

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, 500 Fir Ave. W.
Commissioners' Room
Tuesday, March 22, 2005
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, March 22, 2005, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block; Chair, Roger Froemming; Vice-Chair, Dennis Mosher, Malcolm Lee, and Syd Nelson present.

Approval of Agenda

Motion by Froemming, second by Mosher, and unanimously carried to approve the Human Services Board agenda of March 22, 2005, as mailed.

Approval of Minutes

Motion by Nelson, second by Froemming, and unanimously carried to approve the Human Services Board minutes of March 8, 2005, as mailed.

Court Services Department Update

Court Services Director, Chuck Kitzman, invited Commissioners to attend the Court Services Annual Meeting, which will be held April 7, 2005, at 4:00 p.m. in the Court Services Department. The Court Services Annual Report will be discussed along with programming and legislative concerns. Mr. Kitzman also presented proposed legislation regarding the DWI related drink tax.

Animal Bite Discussion

Public Health Director, Diane Thorson, informed the County Board that there is an investigation taking place regarding an animal bite situation by a tiger.

Long Term Care Consultation Program

Public Health Director, Diane Thorson, and Human Services Director, John Dinsmore, briefed the Board on the Long Term Care Consultation Program as it relates to working with Blue Cross Blue Shield and involving client's enrolled in the BCBS Medical Assistance Program. They reported that changes will begin as early as June and will have a staffing impact. They will return to the Board at a later date with a joint proposal when more details are available.

Human Service Department 2004 Annual Report

Mr. Dinsmore presented the Otter Tail County Human Service Department 2004 Annual Report for the Board's review. He reviewed important statistics relative to Human Services programs and the client's served along with funding data. Commissioner Mosher requested information regarding the Energy Assistance Program.

Volunteer Transportation Program

Case Aide, Laurie Hillman, presented Volunteer Medical Transportation Program statistics for CY2004. She reported total volunteer driver's hours for CY2004 as 153,184.75 with 69 total volunteers. Ms. Hillman stressed that the drivers deserve the credit for the success of this valuable program.

Adult Mental Health Local Advisory Council

Motion by Nelson, second by Froemming, to offer a new appointment to the Adult Mental Health LAC. Motion and second were withdrawn pending further review.

Detox Program

Human Services Supervisor, Brad Vold, and Director, John Dinsmore, provided handouts regarding development of a detoxification program in Otter Tail County and a Proposed Productive Alternative Detox Budget showing potential revenue and expenses. They presented a proposed drawing of a 16-bed detox facility and introduced the Architect. A proposed rate of \$295 per day was used in the proposed PAI Detox Budget. Lengthy discussion took place regarding transportation, potential eligibility for HRA bonding, responsibility for the cost of the new building, and other uses for the building. Motion by Nelson, second by Mosher, and unanimously carried to authorize the Human Services Director to proceed with development of a Detoxification Program with Productive Alternatives contingent upon HRA bonding authority received by Otter Tail County.

Detox Program with the Minnesota Department of Human Services

Motion by Froemming, second by Mosher, and unanimously carried to authorize the Chair's signature to execute a contract with the State DHS Fergus Falls Regional Treatment Center and the County of Otter Tail as Host County for the Detox and Holds Program. This contract is effective through April 30, 2005, which amends the previous contract approval that was effective through August 31, 2005. The State would not certify an agreement for the program after April 30, 2005.

Human Services Contracts Approved

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chair's signature to execute a Purchase of Service Agreement between the County of Otter Tail and the Otter Tail-Wadena Community Action Council for the period of April 1, 2005 to March 31, 2006 for the Fathers Resource Program.

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and Lifeline Systems, Inc. for the period of January 1, 2005 through December 31, 2005, for lifeline services to the elderly.

Motion by Froemming, second by Mosher, and unanimously carried to authorize the Chairman's signature to execute an agreement, between the County of Otter Tail and Productive Alternative, Inc., for Day Training and Habilitation Services.

Bill & Claims

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

Adjournment

At 11:00 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, April 12, 2005.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Robert Block, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, March 22, 2005, at 11:05 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block; Chairman, Roger Froemming; Vice-Chair, Dennis Mosher, Malcolm Lee, and Syd Nelson present.

