

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
500 Fir Avenue W., Fergus Falls, MN  
Tuesday, July 26, 2005  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, July 26, 2005, at 9:31 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 26, 2005, as mailed.

**Approval of Minutes**

Motion by Nelson, second by Lee, and unanimously carried to approve the Human Services Board minutes of July 12, 2005, as mailed.

**Resolution Authorizing Execution of Grant Agreement  
Otter Tail County Resolution No. 2005 - 46**

Commissioner Lee offered the following and moved its adoption:

Be It Resolved, that Otter Tail County Public Health enters into a grant agreement with the Division of Traffic Safety in the Minnesota Department of Public Safety for the project entitled "**Safe Communities**" during the period **from October 1, 2005, through September 30, 2006**. The Otter Tail County Public Health Director is hereby authorized to execute such grant agreements as are necessary to implement the project on behalf of Otter Tail County Public Health.

Commissioner Mosher seconded the motion, and upon being put to a vote, was unanimously carried.

Adopted and signed this 26<sup>th</sup> day of July, 2005.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: \_\_\_\_\_  
Robert Block, Human Services Board Chair

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

**Job Description Ranking System**

Public Health Director, Diane Thorson, reported that she is Chairperson of the Southwest Immunization Registry Group. This system has grown over the years with twenty-nine counties currently entering data into the system which transfers into the State system. The person coordinating this project needs to develop an updated job description with a detail of

specific duties. Ms. Thorson asked the Board for permission to use the County's job evaluation system to document job duties and determine a corresponding wage ranking. Motion by Mosher, second by Nelson, and unanimously carried to authorize the Public Health Director as Chairperson of the Registry Group to use Otter Tail County's job description system for the Registry Project Coordinator, contingent upon the Registry Project paying for all costs and being responsible for the position.

**Human Services Contracts**

Motion by Mosher, second by Nelson, and unanimously carried to authorize the Chairman's signature to execute the following Human Services Purchase of Service Agreements for Residential Services/Homes Plus/Foster Care Services for eligible persons receiving AC/EW, CADI, or TBI:

<b>Provider</b>	<b>Target Population</b>	<b>Funding Source</b>	<b>Term of Agreement</b>
Mary Soland Elizabeth's Country Breeze Elizabeth, MN	Elderly/Disabled	AC/EW/CADI or TBI Waiver Funds	July 1, 2005 through June 30, 2006
Prairie Community Resources Ironwood Perham, MN	Adult Mental Health	Funding shall not exceed the OTC approved rate	July 1, 2005 through June 30, 2006
REM Central Lakes, Inc. Edina, MN	Persons with Mental Retardation or related conditions	State Waivered Dollars & MA	January 1, 2005 through Dec. 31, 2005

**Detox Billing**

Sheriff, Brian Schlueter, and Human Services Director, John Dinsmore, presented some statistics regarding transportation for detoxification services currently provided by Productive Alternatives, Inc. Further discussion took place regarding transportation to detox vs. after detox services are completed, cost of detox and transport vs. the State rate, and responsibility for payment of transportation expenses. Motion by Mosher, second by Froemming, and unanimously carried to direct that detox transportation expenses be paid out of the Human Services Budget to facilitate an accurate cost analysis rather than payment being made out of more than one department's budget.

**Bills & Claims**

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

**Adjournment**

At 10:27 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, August 9, 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 26, 2005, at 11:02 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 Mosher, second by Lee, and unanimously carried to approve the County Board agenda of July 26, 2005, with the following addition:

West Central Initiative Jail and CD/Meth Treatment Space Needs Study

### **Approval of Minutes**

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board minutes of July 19, 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.

### **Planning Commission Recommendations**

#### **Conditional Use Permit – Marin Bay Condominium Assn, Inc:**

The Conditional Use Permit Application for Marin Bay Condominium Assn. was recommended for withdrawal as requested by a letter received by the Planning Commission from John Bunnell, Treasurer of the Association. The Board of Commissioners accepted the withdrawal as requested. The property is described as Marin Bay Condominium, Community 30, Section 31 of Corliss Township; Big Pine Lake (56-130).

#### **Conditional Use Permit – Northern Lights Resort/Cheryl Harris:**

Motion by Froemming, second by Nelson, and unanimously carried to approve a Conditional Use Permit to replace cabin #10 and an addition, and replacement of three storage sheds as presented, with the reason for approval as documented in the July 20, 2005, Planning Commission minutes. The property is described as GL 9 Com S ¼ Cor Section 25...,7.81 Acres, Section 25, Dead Lake Township; Dead Lake (56-383).

