

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

Call to Order

The Otter Tail County Human Services Board convened Tuesday, August 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 Erickson, and unanimously carried to approve the Human Services Board agenda of August 12, 2008 with the following changes:

Cancellation of Dog Bite Hearing
9:35 a.m. – Solid Waste Committee Meeting

Approval of Minutes

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board minutes of July 29, 2008, as presented.

Recess & Reconvene

At 9:35 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for a Solid Waste Committee meeting. The Board of Commissioners meeting was reconvened at 10:53 a.m. for the remainder of the agenda items.

Draft County Vehicle Policy

Probation Director, Chuck Kitzman, provided a packet of information regarding the impact the proposed County Vehicle Policy may have on his department in the manner in which the department does business. It would eliminate the Director's ability to assign cars to agents based on their caseloads and work assignments. Mr. Kitzman requested that the Human Services Board designate Probation Department vehicles as public safety vehicles owned by Otter Tail County and exempt Probation Department vehicles from the language in MSA 471.666. He presented data and rationale to support the request. Lengthy discussion took place. County Attorney, David Hauser, encouraged the Board to review all of this information and continue the discussion regarding the proposed Otter Tail County Vehicle Policy at the August 26, 2008 Board of Commissioners meeting when all department heads will have an opportunity to address the proposed policy.

Vulnerable Adult Program

Human Services Supervisor, Kay Brown, and program case managers briefed the Board regarding the Vulnerable Adult Program. There were 91 reports of vulnerable adults last year which include reports of self-neglect, financial exploitation, and physical or sexual abuse. These caseloads are growing with the increased aging population in Otter Tail County. Ms. Brown also updated the Board on how a \$10,000 grant received for elder abuse awareness is being used.

Child Support Services

Collections Supervisor, Brooks Andersen, briefed the Board relative to the Child Support Services program and provided statistical handouts. During Federal FY2007, Otter Tail County child support collections were reported as \$5,961,314 with county expenditures for the same timeframe reported as \$1,479,655. Mr. Andersen presented facts regarding caseloads, child support debt, and enforcement methods. Program funding consists of about 75% federal, 11% state, and 14% county. Discussion took place regarding the process used to set child support payments which is based on ability to pay.

Minnesota Health Care Program

Human Services Director, John Dinsmore, submitted a handout containing health care statistics for the first six months of 2008. He reported an increase of 310 cases or a 4.3% increase in health care cases from the previous year. This includes Medical Assistance, MinnesotaCare, and General Assistance Medical Care programs.

Approval to Pay Bills & Claims

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

Adjournment

At 10:57 a.m., Chairman Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, August 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, August 12, 2008, at 11:03 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 Mosher, second by Erickson, and unanimously carried to approve the County Board agenda of August 12, 2008 with the following additions:

Water Plan Meeting Attendance
Feedlot Officer Information

Approval of Minutes

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

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.

Public Meeting for Expansion of Feedlot

At 11:05 a.m., Chairman Nelson opened the Public Meeting regarding the proposed expansion of a Dairy Feedlot entitled the Brad Koll Farm owned by Bradley & Cynthia Koll located in Section 29 of Paddock Township. The meeting was open for public comment. Applicants Bradley & Cynthia Koll were present. No one from the public presented comment and no written comments were submitted to the County Board regarding this proposed expansion. Chairman Nelson closed the feedlot Public Meeting at 11:10 a.m.

2008 Bituminous Maintenance Mix Price Adjustment

Highway Engineer, Rick West, requested price adjustments for bituminous mix because of the increases in the price of product the vendors provide FOB at the plant site compared to the amount that was bid in March of 2008. Motion by Mosher, second by Erickson, and unanimously carried to adjust, by change order, the following prices for bituminous patching mix:

Vendors	Previous Bid Amount (includes sales tax)	Price Adjustment by Change Order (includes sales tax)
Central Specialties, Inc.	\$39.25 per ton	\$52.00 per ton
Wadena Asphalt	\$42.60 per ton	\$57.51 per ton
Mark Sand & Gravel Co.	\$36.25 per ton	\$56.50 per ton

Approval of Highway Contracts and Bonds

Motion by Froemming, second by Block, and unanimously carried to authorize the Chairman's signature to execute a Highway Construction Contract between the County of Otter Tail and Lakes Paving Division of Strata, Detroit Lakes, MN for work performed on CSAH 77 in the City of Bluffton; S.A.P. 56-677-21.

