

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
500 Fir Avenue W., Fergus Falls, MN  
Tuesday, July 12, 2005  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, July 12, 2005, at 9:32 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 July 12, 2005, as mailed.

**Approval of Minutes**

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of June 28, 2005, as mailed.

**Dog Bite Hearing**

At 9:35 a.m., Chairman Block opened a Dog Bite Hearing relating to a 2½ year old Jack Russell Terrier owned by Dr. Nadder Samari. Public Health Nurse, Jodi Misegades, stated that the dog has had two biting incidents. Dr. Samari explained that the terrier has a strong bond with his son and the biting incidents were situations of the dog protecting his territory. He explained the incidents. Dr. Samari stated that he would be taking the dog for additional socialization skills and training, the dog will be on a trolley leash-type system when in the yard so the dog cannot reach the sidewalk, and will be on a leash with adult supervision when being walked. Dr. Samari will also be looking into an electric system around the yard. Motion by Mosher, second by Froemming, and unanimously carried to accept Dr. Samari's plan as a solution to protect the public safety. The County Attorney will write an Order of Findings in this matter and present the findings to the Human Services Board at their next meeting.

**Contract Negotiations with Medica**

Public Health Director, Diane Thorson, reported that a letter has been received from Medica requesting Otter Tail County to contract with Medica to deliver services for the elderly population that are enrolled in Medicare and Medical Assistance. Two weeks ago, a contract was signed with BCBS to provide similar, elderly services. The difference between the two providers is the proposed mechanism for payment for the services. BCBS is a fee for service payment schedule and Medica is proposing a risk sharing arrangement. Discussion took place. Commissioners agreed that preliminary discussions should be held with Medica and requested that the Public Health Director and Human Services Director report back to the Human Services Board.

**Court Services Annual Tour**

Court Services Director, Chuck Kitzman, invited commissioners to take a tour of the Valley Lakes Boys' Home in Breckenridge and also, a tour of the shelter care and secure detention facility in Moorhead (West Central Regional Juvenile Center) on Friday, August 5, 2005.

### **Worksite Labor Management Report**

Human Services LMC Co-Chairs, Barb Dohrer and Tonya Bergren, provided a handout and updated the Board on the Committee's goals, membership, priorities and status of topics.

### **Human Services Quarterly Budget Report**

Human Services Director, John Dinsmore, presented the Human Services Budget Report for the first half of CY2005. Total Agency expenses were reported at 51% of the total budget with revenue collected at 43%. Mr. Dinsmore stated that the revenues will equal or exceed expenses after July, 2005, when several state payments are expected.

### **Human Services Contracts**

Motion by Lee, second by Mosher, and unanimously carried to authorize the Chairman's signature to execute the following renewed contracts for the period of July 1, 2005 through June 30, 2006:

|  |   |
|--|---|
| Karla & Richard Guldseth<br>Wadena, MN       | Residential Services/Homes Plus/Foster Care Services<br>for Eligible Elderly/Disabled Persons |
| Linda Larson<br>Fergus Falls, MN             | Residential Services/Homes Plus/Foster Care Services<br>for Eligible Elderly/Disabled Persons |
| Crystal Lake Inn, Inc.<br>Pelican Rapids, MN | Residential Services/Assisted Living for Eligible Elderly<br>Persons                          |

Motion by Mosher, second by Nelson, and unanimously carried to authorize the Chairman's signature to execute the following renewed Purchase of Service Agreements for the period of July 1, 2005 through June 30, 2006:

|   |   |
|---|---|
| Lakeland Mental Health Center, Inc.<br>Fergus Falls, MN                           | Child Welfare Targeted Case Management Services |
| Lutheran Social Services<br>Fergus Falls, MN                                      | Child Welfare Targeted Case Management Services |
| Village Family Services Center, Inc.<br>Fergus Falls, MN                          | Child Welfare Targeted Case Management Services |
| Professional Association of<br>Therapeutic Homes (PATH), Inc.<br>Fergus Falls, MN | Child Welfare Targeted Case Management Services |

Motion by Froemming, second by Mosher, and unanimously carried to authorize the Chairman's signature to execute an Interagency Agreement between Otter Tail County Human Services and the Fergus Falls Area Special Education Cooperative #935 for FY2006. The agreement allows for joint funding of costs associated with Children's Case Management Services provided by the school based Mental Health Family Outreach Program.

### **Bills & Claims**

Motion by Nelson, second by Lee, and unanimously carried to approve the Human Services bills & claims as presented.

