

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
500 Fir Avenue W., Fergus Falls, MN  
Tuesday, May 22, 2007  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, May 22, 2007, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Roger Froemming, and Everett Erickson present. Commissioner Bob Block was absent due to attendance at a Mobile Radio Joint Powers Board meeting.

**Approval of Agenda**

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board Agenda of May 22, 2007, as mailed.

**Approval of Minutes**

Motion by Froemming, second by Erickson, and unanimously carried to approve the Human Services Board Minutes of May 8, 2007, as mailed.

**Court Services Department**

Court Services Director, Chuck Kitman, briefed the Board on the upcoming spring corrections conference where legislative issues will be discussed and provided a newspaper article about the closing of the Brainerd Juvenile Detention Center.

**Strategic Plan for Information Technology**

Human Services Director, John Dinsmore, reported that the State Department of Human Services has requested that County Human Service Departments update their strategic plan for information technology. Mr. Dinsmore provided a handout entitled "Otter Tail County Human Services Strategic Planning for Information Technology" dated May, 2007. He referred to the 2<sup>nd</sup> page, which detailed a five-year plan for e-government and technology for his department.

**Detox Center Report**

Productive Alternatives Director, Steve Skauge, and Detox Center Manager, Bob Johnson, provided statistics for the Detox Center from June 2006 through April of 2007. They reported a total number of clients served as 280 and the average number of days stayed at 3.3. Discussion took place regarding billing delays in payment from Insurance Companies, the need to increase the per diem in 2008, and good communication and coordination between the Human Services Department and the Detox Center, which enables better patient services.

**2006 Chemical Health and Income Maintenance Program Annual Report**

Human Services Supervisor, Jodi Wentland, and staff presented the 2006 Chemical Health and Human Services Support Programs statistics. Discussion included important statistics and trends. The number of people being served is increasing due to multiple needs of clients.

**Addendum to Purchase of Service Agreements**

Motion by Nelson, second by Erickson, and unanimously carried to authorize the Chair's signature to execute the Addendum to the Purchase of Service Agreement Host County Contract for Adult Mental Health Services between the County of Otter Tail and The Social Connexion, Moorhead, MN, for the period of April 1, 2007 through December 31, 2007. The Addendum is for a one-time fund payment, in the amount of \$22,200.00, for operational/rental costs in 2007 in order to move to a larger site in 2008. The funding will be provided through the BCOW Mental Health Initiative.

Motion by Erickson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute an Addendum to Purchase of Service Agreement for Beth & Keith Janu of Frazee, MN for the period of June 1, 2007 through July 1, 2007, to add in the contract, coverage of MR/RC Waiver in addition to the other Waivers already available.

**Purchase of Service Agreement for Private Duty Nursing**

Motion by Nelson, second by Froemming, and unanimously carried to authorize the appropriate County officials' signatures to execute a Purchase of Service Agreement between the County of Otter Tail and Sara Eeg for the period of April 25, 2007 through June 30, 2007. Otter Tail County has a resident who has relocated to Kittson County and is financially responsible for 60 days under the Community Alternative Care Waiver.

**Bills & Claims**

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

**Adjournment**

At 10:33 a.m., Chairman Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, June 12, 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, May 22, 2007, at 10:40 a.m. at the Otter Tail County Government Services Center with Commissioners Dennis Mosher, Chair; Syd Nelson, Vice-Chair; Roger Froemming, and Everett Erickson present. Commissioner Bob Block was absent due to attendance at a Mobile Radio Joint Powers Board meeting.

**Approval of Agenda**

Motion by Erickson, second by Froemming, and unanimously carried to approve the County Board agenda of May 22, 2007, as mailed.

**Approval of Minutes**

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board minutes of May 15, 2007, as mailed.

**Approval to Pay Bills**

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

**CSAH 67 Project - Final Payment**

Motion by Nelson, second by Froemming, and unanimously carried to approve Final Payment for S.A.P. 56-667-31, Street and Utility Reconstruction in New York Mills, per Final Estimate No. 8, in the amount of \$74,587.25, to Riley Brothers Construction of Morris, MN.