Motion by Froemming, second by Block, and unanimously carried to authorize the Chairman's signature to execute a Highway Construction Contract between the County of Otter Tail and Lakes Paving Division of Strata, Detroit Lakes, MN for work performed on CSAH 61 and CH 132; S.A.P. 56-661-06 & Etc.

Motion by Froemming, second by Mosher, and unanimously carried to authorize the Chairman's signature to execute a Highway Construction Contract between the County of Otter Tail and Central Specialties, Inc. of Alexandria, MN for work performed on CSAH 19 from TH 10 to 600 feet North of CSAH 76 at Bluffton, MN; S.P. 56-619-11, MN Project STPX 5608(127).

Winter Snow Costs

Mr. West provided a handout documenting winter snow expenses from the 2004-2005 season to present. The average winter snow removal seasonal cost for the past four winter seasons was reported as \$859,973.47.

County Credit Card

Motion by Nelson, second by Block, and unanimously carried to approve the issuance of an Otter Tail County Credit Card, with a single purchase limit not to exceed \$500.00 and a 30-day limit not to exceed \$750.00 to Social Worker, Lisa Ann Spangler, as requested by HS Supervisor, Deb Sjostrom.

Payment Approvals

Motion by Mosher, second by Erickson, and unanimously carried to approve payment, in the amount of \$5,350.67, to Young and Associates from the Capital Improvement Fund for services provided for the 60-Bed Chemical Dependency Health Center project.

Motion by Mosher, second by Froemming, and unanimously carried to approve payment, in the amount of \$400.00, to Shaw Excavating from the County Drainage System No. 68 account for the cleaning of culverts on Drainage Ditch System No. 68.

Motion by Erickson, second by Mosher, and unanimously carried to approve payment, in the amount of \$1,318.40, to Lake Region Healthcare Corporation, for the cost of medical examination services provided under the provision of Minnesota Statute 609.35 for Otter Tail County Sheriff's Case No. 07024361.

Fort Juelson Property

County Attorney, David Hauser, briefed the Board on new information regarding the Fort Juelson property and additional requests by the property owner. Further research will take place.

Correspondence Acknowledged

Commissioners acknowledged receipt of a letter addressed to the County Coordinator from the Association of Minnesota Counties dated August 7, 2008. The letter includes several action items in reaffirming the role of county government and being respected and treated fairly by the Legislature and the State.

Information Provided

County Coordinator, Larry Krohn, submitted material from Clay and Stevens counties regarding feedlot officers. A survey of departments regarding their usage of vehicles was also submitted to the Board.

Select Account Service Agreements

After a legal review of the Service Agreements with Select Account for the County's Flexible Spending Account and Health Savings Account, it was recognized that mandatory arbitration is a provision in the agreements. This was explained to the Board by Mr. Hauser. Commissioners agreed that this type of dispute resolution is acceptable and will stay in place in the Service Agreements.

Water Plan Meeting

Motion by Froemming, second by Erickson, and unanimously carried to authorize Commissioner Syd Nelson to attend the Water Plan meeting scheduled on Wednesday, August 13, 2008.