Approval of Agenda

Motion by Mosher, second by Froemming, and unanimously carried to approve the County Board agenda of March 22, 2005, with additions as follows:
Non-Union Post Employment Health Plan
Closed Session for Labor Negotiation Strategies

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board minutes of March 15, 2005, as mailed.

Approval to Pay Bills

Motion by Nelson, second by Lee, and unanimously carried to approve payment of the County Board bills per Attachment A of the official minutes, which includes the following lodging payment:
Jackpot Junction Corrections Officers, Jon Danner, Mathew Saurer & Brent Floden

Approval of Solid Waste Contracts

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chair's signature to execute the following Leachate and Solid Waste Transportation Agreements with the following vendors:

Fergus Power Pump Fergus Falls, MN	Northeast Landfill Leachate Hauling
Ballard Sanitation Pelican Rapids, MN	Solid Waste Transportation
Denzels's Region Waste Dalton, MN	Solid Waste Transportation
Steve's Sanitation Perham, MN	Solid Waste Transportation
Waste Management, Inc. Alexandria, MN	Solid Waste Transportation

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the following Household Hazardous Waste Mobile Collection agreements:

City of Perham Perham City Garage	Wednesday, July 27, 2005 10:00 a.m. – 2:00 p.m.
City of Pelican Rapids Pelican Rapids City Garage	Wednesday, August 10, 2005 10:00 a.m. – 2:00 p.m.
City of New York Mills New York Mills Garage	Tuesday, September 20, 2005 10:00 a.m. – 2:00 p.m.
City of Vergas Fire Hall	Wednesday, June 22, 2005 10:00 a.m. – 2:00 p.m.
City of Henning Otter Tail County Garage	Tuesday, June 28, 2005 10:00 a.m. – 2:00 p.m.
City of Underwood Fire Hall	Tuesday, May 17, 2005 10:00 a.m. – 2:00 p.m.
City of Ottertail Fire Hall	Friday, June 10, 2005 10:00 a.m. – 2:00 p.m.

Solid Waste Department Staffing

Motion by Lee, second by Mosher, and unanimously carried to authorize the Solid Waste Director to move a Certified Solid Waste Attendant position at the Battle Lake Transfer Station from an 80% FTE to a 60% FTE position and another Certified Solid Waste Attendant position, at the same location, from a 60% FTE to an 80% FTE position.

Motion by Lee, second by Mosher, and unanimously carried to authorize the Solid Waste Director to proceed with the advertising process for two intermittent floater positions under the Certified Solid Waste Operator classification to fill in for vacations and sick leave.

License Applications

Motion by Lee, second by Mosher, and unanimously carried to approve the following applications for license:

*Stalker Lake Golf Course Dalton, MN 56324	On-Sale Intoxicating Liquor
*Zorbaz on Ottertail Lake, Inc. Battle Lake, MN 56515	On-Sale Seasonal Liquor and On-Sale Seasonal Sunday Liquor

*Subject to the approval of the Otter Tail County Attorney's office and the Otter Tail County Sheriff's Department.

County Extension Committee

Motion by Mosher, second by Froemming, and unanimously carried to reappoint Willis Roehl and Sandy Dombeck to the Otter Tail County Extension Committee effective

January 1, 2004, to a three-year term ending December 31, 2006, and to reappoint Roger Ruckheim to the Otter Tail County Extension Committee effective January 1, 2005, to a three-year term ending December 31, 2007.

Payment Approval

Motion by Mosher, second by Lee, and unanimously carried, to approve payment to Lake Region Healthcare, in the amount of \$450.00, for services provided under the provision of Minnesota Statutes 609.35.

Motor Vehicle – Prorate Service

Motion by Mosher, second by Lee, and unanimously carried to terminate the prorated service in the Motor Vehicle Department effective May 1, 2005. The service requires a considerable amount of time, with a limited chargeable fee, and the service can be obtained in other areas and on-line via the internet.