**Adjournment**

At 10:30 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, July 26, 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, July 12, 2005, at 10:33 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block, Chair; Dennis Mosher, Malcolm Lee, and Syd Nelson present. Vice-Chair, Roger Froemming was present at 10:48 a.m.

**Approval of Agenda**

Motion by Mosher, second by Lee, and unanimously carried to approve the County Board agenda of July 12, 2005, with the following additions:

- 2:05 p.m. – Shoreland Revisions Update
- 2:15 p.m. – Final Payment Request

**Approval of Minutes**

Motion by Nelson, second by Froemming, and unanimously carried to approve the County Board minutes of July 5, 2005, as presented.

**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 these minutes, which include the following lodging payments:

|                 |  |
|-----------------|--|
| Madden's Resort | Assistant County Attorney, Heather Brandborg<br>Collection's Officer, Crystal Fabian |
| Cragun's        | Assistant County Attorney, Kurt Mortenson<br>Victim/Witness Coordinator, Lori Wood   |
| Breezy Point    | Emergency Services & Safety Director, Sheldon Holm                                   |

**Meeting Recessed & Reconvened**

At 10:35 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a Highway Committee meeting. The meeting was reconvened at 10:46 a.m.

**Highway Contracts**

Motion by Mosher, second by Lee, and unanimously carried to authorize the Chairman's signature to execute a contract between the County of Otter Tail and Mark Sand & Gravel Co. for the CSAH 1, CH 124, City of Fergus Falls and Aurdal Township Project (56-601-45 & Etc).

Motion by Mosher, second by Lee, and unanimously carried to authorize the Chairman's signature to execute a contract between Underwood, MN, Otter Tail County, and Ulteig Engineers, Inc. of Detroit Lakes, MN for Street Reconstruction on CSAH 35 – Main Street, S.A.P. 56-635-30, as presented by the Assistant Highway Engineer.

#### **Bid Opening – CSAH 67**

After previously advertising for bids, bids were opened at 1:00 p.m. on July 6, 2005, for Street & Utility Reconstruction in New York Mills as follows:

|  |                |
|--|----------------|
| Riley Bros Construction Inc.<br>Morris, MN   | \$1,233,546.82 |
| Louis SJ Construction Inc.<br>Waite Park, MN | \$1,277,456.12 |
| Central Specialties Inc.<br>Alexandria, MN   | \$1,268,551.01 |
| Quam Construction Co. Inc.<br>Willmar, MN    | \$1,384,754.85 |

Motion by Nelson, second by Mosher, and unanimously carried to award the CSAH 67 Street & Utility Reconstruction (Broadway, Park Street, & North Fork Addition), New York Mills, to the low bidder, Riley Bros. Construction, Inc., in the amount of \$1,233,546.82, as recommended by the Assistant Highway Engineer.

#### **Bid Opening – Cavour Avenue Building**

After previously advertising for bids, at 11:05 a.m., Assistant County Auditor, Jim Myhre, stated that he had received one bid for the purchase of the County-owned Cavour Avenue Building and opened the bid. The bid was from John Blume and David Wenzel, in the amount of \$225,000. Discussion took place and one concern expressed was the assessed value of the building relative to real estate taxes as a privately owned building. Motion by Mosher, second by Froemming and unanimously carried to reject the bid from John Blume and David Wenzel.

#### **Public Health Professional Unit of Nurses Labor Agreement**

Motion by Nelson, second by Mosher, and unanimously carried to authorize the Chairman's signature to execute a Labor Agreement between the County of Otter Tail and Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Public Health Professional Unit of Nurses, for the period of January 1, 2005 through December 31, 2007.

#### **Dispatch Supervisor Position**

Motion by Lee, second by Mosher, and unanimously carried to approve Pay Grade 15 for the new position of Dispatch Supervisor. This Pay Grade is the same as the Program Coordinator union position.

#### **County Attorney's Pay Schedule**

Motion by Lee, second by Mosher, and unanimously carried to approve the County Attorney's Pay Schedule, based upon a percentage of a District Judge's salary. The action of the legislature increasing judge's salaries will result in a pay increase for the County Attorneys of 1.5% effective July 1, 2005 and again in July 1, 2006.

**Storm Damage Update**

Solid Waste Director, Mike Hanan, updated the Board on the clean-up issue at Ottertail and Henning. The debris that is being ground is keeping up with what is still coming in. The City of Ottertail has their town celebration the second weekend in August and Mr. Hanan has stated that the parking lot will be cleaned-up by that time. He stated that further discussion will take place if a different site needs to be located.