Adjournment

At 12:08 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, August 19, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 8/12/2008 FOR PAYMENT 8/12/2008

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A-1 LOCK & KEY LLC	140.35
A-1 TROPHY	58.79
A'VIANDS LLC	400.45
ABG MAINTENANCE INC	90.53
ALLIED FIRE PROTECTION INC	132.79
AMERICAN TOWER CORPORATION	91.26
AMERICAN WELDING SUPPLIES INC	62.30
AMERICAN WELDING-WILLMAR FIRE	89.26
ANDERSON HOWE & LANGLIE INC	652.50
ARVIG COMMUNICATION SYSTEMS	200.00
AUTO VALUE FERGUS FALLS	472.84
PAUL BAARSON	200.00
BARNA GUZY & STEFFEN LTD	52.91
BATTLE LAKE AUTO PARTS	51.67
BEN FRANKLIN	11.03
BEN HOLZER UNLIMITED	78.16
BRENDEFUR ELECTRIC INC	730.00
WARREN BURRIS	128.20
CARR'S LAKE COUNTRY SUPERMARKE	451.43
CENTRAL SPECIALTIES INC	2,400.00
CHRISTENSEN CONSTRUCTION	8,147.50
CHRISTENSON ELECTRIC INC	383.09
THOMAS CLARK	200.00
CO OP SERVICES INC	2,431.93
CONSTRUCTION SUPPLY INC	1,024.53
COOPERS TECHNOLOGY GROUP	757.00
CULLIGAN WATER COND	61.16
CULLIGAN WATER CONDITIONING	10.65
DACOTAH PAPER COMPANY	1,657.86
DAKOTA PRINTER REPAIR LLC	20,382.80
DAN'S TOWING & REPAIR	11.00
DARLING'S SALES & SERVICE CO	184.91
DUSTAN DOLL	1,342.26
EGGE CONSTRUCTION INC	2,726.40
ELECTION SYSTEMS & SOFTWARE IN	1,204.88
WAYNE ERICKSON	110.71
MICHAEL EULL	1,799.00
EVERTS LUMBER CO	55.68
EXTREME MARINE LLC	182.75
FARGO GLASS AND PAINT CO	650.00
FARMERS CO OP OIL ASSN	867.99
FARMERS ELEVATOR CO	5.05
FERGUS ELECTRIC	170.00
FERGUS FALLS DAILY JOURNAL	5,677.10
FERGUS FALLS POLICE DEPT	457.17
CITY FERGUS FALLS	14,663.14
FERGUS TIRE CENTER	1,134.97
FERRELLGAS	173.72
FLOOR TO CEILING STORE	477.33
FOTH & VAN DYKE	9,025.94
FSH COMMUNICATIONS LLC	129.06
GODFATHERS EXTERMINATING INC	132.06
GOODIN COMPANY	115.32
CHRISTINE GREENE	24.00
GREENMAN TECHNOLOGIES OF MN IN	1,420.57
PATRICK GRIFFIN	30.63
ERVIN HAGEN	328.05

