

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS**  
Government Services Center, Commissioners' Room  
500 Fir Avenue W., Fergus Falls, MN  
Tuesday, July 31, 2007  
9:30 a.m.

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, July 31, 2007, at 9:32 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 Erickson, second by Nelson, and unanimously carried to approve the Human Services Board agenda of July 31, 2007, with the following addition:  
Court Services Director – DOC Contracts

**Approval of Minutes**

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board minutes of July 17, 2007, as mailed.

**Approval to Pay Bills & Claims**

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

**Nurse Family Partnership Authorization**  
**Otter Tail County Resolution No. 2007 - 55**

Upon a motion by Nelson, seconded by Block, and unanimously carried, the following resolution was adopted:

WHEREAS, on October 10, 2006, the Otter Tail County Human Services Board viewed a presentation on the Nurse Family Partnership Program (NFP). The NFP is a national nonprofit organization committed to producing enduring improvements in the health and well-being of low income, first time parents and their children and is one of the most successful programs in the Country in terms of economic return on investment, and the Board unanimously passed a motion to support NFP Program development for implementation in 2007, and

WHEREAS, on February 13, 2007, the Human Services Board unanimously passed a motion to designate \$50,000 per year for the next three years from the Public Health Reserve Funds to the NFP Budget if the departments application is accepted at the national level and additional funds are received, and

WHEREAS, on February 27, 2007, the Human Services Board heard a presentation from Erika Bantz from the National Service Office for the NFP Program. Ms. Bantz stated the NFP is a primary prevention program for first time, low resource parents and can prevent many criminal justice issues. She noted evidence based data has documented significant results with family served twenty years ago and the thirty year study is just beginning, and

WHEREAS, on July 24, Erika Bantz from the National Service Office notified the department that their application has been accepted as a replication site for the NFP Program, and

WHEREAS, the department has been awarded \$36,944 per year from the Temporary Assistance for Needy Families funding approved by the 2007 Minnesota State Legislature and the Otto Bremer Foundation has awarded the department \$150,000 over a three year period of which \$75,000 is allocated to Otter Tail County Caring Hands NFP and the remaining \$75,000 to the Sustaining Hands NFP Collaborative.

NOW, THEREFORE, BE IT RESOLVED, the Otter Tail County Public Health Department is authorized to enter into an agreement with the Nurse Family Partnership (NFP) Organization to implement the program based upon key parameters (Model Elements) identified through research and ongoing program refinement, and

FURTHER, BE IT RESOLVED, the Otter Tail County Public Health Director is authorized to sign the Promise Letter to obtain access to proprietary information to begin training employees and to authorize the appropriate County officials' signatures to execute the NFP Implementation Agreement and corresponding Agreements with the Bremer Foundation subject to the review and approval of the Otter Tail County Attorney.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: \_\_\_\_\_  
Dennis R. Mosher, Human Services Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

**Public Health Staff**

Ms. Thorson requested that the 30 hour per week MCH Medical Secretary position in New York Mills be increased to a 40 hour per week position because of increased MNSHO work and earlier identification of mental health issues with young children. This position would be funded by the Maternal Child Health Grant and contracted income from Blue Plus and Medica. Motion by Block, second by Nelson, and unanimously carried to approve the increase from 30 hours per week to 40 hours per week for the Medical Secretary position (job # 2129) in the New York Mills Public Health Department as requested by the Director.

**Department of Corrections Amendment**

Motion by Froemming, second by Erickson, and unanimously carried to authorize the appropriate County officials' signatures to execute Grant Agreement Amendment No. 1 to P780000006106 between the County of Otter Tail and the State of Minnesota DOC which provides Otter Tail County with the following funding:

Fiscal Year 2008  
Caseload/Workload - \$115,493  
Probation Caseload Increase - \$3,646  
Electronic Alcohol Monitoring - \$12,000

Fiscal Year 2009  
Caseload/Workload - \$115,493  
Probation Caseload Increase - \$3,646  
Electronic Alcohol Monitoring - \$12,000

**Adjournment**

At 9:43 a.m., Chair Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, August 14, 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, July 31, 2007, at 9:45 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 Block, and unanimously carried to approve the County Board agenda of July 31, 2007, with the following addition:  
Closed to the Public - Labor Negotiation Strategies

**Approval of Minutes**

Motion by Nelson, second by Froemming, and unanimously carried to approve the County Board minutes of July 24, 2007, as mailed.