#### **Conditional Use Permit – Leon C. Boehland:**

Motion by Froemming, second by Mosher, and unanimously carried to approve a Conditional Use Permit for a topographical restoration project with conditions as recommended by the Planning Commission. The property is described as Pt of Lots 4, 5, 6 Camp Nirvana, Section 3, Nidaros Township & Lot 1 & Pt. of Lot 2, Thomas Addition, Section 34 in Girard Township; East Battle Lake (56-138).

#### **Conditional Use Permit – S. Harold & Marilyn R. Vorvick:**

Motion by Lee, second by Nelson, and unanimously carried to approve a Conditional Use Permit for a driveway relocation project as presented. The property is described as Pt of GL 6, Section 1, Norwegian Grove Township; Grove Lake (56-952).

Conditional Use Permit – David & Tammy Mortenson:

Motion by Lee, second by Mosher, and unanimously carried approve a Conditional Use Permit to replace existing damaged drain tile (drawing on file with Land & Resource Management Office) with a condition as recommended by the Planning Commission. The property is described as Lot 18 & Pt of 19, Heilberger Lake Estates, Section 10, Friberg Township; Heilberger Lake (56-695).

Conditional Use Permit – “Pleasure Lake Estates”/Rick & Laura Heinle:

Land & Resource Director, Bill Kalar, stated that this request is a cluster development and a letter of opposition was received by his office on July 25, 2005, from Jeffery J. Carlson. The letter was provided to commissioners. Mr. Kalar showed the County Board a map and explained the location of the proposed buildings. Continued discussion took place. Motion by Nelson, second by Froemming, and unanimously carried to approve a Conditional Use Permit to allow for a twenty unit single family community with conditions as follows: 1) A Grade & Fill Permit is obtained from Land & Resource Management for earthmoving in the Shoreland Area. 2) There must not be any RV's onsite except one personal RV used only while development of the property takes place. 3) The use must be restricted to single family residential. 4) Appropriate erosion control measures must be implemented. 5) This CUP is effective for up to three (3) years and for the summer months of May through September only. The property is described as S12 Rods of SW ¼ & N 221.8' of GL 3, Section 23 in Rush Lake Township; Rush Lake (56-141).

Conditional Use Permit – Michael Vierzba:

Motion by Nelson, second by Mosher, and unanimously carried to approve a Conditional Use Permit for a cluster development for five (5) campers as presented. The property is described as Pt Gov. Lots 1, 2 & 3...(42.6 AC), Section 32 in Rush Lake Township; Long Lake (56-210).

Conditional Use Permit – Eriksson Properties:

Motion by Lee, second by Froemming, and unanimously carried to approve a Conditional Use Permit to replace failing drain tile as presented. The property is described as Pt GL 7, Pt GL 1 & Pt Lot 8, Section 24, Elizabeth Township; Jewett Lake (56-877).

Preliminary Plat – “Bagley Bay First Addition”/Nancy Lynn Hanson & Marty A Hanson:

Motion by Lee, second by Mosher, and unanimously carried to approve the Preliminary Plat of Nancy Lynn and Marty A. Hanson known as “Bagley Bay First Addition” consisting of three (3) single family residential lots as revised on the map dated July 19, 2005, with a condition as recommended by the Planning Commission. A Conditional Use Permit is not required because the revised proposal does not require the construction of a road. The property is described as Pt of GL 3 (5 AC) Section 27 of Lida Township; Lake Lida (56-747).

Conditional Use Permit – Bothun Properties LLC:

Motion by Mosher, second by Lee, and unanimously carried to approve a Conditional Use Permit for boat access for Lots 1-5 as submitted on the revised proposal with a condition as recommended by the Planning Commission. The property is described as S½ of GL 1 and GL 2 except tracts, Section 30 of Everts Township; North Turtle Lake (56-379).

### **Approval of Final Plats**

Motion by Mosher, second by Lee, and unanimously carried to approve the Final Plat of Bothun Properties, LLC known as "North Turtle Lake Shores", (5 lots) GL 1 & 2, Section 30, Township 133, Range 40, Everts Township; North Turtle Lake (56-379).

Motion by Nelson, second by Lee, and unanimously carried to approve the Final Plat of Dennis & Maureen Richter known as "Quiet Creek Estates", (5 Lots) that part of GL 1 in Section 32 and that part of GL 1 in Section 33, Township 137N, Range 38W, Corliss Township; Big Pine Lake (56-130).

### **Approval of CUP Extensions**

Motion by Froemming, second by Nelson, and unanimously carried to extend Conditional Use Permit #6150 until July 31, 2006, because the project start date has been delayed. The property is in Section 15 and 16 of Maine Township.

