

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 Fir Avenue W., Fergus Falls, MN
Tuesday, September 11, 2007
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, September 11, 2007, at 9:32 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 Nelson, second by Erickson, and unanimously carried to approve the Human Services Board agenda of September 11, 2007, as mailed.

Approval of Minutes

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board minutes of August 28, 2007, as mailed.

Court Services Department

Court Services Director, Chuck Kitzman, discussed with the Board, the recent tour of the Mille Lacs Academy Treatment Center. Mr. Kitzman reports that Otter Tail County places numerous children in the facility over the course of the year and wanted his Advisory Committee to view the facility.

Emergency Preparedness Grant

Motion by Block, second by Nelson, and unanimously carried to authorize the Public Health Director's signature to execute a contract between the County of Otter Tail and Minnesota Department of Health for continuation of the Emergency Preparedness Grant subject to the approval of the County Attorney.

Public Health Staffing Discussion

Public Health Director, Diane Thorson, informed the Board that a part time PHN Supervisor recently resigned. Ms. Thorson recommended using temporary nurse time, if needed, and re-assess needs in the Department before filling this part time position.

Human Services Contracts

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the following Human Service Purchase of Service Agreements:

Agency	Program	Effective Date	Targeted Population	Amount of Contract	Funding Source
Barb & Steve Jensen, Battle Lake, MN	Residential, Home Plus, & Foster Care Services	7/1/07 through 6/30/08	Elderly and Disabled	Per State Rate Schedule	AD/EW/CADI/ or TBI Waivered Funds
LMHC	Children's Mental Health Services	7/1/07 through 6/30/08	Children	Children's Therapeutic Support Services not to exceed \$70,045.95	County of Financial Responsibility and MA

LMHC & Perham School District 549	Day Treatment Program	7/1/07 through 6/30/08	Children	School Share (\$85,909.72, 52%) OTC Human Services (\$79,301.28, 48%)	School Funding OTC: Children's MH Block Grant & County Funds MA and Third Party Insurance
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Letter of Support for Outpatient Chemical Dependency Treatment Program

Motion by Nelson, second by Block, and unanimously carried to authorize the Chairman's signature to endorse the Letter of Need for Rewind-Outpatient Treatment Program dated August 28, 2007. This would expand outpatient treatment to the City of Perham and surrounding communities. The Letter of Support is needed to accompany the application to the DHS to expand services.

Approval to Pay Bills & Claims

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

Recess

At 10:22 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioner recessed for a short break.

Closed to the Public

At 10:25 a.m. Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners reconvened and closed to the public for purposes of discussing labor negotiation strategies relative to the Human Services Unions and Professional Union. Present were all five seated Commissioners, County Attorney, County Coordinator, Human Services Director, Public Health Director, Court Services Director and Board Secretary.

Adjournment

At 11:00 a.m., Chair Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, September 25, 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, September 11, 2007, at 11:01 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 County Board agenda of September 11, 2007, with the following addition:

Discussion Regarding Employee Health Insurance

Approval of Minutes

Motion by Block, second by Nelson, and unanimously carried to approve the County Board minutes of September 4, 2007, as mailed.

Approval to Pay Bills

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

Fergus Falls Transfer Station

Solid Waste Director, Mike Hanan, submitted several documents regarding the Bid Opening for the proposed Fergus Falls Transfer Station. Mr. Hanan submitted a document entitled "Fergus Falls Transfer Station – Bid Comparison", which included the following bids for the project:

Comstock Construction Fergus Falls, MN	\$3,258,900.00
All Building Corp. Fergus Falls, MN	\$3,048,200.00
Hammers Construction Perham, MN	\$3,470,000.00

