

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

Call to Order

The Otter Tail County Human Services Board convened Tuesday, August 9, 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 Lee, and unanimously carried to approve the Human Services Board agenda of August 9, 2005, as mailed.

Approval of Minutes

Motion by Froemming, second by Mosher, and unanimously carried to approve the Human Services Board minutes of July 26, 2005, as mailed.

Minnesota Senior Health Options Program

Public Health Director, Diane Thorson, reported that Blue Cross Blue Shield has delivered packets to enroll individuals in the Minnesota Senior Health Options Program. Blue Cross Blue Shield has contracted with Otter Tail County for the case management services. Ms. Thorson requested approval to fill a Public Health Nurse position to assist with this program. Motion by Mosher, second by Lee, and unanimously carried to approve a Public Health Nurse position because of increased responsibilities with the Senior Health Options Program as contracted with Blue Cross Blue Shield of MN. The position will be funded by BCBS through the terms of the contract.

Ms. Thorson reported that discussions are continuing with Medica to contract to provide case management services for their clients for the MNSHO Program similar to what the County is doing with Blue Cross and Blue Shield. The Human Services Director stated that these arrangements are joint ventures with three other counties.

Out-of-Home Placement

Court Services Director, Chuck Kitzman, provided handouts regarding out-of-home placement. He reported that the number of days used, and consequently the cost, for out-of-home placement has significantly dropped in the first half of 2005 compared to the past couple of years.

Agency Staff Meeting with DHS Commissioner

Human Services Director, John Dinsmore, briefed the County Board on an Agency meeting Thursday, August 11, 2005, with the State Department of Human Services Commissioner Goodno. He invited the Commissioners to attend and provided advance questions for consideration.

Human Services Contracts

Motion by Mosher, second by Froemming, and unanimously carried to approve the following Purchase of Service Agreements, from July 1, 2005, through June 30, 2006, to provide residential services for the elderly and disabled with funding from State and Federal sources:

Rick & Diane Armstrong
Fergus Falls, MN

Residential Service/Home Plus/Foster Care Services

Corey Synstelien
Fergus Falls, MN

Residential Service/Home Plus/Foster Care Services

Motion by Nelson, second by Mosher, and unanimously carried to approve an Interagency Purchase of Service Agreement for the Special Education Program for children. This agreement is effective from July 1, 2005, through June 30, 2006, between Lakeland Mental Health Center, Inc., Fergus Falls Special Education Cooperative #935, and the County of Otter Tail. Amount of the contract is \$133,433.00 with funding from Medical Assistance and Otter Tail County.

Safety Net Redesign Discussion

Human Services Director, John Dinsmore, provided a synopsis of chronological events regarding the development of a 16-Bed Psychiatric Inpatient Community Based Unit and 60-Bed Chemical Dependency Inpatient Program and opened discussion. He stated that the State Request for Proposal did not include Fergus Falls as a site for a 16-bed psychiatric unit because our community wanted more local control. One concern is the delay in the Fergus Falls project in comparison to where other communities are with their 16-Bed Psychiatric Services projects. Mr. Dinsmore provided cost figures at the Regional Treatment Center for inpatient psychiatric services, which have increased by 38% because there is a decrease in people using the inpatient services and increases in building maintenance costs. The County's hold-order costs have increased significantly. If a 16-Bed facility was available, County costs could be reduced. RTC Regional Administrator, Doug Seiler, stated that this process has not moved forward as planned. The initial target date to be out of the KirkBride building at the RTC grounds was January 1, 2005. There are complexities in terms of moving forward and working on details. There are ten (10) projects across the state from private hospitals acting as developers, new construction, and one remodel project. The Wadena project has broken ground and is currently doing site preparation. The Alexandria project is currently in the wall construction phase. Mr. Seiler reported that, in Fergus Falls, there was trouble securing property. Lakeland Mental Health Center also joined discussions part way through the process. Attorney, Kent Mattson, stated that an agreement in principal and terms of lease will be presented to the City of Fergus Falls Port Authority to acquire land and begin construction. The site is 3.2 acres "carved out" of existing farmland and is located at the intersection of Highway 15 and Highway 1. The Fergus Falls Port Authority will be responsible for building and the City will lease back to the State on a long term basis, with an aggressive amortization schedule. Target date for completion is May 1, 2006. The next project will be a 50-60 bed Chemical Dependency inpatient and outpatient treatment facility. One issue with the CD project is financing. City of Fergus Falls Administrator, Mark Sievert, reported that the City will also be bonding for the Catholic Charities project as well as the 16-Bed MI facility, which pushes the City close to their debt limit. The possibility for the CD project to be funded through the HRA and County was discussed. LMHC Director, Clair Prody, reported that LMHC entered discussions regarding the possibility of owning and/or

