

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 Fir Avenue W., Fergus Falls, MN
Tuesday, February 13, 2007
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, February 13, 2007, at 9:32 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Roger Froemming, and Everett Erickson present.

Approval of Agenda

Motion by Froemming, second by Erickson, and unanimously carried to approve the Human Services Board Agenda of February 13, 2007, as mailed.

Approval of Minutes

Motion by Nelson, second by Froemming, and unanimously carried to approve the Human Services Board Minutes of January 23, 2007, as mailed.

Commissioners Sydney Nelson and Robert Block present at 9:35 a.m.

HSB Resolution

Court Services Director, Chuck Kitzman presented a draft resolution urging the 2007 State legislature to reimburse participating counties for the full 50% of their probation officers salaries as outlined in Minnesota Statutes 244.19 Subd. 6. Discussion followed.

**Otter Tail County Human Services Board Resolution
Otter Tail County Resolution No. 2007-11**

Commissioner Froemming offered the following resolution and moved its adoption:

WHEREAS, Minnesota Statutes 244.19, Subdivision 6, outlines a process for State reimbursement to participating counties for 50% of the cost of their probation officer salaries; and

WHEREAS, twenty-nine County Probation Officer Counties and twenty-seven Department of Corrections Contract Counties participate in this process; and

WHEREAS, appropriations from the State have steadily decreased from 50% in 1996 to as low as 38% in 2004; and

WHEREAS, the fifty-six counties participating in this process have been forced to make up the deficit in the reimbursement funding for their probation officers; and

WHEREAS, the 2007 Legislative session will be setting and passing the FY2008 and FY2009 appropriation for probation officer salary reimbursement for these fifty-six counties; and

WHEREAS, the Minnesota Association of County Probation Officers has been working with the Department of Corrections and legislative staff to ensure that an accurate FY2008 and FY2009 appropriation amount is determined; and

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Human Services Board strongly requests the 2007 Legislature to appropriate sufficient funds to reimburse the fifty-six participating counties for the full 50% of the cost of their probation officer salaries.

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

Adopted this 13th day of February, 2007.

OTTER TAIL COUNTY HUMAN SERVICES BOARD

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis R. Mosher, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Major Disaster Recovery Agreement

Mr. Kitzman discussed with the Board the possibility of entering into an agreement with the Department of Corrections that, in the event of a major natural disaster, Otter Tail County would help the State supervise high-risk offenders during the recovery process.

Legislative Update on House File 595

Public Health Director, Diane Thorson updated the Board on House File 595, which is a bill that has been introduced to help with funding for universal early childhood home visits. Motion by Block, second by Nelson, and unanimously carried to have the Public Health Director write a letter supporting the efforts of HF 595, encouraging legislatures to help co author this bill, and bring back to the Board for review.

Nurse Family Partnership Budget

Ms. Thorson discussed the budget for the Nurse Family Partnership. The Budget Committee reviewed and recommended a request for an additional \$50,000 per year for the next three years will need to be designated for the program. If the program is accepted on the national level, and additional funds are received, the Nurse Family Partnership program would proceed. Motion by Block, second by Nelson and unanimously carried to designate \$50,000 per year for the next three years from the Public Health Reserve Funds to the Nurse Family Partnership Budget.

Productive Alternatives Inc. (PAI) Contracts and Future Planning

Productive Alternatives Executive Director, Steve Skauge; Program Manager, Bob Johnson; and Human Services Director, John Dinsmore presented a brief history of Productive Alternatives, their current endeavors, and future plans. Mr. Skauge requested the board to consider an increase in the allocation of funds for PAI. He explained that PAI has received the same funding over the last three years and resulting cost escalations have exhausted the funds by September. Chairman Mosher suggested giving PAI a 6% increase in funds over the next three years. Discussion followed. Motion by Nelson, second by Block and motion carried with Mosher opposed to lump sum allocation to increase the allocation of funds to Productive Alternatives, Inc. to \$198,336 for the year 2007.

