

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, February 12, 2008
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, February 12, 2008, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Everett Erickson, Vice-Chair; Bob Block, Roger Froemming and Dennis Mosher present.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board agenda of February 12, 2008, as mailed.

Approval of Minutes

Motion by Mosher, second by Erickson, and unanimously carried to approve the Human Services Board minutes of January 22, 2008, as presented.

Probation Department

Probation Director, Chuck Kitzman, discussed the upcoming DWI Court meeting, the remodeling for the DWI Court positions, and provided a handout of proposed one-time start-up costs for these positions. Motion by Froemming, second by Mosher, and unanimously carried to approve, up to \$10,000.00, for start-up costs for the part time Surveillance Officer and Probation Agent positions as presented by the Probation Director. The expenses include training, communication, and workstation expenses and will be paid for from the Supervision Fees Fund.

Upgrade of the Public Health-DOC Software System

Public Health Director, Diane Thorson, requested approval of an agreement with the Minnesota Counties Computer Cooperative for updating Public Health software to develop the capacity to have electronic health records which will be required by 2015. This cooperative agreement will commit Otter Tail County to \$10,000.00 annually for six years. Motion by Block, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute an agreement with the CHS User Group and MCCC and the County of Otter Tail for the PHDOC 2012 software project. This agreement is effective from January 1, 2008 through March 31, 2018.

Drinking Water in Minnesota

Ms. Thorson presented a handout entitled "Ten Things You Should Know About Drinking Water in Minnesota" from the Department of Health. A video conference for local elected officials is scheduled at 12:00 p.m. on March 18, 2008.

Dental Services

Public Health Director, Diane Thorson, briefed the County Board on a meeting with the dental community regarding lack of access to services for low income people. Ms. Thorson stated that there are some committed funds through the Vedeon Foundation for a local site and discussions are taking place with a non-profit organization that has been branching out across the State to provide services.

Human Services Contracts

Motion by Mosher, second by Erickson, and unanimously carried to authorize the Chairman's signature to execute the following Human Services contracts:

The following are 2007 Provider Contract Amendments effective October 1, 2007, which provide a 2% COLA mandated by the State:

Dave & Sandy Fithen
Richville, MN

Steve & Barb Jensen
Your Home on the Lake
Battle Lake, MN

Nancy Diiro
Fergus Falls, MN

The following are Human Services Purchase of Service Agreements:

<u>Provider</u>	<u>Service Provided</u>	<u>Term of Contract</u>
Some Place Safe Fergus Falls, MN	Parenting Time Center for Children	01/01/08 to 12/31/08
Heart to Home Fergus Falls, MN	Residential Services/Assisted Living for Elderly	02/01/08 to 12/31/08
SOS – Community Support Services Cambridge, MN	Extended Treatment Option Program for Developmentally Disabled	01/01/08 to 12/31/08

Legislative Update - WCTCC

Human Services Director, John Dinsmore, provided the "MACSSA 2008 Legislative Position Prioritization" handout dated February 12, 2008. Lengthy discussion took place regarding the proposed West Central Treatment and Corrections Center and potential funding from the State for a feasibility study. Mr. Dinsmore provided a memo dated January 15, 2008 with his perspective of the WCTCC concept as it relates to current mental health, chemical dependency, and corrections delivery systems.

Approval to Pay Bills & Claims

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

Adjournment

At 10:42 a.m., Chairman Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, February 26, 2008.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Syd Nelson, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, February 12, 2008, at 11:16 a.m., at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Everett Erickson, Vice-Chair; Bob Block, Roger Froemming, and Dennis Mosher present.

Approval of Agenda

Motion by Froemming, second by Mosher, and unanimously carried to approve the County Board agenda of February 12, 2008, with the following changes:

- Personnel Committee Meeting – canceled
- County Auditor's Requests
- Discussion Regarding Personnel Rules

Approval of Minutes

Motion by Mosher, second by Block, and unanimously carried to approve the County Board minutes of February 5, 2008, as presented.

