

**MINUTES OF THE
 OTTER TAIL COUNTY BOARD OF COMMISSIONERS
 Government Services Center, Commissioners' Room
 500 Fir Avenue W., Fergus Falls, MN
 Tuesday, November 28, 2006
 9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, November 28, 2006, at 9:31 a.m., at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Vice-Chair; Bob Block, and Syd Nelson present. Chairman Roger Froemming was absent due to attendance at a MPCA meeting in Minneapolis.

Approval of Agenda

Motion by Nelson, second by Block, and unanimously carried to approve the Human Services Board agenda of November 28, 2006, as mailed.

Approval of Minutes

Motion by Block, second by Nelson, and unanimously carried to approve the Human Services Board minutes of November 14, 2006, as mailed.

Court Services Department

Court Services Director, Chuck Kitzman, updated the Board regarding phone line monitoring systems currently being used and a monitoring system through Midwest Monitoring that has a voice recognition system that works, in some rural areas, where the current phone lines are not capable of carrying a strong enough signal for their monitoring system. An agreement to use the Midwest Monitoring System in certain areas is being considered.

Mr. Kitzman submitted Probation Fee information and a Statement of Accounts. The current account balance from the Probation Fees was submitted totaling \$29,971.83. Monies from this account, in the amount of \$4,725.00, have been used to assist in funding the Keys to Innervision Program during CY2006. Mr. Kitzman requested \$2,500.00 from this account to be used in the Juvenile Restitution Program. Commissioner Mosher suggested that a portion of the total dollars collected from the Supervision Fees be invested so the interest gained on the principal could be used towards the JRP without spending down the principal balance. Discussion followed. Motion by Block, second by Nelson, and unanimously carried to authorize \$2,500.00 from the Probation Fees Account, for the Juvenile Restitution Program, as recommended by the Court Services Director. Mr. Kitzman and the Treasurer will explore investment options.

Human Services Contracts and Amendments

Motion by Block, second by Nelson, and unanimously carried to authorize the appropriate County Officials' signatures to execute the following Human Services Contracts and Amendments:

Contracts		
All Tidy – Dawn Restad	Homemaker Services for Eligible Elderly Persons	07/01/06 – 06/30/07
Prairie View Assisted Living – Kari Honer	Residential Services/ Assisted Living for Eligible Elderly Persons	11/01/06 – 06/30/07

2006 Amendments		
Lakewood Health System Home Care & Hospice (aka: Staples' Home Care)	Assisted Living & Elderly Services Amendment for 2.2553% Increase in Reimbursement Rates	10/01/06 – 06/30/2007
Karla & Richard Guldseth	Adult Foster Care - Amendment for 2.2553% Increase in Reimbursement Rates	10/01/06 – 06/30/2007

2007 MACSSA Legislative Priorities

Human Services Director, John Dinsmore, presented a brochure containing thirty-eight legislative positions that County Social Services Directors have identified which are sent to the Association of Minnesota Counties (AMC). He discussed issues regarding which governmental unit is responsible to pay for various services - federal, state, or local government. He also discussed the top five priorities identified by this organization as follows:

- Refinancing Child Welfare
- County Hold Order Costs for Persons Undergoing Psychosexual Commitment
- County Based Purchasing
- Enhanced Revenue for Detox
- State Infusion of Funding to County Child Support

Mr. Dinsmore reported that the Otter Tail Family Services Collaborative has received \$300,000 to assist in funding the School Based Mental Health Program, which may allow current funding to be used for the Universal Home Visiting Program.

Adjournment

At 10:17 a.m., Vice-Chair Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, December 12, 2006.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Roger Froemming, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, November 28, 2006, at 10:32 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Vice-Chair; Bob Block, and Syd Nelson present.

Approval of Agenda

Motion by Block, second by Nelson, and unanimously carried to approve the County Board agenda of November 28, 2006, with the following addition:
11:45 a.m. – Final Plat

Approval of Minutes

Motion by Nelson, second by Block, and unanimously carried to approve the County Board minutes of November 21, 2006, as mailed.

Approval of Bills

Motion by Block, second by Nelson, and unanimously carried to approve the bills per Attachment A of these minutes.

License Approvals

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

American Legion Post No. 489 Underwood, MN	Tobacco
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Carr Enterprises, Inc. dba: Carr's Lake Country Supermarket Ottertail, MN	Tobacco
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Payment Approval

Motion by Nelson, second by Block, and unanimously carried to approve payment, in the amount of \$1,275.00, from the Debt Service Fund to Ehlers and Associates, Inc. for the preparation and filing of Otter Tail County's Annual Continuing Disclosure Report.

Discussion – County Funding for Outside Agencies

Auditor, Wayne Stein discussed with the Board, CY2006 budgeted amounts for outside agencies and compared those funds with requested funds for each agency for CY2007.

Liquor Retail License Administrative Citation Hearings

At 11:00 a.m., Vice-Chair, Dennis Mosher, opened a hearing for a violation to the Liquor Retail License held by Battle View Landing. Assistant County Attorney, Michelle Eldien, stated that the license holder, Steve Heidenson, indicates admitting the violation; however, has requested a hearing before the County Board regarding other issues. Ms. Eldien stated that this is the first violation for Battle View Landing and referred the County Board to the Violation Grid. She stated that the Administrative Fee of \$500 is the fine for the 1st Violation and the process requires consistency. Steve Heidenson, Owner of Battle View Landing, explained the situation and requested a reduced fine because this is a small café and the off-sale profits are very small. He stated that the \$500 fine would be devastating. Motion by Block, second by Nelson, and unanimously carried to require a \$200 fine and stay \$300 for one year if there are no further liquor license violations by this business. The reason for this decision is based upon the low volume of off-sale liquor sales and the small business situation.