**Sale of Skid Steer Loaders**

After previously advertising for bids, at 11:30 a.m., Solid Waste Director, Mike Hanan, opened the following bids:

| <b>1995 – 773 Diesel Skid Steer</b> |            | <b>1989 Skid Steer</b> |            |
|-------------------------------------|------------|------------------------|------------|
| Aaron Rotering                      | \$501.99   | Aaron Rotering         | \$256.00   |
| Les Nokes                           | \$6,500.00 | Les Nokes              | \$3,500.00 |
| Wayne Dalluge                       | \$2,500.00 | Wayne Dalluge          | \$800.00   |
| Ron Johnson                         | \$4,000.00 | Delbert Thalmann       | \$5,100.00 |
| Perham Grain & Feed                 |            |                        |            |
| John Aaberg                         | \$3,000.00 | John Aaberg            | \$1,625.00 |

Mr. Hanan stated that, per bid specifications, the bidders now had an opportunity to raise their bids. No one elected to bid higher than Delbert Thalmann at \$5,100.00 for the 1989 Skid Steer. Bidding took place for the 1995 – 773 Skid Steer with the highest bid being that of Ron Johnson, in the amount of \$9,500.00. Motion by Froemming, second by Mosher, and unanimously carried to accept the bids of Delbert Thalmann, in the amount of \$5,100.00, for the 1989 Skid Steer, and Ron Johnson, in the amount of \$9,500.00, for the 1995 Skid Steer and awarded the equipment.

**Meeting Recessed**

At 11:40 a.m., Chairman Block declared the Otter Tail County Board of Commissioners' meeting recessed for lunch break.

**Closed to the Public**

**Meeting Reconvened in Open Session**

At 1:00 p.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 Data Coordinator, Sherry Leabo, 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 1:14 p.m., Chairman Block declared the Otter Tail County Board of Commissioners' meeting opened for the remainder of the scheduled agenda items.

**Mobile Data Computer Project**

Sheriff, Brian Schlueter, and Chief Deputy, Stacy Paulseth, provided a comprehensive Mobile Data Computer Research Committee Report dated May, 2005. Chief Deputy Paulseth stated that since the tragedy of Sept. 11, law enforcement has been researching ways to share data better. A committee met for about six months and researched mobile data computers and Mr. Paulseth highlighted the most important points of the report. The ability to share information between the County and the cities throughout the County is important. Currently, the software record systems between entities are different. To accomplish this goal, the

committee looked at wireless internet and cell phone companies to provide computers in the squad cars to share data instantaneously. Discussion continued regarding the hardware, life time expectancy of hardware, software, updating requirements for speed and storage size of computers, training, etc. A capital improvement request for \$32,000 will be submitted to preview the system with a few squad car computers before the system would be implemented department wide. There is also an expense of \$54,000 to install the system in dispatch, which can be paid from the 911 tax.

#### **Shoreland Rules Revision Discussion**

Land & Resource Director, Bill Kalar, submitted a handout from the Internal County Committee with discussion results from a meeting held on July 8, 2005. Discussion took place regarding creation of two districts, buildable area of 8,400 continuous square feet, minimum road width and MnDOT construction standards, creation of duplex, triplex and quad lot size requirements, and a 50' structure setback from Type 3, 4, & 5 wetlands. A timeline for final SMO rule adoption was also provided

#### **Final Plats**

Motion by Nelson, second by Lee, and unanimously carried to approve the Final Plat of Allen Mueller Jr, Ilone Mueller, and Nancy Coley known as "Kraus Woods" located in that part of GL 2 and that part of GL 3 of Section 21, Twp, 136N, R. 38W, Big Pine Lake (56-130).

Motion by Nelson, second by Froemming, and unanimously carried to approve the Final Plat of Paul & Joyce Motschenbacher known as "Joyces Addition" located in that part of the NW¼ of the SE¼ and that part of GL 1 and 2, in Section 14, Twp 135, R. 39, Rush Lake Township, Rush Lake, (56-141).

#### **Pelican Group of Lakes Improvement District**

Motion by Lee, second by Mosher, and unanimously carried to acknowledge, for the record, that Otter Tail County has received the 2004 Pelican Group of Lakes Improvement District (PGOLID) Annual Report dated July 7, 2005.

#### **Final Payment – 505 S. Court Street Remodeling**

Motion by Lee, second by Nelson, and unanimously carried to approve Final Payment to G & R Controls of West Fargo, ND, for temperature controls at the 505 S. Court remodeling project (project no. 0202-6) in the amount of \$3,792.00.

#### **Closed to the Public**

At 2:21 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 Social Workers Collective Bargaining Unit in the Human Services Department. Present were all five seated Commissioners, the County Attorney, County Coordinator, and Board Secretary.