**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.

**Perham Highway Garage Property**

City of Perham Attorney, Dennis Happel, stated that Barrel O' Fun in Perham is looking at expansion of their business and has been negotiating, through the City of Perham, the purchase of the County Highway Garage property. He stated that the City of Perham has agreed to purchase the property and re-convey it to Barrel O' Fun. He presented a Warranty Deed with the property description reserving enough land for a future turning lane. County Attorney, David Hauser, explained that the County Board could service the Perham area from the current Vergas and New York Mills Highway garages and if the Perham garage is sold, would not have the funding to build another garage in Perham. The County could keep one snowplow truck in Perham if the City would agree to provide a parking garage. The County's long term plan is a possible co-location with MnDOT; however, that is several years down the road. Several Perham City officials were present and Mr. Happel reiterated that the economic issues are more important at this point and expressed confidence that the County will also be able to service the road maintenance needs in the Perham area. Motion by Nelson, second by Froemming, and unanimously carried to authorize the sale of the County Highway Garage in Perham to the City of Perham at a cost of \$125,000, with the Warranty Deed property description as follows and subject to the approval of the County Attorney:

That part of the South 365 feet of the East 485.6 feet of the Southeast ¼ of Section 10, Township 136 North, Range 39 West lying southeasterly and southerly of a line which lies 60 feet southeasterly and southerly of and parallel to the following described centerline: Commencing at a point 928.48 feet North of the Southeast corner of Section 10, Township 136 North, Range 39 West; thence South 100.00 feet to point of beginning, thence deflect to the right on a 12°00' curve (Delta Angle 90°01') for a distance of 750.14 feet; thence North 89°59' West for a distance of 100.00 feet and there terminating. Subject to road right-of-way.

#### **Viking Library Tour**

At 10:02 a.m., commissioners left the Government Services Center to tour the Viking Library Building on Cascade Street in Fergus Falls. Viking Library Director, Peg Werner, explained the collaboration of the libraries in the region, the bookmobile services, and the program that provides daycare centers and group homes with weekly rotating books and games. Discussion took place regarding the need to increase space especially garage space. Viking Library officials have located an existing building and are working on funding for purchase and relocation. Commissioners returned to the Government Services Center at 10:40 a.m.

#### **Closed to the Public**

At 10:45 a.m., Chairman Mosher 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 new Technical Unit in the GSC building. Present were all five seated commissioners, County Attorney, County Coordinator, and Board Secretary.

#### **Reconvened in Open Session**

Upon completion of the closed session, at 11:02 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners reconvened in open session to continue with the regular agenda items.

#### **Recycling Discussion**

Solid Waste Department employees, Mike Hanan and Betsy Bjerklie, along with Facilities Operations Department Managers, Rick Sytsma and Terry Hoff, discussed with the Board changes that the City of Fergus Falls may be implementing regarding pick up of recyclables, and lack of recycling storage areas, as barriers to recycling efforts. Lengthy discussion took place specifically regarding the law enforcement center/jail area. One suggestion to reduce the garbage in the jail area would be to purchase a compactor. Mr. Hanan reported that recycling in Otter Tail County is up by 10% and the Board confirmed their commitment to recycling efforts within County property as well as throughout the County.

#### **Tobacco Citation Hearing – Corner Store**

County Attorney, David Hauser, stated that there was a violation at the Corner Store on Otter Tail Lake on June 26, 2007, where an underage person went into the Corner Store and purchased tobacco products. This being the third violation, the penalty is a \$500 fine and a 30-day license suspension. Mr. Stich returned the response to the violation and paid the \$500 fine; however, did not agree to the suspension and requested a hearing. Owner of the Corner Store, Mr. Stich, stated that the 30-day suspension would have a very high impact because the business has 2½ months to make money and the first violation was one month short of five years ago, which would have made this a second violation and not include the suspension of the license. Motion by Froemming, second by Nelson, to stay the 30-day

suspension of tobacco sales license for the Corner Store on Otter Tail Lake pending no additional violations involving the sale of tobacco during Calendar Year 2007. Chairman Mosher called for a vote. Motion carried unanimously.

