

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
August 11, 2009
9:15 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, August 11, 2009, at 9:17 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Everett Erickson, Chair; Roger Froemming, Vice-Chair; John Lindquist, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Froemming, second by Rogness, and unanimously carried to approve the Human Services Board agenda of August 11, 2009 with the following change:

Dog Bite Hearing Rescheduled

Approval of Minutes

Motion by Froemming, second by Lindquist, and unanimously carried to approve the Human Services Board minutes of July 28, 2009 as presented.

Committee of the Whole Discussion

Commissioner Froemming reported that Parkers Prairie Township has scheduled a meeting to talk about adopting an ordinance for wind towers. Discussion followed about the various types of towers there are and corresponding concerns.

Probation Department

West Central Regional Juvenile Center:

Probation Director, Chuck Kitzman, provided copies of a draft amended Cooperative Service Agreement for the operation of the Clay County Secure Juvenile Detention and Treatment Facility. The amended agreement will be discussed further at the next Human Services Board meeting.

Funding Information:

Mr. Kitzman reported a deficit in the 2009 Probation Detention budget. He also informed the Board of a reduction in the Caseload Workload Reduction Grant, in the amount of \$999.00; therefore, Otter Tail County will receive \$118,140.00. The Remote Electronic Alcohol Monitoring (REAM) grant will remain at \$12,000.00

Public Health Department

Dog Bite Hearings:

Public Health Director, Diane Thorson, updated the Board on a recent Dog Bite Hearing regarding a dog owned by Tanya Kline. She stated that the Dog Bite Hearing scheduled for today regarding dogs owned by Rebecca Frazier will be rescheduled due to notification requirements.

Pandemic Influenza Update:

Ms. Thorson provided an update regarding immunization recommendations and pandemic flu planning. She stated that the first shipment of the Novel H1N1 vaccine will be about 6,800 doses. She discussed prioritization for the H1N1 vaccine as recommended by the Centers for Disease Control and Prevention. It was noted that children from 6 months through 18 years of age are more vulnerable to the H1N1 flu virus than the elderly. Motion by Huebsch, second by Lindquist, and unanimously carried to adopt the ethical framework prepared by the Minnesota Pandemic Ethics Plan as presented by the Public Health Director. This plan is the framework to make decisions on who receives this vaccine if there are limited quantities.

Human Services Contracts

Motion by Rogness, second by Froemming, and unanimously carried to approve the following Human Services Contracts:

Agency	Program	Effective Date	Targeted Population	Funding Source
Dave & Sandy Fithen	Residential Services/ Home Plus/Foster Care Services	07/01/09 through 06/30/10	Elderly & Disabled	AC/EW/CADI or TBI Waivered Funds
Sonja Gunkel	Residential Services/ Home Plus/Foster Care Services	07/01/09 through 06/30/10	Elderly & Disabled	AC/EW/CADI or TBI Waivered Funds
Valkommen-Hem Inn	Residential Services/ Assisted Living	07/01/09 through 06/30/11	Elderly	Purchased services shall not exceed the OTC approved rate
Prairie View Assisted Living	Residential Services/ Assisted Living	07/01/09 through 06/30/10	Elderly	Purchased services shall not exceed the OTC approved rate
Willow Creek Senior Living	Residential Services/ Assisted Living	08/01/09 through 06/30/10	Elderly	Purchased services shall not exceed the OTC approved rate

Child Support Program Overview

Child Support Supervisor, Brooks Andersen, provided facts and figures regarding the Child Support Enforcement Program. He reviewed performance measures, caseload, federal reimbursement, and revenue recapture.

Rule 25/Chemical Use Assessment

Human Services Supervisor, Jodi Wentland, stated that the County is now required to collect Chemical Dependency Assessment Fees which were previously collected by Court Administration. She provided various statistics on the average number of annual assessments and stated that the Human Services Department received \$100 for each assessment. With the new change, the Human Services Department is required to assess a fee based on an individual's ability to pay. She submitted a proposed Fee Policy and sliding fee schedule. Motion by Rogness, second by Huebsch, and unanimously carried to approve the Rule 25/Chemical Use Assessment Fee Policy effective 9/1/09 and the corresponding Sliding Fee Schedule as presented.

Vehicle Purchase Request

Human Services Director, John Dinsmore, requested approval to purchase two vehicles from the approved list of State Bid vehicles at a cost of \$15,839.21. Extensive mileage data was submitted and reviewed along with cost per mile to operate a fleet of vehicles compared to paying the federal IRS mileage reimbursement rate. No action was taken at this time.