Chemical Dependency (CD) Treatment Facility Site Approval

Attorney, Kent Mattson reported that the State has selected a site for the building of the CD Treatment Facility, upon conditions. He indicated that those conditions include that the land passes soil test evaluations; entering into an acceptable lease agreement; as well as an agreement from the City of Fergus Falls to extend City sewer, utilities and improve the road to the project site. Mr. Mattson indicated that water is already present. Discussion followed, which included an option to purchase the land for the facility. Motion by Block, second by Nelson, and unanimously carried to enter into an Option to Purchase the land for the CD Treatment Facility in the amount of \$3,000.

Legislative Update – Human Services

Human Services Director, John Dinsmore provided a Legislative update followed by discussion.

Contract Renewals, Amendments, New Contract

Motion by Froemming, second by Nelson, and unanimously carried to renew the Medical Health Plan contract, renew ten Human Services contracts, amend two contracts, and accept one new contract as follows:

Agency	Program	Effective Date	Targeted Population	Amount of Contract	Funding Source
Synsteliem Community Services	Waivered Services	Addendum for contract period of January 1, 2007 Through December 31, 2007 Effective 02-01-07	Elderly and Disabled	Purpose of Addendum: To include an additional site Parkview Residence 1123 Parkview Fergus Falls, MN 56537	NA
Prairie Community Services	Waivered Services	Addendum for contract period of January 1, 2007 Through December 31, 2007 Effective 02-01-07	Elderly and Disabled	Purpose of Addendum: To include an additional site Trailwood 1735 South Court Fergus Falls, MN 56537	NA
New Horizons	Waivered Services	January 1, 2007 Through December 31, 2007	Persons with Mental Retardation or Related Conditions	Per State Rate Schedule	State Waivered Dollars and Medical Assistance
Tawny & Erick Larson	Residential Services/Home Plus/Foster Care Services	January 25, 2007 Through June 30, 2007	Elderly & Disabled	Per State Rae Schedule	AC/EW/CADI or TBI Waivered Funds
Douglas & Deeann Trosdahl	Residential Services/Home Plus/Foster Care Services	January 7, 2007 Through June 30, 2007	Elderly & Disabled	Per State Rate Schedule	AC/EW/CADI or TBI Waivered Funds
Karlene & Mark Doll	Residential Services/Home Plus/Foster Care Services	December 28, 2006 Through December 31, 2007	Elderly & Disabled	Per State Rate Schedule	AC/EW/CADI or TBI Waivered Funds
Just Like Home	Residential Services/ Assisted Living	February 5, 2007 Through December 31, 2007	Elderly	Per State Rate Schedule	The total amount to be paid for such purchased services shall not exceed the OTC approved Rate.
Lutheran Social Services	Residential Services/Assisted Living	January 1, 2007 Through December 31, 2007	Elderly	Per Rate Schedule	The total amount to be paid for such purchased services shall not exceed the OTC approved Rate.
Alcott Manor	'Assisted Living	January 1, 2007 Through December 31, 2007	Elderly	Per Rate Schedule	The total amount to be paid for such purchased services shall not exceed the OTC approved Rate.
Lutheran Social Services	Guardianship Services	January 1, 2007- Through December 31, 2007	Elderly/Developmentally Disabled/Mentally Ill/Handicapped County Residence who can no longer handle their financial affairs or make sound judgments about their living situation.	\$50,480 for the contract period	Otter Tail County MSA within the guidelines
Northern Safety & Security	Supplies and Equipment	January 1, 2007 Through December 31, 2007	AC/EW/CADI or TBI individuals	The unit cost for providing services to eligible clients will not exceed \$90 per month.	AC/EW/CADI or TBI Waivered Funds
Productive Alternative, Inc.	Day Training & Habilitation Services	January 1, 2007 Through December 31, 2007	For persons with Mental Retardation or Related Conditions	Per Attachment A Full Day Service = #106.59; Part Day = \$79.94; Transportation = \$10.35	Waivered Funding
Productive Alternative, Inc.	Mr/RC and CADI Waiver Services	January 1, 2007 Through December 31, 2007	For persons with Mental Retardation or Related Conditions	The unit cost for providing services for each eligible client shall not exceed \$55.19 per full day; \$41.39 per partial day; and \$10.35 for transportation.	Waivered Funding