managing the 16-Bed MI facility to open the future to deliver inpatient services. The idea was not possible because of the lease process with the City. Mr. Prody stated that LMHC will continue to be involved with the project and will continue discussions. Commissioner Mosher questioned whether the State has adequately addressed the number of beds needed.

Mr. Mattson stated that, in connection with what to do with the surplus campus at the RTC, discussion of the possibility of a Meth Treatment Plan at the Fergus Falls RTC location has occurred. A facilities analysis is being completed by West Central Initiative, with the Meth Treatment needs of ten (10) counties to be studied. This process will require cooperation between the State, City, County, & LMHC. Senator Larson stated that with the Meth problem, this study with ten counties is very important. If the study is complete by the next bonding session, this could be a major bonding issue. Representative Nornes talked about the clinical studies that link together use of alcohol and use of drugs; therefore, he questioned why a separation of psychiatric treatment and chemical dependency facilities is proposed. Mr. Dinsmore responded that the separation is because of the way the services are funded and whether or not there is eligibility for reimbursement through Medical Assistance. Chairman Block thanked everyone for their involvement with the discussion and requested that an update regarding the 16-Bed MI facility be provided in 4 to 8 weeks.

Child Support Program Update

Human Services Supervisor, Brooks Andersen, provided a handout entitled "Child Support in Minnesota: facts and figures" and a year end 2004 handout with statistics specific to Otter Tail County.

Bills & Claims

Motion by Nelson, second by Froemming, and unanimously carried to approve the Human Services bills & 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, August 23, 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, August 9, 2005, at 11:03 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 County Board agenda of August 9, 2005, with the following addition:

1:15 p.m. – Personnel Meeting

Approval of Minutes

Motion by Nelson, second by Froemming, and unanimously carried to approve the County Board minutes of August 2, 2005, as mailed.

Approval to Pay Bills

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

Highway Project Update

Highway Engineer, Rick West, briefed the Board on current highway construction and design projects.

CSAH 65, Rocky Ridge Rd, and Henning Garage Lot Project

Motion by Nelson, second by Froemming, and unanimously carried to reject all bids previously documented in the August 2, 2005, minutes, pertaining to S.A.P. 56-667-07 & Etc. and to authorize the Highway Engineer to re-advertise this work at a future date. The low bid of \$725,447.90 is 31.35% over the project cost estimate of \$552,309.80. The Henning Township Board also passed a motion at their regular meeting rejecting their portion of the project.

Railroad Signal Resolution

Otter Tail County Resolution No. 2005 - 47

Commissioner Nelson offered the following and moved its adoption:

BE IT RESOLVED, that the County of Otter Tail enter into an agreement with the Soo Line Railroad Company (D/B/A/Canadian Pacific Railway Company) and the Commissioner of Transportation for the installation and maintenance of railroad flashing light signals with gates and constant warning circuitry at the intersection of 1st Street (CSAH 14) with the tracks of the Soo Line Railroad Company in Richville, Otter Tail County, Minnesota, and appointing the Commissioner of Transportation agent for the County to supervise said project and administer available Federal Funds in accordance with Minnesota Statute, Section 161.36. The County's share of the cost shall be 10 percent of the total cost.

BE IT FURTHER RESOLVED, that the County Board Chair and County Board Clerk be and they are hereby authorized to execute said agreement and any amendments thereto for and on behalf of the County.

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

Adopted and signed this 9th day of August, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Approval to Attend Seminar

Motion by Nelson, second by Mosher, and unanimously carried to authorize the Highway Engineer to attend the National Association of State and Local Transportation Officials Conference in Nashville, TN, authorized by MnDOT for four local officials to attend from the State of Minnesota. This conference is paid for by MnDOT.

