

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
500 Fir Avenue W., Fergus Falls, MN  
Tuesday, January 23, 2007  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board Convened Tuesday, January 23, 2007, at 9:31 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Bob Block, Roger Froemming, and Everett Erickson present.

**Approval of Agenda**

Motion by Froemming, second by Erickson, and unanimously carried to approve the Human Services Board Agenda of January 23, 2007, as mailed.

**Approval of Minutes**

Motion by Nelson, second by Froemming, and unanimously carried to approve the Human Services Board Minutes of January 9, 2007, as mailed.

**Court Services Advisory Committee Appointment**

Motion by Erickson, second by Froemming and unanimously carried to approve the following reappointment to the Otter Tail County Court Services Advisory Committee:

Richard Jenson                      3-Year Term Effective 01/01/07      Second District Commission Appt.  
Pelican Rapids, MN

**Court Services Monthly Caseload**

Court Services Director, Chuck Kitzman updated the Board on the Department's monthly caseload. The caseload has been increasing. Mr. Kitzman will keep the Board updated if the numbers continue to rise.

**Public Health Contract Approval**

Public Health Director, Diane Thorson requested approval to sign a contract with the Minnesota Institute of Public Health to prepare a Community Readiness Survey. The purpose of the survey is to identify community opinions with issues that are related to drugs and alcohol. The cost of the survey is covered by a State Grant. The information gathered will be used by the Safe Communities Coalition, Law Enforcement and others including the Family Services Collaborative Workgroup on Chemical Health. Motion by Nelson, second by Block, and unanimously carried to authorize the appropriate County officials' signatures to execute a Contract between the County of Otter Tail and the Minnesota Institute of Public Health, which provides funding to Otter Tail County, in the amount of \$4,900, for Community Readiness Information.

**Personnel Updates**

Diane Thorson updated the board on the progress of the Public Health Supervisory positions. Interviews are scheduled later in the week.

**Legislative Updates**

Diane Thorson updated the Board on key proposed legislative issues including possible additional funding for pandemic preparedness, electronic health records, disease surveillance system, and the nurse/family partnership program. Diane also informed the Board of the Academic Health Education Center which is set up to target young people who are considering a career in a health profession.

**Contract Renewals**

Motion by Froemming, second by Block and unanimously carried to renew following Human Services contracts:

<b>Agency</b>	<b>Program</b>	<b>Effective Date</b>	<b>Targeted Population</b>	<b>Amount of Contract</b>	<b>Funding Source</b>
Permanent Family Resource Center	Concurrent Planning Foster Care	January 1, 2007 Through December 31, 2007	Children requiring a concurrent foster care placement	Concurrent Planning Foster Care Program = \$23.34 per day per child  Basic maintenance & difficulty of care rate is determined per individual child and established by DHS.	County of financial responsibility
The Social Connexion	Social Club type activities	January 1, 2007 Through December 31, 2007	Adults with Serious and persistent Mental Illness.	Maximum payment of \$27,500	BCOW approved for Initiative funding with OTC serving as host fiscal agent.
Lifeline Systems, Inc.	Health Related Services	January 1, 2007 Through December 31, 2007	Elderly, Disabled individuals	<u>Service</u> <u>Unit &amp; Rate</u> EW, AC, <u>Monthly Rate</u> CADI & TBI <i>1<sup>st</sup> month = \$63.72</i> <i>2<sup>nd</sup> month = \$32.22</i>	EW, AC, and CADI MA (Medical Assistance)
MN DHS acting through it's agent MN Extended Treatment Options	Waivered Services	January 1, 2007 Through December 31, 2007	Persons with Mental Retardation or related conditions	Per State Rate Schedule	State Waiver Dollars and MA
Lutheran Social Services	Waivered Services	January 1, 2007 Through December 31, 2007	Persons with Mental Retardation or related conditions	Per State Rate Schedule	State Waiver Dollars and MA
Lutheran Social Services	Senior Companion	January 1, 2007 Through December 31, 2007	Alternative Care and Elderly Waivered Individuals	AC & EW: \$2.02 per unit (1 Unit = 15 minutes)	Otter Tail County Medical Assistance  Per approved rates which the Contractor will be reimbursed for individuals determined eligible by the Agency to receive services. based on the Agency's Community Social Service Plan.

<b>Agency</b>	<b>Program</b>	<b>Effective Date</b>	<b>Targeted Population</b>	<b>Amount of Contract</b>	<b>Funding Source</b>
McCornell Court Assisted Living (St Williams)	Residential Services/Assisted Living	January 1, 2007 Through December 31, 2007	Elderly	Per Rate Schedule	The total amount to be paid for such purchased services shall not exceed the OTC approved rate.
Harmony Home Health Care	Residential Services/Assisted Living	January 1, 2007 Through December 31, 2007	Elderly	Per Rate Schedule	The total amount to be paid for such purchased services shall not exceed the OTC approved Rate.