Motion by Lee, second by Mosher, and unanimously carried to approve an extension for Conditional Use Permit #6188, until October 31, 2006, for a Bridge Replacement Project on the Otter Tail River, Section 19 of Aurdal Township.

### **Shoreland Rules Revision Update**

Mr. Kalar reviewed potential recommendations of the Shoreland Rules Revision Internal Committee from the July 19, 2005, meeting. Items discussed were 1) continuous, buildable area in addition to lot area requirement, 2) reduction of impervious surface coverage, 3) additional road language, 4) vegetative buffer strip requirement, and 5) add language requiring appropriate engineer, surveyor, or architect signatures on Preliminary Plats.

### **4-H Update**

Regional Extension Educator, Donna Geiser, presented pictures of 4-H Summer Fun & Learning in Otter Tail County. She discussed project and public speaking opportunities, the county fairs, and a Minnesota Research Project to determine what makes children into healthy, happy adults.

### **Recess & Reconvene**

#### **Public Meeting –Trondhjem Dairy**

At noon, Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. At 1:20 p.m., Vice-Chair Froemming reconvened the Board of Commissioners' meeting with Commissioner Bob Block absent. The Vice-Chair opened the Public Meeting for pending issuance of a feedlot permit for Kelly Cardwell, Trondhjem Dairy, located in Section 12 of Trondhjem Township. No one from the public was present at this public meeting and there was no written comment received. At 1:24 p.m., Chairman Block assumed the Chair and declared the Public Meeting closed.

### **Storm Damage Update**

Solid Waste Director, Mike Hanan, reported that he has been touring damaged areas from the June 20<sup>th</sup> storm with the Federal Emergency Management Association (FEMA). Mr. Hanan reported that it is difficult to predict how much more debris will be coming in; however, he suggested that the two clean-up sites in Ottertail and Henning remain open past July 31, 2005, and until further notice. A News Release regarding \$500,000 for disaster aid to be received from the State was presented. Motion by Froemming, second by Lee, and

unanimously carried to approve the News Release as presented and declare the debris sites open until further notice.

**Final Payment Approvals – 505 S. Court Remodeling Project**

Motion by Nelson, second by Mosher, and unanimously carried to authorize Final Payment, in the amount of \$46,050.77, payable to R.A. Bristlin & Sons of Detroit Lakes, MN, for work completed relative to the 505 S. Court Building Project (0202-6).

Motion by Lee, second by Mosher, and unanimously carried to authorize Final Payment, in the amount of \$1,151.20, payable to Delzer Construction of Fergus Falls, MN, for water main work relative to the 505 S. Court Building Project (0202-6).

Motion by Lee, second by Froemming, and unanimously carried to authorize Final Payment, in the amount of \$630.19, payable to Interium of Plymouth, MN, for furnishings at the 505 S. Court Building Project (0202-6).

**AMC District IV Jail and CD/Meth Steering Committee**

Motion by Mosher, second by Lee, and unanimously carried to approve \$1,000.00, payable to West Central Initiative, for Otter Tail County's share of the cost of the AMC District IV study of needs for jail space and cd/meth treatment.

**Support in Acquisition of Land**

A letter of support to the Fergus Falls School District in acquiring State land was presented. Commissioners, by consensus, agreed to send a revised letter stating that the County is not interested in acquiring the former State of Minnesota Department of Natural Resources property; therefore, the County supports the School District in their efforts to acquire this land.

**Health Care Facilities Revenue Note**

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chairman's signature to execute the closing documents and certificates for the Health Care Facilities Revenue Note (Productive Alternatives, Inc. Project) Series 2005.

**Adjournment**

At 1:47 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, August 2, 2005.