#### **Adjournment**

Upon conclusion of the closed session, at 2:30 p.m., Chair Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, July 19, 2005.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Robert Block, County Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

CB/kd

7/12/2005  
12:41:15

OTTER TAIL COUNTY AUDITOR  
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56  
WARRANTS FOR PUBLICATION PAGE 1

IFD66

WARRANTS APPROVED ON 7/12/2005 FOR PAYMENT 7/12/2005

| VENDOR NAME                    | AMOUNT    |
|--------------------------------|-----------|
| A'VIANDS LLC                   | 3,620.00  |
| AMEM                           | 120.00    |
| AMERICAN INSTITUTIONAL SUPPLY  | 64.93     |
| ARK & SPARK                    | 95.60     |
| ARVIG COMMUNICATION SYSTEMS    | 200.00    |
| BATTLE LAKE AUTO PARTS         | 16.60     |
| BATTLE LAKE HARDWARE & RENTAL  | 320.52    |
| TERRY BENNETT                  | 101.26    |
| BEYER BODY SHOP INC            | 584.69    |
| BOB BARKER COMPANY INC         | 33.08     |
| BOB'S STANDARD BULK SERVICE    | 135.68    |
| BRANDBORG LAW OFFICE           | 183.75    |
| BRAUN VENDING INC              | 15.54     |
| BREEZY POINT RESORT            | 480.00    |
| BRIGGS CORPORATION             | 20.05     |
| CHECKERS                       | 21.27     |
| CHELMO'S TREE SERVICE          | 31.45     |
| CITIZENS ADVOCATE              | 29.75     |
| GORDON CLINE                   | 63.84     |
| COOPERS TECHNOLOGY GROUP       | 534.75    |
| CORPORATE TECHNOLOGIES         | 20.00     |
| Craguns Lodge and Conference C | 615.50    |
| CRANE JOHNSON LUMBER CO        | 32.33     |
| CULLIGAN WATER CONDITIONING    | 10.65     |
| CUTLER MAGNER COMPANY          | 26,400.01 |
| DALTON OUTDOORS                | 85.20     |
| DEANS COUNTRY MARKET           | 9.87      |
| DEPT OF PUBLIC SAFETY          | 510.00    |
| DICK'S STANDARD SERVICE        | 44.19     |
| ERHARD VILLAGE STORE           | 287.75    |
| EVERTS LUMBER CO               | 2.44      |
| FERGUS FALLS MEDICAL GROUP     | 3,900.00  |
| FERGUS FALLS NEWSPAPERS INC    | 1,474.64  |
| FERGUS FALLS POLICE DEPT       | 350.26    |
| FERGUS INTERNATIONAL INC       | 140.23    |
| FERGUS TIRE CENTER             | 406.82    |
| FERRELLGAS                     | 37.81     |
| FORCE AMERICA                  | 9.01      |
| FORTWENGLER ELECTRIC SHOP      | 205.25    |
| THE FORUM                      | 278.63    |
| FRAZEE FORUM INC               | 235.63    |
| GREENMAN TECHNOLOGIES OF MN IN | 6,897.54  |
| NICOLE HANSEN                  | 69.82     |
| HEDAHL'S HEADQUARTERS          | 140.22    |
| HENNING AUTO PARTS INC         | 72.95     |
| HENNING HARDWARE               | 25.48     |
| HERZOG ROOFING INC             | 4,220.00  |
| HIGH PLAINS TECHNOLOGY         | 149.52    |
| SHELDON HOLM                   | 181.45    |