**Budget Review**

Humans Services Director, John Dinsmore, reviewed the 2006 Human Services Budget with the Board and provided a handout. Discussion followed.

**Legislative Update**

John Dinsmore provided the Board with a Legislative Update (dated January 22, 2007) from the Minnesota Association of County Social Service Administrators. Discussion followed.

**Bills & Claims**

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

**AMC Policy Committee Appointments**

Syd Nelson serves on the Health and Human Services District IV AMC Policy Committee. There are three other committees that need representatives. Motion by Froemming, second by Erickson, and unanimously carried to support the following appointments to represent Otter Tail County on AMC District IV Policy Committees:

Environmental and Natural Resources  
General Government  
Transportation

Fifth District Commissioner, Bob Block  
Fourth District Commissioner Roger Froemming  
Second District Commissioner, Everett Erickson

**Adjournment**

At 10:22 a.m., Chairman Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, February 13, 2007.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: \_\_\_\_\_

Dennis R. Mosher, Human Services Board Chair

Attest: \_\_\_\_\_

Larry Krohn, Clerk

### **Call to Order**

The Otter Tail County Board of Commissioners convened Tuesday, January 23, 2007, at 10:30 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Bob Block, Roger Froemming, and Everett Erickson present.

### **Approval of Agenda**

Motion by Erickson, second by Block, and unanimously carried to approve the County Board agenda of January 23, 2007, as mailed.

### **Approval of Minutes**

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board minutes of January 16, 2007, as presented.

### **Approval to Pay Bills**

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

### **South Turtle Lake Storm Sewer System Discussion**

County Officials discussed the method to be used to notify downstream residents of the proposed South Turtle Lake Storm Sewer System project. County Attorney, David Hauser, referred to a draft notice to describe the project and a list of downstream lake names to be used for mailing notices. Additional advertising may be needed for the Public Hearing for funding of this project. Estimated cost of the project was reported as \$350,000. The Public Hearing for the South Turtle Lake Storm Sewer System is scheduled for 1:00 p.m. on Tuesday, February 6, 2007.

### **Highway and Bridge Improvement Program**

Highway Engineer, Rick West, presented a Preliminary Highway and Bridge Improvement Plan for CY2007 to CY2012. Discussion took place regarding bridge funding and the potential need to bond for highway dollars locally. Mr. West will return to the Board with a Final Plan after completion of Public Information meetings regarding the 6 year draft plans.

### **NACE Annual Conference**

Motion by Nelson, second by Block, and unanimously carried to authorize County Engineer, Rick West, to attend the National Association of County Engineers' Annual Conference in Milwaukee, WI, during the third week in April, 2007.

### **Highway Safety Program**

Motion by Froemming, second by Block, and unanimously carried to authorize the Highway Engineer to apply for Highway Safety Grant dollars, in the amount of \$50,000, to complete a Highway Safety Audit in Otter Tail County, which would identify the ten highest-rated accident areas. After the Audit is completed, funding may be available to correct the areas for highway safety improvement.

**Credit Card Approval**

Motion by Nelson, second by Erickson, and unanimously carried to approve the application for an Otter Tail County Credit Card (maximum limit of \$1,000) for Network Administrator, Kevin Newborg, in the Management Information Systems Department.

**Payment Approval**

Motion by Block, second by Froemming, and unanimously carried to approve payment, in the amount of \$7,581.00, to the Association of Minnesota Counties for preparation of the 2005 County Cost Allocation Plan pursuant to contract specification with MAXIMUS.

**Tobacco License Application**

Motion by Froemming, second by Nelson, and unanimously carried to approve the following application for license:

Bluffton Oil Company	Tobacco
Bluffton, MN	

**Application for Exempt Permit**

Motion by Nelson, second by Erickson, and unanimously carried to approve the LG220 Application for Exempt Permit as submitted by the MN Finnish American Historical Society, Chapter (d/b/a Finn Creek Open Air Museum) for an event scheduled on Saturday, August 25, 2007, and Sunday, August 26, 2007.

**CY2006 Budget Modifications**

Motion by Erickson, second by Block, and unanimously carried to approve the following Calendar Year 2006 Budget Modifications:

Increase Line Item 01-122-131-001-6369 – Blue Heron Bay EIS Costs – from \$85,888 to \$97,909.78 for a Budget Increase of \$11,202.78 and Increase Line Item 01-5990 from \$510,888 to \$522,090.78

**CY2007 Budget Modifications**

Motion by Nelson, second by Froemming, and unanimously carried to approve the following Calendar Year 2007 Budget Modification:

Decrease Line Item 01-285–6369 from \$17,000 to \$1,700, for a Budget Decrease of \$15,300. This modification is to correct a clerical data entry error.