Bills & Claims

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

Performance Evaluation Summary

Motion by Nelson, second by Block, and unanimously carried to approve the positive Performance Evaluation Summary of Human Services Director, John Dinsmore, as presented, and to direct that the summary be placed in his personnel file.

Adjournment

At 11:00 a.m., Chairman Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, February 27, 2007.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Dennis R. Mosher, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, February 13, 2007, at 11:05 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Bob Block, Roger Froemming, and Everett Erickson present.

Approval of Agenda

Motion by Froemming, second by Erickson, and unanimously carried to approve the County Board Agenda of February 6, 2007, as presented.

Approval of Minutes

Motion by Nelson, second by Froemming, and unanimously carried to approve the County Board Minutes of February 6, 2007, as presented. (Correction motion was later identified in these minutes relative to Ethanol Plant and Lead Hazard Plan.)

Approval to Pay Bills

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

Fergus Falls Transfer Station

Solid Waste Director, Mike Hanan reviewed the timeline and processes used in determining site location for the Fergus Falls Transfer Station. Also in attendance were Fergus Falls City Mayor, Russell Anderson and City Administrator, Mark Sievert. Discussion took place regarding the recent resolution passed by the Fergus Falls City Council related to the proposed Fergus Falls Transfer Station site. Motion by Nelson, second by Froemming, motion carried, with Erickson opposed, to proceed with the next step of the process and submit the final permit application to the MPCA.

Boat and Water Agreement

Motion by Erickson, second by Block, and unanimously carried, to authorize the Chairman's signature to execute a Grant Agreement between the State of Minnesota DNR and Otter Tail County which authorizes \$48,680 for boat and water safety funding for FY2007.

Federal Annual Certification Report

Motion by Block, second by Erickson, and unanimously carried to authorize the Chairman's signature on the Federal Annual Certification Report.

Otter Tail County Sheriffs' Department Year End Report

Sheriff Brian Schlueter presented the Sheriff's Department Year End Report. Discussion followed.

Ottertail Operations Center

Physical Plant Manager, Rick Sytsma reported that the bid opening for the Ottertail Operations Center resulted in five competitive bids. He indicated he would present the bids at the next County Board meeting.

Recess & Reconvene

At 12:06 p.m., Chairman Mosher recessed the meeting of the Otter Tail County Board of Commissioners for lunch break. The meeting was reconvened at 1:07 p.m.

Approval of 2007 – 2012 Highway and Bridge Improvement Plan

Motion by Nelson, second by Block, and unanimously carried to approve the 2007 - 2012 Otter Tail County Highway and Bridge Improvement Plan.

Road Tour

County Highway Engineer, Rick West offered Board members and opportunity to tour county roads this spring. Discussion followed resulting in a tour being planned for late April.

Special Assessment

Motion by Erickson, second by Froemming and unanimously carried, to certify as a special assessment against Parcel 28-000-15-0107-002, beginning with Payable Year 2007 and ending with Payable Year 2012 at an annual interest rate of 6.00%, the following cleanup costs:

Demolition	\$ 1,685.60
Bypass	\$ 219.91
Tires	\$ 230.00
Contractor Labor	\$ 4,050.00
Hauling (Demo, Metal & Bypass)	\$ 4,860.00
Skid Steer Loader	\$ 1,436.40
Total Costs	\$12,481.91
Credit	\$ 1,593.00
Total To Be Assessed	\$10,888.91

Audit Engagement Letter

Motion by Erickson, second by Block and unanimously carried, to authorize the County Board Chair, County Coordinator and County Auditor's signatures on the audit engagement letter for the year ended December 31, 2006 (2007 Audit).