**Bid Award – S.A.P. 56-600-21**

After previously advertising for bids, the following bids for Bituminous Blading and Wear Courses work on the Maplewood Park Road were opened at 1:00 p.m. on May 16, 2007:

<b><u>Contractor</u></b>	<b><u>Bid Amount</u></b>
Mark Sand & Gravel Co. Fergus Falls, MN	\$246,738.55
Central Specialties, Inc. Alexandria, MN	\$276,839.25
Lakes Paving, Inc. Detroit Lakes, MN	\$300,578.96

Motion by Erickson, second by Froemming, and unanimously carried to award the low bid, in the amount of \$246,738.55, to Mark Sand & Gravel Co. of Fergus Falls, MN, for S.A.P. 56-600-21, Maplewood Park Road, as recommended by the Highway Engineer.

**Crooked Lake Outlet**

Mr. West reported that Houston Engineering has been asked for an estimate of cost for completion of design and bid opening work for the Crooked Lake Outlet project. Houston Engineering's estimate, in the amount of \$34,700.00, has been received by the Highway Engineer.

**Lake Olaf Watershed Discussion**

Mr. West reported that a petition from 33 interested parties relating to Lake Olaf area flooding has been received. The County Board accepted the petition of 33 interested parties requesting Norwegian Grove Township, Pelican Township, Otter Tail County, and the State of Minnesota to lower the water levels in the lakes and wetlands surrounding the Lake Olaf area. The petition states the flooding is a threat to homes and roads as well as the loss of farmland. Mr. West provided a map of the Lake Olaf area and explained the three separate watersheds that affect this area. Discussion took place regarding potential grade raises that may be needed in this area or the possibility of piping and/or piping and pumping. Motion by Erickson, second by Nelson, and unanimously carried to authorize the Highway Department to proceed with a study of the Lake Olaf area and surrounding watersheds.

**Central Lakes State Trail Maintenance**

Motion by Mosher, second by Froemming, and unanimously carried to authorize the appropriate County officials' signatures to execute Project Agreement #D004-06-1B, between the State of Minnesota DNR and the County of Otter Tail for maintenance of the Central Lakes Trail from Fergus Falls to Ashby. This agreement provides federal funds to pay for part of the maintenance costs.

**Other Highway Projects**

Mr. West briefed the County Board on the easements for the South Turtle Lake Storm Water Sewer Project. One property owner is obtaining a second appraisal and may take a little longer to come to an agreement. Bid Opening is scheduled for next Wednesday, May 30, 2007, at 1:00 p.m.

Mr. West briefed the County Board on the issues with flooding relative to Iverson Lake.

### **Conditional Use Permit Requests**

Land & Resource Director, Bill Kalar, reported that a modification request for the Walker Lake Preserve Conditional Use Permit has been received. Mr. Kalar stated that the modification involves shifting 4 or 5 building site locations to more suitable areas for construction and does not add number of units. Proper notifications were previously completed. No one spoke against the requested modification. Motion by Froemming, second by Erickson, and unanimously carried to approve the requested modification for Conditional Use Permit #6351 for the Walker Lake Preserve. "Walker Lake Preserve" is located in Section 11 of Amor Township, Walker Lake (56-310).

Mr. Kalar introduced discussion regarding the Marjorie Lathum Trust CUP request that was previously tabled by the County Board. The property is located in Section 4 of Otter Tail Township on Otter Tail Lake. The request is to replace an existing retaining wall. It is a boulder and mortar type structure that has deteriorated over time. The Planning Commission recommended denial of the proposal. Mr. Kalar viewed the property and provided pictures of retaining walls to the East of the property and pictures of rip rap to the West of the property. Mr. Kalar recommended that the Board follow the Planning Commission's recommendation to deny the proposal because there are other more suitable alternatives to protect the shoreline. Developer, Terry Lee, also provided pictures of the shoreline and showed an area where the rock had pushed the shore up. The property owner would like to protect his yard and beach. Motion by Froemming to deny the application as presented for the reasons as outlined in the Planning Commission minutes. The motion died for lack of a second. Lengthy discussion followed including the process to apply for alternative options. Motion by Froemming, second by Nelson, to deny the Conditional Use Permit request of Marjorie Lathum Trust to replace the existing retaining wall for the reasons as outlined in the May 9, 2007, Planning Commission Minutes. Chairman Mosher called for a vote and the motion passed 4-0. The property is described as Pleasure Park Beach Lots 62 & 63, Section 4 of Otter Tail Township; Otter Tail Lake (56-242), GD.

