

**MINUTES OF THE
 OTTER TAIL COUNTY BOARD OF COMMISSIONERS
 Government Services Center, Commissioners' Room
 500 W. Fir Avenue, Fergus Falls, MN
 Tuesday, November 27, 2007
 9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, November 27, 2007, at 9:30 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 Human Services Board agenda of November 27, 2007, as mailed.

Approval of Minutes

Motion by Nelson, second by Erickson, and unanimously carried to approve the Human Services Board minutes of November 13, 2007, as mailed.

DWI Court Grant Application Report

Probation Director, Chuck Kitzman, and County Attorney, David Hauser, briefed the County Board on the Drug Court Initiative. Mr. Kitzman provided the Otter Tail County DWI Court Participant Handbook and the DWI Court Policies and Procedures Manual for the proposed program. Mr. Kitzman stated that a grant application, in the amount of \$65,571.00, has been sent to the State with Otter Tail County showing over \$100,000.00 in matching funds.

Public Health Contract

Motion by Nelson, second by Block, and unanimously carried to authorize the appropriate County officials' signatures to execute a Grant Assurance and Agreement to formalize that public health funding will be used according to State rules and regulations.

Human Services Contracts

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the following contracts:

Agency/Contractor	Effective Date	Targeted Group	Funding Source
Larry Kempenich	01/01/08 to12/31/08	Persons with Mental Retardation or Related Conditions	State Waivered Dollars & Medical Assistance
Midwest Community Residential Resources	01/01/08 to12/31/08	Persons with Mental Retardation or Related Conditions	State Waivered Dollars & Medical Assistance
West Central Services	01/01/08 to12/31/08	Persons with Mental Retardation or Related Conditions	State Waivered Dollars & Medical Assistance
Lakes Homes & Program Development	01/01/08 to12/31/08	Persons with Mental Retardation or Related Conditions	State Waivered Dollars & Medical Assistance
Kessel Group Home	01/01/08 to12/31/08	Residential Services for Persons with Mental Retardation or Related Conditions	Otter Tail County Approved Rate
Pioneer Home Inc. (Pioneer Main)	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate

Vergas Asst. Living	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate
McCornell Court Asst. Living	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate
The Thomas House	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate
Pelican Valley Health Center	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate
Lutheran Social Services	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate
Harmony Home Health Care	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate
Catholic Charities	01/01/08 to12/31/08	Intensive Treatment for Children with severe emotional disturbance	County of Financial Responsibility and MA
LSS – Respite Care	01/01/08 to12/31/08	Respite Care – AC/EW/CADI & TBI	AC/EW/TBI/or CAC Waiver Funds
Golden Manor	01/01/08 to12/31/08	Assisted Living for Elderly	Otter Tail County Approved Rate

Motion by Froemming, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute an Amendment to Lutheran Social Services Contracts, as submitted, which provides a Cost of Living Adjustment (COLA) to the providers. This COLA is determined by the State of Minnesota.

Motion by Block, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute a County Participation Agreement between UCARE Minnesota and Otter Tail County DHS to provide care coordination for eligible persons in Otter Tail County. The Contract authorizes UCARE to reimburse Otter Tail County \$180.00 for Initial Assessment, \$90.00 per member per month for persons receiving Elderly Waiver services, and \$70.00 per person per month for other Case Management.

Bill & Claims

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

Worksite Child Care Proposal

Labor Management Committee Co-Chairs, John Dinsmore and Karen Cannell, briefed the County Board on the LMC's research regarding a worksite child care option. Lengthy discussion took place regarding the challenges and barriers for offering onsite child care. Public Health Director, Diane Thorson, suggested that an intern in her department could work on a Worksite Child Care Business Plan as a project. This would include research to determine how other large employers in this area are addressing employees' child care needs and whether or not a collaboration among businesses would be an option.

Closed to the Public – Labor Negotiation Strategies

At 10:35 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 all Collective Bargaining Units except the Highway Maintenance Workers. Present were the five seated County Commissioners, the County Attorney, County Coordinator, Human Services Director, Public Health Director, and Board Secretary.

Adjournment

Upon conclusion of the closed session, at 11:03 a.m., Chairman Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, December 11, 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, November 27, 2007, at 11:10 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.

Otter Tail County Extension Committee

Motion by Froemming, second by Block, and unanimously carried to authorize Commissioner Nelson to attend the Otter Tail County Extension Committee meeting on December 12, 2007, in place of Commissioner Mosher.