OTC Board of Commissioners' Minutes
 August 12, 2008
 Attachment A, Page 2

HANCOCK CONTRETE PRODUCTS CO I	148.14
HEDAHLS HEADQUARTERS	112.82
HENNING AUTO PARTS INC	102.65
HENNING HARDWARE	153.25
HENRY'S FOODS INC	1,165.26
HERNESS CONSTRUCTION COMPANY	3,050.00
HERZOG ROOFING INC	219.37
HILLTOP LUMBER INC	68.14
HINTERMEISTER INC	12.52
IN RANGE LLC	275.83
INFORMATION SYSTEMS CORP	685.00
INNOVATIVE OFFICE SOLUTIONS	39.38
INTERSTATE ENGINEERING INC	669.00
INTERSTATE INC	114.27
K.I.D.LEASING	256.44
K-MART	15.96
JON KARGER	6.91
KELLY SERVICES INC	1,188.32
KNUTSON ELECTRIC REBUILDING	186.38
KOEP'S CLITHERALL CORNER	416.86
L & L SERVICE	309.68
LAKES RADIO	50.40
LAKEWAY MARKET LLC	4,459.09
LARRY OTT INC TRUCK SERVICE	1,375.00
LOCATORS & SUPPLIES INC	445.63
M-R SIGN COMPANY INC.	15,943.14
HOWARD MANTEUFFEL 200.00	
MARK AND BRENDA CONSTRUCTION I	3,089.19
MARK SAND & GRAVEL CO	2,813.49
MATTHEW BENDER & COMPANY INC	662.00
JAMES MCMAHON	5.22
THE MIDWEEK	20.30
MIDWESTERN MAT RENTAL & SUPPLY	69.60
MN CO RECORDERS ASSOCIATION	25.00
MN DEPT OF LABOR AND INDUSTRY	100.00
MN MOTOR COMPANY	1,507.20
MN STATE AUDITOR	2,098.00
MOORE ENGINEERING INC	18,116.82
MURPHY OIL USA INC	117,175.68
NAPA OF PERHAM	104.97
NAPA STANDARD PARTS OF WADENA	120.18
NELSON AUTO CENTER	1,275.10
NELSON BROS PRINTING	189.26
NIEMELA REPAIR	90.28
OLSON FUNERAL HOME	170.00
OLSON OIL CO INC	1,565.80
KIRSTEN OLSON	62.52
ONE CALL LOCATORS LTD	222.02
OTTER TAIL CO EMPLOYEES COMMIT	86.00
OTTERTAIL HOME CENTER & HARDWA	38.21
OTTERTAIL TRUCKING INC	7,354.00
OVERLAND MECHANICAL SERVICES	1,331.21
PAMIDA INC 008	27.63
PARK REGION CO OP	143.92
PEBBLE LAKE TAKE	5 580.77
PELICAN RAPIDS PRESS	214.75
PEMBERTON SORLIE RUFER KERSHNE	331.50
PEPSIAMERICAS	407.68

PERHAM ENTERPRISE BULLETIN	67.65
PERHAM PRINTING & SUPPLY	86.05
CITY PERHAM	91,259.49
PETE'S AMOCO	59.77
PHELPS FAMILY FORD	82.74
PHILLIPE LAW OFFICE	323.40
PINE PLAZA TV APPLIANCE & CAMP	1,287.54
POSTMASTER	100.00
PREMIUM WATERS INC	30.33
HENRY PRICE	195.00
PUBLIC SAFETY CENTER INC	1,087.51
QUICK'S NAPA AUTO PARTS	9.55
QUILL CORPORATION	302.46
RDO TRUCK CENTERS	2,281.96
RECYCLING ASSOCIATION OF MINNE	150.00
REVIEW ENTERPRISES INC	103.40
ALLISON RIESTENBERG	504.00
RILEY DETTMANN & KELSY	13,461.78
SBLC-FF	1.92
CHERI SCHULTZ	47.67
SCOTT HOFLAND CONSTRUCTION INC	7,020.00
PETER SCOTT	150.00
SEWER SERVICE	260.00
SIGELMAN STEEL & RECYCLING INC	102.50
SIGNWORKS	208.31
SIMPLEXGRINNELL LP	2,028.83
SKIBNESS STRIPING	1,400.00
STEINS INC	2,324.42
STEVE'S SANITATION INC	186.03
STRAND HARDWARE & RADIO SHACK	56.33
STREICHERS	519.16
STRINGER BUSINESS SYSTEMS INC	45.38
SWANSTON EQUIPMENT CORP	1,012.93
SYNERGY GRAPHICS	23,567.58
THERMAL TECHNOLOGIES INC	3,480.26
TITAN ACCESS ACCOUNT	1,155.84
TOOL CRIB OF THE NORTH	329.50
UNIFORMS UNLIMITED	175.94
VERGAS ACE HARDWARE	59.84
VERGAS 66	640.95
VICTOR LUNDEEN COMPANY	55.55
VIKING COCA-COLA	236.27
WADENA ASPHALT INC	3,195.00
THE WALL STREET JOURNAL	408.00
WASTE MANAGEMENT	506.19
WEST PAYMENT CENTER	312.50
WHITE BANNER UNIFORM SHOP	123.00
210 LUBE EXPRESS	102.96
<u>**** FINAL TOTAL.....</u>	<u>\$437,423.91 ****</u>