### **Final Plats**

Motion by Erickson, second by Froemming, and unanimously carried to approve the Final Plat entitled "Palms of Lida First Addition" consisting of 24 lake lots and 1 back lot, Sections 9 and 16 in Lida Township, Lake Lida (56-747).

Motion by Froemming, second by Erickson, and unanimously carried to approve the Final Plat entitled "Heisler's First Addition" consisting of 3 backlots, Section 4 of Otter Tail Township, Otter Tail Lake (56-242).

Motion by Nelson, second by Erickson, and unanimously carried to approve the Final Plat of Rodney and Olive Hanson, entitled "Hanson Addition" consisting of 2 lake lots, Section 15 of Hobart Township, Rose Lake (56-360).

### **2007 Federal Funds for Invasive Species Control**

Motion by Nelson, second by Erickson, and unanimously carried to authorize the appropriate County officials' signatures to execute Cooperative Agreement No. 301817J086 between the U.S. Fish & Wildlife Service and Otter Tail County, which provides the County \$8,000.00 for FY07 for invasive/exotic species control.

### **Development Agreement – Otter Tail Ag**

Motion by Froemming, second by Erickson, and unanimously carried to authorize the appropriate County officials' signatures to execute a Development Agreement between the County of Otter Tail and Otter Tail Ag Enterprises, LLC, for the administration of Grant No. CDAP-05-0140-H-FY07 (road improvement project for the Ethanol Plant).

**Liquor License Applications**

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

Big Chief  
Fergus Falls, MN

Off-Sale 3.2 Malt Liquor

Ye Olde Schoolhouse  
Erhard, MN

On/Off-Sale 3.2 Malt Liquor

**Recess & Reconvene**

At 12:13 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:26 p.m. with Commissioners Mosher, Froemming, and Erickson present.

**Independence Day Parade**

Motion by Mosher, second by Froemming, and unanimously carried to approve the Annual Independence Day Parade and corresponding road closure(s) on the west end of Otter Tail Lake on Sunday, July 1, 2007, as requested. This motion is contingent upon approval of the Sheriff's Department, proof of insurance, and that Otter Tail County is held harmless relative to liability.

**Closed to the Public**

At 1:36 p.m., Chairman Mosher 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 Technical Unit, Sheriff's Supervisory Unit, a request to form a new Clerical Unit in the Public Health Department, and issues with the PEHP as it relates to the Facilities Maintenance Group. Present were Commissioners Mosher, Erickson, and Froemming, the County Attorney, County Coordinator, and Recording Secretary.

**Adjournment**

Upon conclusion of the closed session at 2:06 p.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, June 5, 2007.

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

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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

