

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 Fir Avenue W., Fergus Falls, MN
Tuesday, February 28, 2006
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, February 28, 2006, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Malcolm Lee, Syd Nelson, and Bob Block present.

Approval of Agenda

Motion by Nelson, second by Block, and unanimously carried to approve the Human Services Board agenda of February 28, 2006, with one addition as follows:

10:45 a.m. – Personnel Committee Meeting

Approval of Minutes

Motion by Froemming, second by Lee, and unanimously carried to approve the Human Services Board minutes of February 14, 2006, as mailed.

Court Services Department

Court Services Director, Chuck Kitzman, provided a listing of Adult and Juvenile Probation Supervision Fees dated February 23, 2006. A \$50.00 fee has been added for the Drivers License Reinstatement Program. Motion by Lee, second by Block, and unanimously carried to approve the Probation Supervision Fees dated February 23, 2006, as presented by the Court Services Director.

Motion by Mosher, second by Block, and unanimously carried to authorize the appropriate County Officials signatures to execute Amendment No. 1 to the original agreement between Otter Tail County and the State of Minnesota Department of Corrections for the Remote Electronic Alcohol Monitoring Program. The amendment increases the funding for the REAM Program, in the amount of \$5,500, for FY2005

Mr. Kitzman provided copies of the Otter Tail County Court Services 2006 Program Overview. He provided the Court Services Annual Report and reviewed the statistics. Mr. Kitzman reported that, from the data, it is clear that juvenile delinquent and petty offenses are trending downward. The number of juveniles placed on probation in 2005 was 205 as compared to 258 in 2004. He reported that domestic abuse investigations are very time consuming and adult pre-trial release cases will be monitored more closely. Juvenile out-of-home placements are also trending downward.

Public Health Department Reclassification Request

Public Health Director, Diane Thorson, reported that, as a result of several work load reassignments, a new job description will need to be developed for one secretary/receptionist position. Motion by Mosher, second by Block, and unanimously carried to approve the reclassification process to develop a new position description and ranking for the secretary/receptionist position as described by the Public Health Director.

Fraud & Collection Annual Reports

Fraud Prevention Investigators, Sandy Holo and Sue Ulschmid, provided FPI statistics for 2005 with total FPI savings and overpayment for the year reported as \$131,387.00. Collections Officer, Crystal Fabian, reported 2005 collections as \$649,966.66 with the County retaining \$204,475.40. The highest collections categories are MA Estate Claims, Voluntary Asset Recoveries, and Medical Assistance. Case Aide, LeeAnn Sudbeck, reported 2005 collections, which include detox, placements, and re-directed child income programs as \$182,432.47. The total collections, for the past seven years, were reported as \$4,149,882.98 with the County retaining \$1,902,915.95.

Human Services Contract Renewals

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

Agency Providing Services	Services Provided	Term of Contract
Pauline & Charles Haugen	Residential Services /Home Plus/ Foster Care Services to eligible persons	02/01/06 – 06/30/06
Mental Health Consumer/ Survivor Network of MN	Adult Mental Health Services Training and Education for the 4 County Mental Health Initiative	01/01/06 – 12/31/06
Permanent Family Resource Center	Foster Care Maintenance Services and Activities	01/01/06 – 12/31/06
Minnesota Extended Treatment Options (MSOCS)	Residential based habilitation services, including specialized support services	01/01/06 – 12/31/06
Staples Home Care	2005 Provider Amendment for State mandated reimbursement of 2.2553%	10/01/05 – 12/31/06

Bills & Claims

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

Adjournment

At 10:48 a.m., Chairman Froemming declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, March 14, 2006.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Roger Froemming, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, February 28, 2006, at 11:00 a.m. at the Otter Tail County Government Services Center with Commissioners Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Malcolm Lee, Syd Nelson, and Bob Block present.

Approval of Agenda

Motion by Mosher, second by Block, and unanimously carried to approve the County Board agenda of February 28, 2006, with the following additions:

Bill Kalar Agenda Items – Add Walker Lake Preserve EAW Request

2:20 p.m. – Add Auditor, Wayne Stein

3:00 p.m. – Closed Session for Highway Labor Negotiation Strategies

Approval to Pay Bills

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

Approval of Minutes

Motion by Mosher, second by Nelson, and unanimously carried to approve the County Board minutes of February 21, 2006, as mailed. Concerns expressed by Cheryl Harris regarding the SMO Discussion regarding the definition of Existing Resorts and language allowing Existing Resorts to expand without a Conditional Use Permit will be addressed in the on-going Shoreland Rules Revision Process.