Application for Exempt Permit

Motion by Lee, second by Mosher, and unanimously carried to approve, with no waiting period, the LG220 Application for Exempt Permit, as submitted by the Perham Ducks Unlimited #56, for an event scheduled for Thursday, September 8, 2005, at Playtime Sports Bar and Ballroom, Inc.

Document Recording Fee

Motion by Lee, second by Froemming, and unanimously carried to authorize the County Auditor and the County Recorder to convene a working group of the land records related departments to discuss the compliance/unallocated portion of the document recording fee, which became effective July 1, 2005, and to submit to the County Board of Commissioners, for their consideration, recommendations for the use of the compliance/unallocated fee. The motion further directed that Auditor, Wayne Stein, act as Chair of the committee.

Post Employment Health Plans

Motion by Nelson, second by Mosher, and unanimously carried to establish a Special Revenue Fund for post employment obligations. This fund is to be established by Human Services, Road & Bridge, and the General Fund contributing cash in the amount equal to their 12-31-04 obligation for those employee's who are deemed most likely to require payouts in the next year by the County Auditor's Financial Division as listed below:

Human Services Fund	\$221,809.00
Road & Bridge Fund	\$116,458.00
<u>General Fund</u>	<u>\$518,207.00</u>
Total	\$856,474.00

Once established, the Post Employment Obligation Fund will reimburse the pertinent fund for post employment sick leave payouts made for terminating employees. The Post Employment Obligation Fund will be reviewed on a yearly basis and will be funded either by levy or transfers from other Otter Tail County Governmental Funds.

Recess & Reconvene

At 11:52 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a Building Committee meeting. The meeting was reconvened at 11:55 a.m.

Final Payment

Motion by Mosher, second by Nelson, and unanimously carried to authorize Final Payment, payable to Nova Fire Protection of Fargo, ND, in the amount of \$2,711.60, for the 505 Court Street building, Project No. 0202-6.

Architectural Agreement

Motion by Lee, second by Block, and unanimously carried to authorize the Chairman's signature to execute an agreement between the County of Otter Tail and Shultz Torgerson

Architects, Ltd. for Sheriff Patrol Outpost and Courthouse Campus Planning and a Courthouse Facility Master Plan Update, in the amount of \$25,000.00.

Recess & Reconvene

At 12:03 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:00 p.m.

Personnel Board of Appeals

Motion by Froemming, second by Mosher, and unanimously carried to reappoint Chuck Davis of Parkers Prairie to the Otter Tail County Personnel Board of Appeals for a three year term effective January 1, 2005.

RESOLUTION DECLARING A STATE OF EMERGENCY

Otter Tail County Resolution No. 2005 - 48

Commissioner Lee offered the following and moved its adoption:

WHEREAS, the Wind Storm of June 20, 2005, impacted the population of Otter Tail County and its cities; and

WHEREAS, the Wind Storm of June 20, 2005, has caused a significant amount of public property damage; and there is a significant amount of debris, clean up and recovery still remaining, and

WHEREAS, the Otter Tail County Department of Emergency Management requests that the Otter Tail County Board of Commissioners declares Otter Tail County in a "STATE OF EMERGENCY" as a result of the extensive damage from the Wind Storm of June 20, 2005.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners declares Otter Tail County in a "STATE OF EMERGENCY" due to damaging conditions resulting from the Wind Storm of June 20, 2005.

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

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Approval of Reclassifications

Motion by Lee, second by Mosher, and unanimously carried to approve the reclassifications of the Chief Deputy Treasurer, Administrative Deputy Treasurer, and Deputy Treasurer and the recommended grade increase from Grade 6 to Grade 8 for the Deputy Treasurer position (job #2505) effective March 1, 2005, as recommended by the Government Management Group.

Drug-Free Workplace Certification

Motion by Nelson, second by Lee, and unanimously carried to approve the Chairman's signature to execute the Certification for a Drug-Free Workplace with the U.S. Department of Housing and Urban Development for the Otter Tail County Small Cities Development Grant and Lead Hazard Control Grant.