Dennis R. Mosher, Board of Commissioners Chair

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

Larry Krohn, Clerk



<b>WARRANTS APPROVED ON 5/22/2007 FOR PAYMENT 5/22/2007</b>	
<b><u>VENDOR NAME</u></b>	<b><u>AMOUNT</u></b>
AMERICAN WELDING-WILLMAR FIRE	5.27
AUTO VALUE FERGUS FALLS	31.59
BCA TRAINING & DEVELOPMENT	60.00
TERRY BENNETT	24.00
BLUESTONE TECHNOLOGIES INC	27,850.50
BOB'S STANDARD BULK SERVICE	90.16
BRANDT & MAGNUS P.A.	4,962.88
JOHN BUSHMAN	99.99
CABELA'S INC	71.74
CENTRAL STATES WIRE PRODUCTS I	1,375.03
RYAN CHESHIRE	55.77
CONVERGENT STORAGE SOLUTIONS	2,662.50
COOPERS TECHNOLOGY GROUP	27.54
CULLIGAN WATER COND	28.29
CULLIGAN WATER CONDITIONING	43.15
DACOTAH PAPER COMPANY	80.77
DEX MEDIA EAST	19.95
EAST OTTER TAIL FAIR ASSOC	150.00
ECONO SALES AND SERVICE	335.15
HELEN ERKENBRACK	20.84
FASTENAL COMPANY	6.52
FERGUS ELECTRIC	78.75
FERGUS FALLS NEWSPAPERS INC	158.11
CITY FERGUS FALLS	15,571.24
FERGUS INTERNATIONAL INC	841.62
FERGUS POWER PUMP INC	3,080.00
FERRELLGAS	233.02
FIRST LAB	39.00
FOTH & VAN DYKE	20,653.92
FREMONT INDUSTRIES INC	2,448.28
G & K SERVICES	1,599.91
GATEWAY COMPANIES INC	211.94
GATOR H2O	27.50
GE CAPITAL (CA)	372.74
GERALD N EVENSON INC	141.38
GOODIN COMPANY	328.87
GOPHER STATE ONE CALL	37.70
GR GRAPHICS INC ST LOUIS	518.80
GRAINGER INC	285.00
LARRIS GREWE	17.04
GT DISTRIBUTORS AUSTIN	505.90
HALL TRUCK CENTER INC	322.65
DIANE HANSON	132.45
HEISLERS COUNTRY OIL	1,552.80
HENRY'S FOODS INC	266.00
SHELDON HOLM	132.74
THE INDEPENDENT	1,649.99
INDUSTRIAL CHEMICAL & WASHERS	85.20
INFORMATION SYSTEMS CORP	649.49
INSIGHT PUBLIC SECTOR	513.34
INTERSTATE ALL BATTERY CENTER	105.04
J C'S GENERAL STORE	22.74
DAVID JENNEN	146.58
JON KARGER	59.50
KEEPRS INC CY'S UNIFORMS	185.86
KELLY SERVICES INC	2,440.72
LAKES AREA PEST CONTROL LLC	82.01
LAKES COUNTRY SERVICE CO OP	65.00
LAKES RADIO	1,024.00
LAKEWAY MARKET LLC	2,588.44
LARRY OTT INC TRUCK SERVICE	1,880.00

OTC Board of Commissioners' Minutes  
 May 22, 2007  
 Attachment A, Page 2

LIGHT RETURNS RECYCLING	450.31
LITTLE FALLS MACHINE INC	1,478.76
LOCATORS & SUPPLIES INC	632.61
MAIN STREET GAS & GOODS	1,199.54
WENDY METCALF	155.20
MIDWESTERN MAT RENTAL & SUPPLY	74.07
MINNKOTA	29.00
ELDON MOREY PHD	730.00
NAPA FERGUS FALLS	11.98
NELSON DODGE GMC	105.60
CITY NEW YORK MILLS	180.00
OFFICEMAX CONTRACT INC	544.94
OLSON OIL CO INC	269.31
OTTER RISERS KIWANIS CLUB	246.00
OTTER TAIL CO PUBLIC HEALTH	800.00
OTTER TAIL CO RECYCLING	162.09
OTTER TAIL TELCOM	1,263.44
OTTERTAIL AGGREGATE	159.60
OTTERTAIL TRUCKING INC	20,153.50
OVERHEAD DOOR COMPANY	126.63
PACE ANALYTICAL SERVICES INC	7,940.00
PERHAM AREA EMS	546.12
CITY PERHAM	82,246.59
PITNEY BOWES	2,470.25
PREMIUM WATERS INC	41.03
PRODUCTIVE ALTERNATIVES INC	430.58
REVIEW ENTERPRISES INC	120.20
SEASONS LANDSCAPING LLC	2,290.00
SIMPLEXGRINNELL LP	281.16
SOUTHTOWN C-STORE	222.15
SPRINT	680.48
STEINS INC	695.64
STEVE'S SANITATION INC	1,140.56
STRAND ACE HARDWARE	6.77
SUPER SEPTIC INC OF PELICAN RA	77.19
TNT REPAIR INC	1,554.02
TRANQUILITY BUILDING SERVICES	452.63
TRI STAR RECYCLING	6,281.40
U S POSTMASTER	82.00
UNIFORMS UNLIMITED	132.86
UNIVERSITY OF MN PRINTING SERV	152.30
UNIVERSITY OF MN-EXTENSION SER	22.00
VERGAS ACE HARDWARE	25.38
VICTOR LUNDEEN COMPANY	444.80
VOSS LIGHTING	23.47
WADENA CO AUDITOR TREASURER	1,168.79
WADENA CO SHERIFF	40.00
WALLWORK TRUCK CENTER	68.14
WASTE MANAGEMENT	37,467.81
WEST PAYMENT CENTER	607.80
YELLOW BOOK USA	748.00
ZIEGLER INC	45.77
**** FINAL TOTAL.....	\$276,335.38 ****