Mr. Hanan referred to the budgeted amount for the Transfer Station Project, which showed a projected cost of \$2,390,000.00. Lengthy discussion occurred regarding the reasons for the difference in actual bids vs. projected cost. The timing of the project which results in pouring concrete in freezing conditions adds cost to the project especially with the non-shrink requirements of the MPCA with this type of project. Mr. Hanan explained other reasons for the difference. Mr. Hanan briefed the Board on areas of potential cost savings with the proposed project and submitted handouts with recommendations and rationale of items that could be changed with minimal affect on the project and other items that could be changed, but would have a greater long-term impact. In order to better meet the MPCA requirements on the concrete floor, a motion was offered by Froemming and seconded by Block to reject all bids submitted for the Fergus Falls Transfer Station Construction Project, direct the Solid Waste Director and Architect on the project to re-evaluate construction items, and rebid the project this winter for proposed construction in the Spring of 2008. Motion carried unanimously.

Public Meetings for Feedlots

At 11:40 a.m., Chairman Mosher opened the Public Meeting regarding the proposed expansion of a feedlot (Schlauderaff Enterprises) in Section 19 of Hobart Township. The meeting was open to public comment. No one from the public was present. No verbal or written comments were expressed or submitted to the Board.

Chairman Mosher then opened the Public Meeting regarding the proposed expansion of a feedlot (Black Pines Cattle Company) in Section 35 of Leaf Lake Township. The meeting was open to public comment. No one from the public was present. No verbal or written comments were expressed or submitted to the Board. The Public Meeting was closed at 11:43 a.m.

Conditional Use Permit Modification or Extension Requests

Motion by Froemming, second by Erickson, and unanimously carried to approve a modification to Conditional Use Permit #6449 to allow an alternate route for the driveway installation. The modification is a longer driveway; however, there is less disturbance because of a steep slope in the original route. The property is known as Sisters Three in Section 3 of Nidaros Township on Steuart Lake (56-191).

Motion by Nelson, second by Froemming, and unanimously carried to approve an extension of one year for Conditional Use Permit #6160, issued in September of 2003 with a 5 year plan. This extension is approved until September, 2009 to allow more time for construction of the pole barn. The property is known as Shady Grove Resort on Rush Lake (56-141).

Motion by Erickson, second by Nelson, and unanimously carried to approve extension of Conditional Use Permit #6467 (Carol Martinson & Juanita Gronda) for the road building time until October 15, 2007. Land & Resource Director, Bill Kalar, stated that erosion should not be an issue with this project. The property is located on Rush Lake (56-141).

Mr. Kalar reported that a Conditional Use Permit was approved in year 2000 for Otter Tail Beach Club on Otter Tail Lake; however the CUP was not issued because they were unable to meet the requirements of the 25% rule. All conditions including the 25% rule were later met in 2003 or 2004. A landowner would like to replace a trailer and the Land & Resource Office is unable to issue a site permit without the issuance of the CUP. Motion by Froemming, second by Erickson, and unanimously carried with Nelson abstaining, to approve issuance of a Conditional Use Permit for Otter Tail Beach Club with conditions as applied in Year 2000. The property is known as Otter Tail Beach Club in Amor Township on Otter Tail Lake (56-242).

Approval of Final Plat

Motion by Froemming, second by Block, and unanimously carried to approve the Final Plat of Donald Heisler entitled "Roberts Addition", a 2 lot non-shoreland subdivision located in Section 4 of Otter Tail Township.

Land Surveyors Certificate of Correction to Plat

Motion by Erickson, second by Block, and unanimously carried to approve the Land Surveyor's Certificate of Correction to the Plat of Perrin Subdivision as prepared by Barton G. Ahrens, Professional Land Surveyor, Minnesota License No. 19162.