Request to Fill Vacant Positions

Mr. Dinsmore requested approval to fill vacant Human Services positions. He requested that the current hiring freeze be lifted and cost reductions be achieved by reduced spending or by reducing staff a specific number of positions county-wide. Discussion followed. Motion by Froemming, second by Lindquist, and unanimously carried to table a decision regarding replacement of vacant positions until after the 2010 budget meetings have been held and the financial date reviewed.

Approval to Pay Bills & Claims

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

Adjournment

At 10:52 a.m., Chairman Erickson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:15 a.m. on Tuesday, August 25, 2009.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____

Everett P. Erickson, Human Services Board Chair

Attest: _____

Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, August 11, 2009, at 11:03 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Everett Erickson, Chair; Roger Froemming, Vice-Chair; John Lindquist, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Froemming, second by Huebsch, and unanimously carried to approve the Board of Commissioners agenda of August 11, 2009 with the following changes:

Jail Booking Fee Agenda Item - Canceled
US Census Bureau Agenda Item - Canceled

Approval of Minutes

Motion by Erickson, second by Huebsch, and unanimously carried to approve the Board of Commissioners meeting minutes of August 4, 2009, as presented.

Approval to Pay Bills

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

Commuting Request

Motion by Erickson, second by Froemming, and unanimously carried to authorize Appraiser, Thomas Rundle to commute with a County vehicle from his home during the assessment of Dunn and Scambler Townships as requested by the Assessor.

Payment Approval

Motion by Froemming, second by Lindquist, and unanimously carried to authorize the County Auditor's signature on the agreement with National Business Systems (NBS) for the printing and mailing of Otter Tail County's Pay 2010 Truth in Taxation Statements.

Motion by Rogness, second by Huebsch, and unanimously carried to authorize the County Auditor's signature on the agreement with Election Systems and Software for Hardware/Firmware/Software Maintenance and Support for election related equipment.

Licensing Mini-Trucks

Jim Bergstrom, owner of a Mini-Truck, explained that Representative, Bud Nornes referred him to Otter Tail County to request adoption of a Mini-Truck Licensing Ordinance. After lengthy discussion including comments from the Sheriff and the Highway Engineer, commissioners referred Mr. Bergstrom back to the State of Minnesota because vehicles need to be licensed state-wide not on a local government level.

Adjournment

At 11:55 a.m., Chairman Erickson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:15 a.m. on Tuesday, August 18, 2009.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Everett P. Erickson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

CB/kd

WARRANTS APPROVED ON 8/11/2009 FOR PAYMENT 8/11/2009

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	2,927.31
AMERICAN INSTITUTIONAL SUPPLY	242.06
AMERICAN TOWER CORPORATION	94.91
ASHBY POLICE DEPT	438.90
AT&T MOBILITY	858.32
AUTO VALUE FERGUS FALLS	780.22
BALLARD SANITATION INC	641.00
BATTERIES PLUS	140.45
BATTLE LAKE STANDARD	13.84
BLESIEVANS COMPANY	1,628.24
BOB'S STANDARD BULK SERVICE	158.26
BOBCAT OF OTTER TAIL COUNTY	21.64
BRANDON COMMUNICATIONS INC	409.33
BRIGGS CORPORATION	32.07
CALL ONE INC	185.78
CAPRA'S SPORTING GOODS	464.92
CARR'S LAKE COUNTRY SUPERMARKE	44.20
MELINDA CARRLSON	543.38
CHEMSEARCH	958.32
RYAN CHESHIRE	37.40
CO OP SERVICES INC	119.72
COOPERS TECHNOLOGY GROUP	478.27
VINCE CRARY	175.00
CUMMINS NPOWER LLC	200.00
DACOTAH PAPER COMPANY	630.37
DAKOTA WHOLESALE TIRE	441.24
DAKOTA WOOD GRINDING INC	8,595.25
MARK EBELING	52.50
EGGE CONSTRUCTION INC	900.00
FERGUS ELECTRIC	677.56
FERGUS FALLS DAILY JOURNAL	544.40
FERGUS FALLS MEDICAL GROUP	164.21
CITY FERGUS FALLS	374.85
FERGUS TIRE CENTER	148.76
DAVID FIEDLER	150.00
FRANKLIN FENCE CO INC	34.20
FRAZEE FORUM INC	46.20
FSH COMMUNICATIONS LLC	64.36
GALL'S INC	198.77
ANDREW GOLBERG	150.00
HENNEPIN CO SHERIFF	140.00
HENNING HARDWARE	121.12
SANDY HOLO	301.51
HOTSY EQUIPMENT OF MN	81.47
IBM CORPORATION	745.50
INFORMATION SYSTEMS CORP	690.00
INNOVATIVE OFFICE SOLUTIONS	666.56
INTERSTATE ENGINEERING INC	4,570.40
KELLY SERVICES INC	350.00
JOONHO KIM	615.00
L & L SERVICE	40.87
LAB SAFETY SUPPLY INC	412.44
LAKE REGION HEALTHCARE CORP	296.10
LAKEWAY MARKET LLC	2,979.01
LARRY OTT INC TRUCK SERVICE	375.00
PAT LARUM	79.00
LOCATORS & SUPPLIES INC	55.55
M-R SIGN COMPANY INC.	1,215.67