2007 MRCC Annual Dues

Motion by Nelson, second by Froemming and unanimously carried, to approve payment in the amount of \$2,100.00 to the Minnesota Rural Counties Caucus for the 2007 MRCC Annual Dues.

Professional Consulting Agreement

Motion by Mosher, second by Erickson and unanimously carried, subject to review by the County Attorney, to authorize the Chairman's signature on the "Agreement To Provide Professional Consulting Services Between MAXIMUS, Inc. and Otter Tail County, Minnesota" for the Cost Allocation Plan that will be prepared in 2007, 2008 and 2009 based on 2006, 2007 and 2008 financial data at a cost of \$7,354.00 for the 2006 plan and at a cost of \$7,207.00 for the 2007 and 2008 plans.

Consumption and Display Permit

Motion by Erickson , second by Block and unanimously carried, to approve the following application:

Wee Villa Resort Ltd Ptsp.
Wee Villa Lodge
Fergus Falls, MN

Consumption and Display Permit

Perham Resource and Recovery Facility Expansion

Perham City Manager, Robert Louiseau and Solid Waste Director Mike Hanan discussed possible expansion of the Perham Resource and Recovery Facility.

Correction to Otter Tail County Board Minutes of February 6, 2007

Motion by Nelson, second by Block and unanimously carried to the correct the minutes of February 6, 2007 reflecting that the amendment for an additional \$5,000 in funds for road improvement to the Ethanol Plant, was in fact an additional \$5,000 in funds for the Lead Hazard Grant. The correction should read as follows: "Motion by Froemming, second by Erickson, and unanimously carried to approve the amendment for additional \$5,000 in funds the Lead Hazard Grant."

Adjournment

At 2:48 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, February 20, 2007.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis R. Mosher, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 2/13/2007 FOR PAYMENT 2/13/2007

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A-1 LOCK & KEY LLC	364.76
A'VIANDS LLC	4,383.48
JANICE AABERG	48.98
AMERICAN TOWER CORPORATION	86.06
RYAN ANDERSON	254.65
ARVIG COMMUNICATION SYSTEMS	200.00
AUTO SAFETY SERVICE	227.68
BATTLE LAKE STANDARD	29.09
BEN HOLZER UNLIMITED	14.27
TERRY BENNETT	9.63
BLUESTONE TECHNOLOGIES INC	1,189.66
BOB BARKER COMPANY INC	181.35
BOBCAT OF OTTER TAIL COUNTY	329.43
BRIGGS CORPORATION	154.44
WADE BUGBEE	260.71
BUMPERCHUTE CO	403.00
CARQUEST AUTO PARTS	69.67
CARR'S LAKE COUNTRY SUPERMARKE	734.79
CELLULAR ONE	563.30
CITIZENS ADVOCATE	5,502.81
CO OP SERVICES INC	2,813.05
COMPANION ANIMAL HOSPITAL	37.82
COOPERS TECHNOLOGY GROUP	272.51
CULLIGAN WATER COND	219.26
CULLIGAN WATER CONDITIONING	10.65
CUTLER MAGNER COMPANY	13,993.58
DACOTAH PAPER COMPANY	431.19
DAKOTA PRINTER REPAIR LLC	80.00
DAN'S TOWING & REPAIR	14.00
DEANS COUNTRY MARKET	27.16
MARK ELLENSON	5.90
EMPI	60.50
EVERGREEN EQUIPMENT INC	386.06
FARMERS CO OP OIL ASSN	3,759.84
FERGUS FALLS NEWSPAPERS INC	228.42
FERGUS INTERNATIONAL INC	2,723.00
FERGUS TIRE CENTER	1,729.86
GALL'S INC	258.88
BERNARD GAMBER	66.17
GE CAPITAL (CA)	372.74
GR GRAPHICS INC ST LOUIS	419.01
MYRON GRAFF	6.28
HANSON'S PLUMBING & HEATING IN	155.00
HAYDEN'S BODY SHOP	720.56
HEDAHL'S HEADQUARTERS	7.46
HEISLERS COUNTRY OIL	935.04
HENNING AUTO PARTS INC	176.00
HENNING HARDWARE	177.12
CITY HENNING	202.17
HIGH PLAINS TECHNOLOGY	5,538.00
THE INDEPENDENT	67.10
INSIGHT PUBLIC SECTOR	3,130.26
JK SPORTS	131.40
JOHNSTONE SUPPLY 15.28	
KELLY SERVICES INC	363.00
LARRY KROHN	264.13
L & L SERVICE	174.79
LEWIS WELDING & EQUIPMENT	3,090.82
LOCATORS & SUPPLIES INC	77.75
M-R SIGN COMPANY INC.	203.20
MARK SAND & GRAVEL CO	1,469.57
MARRIOTT INTERNATIONAL	303.96
MCHRMA	50.00
MINN KOTA COMMUNICATIONS INC	284.02
MN DEPT OF NATURAL RESOURCES O	1,000.00
MN DEPT OF TRANSPORTATION	150.00
MN MOTOR COMPANY	27.95
MN STATE BAR ASSOCIATION	234.00
MN VIEWERS ASSOCIATION	125.00
NAPA OF PERHAM	202.12
NAPA STANDARD PARTS OF WADENA	109.28