**Sheriff's Operations Center – Construction Payment Approval**

Motion by Froemming, second by Block, and unanimously carried to approve payment in the amount of \$210,229.89 to Comstock Construction, Inc. of MN for Otter Tail County Operations Center Payment Request No. 2 as detailed below:

Original Contract	\$4,451,000.00
Change Orders	37,148.79
Adjusted Contract	\$4,488,148.79
Total Completed as of 07/23/2007	1,052,329.51
5% Retainage	52,616.48
Less Previous Payments	789,483.14
Current Payment Due	210,229.89
Balance to Finish	3,488,435.76

**License Center Office**

Motion by Nelson, second by Erickson, and unanimously carried to approve closing the License Center Office on Wednesday, October 3, 2007, for the purpose of allowing the staff of the License Center Office to attend the State's annual training session in Bemidji.

**ATM Machine**

Motion by Erickson, second by Block, and unanimously carried to approve, contingent upon approval of the State Auditor's office, the placement of an ATM in the Government Services Center for customer convenience.

**Blue Heron Bay – Payment Approval**

Motion by Erickson, second by Block, to approve payment, in the amount of \$3,875.10, to Wenck Associates, Inc. for professional services provided for Project Number 1589-01 Blue Heron Bay Development EIS. Motion carried 4 – 1 with Nelson opposed.

**Approval of Special Protection Easement**

Motion by Erickson, second by Block, and unanimously carried to approve the Special Protection Easement, dated July 31<sup>st</sup>, 2007, presented by William Blasczyk, owner of the property known as "Lake Hills Ranch Estates".

**Approval of Hardship Care Waiver**

Motion by Block, second by Nelson, and unanimously carried to approve a Hardship Waiver for a 70-year old male to allow continued services at the Frazee Health Care Center.

**Human Services Contracts**

Motion by Froemming, second by Erickson, and unanimously carried to authorize the appropriate County officials' signatures to execute the following Human Services Contracts/Purchase of Service Agreements:

<b>Agency</b>	<b>Program</b>	<b>Effective Date</b>	<b>Population</b>	<b>Funding Info</b>
Trans\$EM	Supported Employment	08/01/07-12/31/07	Adults with SPMI	Max Expense- \$20,000 Max Expense for SOS Vacancy - \$16,245.75
Lakeland Mental Health Center	CORE MH Services	Letter of Agreement Contract Period	Adults & Children	Min - \$25,000 Max - \$50,000
Some Place Special	Residential Services/Assisted Living	07/01/07-06/30/08	Elderly	Per State Rate Fee Schedule & OTC Approved Rate
Pioneer Retirement Community	Adult Day Care Services	07/01/07-06/30/08	Elderly	Per State Rate Fee Schedule & OTC Approved Rate
Lakewood Health System Home Care & Hospice	Elderly Services	07/01/07-06/30/08	Elderly	Per State Rate Fee Schedule & OTC Approved Rate
Valkommen-Hem Inn	Elderly Services	07/01/07-06/30/08	Elderly	Per State Rate Fee Schedule & OTC Approved Rate
All Tidy Dawn Restad	Elderly Services	07/01/07-06/30/08	Elderly	Per State Rate Fee Schedule & OTC Approved Rate

**Refund Dividend from MCIT**

County Coordinator, Larry Krohn, reported the 2007 Property/Casualty Dividend as \$185,440 and the Workers' Compensation Dividend as \$66,713 received from the Minnesota Counties Insurance Trust.

**Closed to the Public**

At 12:15 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of continued discussion of Labor Negotiation Strategies relative the new Technical Unit in the GSC building. Present were all five seated commissioners, County Attorney, County Coordinator, and Board Secretary.

**Highway Contract – C.P. 07:116B & Etc.**

At 12:24 p.m., upon completion of the closed session, Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners open to the public. Motion by Mosher, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute a Highway Contract between the County of Otter Tail and Central Specialties, Inc. of Alexandria, MN, for construction work on CH No. 116 from TH 210 to 1.651 miles N and on 170<sup>th</sup> Avenue and 240<sup>th</sup> Avenue West of Fergus Falls, MN.

**Adjournment**

At 12:26 p.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, August 7, 2007.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Dennis R. Mosher, Board of Commissioners Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