Approval of Agenda

Motion by Erickson, second by Froemming, and unanimously carried to approve the County Board agenda of November 27, 2007, with the following additions:

Drainage System #16
Request for Salary/Classification Proposals

Approval of Minutes

Motion by Froemming, second by Block, and unanimously carried to approve the County Board minutes of November 20, 2007, as presented.

Approval to Pay Bills

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

2008 Natural Resources Block Grant

Motion by Froemming, second by Block, and unanimously carried to approve the 2008 Natural Resources Block Grant distribution as submitted by the Land & Resource Administrator. Total grant for the period of July 1, 2007 to June 30, 2009, was reported as \$111,200 with an in-kind match of \$111,701.

Shoreland Ordinance Revision Discussion

Land & Resource Administrator, Bill Kalar, discussed additional proposed SMO revisions as follows:

Change to string test procedure (handout provided)
Change language dealing with grade & fill permits
Change language regarding road authorities working in their existing right-of-ways

The County Board set the Public Hearing for consideration of Amendments to the Shoreland Management Ordinance at 1:30 p.m. on Tuesday, January 8, 2007.

Household Hazardous Waste Management Program

Motion by Nelson, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute a Contract between the State of Minnesota and the County of Otter Tail for the Operation of a Household Hazardous Waste Management Program.

Drainage System #21/Crooked Lake Outlet

Highway Engineer, Rick West, opened discussion regarding the Crooked Lake Outlet project. Assistant Highway Engineer, Chuck Grotte, submitted a handout with lake and outlet elevations in the drainage system. Mr. Grotte explained that Loyal Larsen understood that 1' to 2' were going to be dug out of a ditch on his property as there was discussion about cleaning the ditch as part of this project. The Highway Department's prospective was restoring the grade to keep the slope flowing uniformly downstream. There is a small wetland on the property identified as Wetland #1 on the plan. Mr. Larsen thought the wetland would go down or, at the least, not increase in depth. Mr. Grotte explained that this wetland may go up some, but there will be a control structure installed to regulate the situation. Discussion continued regarding Ditch Law, original elevation, Ordinary High Water Level (OHWL), wetland laws and other agencies involved such as the DNR. Chairman Mosher opened the floor to Property Owner, Loyal Larsen. He expressed concern that, when he signed the easement for the Crooked Lake Outlet project with tile crossing his farm property, that the ditch on the low area to John Lake would be cleaned and Ditch #21 would be cleaned to the appropriate depth. He expressed concern that the water will back up into his fields and he would lose farm land. Lengthy discussion continued. Mr. West stated that DNR rules and Wetland Conservation Act (WCA) rules cannot be violated. Further research will be done with the DNR to determine if more cleaning can be completed in the ditch. The amount of water flowing out of Crooked Lake will be controlled so the Lake is higher. The contractor will continue some work in the spring on this project and additional cleaning will be considered.

License Applications

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

Battle Lake Standard Battle Lake, MN	Tobacco
Elizabeth General Store Elizabeth, MN	Tobacco
Lakeside Market Battle Lake, MN	Tobacco
Tom's Amoco Henning, MN	Tobacco

Payment Approvals

Motion by Nelson, second by Block, and unanimously carried to approve payment, in the amount of \$300.00, to Richard Carlund for the removal of 6 beavers from Otter Tail County Drainage System No. 29.

Motion by Block, second by Erickson, and unanimously carried to approve payment, in the amount of \$4,845.00, to McFarlane Sheet Metal for preparation of the CX for the garage at the Ottertail Operation Center.

County Drainage System #16

Clitherall Lake Association member, Jeff Stabnow, read for the record, County Board minutes dated October 16, 2007, regarding Ditch #16. He requested approval to apply for a permit from the DNR to remove aquatic vegetation in the Clitherall Lake Outlet. Clitherall Lake Property Owner, Carl Stromsted, spoke in opposition of removing aquatic vegetation until after the Redetermination of Benefits and Engineering Study have been completed. He submitted a letter from a property owner who lives at Gizzard Creek, also in opposition of work being done in the outlet. Don Davenport disputed elevation data used by Mr. Stromsted. Commissioner Block offered a motion to proceed with an Engineering Study before any work is completed. Discussion followed. Commissioner Block withdrew the motion and offered a motion to not allow Clitherall Lake Association to apply to the DNR for a permit to remove aquatic vegetation in the outlet because there is no reason to proceed at this time. Motion died for lack of a second. Motion by Nelson, second by Froemming, to request that Otter Tail County apply for a permit from the DNR, on behalf of the Clitherall Lake Association, to remove aquatic vegetation from the Clitherall Lake Outlet (County Ditch #16). This permit application will be at the expense of the Clitherall Lake Association. Chairman Mosher called for a roll call vote as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>
Commissioner Erickson	X		
Commissioner Froemming	X		
Commissioner Block		X	
Commissioner Nelson	X		
Commissioner Mosher			X