7/12/2005  
12:41:15

OTTER TAIL COUNTY AUDITOR  
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66  
WARRANTS FOR PUBLICATION PAGE 2

WARRANTS APPROVED ON 7/12/2005 FOR PAYMENT 7/12/2005

| VENDOR NAME                    | AMOUNT    |
|--------------------------------|-----------|
| SANDY HOLO                     | 172.54    |
| THE HOME SHOP                  | 8.97      |
| INDEPENDENT EMERGENCY SERVICES | 75.00     |
| INDIANA CASH DRAWER CO         | 14.50     |
| INNOVATIVE OFFICE SOLUTIONS LL | 697.99    |
| INTERSTATE INC                 | 836.30    |
| INTERTECHNOLOGIES GROUP        | 900.00    |
| KELLY SERVICES INC             | 433.50    |
| JEFF KUGLER                    | 176.50    |
| L & L SERVICE                  | 53.30     |
| LAKES COUNTRY SERVICE CO OP    | 52.40     |
| LAKEWAY MARKET LLC             | 81.94     |
| LARRY OTT INC TRUCK SERVICE    | 295.00    |
| LOCATORS & SUPPLIES INC        | 20.16     |
| M-R SIGN COMPANY INC.          | 59.77     |
| MADDENS RESORTS                | 734.86    |
| MATTHEW BENDER & COMPANY INC   | 346.70    |
| MCCC MI 33                     | 3,994.64  |
| MERICKEL LUMBER & ACE HARDWARE | 36.09     |
| MFSRC                          | 100.00    |
| THE MIDWEEK                    | 72.96     |
| MIDWEST PRINTING CO            | 602.80    |
| MIDWESTERN MAT RENTAL & SUPPLY | 54.48     |
| GERALD MILLER                  | 218.00    |
| MN MOTOR COMPANY               | 105.77    |
| MN STATE AUDITOR               | 1,558.50  |
| MN STATE BAR ASSOCIATION       | 44.00     |
| MONITOR TIRE DISPOSAL INC      | 1,854.40  |
| MPELRA                         | 195.00    |
| NTC MSCTC                      | 1,700.00  |
| NAPA OF PERHAM                 | 59.70     |
| NELSON DODGE GMC               | 631.83    |
| NELSON FORD LINCOLN MERCURY IN | 486.17    |
| NETWORK CENTER INC             | 15.00     |
| NORTHERN DIGITAL SECURITY SYST | 2,274.75  |
| NRC CONGRESS REGISTR PROCESSIN | 590.00    |
| OTTER TAIL TELCOM              | 186.28    |
| PAMIDA INC 008                 | 81.17     |
| PARK REGION CO OP              | 421.34    |
| PELICAN CASH & DASH            | 9.90      |
| PELICAN RAPIDS PRESS           | 370.30    |
| CITY PELICAN RAPIDS            | 19.69     |
| PERHAM ACE HARDWARE            | 20.91     |
| PERHAM CO OP CREAMERY          | 419.52    |
| PERHAM ENTERPRISE BULLETIN     | 143.50    |
| CITY PERHAM                    | 85,618.44 |
| PETE'S BODY SHOP & TOWING      | 93.18     |
| PHELPS FAMILY FORD             | 391.55    |
| QUALITY TOYOTA                 | 117.00    |

7/12/2005  
12:41:15

OTTER TAIL COUNTY AUDITOR  
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56  
WARRANTS FOR PUBLICATION PAGE 3

IFD66

WARRANTS APPROVED ON 7/12/2005 FOR PAYMENT 7/12/2005

| VENDOR NAME                    | AMOUNT       |
|--------------------------------|--------------|
| QUICK'S NAPA AUTO PARTS        | 10.29        |
| RELIABLE OFFICE SUPPLIES       | 106.91       |
| REVIEW ENTERPRISES INC         | 254.82       |
| JACK SANDBERG                  | 432.00       |
| CHERI SCHULTZ                  | 28.35        |
| SCOTT HOFLAND CONSTRUCTION INC | 4,210.00     |
| SERVICE FOOD SUPER VALU        | 41.00        |
| SEWER SERVICE                  | 590.00       |
| SHULTZ TORGERSON ARCHITECTS LT | 2,772.00     |
| SOUTH MILL SERVICE             | 105.56       |
| STEINS INC                     | 216.51       |
| STENERSON LUMBER               | 5.85         |
| STEVE'S SANITATION INC         | 538.00       |
| STRAND ACE HARDWARE            | 72.28        |
| STREICHERS                     | 11.66        |
| SUPER SEPTIC INC OF PELICAN RA | 77.19        |
| BRANDON SUTHERLAND             | 22.67        |
| SVINGEN HAGSTROM KARKELA CLINE | 1,958.00     |
| TNT REPAIR INC                 | 168.98       |
| SUSAN ULSCHMID                 | 24.00        |
| UNITED BUILDING CENTERS        | 226.79       |
| VERGAS ACE HARDWARE            | 19.73        |
| VICTOR LUNDEEN COMPANY         | 88.54        |
| VIKING OFFICE PRODUCTS         | 141.02       |
| WADENA ASPHALT COMPANY INC     | 1,198.13     |
| ROGER WALVATNE                 | 648.00       |
| WASTE MANAGEMENT               | 486.66       |
| WELDING SUPPLIES & FIRE EQUIPM | 40.27        |
| WELLER OIL CO                  | 159.08       |
| WEST PAYMENT CENTER            | 215.50       |
| 210 LUBE EXPRESS               | 4.50         |
| ****                           |              |
| FINAL TOTAL.....               | \$175,806.55 |
| ****                           |              |