Letter of Credit – Olaf Lake Shores and Twin Lake Shores

Secluded Land Company Production Coordinator, Mike Pfister, provided copies of Irrevocable Standby Letters of Credit used in Douglas and Carlton Counties, and requested that Otter Tail County accept a similar document for Olaf Lake Shores and Twin Lake Shores subdivisions. This would allow recording of the Final Plat before completion of the road. Motion by Mosher, second by Lee, and unanimously carried to authorize an Irrevocable Letter of Credit for 125% of the estimated cost to complete the road for each subdivision.

Blue Heron Bay Adequacy Discussion

Land & Resource Director, Bill Kalar, provided several handouts and reported that the Environmental Quality Board (EQB) has received a petition from the Dead Lake Association (DLA) requesting that the EQB assume responsibility for the decision on the adequacy of the final Environmental Impact Statement for the proposed Blue Heron Bay project. Mr. Kalar stated that as the Responsible Government Unit, the adequacy determination is Otter Tail County's job; however, the EQB may take over that responsibility. Mr. Kalar reviewed the EQB's timeline to make a decision to take over the adequacy determination. He was not opposed to the EQB assuming responsibility. Discussion followed. Commissioners directed County Attorney, David Hauser, to write a letter to the EQB stating that Otter Tail County does not object to the EQB assuming responsibility for the adequacy determination regarding the EIS for Blue Heron Bay as long as there is no financial responsibility to Otter Tail County to transfer this responsibility.

Final Plat – Arvidson Addition to Lake Lida

Motion by Lee, second by Block, and unanimously carried to approve the Final Plat of Douglas C. Arvidson known as "Arvidson Addition to Lake Lida", part of GL 1 & 2, Section 23, Township 136, R. 42, Lida Township, Lake Lida (56-747).

Walker Lake Preserve EAW Request

Mr. Kalar reported that a citizen's petition requesting the preparation of an Environmental Assessment Worksheet (EAW) for the proposed Walker Lake Preserve development located

in Amor Township has been received. He stated that today, February 28, 2006, is the start of the 30 day EAW needs determination timeline to decide whether or not an EAW should be prepared for this particular proposal. This is a proposed 34 unit cluster development which was tabled by the Planning Commission last December because of snow cover and is scheduled on the Planning Commission's agenda on April 12, 2006, which is outside the required deadline for the EAW determination. Commissioners requested that the Planning Commission meet March 15, 2006, to review this EAW request. Findings for the EAW determination would need to be completed by April 4, 2006, to allow time to provide the required notices to the EQB, proposer, and petitioner.

Recess & Reconvene

At 11:45 a.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for a Building Committee Meeting. The meeting was reconvened at 11:51 a.m. with Commissioner Mosher absent.

Court Administration Remodeling

Architect, David Shultz, and Physical Plant Manager, Rick Sytsma, presented bid proposals for remodeling of the Court Administration Department. Motion by Lee, second by Block, and unanimously carried to award the following bid and quotations:

Contractor/Vendor	Services Provided	Bid Award/Quotation Amount
Woessner Construction	General Construction	\$66,900.00
Overland Mechanical	Mechanical Construction	\$35,575.00
Electrical Construction	Fergus Electric	\$26,200.00

Meeting Recessed

At 11:55 a.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break.

Reconvene – Closed to the Public

At 1:00 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of Solid Waste Director, Mike Hanan, 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 1:37 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners closed to the public to discuss pending litigation relative to the Barlow Group lawsuit as authorized by attorney-client privilege, Chapter 13D.05 Subd. 3b. Present were all five seated Commissioners, the County Attorney, Solid Waste Director, and Board Secretary.

Reconvene in Open Session

At 2:04 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners opened to the public.

Household Hazardous Waste Mobile Collections

Motion by Block, second by Mosher, and unanimously carried to authorize the appropriate County official's signature to execute the 2006 HHW Mobile Collection contracts as follows:

Collection Site	Date of Mobile Collection
City of Battle Lake	Monday, June 26, 2006
City of Deer Creek	Tuesday, August 15, 2006
City of Henning	Monday, June 19, 2006
City of New York Mills	Monday, September 18, 2006
City of Ottertail	Friday, June 9, 2006
City of Pelican Rapids	Wednesday, August 9, 2006
City of Perham	Tuesday, August 1, 2006
City of Underwood	Tuesday, May 16, 2006

Purchase of a Solid Waste Truck with Grapple

Solid Waste Director, Mike Hanan, reported that the incinerator located at the Regional Treatment Center has been shut down and garbage is now being transferred to other disposal sites. He requested permission to purchase a grapple truck for loading solid waste for transportation of the waste. Motion by Lee, second by Nelson, and unanimously carried to authorize the Solid Waste Director to purchase a Caterpillar M315C Grapple Truck from the state contract in the amount of \$133,622.00 with an additional cost of \$3,100 to foam fill the tires. The estimated value of the equipment is \$50,000 after five years of usage.