Upon completion of the Battle View Landing Citation Hearing, Vice-Chairman Mosher opened a hearing for a violation to the Liquor Retail License held by The Galaxy Resort. Assistant County Attorney, Michelle Eldien, noted that this was also the 1st Retail Liquor License Violation for this business and the violation was admitted and a hearing requested before the County Board. Owners, Ronald & Joann Bina, explained that this was a mistake of misreading the ID, but the employee involved has a good past record and was involved, in the past, in confiscating six drivers licenses of minors trying to buy either cigarettes or alcohol and the owners and employees have attended Alcohol Awareness Classes. Mr. Bina also discussed small off-sale liquor sales and the affect of a \$500 fine on a small business. Motion by Nelson, second by Block, and unanimously carried to provide administrative relief

by requiring a \$200 fine and staying \$300 for one year if there are no further liquor license violations by this business.

Junk Yards

Commissioner, Bob Block, provided a copy of a memo he sent to Bill Stutsman regarding the issue of Junk Yards in Otter Tail County.

Ditch No. 38

Motion by Nelson, second by Block, and unanimously carried to authorize Dennis Muckala to clean Drainage Ditch #38 with conditions as designated by Wetland Specialist, Kyle Westergard, in a memo dated November 20, 2006, submitted by the County Ditch Inspector. Mr. Muckala has agreed to perform this clean out work in Ditch No. 38 at his own expense.

Ditch Inspector, Randy Wasvick, briefed the Board on Judicial Ditch No. 2 in Otter Tail and Wadena counties. The Board requested that he work with the County Attorney on the issues identified.

Bills & Claims

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

Final Plat

Motion by Mosher, second by Nelson, and unanimously carried to approve the Final Plat entitled Majestic Oaks On Spring Lake, GL 3 in Section 33, Township 133N, R.42W, Aurdal Township; Spring Lake (56-682).

New York Mills Boiler Project

Physical Plant Manager, Rick Sytsma, briefed the County Board on two proposals received for a new boiler for the New York Mills Offices. The two vendors submitting quotations for the project were Manning Mechanical and Overland Mechanical Services. Motion by Nelson, second by Block, and unanimously carried to approve the proposal for a new boiler in the New York Mills offices, which includes installation, labor and materials, at an approximate cost of \$37,320.00

LEEDS Recommendation

Mr. Sytsma discussed the concept of Leadership in Environmental Engineering and Design Systems (LEEDS) as it relates to new construction of the proposed Ottertail City Sheriff's Department Outpost. He stated that the cost to take advantage of the LEEDS has been decreased to approximately \$29,000, which is less than previous estimates. Mr. Sytsma requested approval to amend Architect, David Shultz's contract for design services for the proposed Otter Tail City Outpost building. Continued discussion took place regarding the concept.

Adjournment

At 12:24 p.m., Vice-Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, December 5, 2006.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming , Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

CB/kd

11/28/2006 OTTER TAIL COUNTY AUDITOR IFD66
 12:30:42 PANELSON RECEIPTS AND DISBURSEMENTS SYSTEM COUNTY 56
 WARRANTS FOR PUBLICATION PAGE 1

WARRANTS APPROVED ON 11/28/2006 FOR PAYMENT 11/28/2006

VENDOR NAME	AMOUNT
AMERICAN SOLUTIONS FOR BUSINES	472.73
AUTO VALUE FERGUS FALLS	82.38
BOB'S STANDARD BULK SERVICE	85.36
BRANDON COMMUNICATIONS INC	2,209.58
COMMISSIONER OF TRANSPORTATION	7,270.30
CRONATRON WELDING SYSTEMS INC	337.57
CUTLER MAGNER COMPANY	33,409.66
DAKOTA PRINTER REPAIR LLC	60.00
MELANIE DUENOW-RYAN	66.88
F M FORKLIFT SALES & SERVICE I	337.40
FASTENAL COMPANY	9.16
FERGUS FALLS MEDICAL GROUP	5,868.00
FERGUS FALLS NEWSPAPERS INC	113.14
FERRELLGAS	161.49
G & K SERVICES	2,061.49
LARRIS GREWE	10.60
TROY HAARSTICK	224.98
INDEPENDENT EMERGENCY SERVICES	50.00
INNOVATIVE OFFICE SOLUTIONS	44.34
KELLY SERVICES INC	472.00
LAKE SUPERIOR COLLEGE	150.00
LARRY OTT INC TRUCK SERVICE	1,560.00
LEROY MOTORSPORTS	85.73
M-R SIGN COMPANY INC.	298.20
VIOLA MANDERUD	228.57
MATTHEW BENDER & COMPANY INC	83.40
STEWART MENSING	89.99
MIDWESTERN MAT RENTAL & SUPPLY	69.60
MN ASSOC OF CVSO	360.00
MN DEPT OF LABOR AND INDUSTRY	20.00
OFFICEMAX CONTRACT INC	173.20
OTTER TAIL CO EMPLOYEES COMMIT	350.50
OTTER TAIL CO TREASURER	783.77
OTTER TAIL TELCOM	22.68
PACE ANALYTICAL SERVICES INC	9,417.00
PERHAM PRINTING & SUPPLY	16.75
PITNEY BOWES	1,462.25
PRODUCTIVE ALTERNATIVES INC	126.30
RAMADA MALL OF AMERICA	247.44
RINGDAHL AMBULANCE SERVICE	120.00
SIGELMAN STEEL & RECYCLING INC	82.44
DAVID STADUM	110.96
TRANQUILITY BUILDING SERVICES	452.63
TRI STAR RECYCLING	2,446.03
UNIVERSITY OF MN	105.00
WESTBY LAWN CARE	20.00
ZIEGLER INC	7.03
**** FINAL TOTAL.....	\$73,236.53 ****