NELSON FORD LINCOLN MERCURY IN	2,792.75
NEW YORK MILLS HERALD	75.33
NORTHERN STATES SUPPLY INC	348.54
OFFICE DEPOT	211.27
OFFICEMAX CONTRACT INC	31.63
OLSON OIL CO INC	211.24
OTTER TAIL CO DISTRICT COURT	95.00
OTTER TAIL CO TREASURER	551.06
OTTER TAIL TELCOM	400.45
OTTERTAIL TRUCKING INC	5,202.00
OUTDOOR RENOVATIONS LANDSCAPE	3,115.00
OVERLAND MECHANICAL SERVICES	49.65
PAMIDA INC 008	83.58
PARK REGION CO OP	2,288.73
PELICAN RAPIDS PRESS	49.59
PEPSIAMERICAS	215.46
PERHAM ACE HARDWARE	44.98
PERHAM CO OP CREAMERY	3,075.68
PERHAM ENTERPRISE BULLETIN	47.43
PERHAM JEWELRY & REPAIR	39.94
PERHAM PRINTING & SUPPLY	82.48
CITY PERHAM	65,394.72
PETE'S AMOCO	616.66
PHELPS FAMILY FORD	760.78
PITNEY BOWES	355.96
PRO AG FARMERS CO OP	667.16
PROFESSIONAL SCUBA INSTITUTE	275.95
RAY'S OIL COMPANY	498.56
REVIEW ENTERPRISES INC	174.45
ALLEN RICKS	189.93
RITZ CAMERA	3,212.23
ROYAL TIRE INC	38.10
SCOTT HOFLAND CONSTRUCTION INC	4,140.00
SERVICE FOOD SUPER VALU	15.62
SEWER SERVICE	250.00
DENNIS SODERSTROM	8.30
STENERSON LUMBER	633.64
STREICHERS	213.90
SUPER SEPTIC INC OF PELICAN RA	77.19
SWEENEY BROTHERS	2,852.73
TNT REPAIR INC	1,220.72
TRI STAR RECYCLING	276.60
TRI TECH INC	107.90
UNIFORMS UNLIMITED	1,430.19
UNIVERSITY OF MN	655.00
VICTOR LUNDEEN COMPANY	3.13
WAGON WHEEL	59.05
WALLWORK TRUCK CENTER 9	1.89
WASTE MANAGEMENT	506.12
WEST PAYMENT CENTER	813.75
LAURIS WOESSNER	305.33
XEROX CORPORATION	139.67
**** FINAL TOTAL.....	\$167,305.64 ****