Dividend Reported

County Coordinator, Larry Krohn, reported that the County has received a dividend from Minnesota Counties Insurance Trust for Worker's Compensation, in the amount of \$78,991.00, and Property/Casualty dividend, in the amount of \$122,858.00.

Labor Agreement Approved – Social Workers

Motion by Mosher, second by Lee, and unanimously carried to authorize the Chairman's signature to execute the Labor Agreement between the County of Otter Tail and Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, representing the Human Services Professional Unit. The Collective Bargaining Agreement is effective from January 1, 2005, through December 31, 2007.

Memorandum of Understanding

Motion by Nelson, second by Froemming, and unanimously carried to approve the Memorandum of Understanding to the Sheriff's Department contracts which authorizes the use of Holiday Pay, as referenced in Section 18.2 (C) during the year if approved by the employee's supervisor.

Closed to the Public

At 1:14 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners closed to the public to discuss pending litigation in a tax appeal matter with K-Mart as authorized by attorney-client privilege, Chapter 13D.05 Subd. 3b. Present were all five seated Commissioners, the County Attorney, County Coordinator, County Assessor, and Board Secretary.

Adjournment

At 1:37 p.m., upon completion of the closed session, Chairman Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, August 16, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

8/09/2005 12:11:48 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 1

WARRANTS APPROVED ON 8/09/2005 FOR PAYMENT 8/09/2005

VENDOR NAME	AMOUNT
A-1 LOCK AND KEY	866.65
A'VIANDS LLC	3,557.95
ADELSMAN COMPANY	363.02
AGGREGATE INDUSTRIES INC	172.53
AMERICAN INSTITUTIONAL SUPPLY	78.30
AMERICAN TOWER CORPORATION	81.12
ART N SIGN INC	168.00
ARVIG COMMUNICATION SYSTEMS	275.00
BATTLE LAKE AUTO PARTS	121.87
BATTLE LAKE HARDWARE & RENTAL	99.52
BATTLE LAKE STANDARD	37.51
BLEST-EVANS COMPANY	3,101.00
BLUFFTON OIL COMPANY	2,140.65
BOUND TREE MEDICAL LLC	53.60
BRAUN VENDING INC	51.24
BUSETH TUSOW AMERICAN LEGION	100.00
BUY-MOR PARTS & SERVICE LLC	31.33
CARQUEST AUTO PARTS	20.05
CARR'S TREE SERVICE	23,403.38
CMT WIRELESS	45.10
CO OP SERVICES INC	1,002.91
COOPERS TECHNOLOGY GROUP	813.58
CRANE JOHNSON LUMBER CO	163.38
CULLIGAN WATER CONDITIONING	10.65
DAKOTA WOOD GRINDING INC	28,242.50
DAN'S TOWING & REPAIR	157.62
DETROIT LAKES OVERHEAD DOOR SE	93.00
DICK'S STANDARD SERVICE	170.00
ERHARD VILLAGE STORE	746.55
FARGO FORKS FREIGHTLINER	832.01
FERGUS ELECTRIC	5,423.07
FERGUS FALLS MEDICAL GROUP	1,632.00
FERGUS FALLS NEWSPAPERS INC	5,021.89
CITY FERGUS FALLS	3,294.80
FERGUS TIRE CENTER	415.08
GOODIN COMPANY	246.50
GREAT PLAINS NATURAL GAS	50.00
ERVIN HAGEN	6.17
NEILL HARDINA	175.00
HEDAHL'S HEADQUARTERS	191.95
HENRY'S FOODS INC	611.73
SANDY HOLO	68.55
THE INDEPENDENT	129.26
INFORMATION SYSTEMS CORP	772.49
INNOVATIVE OFFICE SOLUTIONS LL	67.10
JJ'S COMPANY EXCAVATING LLC	2,277.50
ERWIN JOHNSON	155.00
JUERS' REPAIR INC	422.00
LES KELLOG	165.00

8/09/2005 12:11:48 OTTER TAIL COUNTY AUDITOR
 PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
 WARRANTS FOR PUBLICATION PAGE 2