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

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

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

7/26/2005  
12:37:43

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

COUNTY 56  
PAGE 1  
IFD66

WARRANTS APPROVED ON 7/26/2005 FOR PAYMENT 7/26/2005

VENDOR NAME	AMOUNT
A'VIANDS LLC	9,512.02
ACS	3,974.29
ADVANCED ENGRAVING INC	510.00
BACHMAN PRINTING COMPANIES	275.07
JOHN BARKER	617.00
BATTLE LAKE HARDWARE & RENTAL	40.08
BCA ST OF MN	80.00
MYRON BERNU	1,580.00
BOB THOMPSON MOTOR CO	493.00
BRANDBORG LAW OFFICE	161.25
BRANDT LAW OFFICE	329.16
BRIGGS CORPORATION	32.81
RUSSELL BUNTROCK	440.00
CADD ENGINEERING SUPPLY INC	113.22
KAREN CANNELL	6.90
CARR'S TREE SERVICE	38.79
CATCO	58.83
CHERI CLARK	184.45
COOPERS TECHNOLOGY GROUP	39.54
CORPORATE TECHNOLOGIES	18,420.00
CUTLER MAGNER COMPANY	10,863.06
DACOTAH PAPER COMPANY	230.51
DENZEL'S REGION WASTE INC	924.30
EAST SIDE OIL COMPANIES	55.00
EMBASSY SUITES	359.34
FARNAM'S GENUINE PARTS INC	11.27
FERGUS FALLS MEDICAL GROUP	9,103.00
FERGUS FALLS NEWSPAPERS INC	1,372.81
FERGUS FALLS RENTAL CENTER	21.30
FERRELLGAS	37.81
THOMAS FIEDLER	324.59
CHARLES FREDLEY	499.00
G & K SERVICES	2,025.52
GODFATHERS EXTERMINATING INC	119.28
GR GRAPHICS INC ST LOUIS	503.39
H & R CONSTRUCTION CO	615.04
KEITH HAGEN	696.00
HOLIDAY CREDIT OFFICE	15.42
DAVID HOLMGREN	75.85
CHERYL HUMBERT	290.00
ID AMERICA	166.94
INDEPENDENT SCHOOL DIST 553	200.00
THE INDEPENDENT	47.25
KELLY SERVICES INC	775.26
BRUCE KOLLE	53.00
L & L SERVICE	6.00
LAKELAND MENTAL HEALTH CENTER	1,209.00
LAKES RADIO	75.60
LARRY OTT INC TRUCK SERVICE	665.00

7/26/2005  
12:37:43

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

WARRANTS APPROVED ON 7/26/2005 FOR PAYMENT 7/26/2005

VENDOR NAME	AMOUNT
PETER LEGUS	1,345.18
LIFEGUARD SYSTEMS INC	2,500.00
SALLY LINE	290.00
M-R SIGN COMPANY INC.	5.27
MAAO	250.00
SCOTT MAKI	766.00
KYLE MATTSON	493.00
MCCC MI 33	6,447.05
DAVID MEYER	435.00
MN CO INSURANCE TRUST	2,258.00
MN ST BOARD OF ASSESSORS	735.00
KURT MORTENSON	90.83
MPH INDUSTRIES INC	60.79
NATIONAL RIFLE ASSOCIATION	35.00
NELSON BROS PRINTING	342.02
NELSON DODGE GMC	413.85
JOYCE NERDAHL	330.00
NORTHERN IRRIGATION CONTRACTOR	305.10
OFFICE DEPOT	58.63
OFFICEMAX A BOISE COMPANY	80.68
OLSON TIRE & OIL INC	150.54
OTTER TAIL CO TREASURER	1,117.68
OTTER TAIL TELCOM	904.63
OVERHEAD DOOR COMPANY	3,695.00
PERHAM AREA EMS	287.50
PETE'S AMOCO	58.10
GREGORY PETERSON	750.00
HELPS FAMILY FORD	25.64
PITNEY BOWES	1,747.57
DEBRA PORKKONEN	766.00
REED BUSINESS INFORMATION	696.90
REVIEW ENTERPRISES INC	42.55
RICK LEITCH BACKHOE SRVC & PJ	2,490.00
ROYAL TIRE INC	149.15
DARRELL SAEWERT	360.00
JACK SANDBERG	396.00
RONALD SCHULZ	290.00
LARRY SELANDER	290.00
SHAW EXCAVATING	400.00
TRACEY SHIELDS	383.00
SHULTZ TORGERSON ARCHITECTS LT	1,499.40
STANDARD PARTS OF WADENA	317.34
MARGARET STEINBACH	1,156.00
STEINS INC	49.23
STREICHERS	16,095.46
TNT REPAIR INC	171.83
RICHARD TOUGAS	522.00
TOUTGES SANITATION	46.80
THOMAS TUMBERG	464.00

7/26/2005  
12:37:43

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

IFD66

WARRANTS APPROVED ON 7/26/2005 FOR PAYMENT 7/26/2005

VENDOR NAME	AMOUNT
UNIVERSITY OF MN	15,281.59
UNIVERSITY OF MN PRINTING SERV	56.05
JOYCE VALLEY	71.40
KEITH VAN DYKE	10.51
VICTOR LUNDEEN COMPANY	703.77
VIKING OFFICE PRODUCTS	83.33
WADENA CO AUDITOR TREASURER	370.52
ROGER WALVATNE	528.00
WEST PAYMENT CENTER	2,138.43
XEROX CORPORATION	203.11
ZIEGLER INC	358.49
DARLENE ZOSEL	435.00
3 D SPECIALTIES INC	604.28
**** FINAL TOTAL.....	\$141,655.15 ****