**Approval of Final Plats**

Motion by Froemming, second by Erickson, and unanimously carried to approve the Final Plat of Sunwater Properties, LLC known as “Sunwater Shores”, Section 1 of Amor Township, Walker Lake (56-310). This subdivision consists of three lake lots.

Motion by Mosher, second by Nelson, and unanimously carried to approve the Final Plat of Balgaard Family Enterprises known as “Bluegill Bay Estates 2<sup>nd</sup> Addition”, Section 23 of St. Olaf Township, Sewell Lake (56-408). This subdivision consists of four lake lots.

**Review of Proposed State Wildlife Land Acquisition**  
**Otter Tail County Resolution No. 2007 – 05**

Commissioner Nelson offered the following and moved its adoption:

In accordance with Minnesota Statutes 97A.145 Subd. 2, the Commissioner of the Department of Natural Resources on January 23, 2007, provided the County Board and the appropriate town officers with a description of lands to be acquired by the State of Minnesota for water and wildlife conservation purposes.

Land to be acquired will be added to the Dead Lake Wildlife Management Area (WMA) and is described as follows:

Government Lot 3 except the north 660 feet, all of Government Lot 4 and the East 66 feet of Government Lot 5 in Section 20 and Government Lot 2 in Section 29 of Township 135N, Range 40W.

IT IS HEREBY RESOLVED, by the Board of County Commissioners of Otter Tail County on January 23, 2007, that the State's proposed acquisition of the above described property be approved.

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

Adopted this 23<sup>rd</sup> day of January, 2007

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

By: \_\_\_\_\_  
Dennis R. Mosher, Board of Commissioners Chair

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

**Recess & Reconvene**

At 11:25 a.m., Chairman Mosher recessed the meeting of the Otter Tail County Board of Commissioners for a committee meeting and lunch break. The meeting was reconvened at 1:38 p.m.

**Moratorium Discussion – Dead Lake**

DLA Representative, Terry Sullivan, of Richville, requested that the agenda item to establish a Moratorium for the creation of cluster developments and subdivisions on Dead Lake be tabled for further research and potential language changes to a draft resolution. Ms. Sullivan stated that the main purpose to request a Moratorium for one year on Dead Lake is to develop a Lake Management Plan and Districting on the lake. She stated that this is an appropriate step for a pilot project for the County to look at zoning for future cluster developments. Blue Heron Bay Developer, Jim Erickson, also requested delaying the issue for one week. Discussion followed. The Request for Approval of Moratorium on Dead Lake is scheduled at 10:10 a.m. on Tuesday, January 30, 2007.

**Findings & Order for Impoundment of Waters in County Ditch No. 38**

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the Findings and Order Granting Impoundment Petition in County Ditch No. 38 attached to these minutes as Attachment B.

**Membership – National Association of Counties**

Motion by Nelson, second by Erickson, and unanimously carried to approve payment to NACo, in the amount of \$1,143.00, for Otter Tail County's 2007 membership dues.

**Adjournment**

At 1:59 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, January 30, 2007.