WARRANTS APPROVED ON 8/09/2005 FOR PAYMENT 8/09/2005

VENDOR NAME	AMOUNT
KELLY SERVICES INC	739.66
L & L SERVICE	147.95
LAB SAFETY SUPPLY INC	39.63
LAKE REGION HEALTHCARE CORP	2,072.48
LAKES 99 FIVE	37.80
LAKEWAY MARKET LLC	3,272.72
LARRY BENNETT CONSTRUCTION	165.00
LARRY OTT INC TRUCK SERVICE	295.00
LIGHT RETURNS RECYCLING	78.31
LITTLE BEAR SERVICES	271.58
LOCATORS & SUPPLIES INC	740.12
LOFFLER COMPANIES INC	414.00
LOREN'S SATELLITE	204.00
MARK SAND & GRAVEL CO	456.93
THE MIDWEEK	930.24
MIDWEST PRINTING CO	64.97
MIDWEST TESTING LABORATORY	799.00
MIKE'S LOCK & KEY SERVICE	94.00
MN METALWORKS INC	800.00
MN MOTOR COMPANY	79.84
MN STATE AUDITOR	10,084.21
MN STATE BAR ASSOCIATION	2,279.50
NANIK'S ELECTRIC	1,014.68
NELSON BROS PRINTING	22.50
NELSON DODGE GMC	909.64
NELSON FORD LINCOLN MERCURY IN	267.98
NEW YORK MILLS HERALD	306.57
NORTH UNION TEXACO	63.65
NORTHWEST IRON FIREMEN INC	49.91
OFFICEMAX A BOISE COMPANY	73.92
OTIS ELEVATOR CO	90.48
OTTER TAIL TELCOM	255.55
PAMIDA INC 008	98.55
PELICAN RAPIDS PRESS	123.20
PERHAM ACE HARDWARE	2.15
PERHAM ENTERPRISE BULLETIN	138.19
PERHAM PRINTING & SUPPLY	130.89
CITY PERHAM	84,060.80
PETE'S AMOCO	615.41
PETE'S BODY SHOP & TOWING	338.14
PHELPS FAMILY FORD	1,653.25
QUILL CORPORATION	152.42
REVIEW ENTERPRISES INC	127.51
RICK LEITCH BACKHOE SRVC & PJ	345.00
ROADSIDE SALVAGE	100.00
ROYAL TIRE INC	1,634.63
RUND BROS AA TIRE CO	12.50
JACK SANDBERG	324.00
RAYMOND SAXTON	56.97

8/09/2005 12:11:48 OTTER TAIL COUNTY AUDITOR
PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56 IFD66
WARRANTS FOR PUBLICATION PAGE 3

WARRANTS APPROVED ON 8/09/2005 FOR PAYMENT 8/09/2005

VENDOR NAME	AMOUNT
CHERI SCHULTZ	44.73
SCOTT HOFLAND CONSTRUCTION INC	5,890.00
SEWER SERVICE	240.00
SHERWIN WILLIAMS	28.59
BRENDA SHOEMAKER	88.29
SHULTZ TORGERSON ARCHITECTS LT	2,772.90
SIMPLEXGRINNELL LP	270.04
SKIBNESS STRIPING	275.00
SOUTH MILL SERVICE	302.64
ST JOSEPH EQUIPMENT INC	460.66
STEINS INC	5,403.05
STENERSON LUMBER	24.22
GENEVIEVE STRANDE	35.00
STRINGER BUSINESS SYSTEMS INC	63.91
SUPER SEPTIC INC OF PELICAN RA	77.19
SWAA	50.00
DAVID THOMPSON	120.00
TIRES PLUS	18.77
TRI STAR RECYCLING	6,006.00
SUSAN ULSCHMID	24.00
VERGAS ACE HARDWARE	15.79
VICTOR LUNDEEN COMPANY	479.27
VIKING OFFICE PRODUCTS	75.35
WADENA ASPHALT COMPANY INC	100,376.25
WALLWORK TRUCK CENTER	28.52
WALTERS PHOTOGRAPHY	13.58
ROGER WALVATNE	444.00
WASTE MANAGEMENT	486.66
WEST PAYMENT CENTER	1,289.05
WESTBY LAWN CARE	45.00
JACK WILDE	194.98
WOESSNER CONSTRUCTION INC	55,666.45
XEROX CORPORATION	139.67
**** FINAL TOTAL.....	\$386,610.10 ****