Motion carried 3 – 1.

Salary/Classification Proposals

County Coordinator, Larry Krohn, reported that several responses to the Request for Proposals for consulting services for the County's classification study have been received. Motion by Block, second by Erickson, and unanimously carried to direct that the proposals be reviewed by the Personnel Board with a recommendation to be developed.

Adjournment

At 1:33 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, December 11, 2007.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 11/27/2007 FOR PAYMENT 11/27/2007

<u>VENDOR NAME</u>	<u>AMOUNT</u>
AMAZON ENVIRONMENTAL INC	7,592.00
AMERICAN WELDING SUPPLIES INC	22.70
ANDERSON HOWE & LANGLIE INC	630.00
CITY BATTLE LAKE	150.00
DAVID BERG	29.99
BLUESTONE TECHNOLOGIES INC	355.02
BOB'S STANDARD BULK SERVICE	115.79
JOHN BOHN	152.15
BRETZ HARDWARE	35.63
DOUG CANNELL	83.97
COOPERS TECHNOLOGY GROUP	85.09
CUTLER MAGNER COMPANY	18,827.02
DENZEL'S REGION WASTE INC	2,364.34
FARMERS CO OP OIL ASSN	40.47
CITY FERGUS FALLS	775.25
FERRELLGAS	182.19
G & K SERVICES	1,732.19
GALL'S INC	25.26
HERZOG ROOFING INC	853.12
HINTERMEISTER INC	6.01
HSBC BUSINESS SOLUTIONS	289.80
INNOVATIVE OFFICE SOLUTIONS	28.08
INTERSTATE INC	17.71
JIM VAESSEN LIMITED	1,327.52
KELLY SERVICES INC	380.00
LAKE REGION HEALTHCARE CORP	150.00
LAKES COUNTRY SERVICE CO OP	250.00
LARRY OTT INC TRUCK SERVICE	885.00
PAUL LARSON	5,000.00
LIGHT RETURNS RECYCLING	823.00
LITTLE FALLS MACHINE INC	137.85
LOCATORS & SUPPLIES INC	14.99
MATTHEW BENDER & COMPANY INC	109.65
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MN SHERIFFS'ASSOCIATION	275.00
NANIK'S ELECTRIC	1,239.71
NEW HILL SERVICES	116.00
NORTHERN PLUMBING SUPPLY	56.78
OFFICE DEPOT	92.73
OFFICEMAX CONTRACT INC	257.24
OTTER TAIL POWER CO	30,171.00
OTTER TAIL TELCOM	883.79
OTTERTAIL TRUCKING INC	6,358.00
OVERHEAD DOOR COMPANY	82.50
CITY PERHAM	74,971.31
JON PETTERSON	87.50
PITNEY BOWES	1,570.47
PRO TAINER	1,765.00
PRODUCTIVE ALTERNATIVES INC	85.81
RINGDAHL AMBULANCE SERVICE	120.00
RAYMOND SAXTON	99.99
SOUTH MILL SERVICE	2,210.48
SRF CONSULTING GROUP INC	217.30
STEINS INC	805.32
STREICHERS	434.72
THERM-AIR SALES CORPORATION	708.19
TRANQUILITY BUILDING SERVICES	585.75

TRI STAR RECYCLING	7,242.04
UNIFORMS UNLIMITED	64.80
VICTOR LUNDEEN COMPANY	232.66
VIKING COCA-COLA	393.78
WADENA CO AUDITOR TREASURER	2,171.20
WADENA HIDE & FUR COMPANY	108.37
RANDY WASVICK	115.00
RICHARD WEST	31.06
WOESSNER CONSTRUCTION INC	80.00
<u>**** FINAL TOTAL.....</u>	<u>\$178,305.29 ****</u>