Approval to Pay Bills

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

Bid Award - Fergus Falls Transfer Station

After previously advertising for bids, Solid Waste Director, Mike Hanan, opened the following bids on January 23, 2008:

Bidder	Base Bid	Alt #1	Alt #2
Breitbach Elrosa, MN	\$2,560,398.55	\$38,900.00	\$163,752.00
Chester Contracting Willmar, MN	3,298,000.00	49,800.00	207,600.00
Gopher State Rice, MN	3,397,197.00	40,948.00	175,695.00
Comstock Construction Fergus Falls, MN	2,616,800.00	40,500.00	170,000.00
Landwehr Construction St. Cloud, MN	2,814,376.33	42,000.00	177,000.00
Riley Bros. Morris, MN	2,735,000.00	40,000.00	160,000.00
All Building Corp Fergus Falls, MN	3,030,059.00	39,000.00	182,000.00

Motion by Mosher, second by Froemming, and unanimously carried to award the Fergus Falls Transfer Station Construction Project to the low bidder, Breitbach of Elrosa, MN, in the amount of \$2,599,298.55 as recommended by the Solid Waste Director. Substantial completion is expected by September 15, 2008.

Perham Resource Recovery Facility

Solid Waste Director, Mike Hanan, provided documentation regarding the boiler installation at the PRRF. He briefed the Board regarding Victory Energy's original contract and additional charges related to services required to bring the boiler into compliance and solve a vibration issue. Lengthy discussion took place. Motion by Froemming, second by Erickson, and unanimously carried to approve payment to Victory Energy for the original boiler installation contract at the PRRF, in the amount of \$98,311.40. This motion also included approval of payment for additional services; a

change order, in the amount of \$8,484.07, and \$24,743.66 to install the damper, contingent upon agreement in writing, from Victory Energy, that this is considered final payment for the project.

Mr. Hanan and the Board discussed a proposed Joint Powers arrangement for the Perham Resource Recovery Facility. Mr. Hanan will provide a draft Joint Powers Agreement at an upcoming Board meeting.

Payment Approvals

Motion by Erickson, second by Froemming, and unanimously carried to approve payment, in the amount of \$277,842.07, from the Construction Fund to Comstock Construction Inc. of Fergus Falls for the Ottertail County Operations Center per Payment Request No. 8.

Motion by Mosher, second by Block, and unanimously carried to approve payment, in the amount of \$265,755.23, from the Construction Fund to Comstock Construction Inc. of Fergus Falls for the Otter Tail County 60 Bed State Operated Inpatient Chemical Dependency Treatment Facility per Payment Request No. 3.

Motion by Mosher, second by Froemming, and unanimously carried to approve payment, in the amount of \$3,000.00, to Hildi, Inc. for GASB 45 Actuarial Valuation services performed through January 31, 2008.

Motion by Block, second by Erickson, and unanimously carried to approve payment, in the amount of \$31,400.00, from the Construction Fund to Schultz and Associates, LTD for the cost associated with the Ottertail Operations Project as detailed below:

Invoice No. 1975	December 31, 2007	Project 0603	18,312.50
Invoice No. 1984	January 4, 2008	Project 0603	7,275.00
Invoice No. 1999	February 1, 2008	Project 0603	5,812.50

Personnel Rules

County Coordinator, Larry Krohn, reported that the Personnel Rules were updated in 2005, and as administration of the Post Employment Health Care Plan has progressed, there needs to be some changes to the language. Copies and review of the changes will be provided.

Building Space

Discussion took place regarding future office space, the County's philosophy regarding use of County building space by other entities, and the need for development of a 5 Year Building Plan. The Building Committee will meet to discuss these issues.