Detention Facility Capacity Discussion

Detention Facility Administrator, Richard Akerman, presented data showing first floor maximum capacity in the jail, which houses medium and maximum security inmates. If the trend continues with high numbers of inmates, the Jail Administrator would need to board out some inmates in other counties as the jail would no longer be adequate to fill the detention needs of Otter Tail County. Consequently, the Detention Budget would also need to be amended as there is a minimal amount of money budgeted for boarding out County inmates.

Closed to the Public Recess and Reconvene

At 11:41 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of GIS Coordinator, Brian Armstrong, pursuant to M.S. Chapter 13D.05 Subd. 3. All five seated commissioners were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting.

At 12:05 p.m., upon conclusion of the closed session, Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:02 p.m.

Shoreland Rules Revision Committee Update

Land & Resource Management Director, Bill Kalar, provided the County Board with several handouts to update them on ideas and opinions of the Shoreland Rules Revision Committee. This Committee has been meeting since last October discussing the Shoreland Management Ordinance as it relates to cluster developments. Lengthy discussion took place. The County Board scheduled a Special County Board Meeting on Thursday, April 14, 2005, at 4:00 p.m. for additional input from the Shoreland Rules Revision Committee with the next step being to draft proposed language. Gene Miller of Miller Engineering and a member of the Shoreland Rules Revision Committee expressed his opinion as an advocate to leave the Shoreland Management Ordinance as currently written. Bruce Qvammen, member of the Shoreland Rules Revision Committee spoke in favor of current SMO rules with some changes such as 15% impervious surface, larger lot requirements for the larger homes, and conservation easements with the DNR for lot and block developments.

Non-Union Post Employment Health Plan

Motion by Mosher, second by Froemming, and unanimously carried to clarify the Non-Union Post Employment Health Plan and change the first sentence to read as follows: "Full time and regular part time, non-union employees will participate in a Post Employment Health Plan administered by MII Life."

Resolution to Amend the Otter Tail County Personnel Rules
Otter Tail County Resolution No. 2005 - 19

Commissioner Mosher offered the following and moved its adoption:

WHEREAS, Otter Tail County has adopted a Non-Union Post Employment Health Plan involving the use of sick leave; and

WHEREAS, the Post Employment Health Plan must coordinate with Article 10.D. of the Personnel Rules; and

THEREFORE, IT IS HEREBY RESOLVED, that the Otter Tail County Personnel Rules are amended to read as follows:

Article 10.D. is amended to read as follows:

Employees, in good standing, who leave employment after a minimum of 10 years will receive 75 percent of their accumulated sick leave, not to exceed 90 days, as severance pay, which will be placed in the employee's Post Employment Health Plan.

IT IS HEREBY FURTHER RESOLVED, that this action is taken to bring the Personnel Rules into conformance with the Non-Union Post Employment Health Plan.

Commissioner Froemming seconded the motion and upon being put to vote, the resolution was unanimously adopted:

Adopted at Fergus Falls, MN, this 22nd day of March, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Otter Tail County Elected Officials
Post Employment Health Plan

Motion by Lee, second by Nelson, and unanimously carried to approve the following:

In lieu of and comparable to the County's employee severance benefits, Otter Tail County will allow elected officials to participate in a Post Employment Health Plan. Contributions to the PEHP, on behalf of eligible elected officials are as follows:

<u>Total Years of Service</u>	<u>Percent of Base Salary</u>
Four	24%
Eight	38%
Twelve or More	45%

Any official serving other than a full-term shall receive a pro-rated percentage of the base salary. This policy replaces the benefits, as amended, on November 5, 1996, as authorized for continuing medical coverage under M.S. 471.61 Subd. 2a.

Approval of Reclassification Request

Motion by Lee, second by Mosher, and unanimously carried to approve the reclassification of the Physical Plant Manager Position (Job Description No. 1901), Building Maintenance Supervisor Position (Job Description No. 1905) and Maintenance Lead Worker/Night Shift Supervisor Position (Job Description No. 1902).

Recess

Closed to the Public

At 2:40 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. At 2:52 p.m., Chairman Block 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 Collective Bargaining Units in the Human Services Department and Public Health Department. Present were all five seated Commissioners, the County Attorney, County Coordinator, and Board Secretary.

Adjournment

Upon conclusion of the closed session, at 3:06 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, April 5, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

CB/kd