CB/kd



<b>WARRANTS APPROVED ON 7/31/2007 FOR PAYMENT 7/31/2007</b>	
<b><u>VENDOR NAME</u></b>	<b><u>AMOUNT</u></b>
A'VIANDS LLC	3,087.59
ACS 4,168.34	
AMERICAN INSTITUTIONAL SUPPLY	216.10
AUTO GLASS SPECIALISTS	283.56
BIG FOOT GAS & GROCERY	129.87
BRANDON COMMUNICATIONS INC	890.77
SANDRA BROWN	119.00
CANADIAN PACIFIC RAILWAY COMPA	240.53
CENTRAL STATES WIRE PRODUCTS I	4,744.75
CITICORP VENDOR FINANCE INC	189.86
CLAY CO TREASURER	57.22
COOPERS TECHNOLOGY GROUP	60.59
DACOTAH PAPER COMPANY	500.91
DENZEL'S REGION WASTE INC	3,454.39
KATHY DOMHOLT	19.00
ECONO SALES AND SERVICE	276.23
ELIZABETH GENERAL STORE	39.00
FARGO GLASS AND PAINT CO	371.77
FARNAM'S GENUINE PARTS INC	14.97
FERGUS FALLS MEDICAL GROUP	5,726.50
CITY FERGUS FALLS	6,604.10
FERRELLGAS	160.27
FLINT HILLS RESOURCES LP	63,213.45
FRANKLIN FENCE CO INC	25.51
G & R CONTROLS	318.75
GALL'S INC	348.23
GENE'S SPORT SHOP	31.92
GERALD N EVENSON INC	118.37
GODFATHERS EXTERMINATING INC	205.55
GR GRAPHICS INC FARGO	791.15
GRAINGER INC	876.57
PATRICK GRIFFIN	8.47
HALL TRUCK CENTER INC	253.33
HINTERMEISTER INC	6.87
SHELDON HOLM	218.26
HORIBA JOBIN YVON INC	85.14
IMAGETECH SERVICES	146.99
INNOVATIVE OFFICE SOLUTIONS	3,454.31
INTOXIMETERS INC	1,248.18
K-MART	97.55
KARVONEN & SON FUNERAL HOME	325.00
KELLY SERVICES INC	1,382.09
LAKE REGION DENTAL CENTER	415.00
LAKES COUNTRY SERVICE CO OP	10.00
LARRY OTT INC TRUCK SERVICE	840.00
LEAF RIVER SERVICES	458.00
MARTIN'S PAINTING & MORE	7,000.00
MEADOWBROOK INC	3,893.00
MIDWEST PRINTING CO	172.53
MIDWESTERN MAT RENTAL & SUPPLY	69.60
MN MOTOR COMPANY	1,994.99
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MN STATE TREASURER	90.00
NATL ASSOC OF ST BOATING LAW A	157.00
NELSON BROS PRINTING	511.11
NELSON FORD LINCOLN MERCURY IN	412.50
NEWMAN TRAFFIC SIGNS	306.12
NORTHERN SAFETY TECHNOLOGY INC	680.26

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NORTHWEST IRON FIREMEN INC	63.76
OLD SCHOOL TECHNOLOGY	620.00
GLEN OLIPHANT	64.18
OLSON CONSTRUCTION	10,404.00
OSI ENVIRONMENTAL INC	50.00
OTIS ELEVATOR CO	101.91
OTTER TAIL CO TREASURER	368.00
OTTER TAIL TELCOM	150.00
OTTERTAIL TRUCKING INC	6,487.20
PAMIDA PHARMACY	5,151.38
PELICAN RAPIDS PRESS	4.08
PENROSE OIL COMPANY	1,822.06
PERHAM MEMORIAL HOSPITAL & HOM	5.00
HENRY PRICE	228.00
PRODUCTIVE ALTERNATIVES INC	90.76
REED BUSINESS INFORMATION	842.94
S & S SECURITY SERVICES	463.27
VICKI SCHWANKE	21.34
SE SERVICE AND CONSULTING	9,000.00
SHOOTING SPORTS OUTLET	99.99
SIGNWORKS	143.78
SIMPLEXGRINNELL LP	955.50
SIRCHIE	44.24
KYLE SORKNESS	57.00
SOUTH MILL SERVICE	87.86
STEINS INC	983.95
SUPERIOR LAMP INC	201.26
KRISTI THUNSELLE	93.26
ULTEIG ENGINEERS	300.32
UNIFORMS UNLIMITED	158.96
UNIVERSITY OF MN	49,775.01
UNIVERSITY OF MN PRINTING SERV	64.97
VICTOR LUNDEEN COMPANY	549.01
VISUAL GOV SOLUTIONS LLC	261.00
VOSS LIGHTING	151.23
DAVID WEISS	9.57
WEST CENTRAL LINEN SERVICE INC	10.00
WEST PAYMENT CENTER	521.23
YORK INTERNATIONAL CORPORATION	1,016.32
<u>**** FINAL TOTAL.....</u>	<u>\$214,193.46 ****</u>