Working Out of Classification

Motion by Mosher, second by Lee, and unanimously carried to approve a temporary transfer from Highway Maintenance Worker to Highway Maintenance Group Leader and approve salary compensation to Group Leader, Step 6 (\$19.81 per hour) for the period of January 30, 2006 to February 27, 2006.

Driver's License Agent Appointment

Otter Tail County Resolution No. 2006 - 19

Commissioner Nelson offered the following and moved its adoption:

WHEREAS, Kathryn Ouren, District Court Administrator; has served as the Driver's License Agent for Otter Tail County since her appointment as Otter Tail County District Court Administrator; and

WHEREAS, the Otter Tail County Board of Commissioners, as stated in letter from the Minnesota Department of Public Safety dated January 31, 2006 and as stated in Minnesota Rule 7404.0350, must either

1. appoint an employee or equivalent officer of the county to operate the approved office location and serve as the agent;
2. appoint an employee or equivalent officer of a statutory or home rule charter city with the county to operate the approved office location and serve as agent;
3. appoint any other individual to operate the approved office location and serve as the agent (subject to the filing of a surety bond with the State to cover the application receipts accepted on behalf of the commissioner and inventory provided and maintained by the commissioner); **OR**
4. decline to appoint an agent.

WHEREAS, the position of District Court Administrator does not meet Item (1) or Item (2) above and to continue Kathy Ouren's appointment as the Driver's License Agent would require that she obtain at her own cost a surety bond; and

WHEREAS, the day to day administration of the driver's licenses duties and responsibilities has been for many years conducted through the Otter Tail County Motor Vehicle, Game and Fish and Driver's Licenses office, which is a division of the Otter Tail County Auditor's office.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby appoints Wayne Stein, Otter Tail County Auditor as the Driver's License Agent for Otter Tail County and respectfully request approval of this appointment by the Commissioner of Public Safety.

IT IS FURTHER RESOLVED, that the Otter Tail County Board of Commissioners hereby appoints Cyndi Abbott, Deputy Driver's License Agent for Otter Tail County to serve as the Driver's License Agent during temporary absences of Wayne Stein, Otter Tail County Auditor and respectfully request approval of this appointment by the Commissioner of Public Safety.

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

Adopted and signed this 28th day of February 2006.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

Recess & Reconvene

At 2:23 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for a Capital Improvement Committee meeting. The County Board meeting reconvened at 2:31 p.m.

Proposed Chemical Dependency Treatment Program

Human Services Director, John Dinsmore, presented a letter of support for the development of Stepping Stones, a program for women and children in New York Mills, MN. Along with the proposed Letter of Support, he provided factual information regarding the success of this type of chemical dependency program. Bill Lopez, Executive Director of Sharehouse, briefed the County Board regarding the program and stated that Sharehouse has made a contingency offer to purchase the Hotel in New York Mills for this program. The following Community Leaders spoke in favor of the Sister's Path Program either in person or by correspondence submitted to the County Board:

Rev. Steven C. Dahl	West Fargo High School Asst. Principal, Greg Grooters
NYM Mayor, Randy Clarksean	Police Chief, Brian Nelson
NYM City Council Member, Kirk Mann	NYM City Council Member, Diana Wallgren
NYM School System, Todd Cameron	County Attorney, David Hauser
Human Services Supervisor, Jodi Wentland	

The following Community members spoke against the proposed location of the program and requested an additional Community meeting in New York Mills:

Teresa Tyson
Alice Martin

Sherri Kawlewski
Agnes Hofland

Commissioner Block acknowledged some of the concerns expressed; however, because of strong feelings that Otter Tail County needs a Chemical Dependency program like the Sister's Path Program, offered a motion to approve the proposed Letter of Support for the Sister's Path Program. The motion was seconded by Lee, and unanimously carried.

Human Services Position

Motion by Nelson, second by Block, and unanimously carried to authorize the Human Services Director to proceed with filling a vacant Child Protection Social Worker position.

Closed to the Public

At 3:50 p.m., Chairman Froemming 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 AFSCME Highway Maintenance Collective Bargaining Unit. Present were all five seated Commissioners, the County Attorney, and Board Secretary.