MARCO	65.29
MARCO INC ST LOUIS	451.35
MARK AND BRENDA CONSTRUCTION I	775.00
MIDWEST PRINTING CO	309.95
MIDWESTERN MAT RENTAL & SUPPLY	79.76
MINNKOTA	16.15
MN ATTORNEY GENERAL'S OFFICE	269.42
MN DEPT OF LABOR AND INDUSTRY	100.00
MN HUMAN SERVICES	32.77
MN MOTOR COMPANY	359.95
MN POLLUTION CONTROL AGENCY	1,750.00
MN SWAA	50.00
MOCIC	200.00
NAPA PELICAN RAPIDS	26.72
NATIONAL 4-H SUPPLY SERVICE	57.00
NATURES GARDEN WORLD	1,604.00
NORTHLAND BUSINESS SYSTEMS INC	118.70
NORTHSTAR TECHNOLOGY GROUP INC	87.79
NORTHWEST DIVERS	183.49
OK TIRE STORES	14.00
OLSON AUTO ELECTRIC	79.25
RICHARD OLSON	3,889.76
OTTER TAIL TELCOM	350.00
OVERHEAD DOOR CO OF FERGUS FAL	90.00
OVERLAND MECHANICAL SERVICES	21.03
PAMIDA INC 008	28.11
PAMIDA PHARMACY	4,268.53
PELICAN RAPIDS PRESS	309.61
PERHAM AREA EMS	330.00
PERHAM ENTERPRISE BULLETIN	96.75
PERHAM PRINTING & SUPPLY	40.37
CITY PERHAM	69,486.07
PETE'S AMOCO	1,804.09
POWER PLAN	258.41
PRAIRIE RESTORATIONS INC	400.00
REGENTS OF THE UNIVERSITY OF M	318.00
REGIONALHELPWANTED.COM INC	140.00
RELIABLE OFFICE SUPPLIES	117.68
RELIANCE TELEPHONE	3.15
REVIEW ENTERPRISES INC	37.12
RINGDAHL AMBULANCE SERVICE	990.03
ROLYAN BUOYS	786.60
CHERI SCHULTZ	42.54
SCOTT HOF LAND CONSTRUCTION INC	13,175.00
SERVICE FOOD SUPER VALU	15.37
SEWER SERVICE	260.00
SHERBROOKE TURF INC	1,050.00
PAUL SIMENGAARD	117.94
SOUTHTOWN C-STORE	63.00
STEINS INC	801.59
STRAND HARDWARE & RADIO SHACK	17.58
STREICHERS	1,780.66
STRINGER BUSINESS SYSTEMS INC	73.28
TIMOTHY STUDER	52.50
TASER INTERNATIONAL	650.00
MARCIA THOMPSON	69.50
TITAN ACCESS ACCOUNT	855.63
TNT REPAIR INC	30.00

TRI-STATE DIVING	77.99
SUSAN ULSCHMID	75.15
UNIVERSITY OF MN	15.79
UNIVERSITY OF MN PRINTING SERV	175.07
UPTOWN MENTAL HEALTH CENTER IN	1,300.00
VERGAS ACE HARDWARE	5.12
VICTOR LUNDEEN COMPANY	160.31
WADENA ASPHALT INC	47,566.53
WASTE MANAGEMENT	562.77
ZEE MEDICAL SERVICE	330.96
210 LUBE EXPRESS	27.06
911 MAGAZINE	31.95
<u>**** FINAL TOTAL.....</u>	<u>\$198,280.60 ****</u>

approved minutes