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

By: \_\_\_\_\_  
Dennis R. Mosher, Board of Commissioners Chair

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



WARRANTS APPROVED ON 1/16/2007 FOR PAYMENT 1/16/2007

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	3,135.84
RICHARD AKERMAN	5.75
ALEXANDRIA TECHNICAL COLLEGE	30.00
AMERICAN INSTITUTIONAL SUPPLY	245.26
AMERICAN TOWER CORPORATION	84.37
JEFFREY ARNDT	100.00
ARVIG COMMUNICATION SYSTEMS	200.00
ASSOCIATION OF TRAINING OFFICE	450.00
JOHN BARTHEL	216.77
BATTLE LAKE AUTO PARTS	57.14
BATTLE LAKE STANDARD	45.05
BAUCK PAINT & SUPPLY	37.33
BCA ST OF MN	180.00
BIELEMA FUNERAL HOME	195.00
BOBCAT OF OTTER TAIL COUNTY	379.83
RIAN BOSSE	300.00
BRANDON COMMUNICATIONS INC	2,091.90
CARQUEST AUTO PARTS	11.05
CELLULAR ONE	562.80
CO OP SERVICES INC	2,414.85
COMPANION ANIMAL HOSPITAL	20.22
COOPERS TECHNOLOGY GROUP	179.71
CRANE JOHNSON LUMBER CO	253.65
CULLIGAN WATER COND	71.87
CULLIGAN WATER CONDITIONING	10.65
DENZEL'S REGION WASTE INC	119.34
DEPT OF PUBLIC SAFETY	510.00
MARK ELLENSON	92.00
BRYAN EMMEL	251.61
FARMERS CO OP OIL ASSN	1,693.35
FARNAM'S GENUINE PARTS INC	1,017.78
FARNAM'S GENUINE PARTS INC PR	51.07
FERGUS FALLS MEDICAL GROUP	789.50
FERGUS FALLS NEWSPAPERS INC	575.95
FERGUS FALLS POLICE DEPT	495.30
FERGUS TIRE CENTER	1,945.38
GE CAPITAL	233.65
GERALD N EVENSON INC	2,143.49
GR GRAPHICS INC FARGO	50.00
PATRICK GRIFFIN	225.24
HALL TRUCK CENTER INC	334.24
NICOLE HANSEN	30.71
HEDAHLS HEADQUARTERS	291.09
HEISLERS COUNTRY OIL	1,669.81
HENNING HARDWARE	115.01
HILLTOP LUMBER INC	33.45
SANDY HOLO	82.64
INNOVATIVE OFFICE SOLUTIONS	364.12
INTERNATIONAL TRANSLATION SERV	157.25
KEEPRS INC CY'S UNIFORMS	128.95
KELLY SERVICES INC	1,313.22
KNOWLEDGE TRANSFER CONSULTING	1,350.00
LAKE REGION DENTAL CENTER	1,314.00
LAKE REGION HEALTHCARE CORP	1,651.03
LAKEWAY MARKET LLC	3,209.99
LINDSAY ECOWATER SYSTEMS	202.44
LOCATORS & SUPPLIES INC	366.14
MACAI	75.00
MCCOLLOUGH WELDING	2,000.00
MICROPILOT INC	740.65
MN DEPT OF AGRICULTURE	200.00
MN MOTOR COMPANY	244.39

MN SHERIFFS'ASSOCIATION	134.34
MOCIC	200.00
DEBORAH MORRIS	250.16
NAPA OF PERHAM	74.39
NAPA STANDARD PARTS OF WADENA	289.37
NELSON FORD LINCOLN MERCURY IN	2,027.40
NORTHERN STATES SUPPLY INC	53.51
OFFICEMAX CONTRACT INC	455.51
OSI ENVIRONMENTAL INC	50.00
OTTER TAIL CO EMPLOYEES COMMIT	69.00
PAMIDA INC 008	14.35
PARK REGION CO OP	3,094.35
PENROSE OIL COMPANY	1,434.80
PERHAM ACE HARDWARE	34.29
PERHAM CO OP CREAMERY	3,217.10
PERHAM ENTERPRISE BULLETIN	39.06
PETE'S AMOCO	688.85
PRAIRIE IMPLEMENT INC	46.69
PRO AG FARMERS CO OP	6,621.43
PUBLIC SAFETY CENTER INC	665.54
QUICK'S NAPA AUTO PARTS	12.63
ROYAL TIRE INC	5,625.65
CHERI SCHULTZ	51.99
SERVICE FOOD SUPER VALU	81.38
SIMPLEXGRINNELL LP	711.36
WAYNE STEIN	303.96
STRAND ACE HARDWARE	41.23
STREICHERS	74.38
SWEENEY BROTHERS	294.91
TNT REPAIR INC	7.00
TRADEHOME SHOES	389.98
SUSAN ULSCHMID	33.61
UNIFORMS UNLIMITED	907.23
VARITECH INDUSTRIES	704.51
VERGAS ACE HARDWARE	109.20
WADENA MEDICAL CENTER LTD	375.00
WALLWORK TRUCK CENTER	1,338.99
WELDING SUPPLIES & FIRE EQUIPM	112.79
WEST PAYMENT CENTER	2,589.43
KYLE WESTERGARD	96.15
<b>**** FINAL TOTAL.....</b>	<b><u>\$70,768.35</u></b>



VI.

That the impoundment of waters on the Sonnenberg property, which is at the beginning of one of the arms of the drainage system, will not impair the utility of the ditch or deprive affected landowners of its benefit.

VII.

Because the drainage structure is set at an elevation which will not cause any overflow onto other properties, no flowage easements from other landowners are required.

ORDER

NOW, THEREFORE, IT IS HEREBY ORDERED that the drainage system is modified to allow the impoundment as proposed in the petition and accompanying engineering report, and that the installation of the control structure is hereby authorized.

IT IS FURTHER ORDERED that construction and any later maintenance and repairs of the drainage system modification and installation herein authorized must be done by the petitioner without assessment of the cost to the property owners previously included within the drainage system.

Dated: January 23, 2007

\_\_\_\_\_  
Dennis Mosher, Chair  
Otter Tail County Board of Commissioners

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