Adjournment

Upon conclusion of the closed session at 4:05 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, March 7, 2006.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

2/28/2006 12:02:27 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 1

WARRANTS APPROVED ON 2/28/2006 FOR PAYMENT 2/28/2006

VENDOR NAME	AMOUNT
AGGREGATE INDUSTRIES INC	1,650.00
AMERICAN INSTITUTIONAL SUPPLY	80.53
BEYER BODY SHOP INC	191.71
BOB BARKER COMPANY INC	129.81
BOB'S STANDARD BULK SERVICE	172.53
BOUND TREE MEDICAL LLC	25.54
SANDRA BROWN	66.46
KAREN CANNELL	7.55
CITIZENS ADVOCATE	47.70
CLIMB THEATRE	8,500.00
COMMISSIONER OF TRANSPORTATION	88.98
COOPERS TECHNOLOGY GROUP	248.69
COUNTRY HEATING & AIR COND	75.00
CUTLER MAGNER COMPANY	23,699.48
DATABANK IMX	1,601.34
FASTENAL COMPANY	176.50
FERGUS ELECTRIC	350.90
FERGUS FALLS NEWSPAPERS INC	219.95
CITY FERGUS FALLS	2,131.93
FERGUS INTERNATIONAL INC	1,617.76
FERGUS POWER PUMP INC	85.00
FERGUS TIRE CENTER	283.00
FERRELLGAS	51.14
G & K SERVICES	2,431.02
GALL'S INC	125.38
GEORGE'S BODY SHOP & OTTERTAIL	250.00
GOLDEN RING TRUCKING INC	732.00
H & T CORP OF MINNESOTA	649.50
HALL GMC INC	70.97
HENNING AMBULANCE	252.00
HENRY'S FOODS INC	685.66
HIGH PLAINS TECHNOLOGY	9,148.35
DAVID HOLMGREN	78.65
JON KARGER	56.32
KELLY SERVICES INC	3,157.29
ANDREW KLINNERT	83.10
JILL KLUCK	74.54
SCOTT KOENNICKE	13.73
KOEP'S SEPTIC	45.00
LAKE REGION HEALTHCARE CORP	1,422.73
LAKELAND MENTAL HEALTH CENTER	384.00
LAKES AREA PEST CONTROL LLC	79.88
LARRY OTT INC TRUCK SERVICE	1,480.00
LIGHT RETURNS RECYCLING	31.48
KAREN LUNDIN	27.38
MARIN CONSULTING ASSOCIATES	240.00
JACKIE MCGRAND	30.00
THE MIDWEEK	68.32
MN DEPT OF TRANSPORTATION	436.02

2/28/2006 12:02:27 OTTER TAIL COUNTY AUDITOR
 PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
 WARRANTS FOR PUBLICATION PAGE 2

WARRANTS APPROVED ON 2/28/2006 FOR PAYMENT 2/28/2006

VENDOR NAME	AMOUNT
MN MOTOR COMPANY	29.25
MN WEIGHTS AND MEASURES	375.00
MORTON TRAINING	215.00
NELSON BROS PRINTING	191.97
DEAN NELSON	4.15
NEW YORK MILLS HERALD	30.30
NORTH UNION TEXACO	2,309.99
NORTHSTAR TECHNOLOGY GROUP INC	1,537.50
NORTHWEST DIVERS	4,190.56
OFFICEMAX CONTRACT INC	158.43
OTIS ELEVATOR CO	90.48
OVERLAND MECHANICAL SERVICES	2,288.78
DONALD PEDERSON	6.87
PERHAM CO OP CREAMERY	362.88
PERHAM MEMORIAL HOSPITAL & HOM	15.00
PERHAM SAND & GRAVEL	30.00
PERHAM TRUCK SERVICE INC	67.93
PETE'S AMOCO	223.65
PITNEY BOWES	1,462.25
PRODUCTIVE ALTERNATIVES INC	255.87
QUILL CORPORATION	107.51
RELIABLE OFFICE SUPPLIES	146.29
REVIEW ENTERPRISES INC	16.60
SERVICE FOOD SUPER VALU	9.25
SHERATON BLOOMINGTON HOTEL	539.15
SHERWIN WILLIAMS	12.25
SIGNWORKS	181.05
SIMPLEXGRINNELL LP	3,008.73
SOUTHTOWN C-STORE	165.01
SRF CONSULTING GROUP INC	406.98
STEINS INC	5,188.08
STREICHERS	210.66
KRISTI THUNSELLE	104.37
DAN TUCKER	6.34
MELISSA ULSCHMID	100.08
UNIVERSITY OF MN	16,100.00
UNIVERSITY OF MN-EXTENSION SER	21.50
UPPER MIDWEST COMMUNITY POLICI	35.00
JOYCE VALLEY	73.76
VICTOR LUNDEEN COMPANY	3.06
VIKING OFFICE PRODUCTS	131.94
VOSS LIGHTING	88.48
WADENA CO AUDITOR TREASURER	666.70
WALTERS PHOTOGRAPHY	18.62
GARY WASKOSKY	47.50
WELDING SUPPLIES & FIRE EQUIPM	17.08
WEST PAYMENT CENTER	2,138.43
**** FINAL TOTAL.....	\$106,945.10 ****

