY CAIS	20.00
DICTAPHONE	2,082.55
EAGLES CAFE AND CATERING SERVI	287.55
ECONO SALES AND SERVICE	112.88
CHUCK EHRENBERG	35.98
MICHELLE ELDIEN	140.58
ELEMENT K JOURNALS	234.00
FAITH AND FELLOWSHIP PRESS	54.72
FASTENAL COMPANY	14.43
FERGUS ELECTRIC	2,164.88
FERGUS FALLS MEDICAL GROUP	200.00
FERGUS FALLS POLICE DEPT	90.13
CITY FERGUS FALLS	91,660.70
FERGUS INTERNATIONAL INC	557.22
FERGUS POWER PUMP INC	740.00
FERRELLGAS	37.81
ELROY FINKELSON	235.36
ROGER FROEMMING	132.16
GEORGE BERGEM POST 3489	100.00
GODFATHERS EXTERMINATING INC	119.28
GREENSPIRE GRAPHICS	9.00
HILL TOP TOWING	110.00
DAVID HOLMGREN	75.85
ID AMERICA	6,991.70
INDIANA CASH DRAWER CO	82.64
INNOVATIVE OFFICE SOLUTIONS LL	11.50
INSIGHT PUBLIC SECTOR	1,210.46
RODNEY JENSEN	19.88
KELLY SERVICES INC	1,173.98
ANDREW KLINNERT	79.90
LAKELAND MENTAL HEALTH CENTER	952.00

6/28/2005 12:10:10 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 2

WARRANTS APPROVED ON 6/28/2005 FOR PAYMENT 6/28/2005

VENDOR NAME	AMOUNT
LAKES COUNTRY SERVICE CO OP	45.00
LARRY OTT INC TRUCK SERVICE	960.00
PAT LARUM	204.56
SHERRON LEABO	41.31
MCCC MI 33	220.00
MINN KOTA COMMUNICATIONS INC	107.70
MINNESOTA LAWYER	195.00
MN CO ATTORNEYS ASSOCIATION	35.68
MN CO INSURANCE TRUST	996.00
MN DEPT OF PUBLIC SAFETY	204.00
MN WEIGHTS AND MEASURES	225.00
MODERN ASSEMBLIES INC	25.00
ROBERT MOE	121.10
NORTH UNION TEXACO	3,923.57
OTTER TAIL CO TREASURER	1,467.28
OTTER TAIL TELCOM	90.00
PARK REGION CO OP	381.93
PETE'S BODY SHOP & TOWING	154.43
PRODUCTIVE ALTERNATIVES INC	152.83
PUBLIC SAFETY CENTER INC	115.25
RELIABLE OFFICE SUPPLIES	88.20
RYAN'S REPAIR	43.52
MAVIS SAMUELSON	123.10
SCHWAAB INC	96.91
SCOTT'S SOUTHTOWN AND TOWING	67.10
SERVICE FOOD SUPER VALU	29.48
SHULTZ TORGERSON ARCHITECTS LT	50.00
SCHAN SORKNESS	650.00
DAVID STADUM	24.00
STREICHERS	116.62
SWANSTON EQUIPMENT CORP	14,377.50
RICK SYTSMAN	69.98
THEIN WELL CO INC	1,461.00
TOUTGES SANITATION	46.80
TRI STAR RECYCLING	3,157.00
SUSAN ULSCHMID	55.63
UNIVERSITY OF MN	165.00
JOYCE VALLEY	71.40
VICTOR LUNDEEN COMPANY	200.11
VIKING OFFICE PRODUCTS	65.16
WADENA CO AUDITOR TREASURER	660.80
WALTERS PHOTOGRAPHY	51.45
ROGER WALVATNE	588.00
GARY WASKOSKY	142.50
WEST PAYMENT CENTER	486.68
WILKIN CO HIGHWAY DEPT	17,513.64
LAURIS WOESSNER	1,200.00
ZEE SERVICE COMPANY	58.01

FINAL TOTAL..... \$174,016.84 ****