Adjournment

At 12:29 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, February 19, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 2/12/2008 FOR PAYMENT 2/12/2008	
<u>VENDOR NAME</u>	<u>AMOUNT</u>
A-1 LOCK & KEY LLC	8.52
RYAN ANDERSON	108.38
BRIAN ARMSTRONG	213.61
ARVIG COMMUNICATION SYSTEMS	200.00
ATSSA	380.00
AUTO VALUE FERGUS FALLS	1,093.04
BALLARD SANITATION INC	353.00
BATTLE LAKE AUTO PARTS	150.93
BEAR GRAPHICS INC	580.43
BECKLUND OIL CO	3,209.91
BEN HOLZER UNLIMITED	14.52
BOBCAT OF OTTER TAIL COUNTY	31.02
BRANDBORG LAW OFFICE	555.00
STEVE BRANDNER	26.71
BRANDT & MAGNUS P.A.	1,604.67
CARR'S LAKE COUNTRY SUPERMARKE	497.77
CATCO PARTS AND SERVICE	79.66
CELLULAR ONE	970.43
CHEMSEARCH	245.47
COOPERS TECHNOLOGY GROUP	702.19
CULLIGAN WATER COND	721.27
CULLIGAN WATER CONDITIONING	10.65
CUTLER MAGNER COMPANY	6,804.48
D & T VENTURES LLC	928.00
DAKOTA GYPSUM	283.85
DAKOTA PRINTER REPAIR LLC	200.88
F M FORKLIFT SALES & SERVICE I	549.74
FARMERS CO OP OIL ASSN	2,874.31
FERGUS FALLS DAILY JOURNAL	1,230.00
FERGUS FALLS POLICE DEPT	384.77
CITY FERGUS FALLS	16,240.32
FERGUS POWER PUMP INC	2,200.00
FERRELLGAS	199.84
FORTWENGLER ELECTRIC INC	2.77
FRAZEE FORUM INC	57.60
GEOCOMM	3,300.00
GR GRAPHICS INC ST LOUIS	310.02
HEDAHLS HEADQUARTERS	228.39
DEAN HEDSTROM	8.00
HENNING LUMBER INC	201.12
HENRY'S FOODS INC	1,473.67
HILLTOP LUMBER INC	64.67
HOUSTON ENGINEERING INC	3,551.50
INSIGHT PUBLIC SECTOR	175.73
KELLY SERVICES INC	304.00
KNUTSON ELECTRIC REBUILDING	152.84
L & L SERVICE	159.39
LAKELAND MENTAL HEALTH CENTER	1,442.00
LAKES COUNTRY SERVICE CO OP	69.23
LAKEWAY MARKET LLC	1,746.57
LARRY OTT INC TRUCK SERVICE	1,500.00
LOCATORS & SUPPLIES INC	354.41
MANNY'S - ROCKY'S BAIT	830.81
MCCC MI 33	2,821.47
MCCOLLOUGH WELDING	233.24
MCHRMA	50.00

MERICKEL LUMBER & ACE HARDWARE	135.37
MERIGEN MEDICAL	469.51
MN ASSOC OF CO OFFICERS	255.00
MN MOTOR COMPANY	286.70
MN STATE BAR ASSOCIATION	354.12
NAPA OF PERHAM	19.98
NAPA STANDARD PARTS OF WADENA	428.01
NELSON BROS PRINTING	1,241.43
NELSON DODGE GMC	1,818.58
NETWORK CENTER COMMUNICATIONS	316.25
NEW YORK MILLS HERALD	6,065.82
NEWMAN OUTDOOR ADVERTISING	6,150.00
NORDLUND SERVICE INC	42.79
OFFICEMAX CONTRACT INC	74.34
OTTER TAIL CO EMPLOYEES COMMIT	419.00
OTTERTAIL AGGREGATE	1,130.25
PAMIDA INC 008	11.90
PARK REGION CO OP	731.34
PERHAM ENTERPRISE BULLETIN	58.43
CITY PERHAM	60,250.80
POWER PLAN	182.73
PRAIRIE IMPLEMENT INC	402.07
QUARTERMASTER	85.98
QUICK'S NAPA AUTO PARTS	160.12
RDO TRUCK CENTERS	54.27
THE RENTAL STORE	1,721.03
REVIEW ENTERPRISES INC	35.02
MARK RONNING	9.00
ROYAL TIRE INC	25.50
SAFELITE FULFILLMENT INC	49.95
VICKI SCHWANKE	45.45
SCOPE TECHNOLOGIES CORP	90.50
SERVICE FOOD SUPER VALU	10.80
SEWER SERVICE	250.00
SIGELMAN STEEL & RECYCLING INC	148.25
KYLE SORKNESS	110.63
STEINS INC	1,141.68
STRAND ACE HARDWARE	233.63
STREICHERS	4,463.56
TNT REPAIR INC	75.00
TOOL CRIB OF THE NORTH	209.78
TRAIL KING INDUSTRIES INC	158.42
UGSTAD PLUMBING INC	736.93
CITY UNDERWOOD	50.00
UNIFORMS UNLIMITED	1,131.46
UNIVERSITY OF MN	40.00
VARITECH INDUSTRIES	14,376.65
VERGAS ACE HARDWARE	40.53
VERGAS 66	888.93
VICTOR LUNDEEN COMPANY	637.41
WADENA HIDE & FUR COMPANY	160.57
WALLWORK TRUCK CENTER	337.84
WHITE BANNER UNIFORM SHOP	164.00
<u>**** FINAL TOTAL.....</u>	<u>\$171,178.11 ****</u>