Payment Approvals for Architectural Services

Motion by Mosher, second by Froemming, and unanimously carried to approve the following payments to Shultz and Associates, LTD:

Project 0717 New York Mills – Preliminary Design	Invoice No. 1896 – 08/06/2007	\$3,900.00
Project 0717 New York Mills – Preliminary Design	Invoice No. 1913 – 08/31/2007	\$1,300.00
Project 0536 OTC Study Retainer - Chiller	Invoice No. 1878 – 08/06/2007	\$ 312.50
Project 0536 OTC Study Retainer – Second Floor	Invoice No. 1878 – 08/06/2007	\$ 46.50
Project 0536 OTC Study Retainer – Second Floor	Invoice No. 1918 – 09/07/2007	\$3,168.00
Project 0603 OTC Ottertail Operations Center	Invoice No. 1886 – 08/06/2007	\$5,812.50
Project 0603 OTC Ottertail Operations Center	Invoice No. 1902 – 08/31/2007	<u>\$5,812.50</u>
Total Due		\$20,352.00

**ADOPTION OF PRELIMINARY BUDGET AND LEVY
 Otter Tail County Resolution No. 2007 - 63**

Proposed 2008 Budget and Net Property Tax
 Levy for Payable 2008

	<u>Payable 2008</u>	<u>Payable 2007</u>	<u>Percent</u>
Gross County Property Tax Levy (Non Debt) -	26,592,119	25,483,834	4.35%

Gross Debt Levy -			
Veteran Home Bonds	129,500	126,400	2.45%
Ottertail Operations Center Bonds	523,530	0	#DIV/0!
Government Services Bldg. Bonds	1,009,614	1,006,674	0.29%
 Total Gross County Property Tax Levy	 28,254,763	 26,616,908	 6.15%
County Program Aid	2,104,155	2,349,357	-10.44%
 Net County Property Tax Levy -	 26,150,608	 24,267,551	 7.76%
 Gross/Net Lake Improvement District Levies -			
Pelican Group of Lakes	80,000	80,000	0.00%
Pine Lakes	13,200	11,800	11.86%
McDonald, Kerbs & Paul	7,240	29,990	-75.86%
South Turtle Lake Imp.	0	28,000	-100.00%
 Total Net County Levy Including Lake Improvement Districts -	 26,251,048	 24,417,341	 7.51%
 Special Taxing District Levy - Otter Tail County HRA	 340,000	 204,000	 66.67%
 Proposed Total Net Property Tax Levy	 26,591,048	 24,621,341	 8.00%
 RECAP -			
Gross Tax Levy (Total)			
County Program Aid	28,695,203	26,970,698	6.39%
Net Tax Levy (Total)	2,104,155	2,349,357	-10.44%
	26,591,048	24,621,341	8.00%

After discussion and consideration, a motion was offered by Nelson, seconded by Block, and unanimously carried to adopt the following resolution:

WHEREAS, on or before September 15, 2007, Otter Tail County must adopt a Proposed Budget for Fiscal/Calendar Year 2008 and must adopt and certify a proposed net property tax levy for Payable Year 2008, and

WHEREAS, the Otter Tai County Auditor's office has accumulated the Departmental and outside agency requests as submitted, and

WHEREAS, the Otter Tail County Budget Committee has met to discuss and review in general terms levy and budgetary guidelines, as well as, the proposed department budgets and various agency requests, and

WHEREAS, the Otter Tail County Budget Committee and Capital Improvement Committee will complete additional review and discussion, as needed and required, of the 2008 proposed tax levy and budget prior to final adoption in December of 2007,

NOW, THEREFORE, BE IT RESOLVED, by the Otter Tail County Board of Commissioners of Otter Tail County, Minnesota, that

The amount of \$28,254,763 be adopted as Otter Tail County's Proposed Gross Property Tax Levy for the Payable Year 2008 representing a 6.15% increase over the Gross Property Tax Levy for the Payable Year 2007, and that the amount of \$26,150,608 be adopted as Otter Tail County's Proposed Net Property Tax Levy for the Payable Year 2008 representing a 7.76% increase over the Net Property Tax Levy for the Payable Year 2007, and that

The amount of \$100,440 be adopted by Otter Tail County as the Proposed Lake Improvement District Property Tax Levies for the Payable Year 2008, representing a 32.95% decrease from the Lake Improvement District Property Tax Levies as adopted by Otter Tail County for the Payable Year 2007, and that

The amount of \$340,000 be adopted by Otter Tail County as the Proposed Otter Tail County HRA Special District Property Tax Levy for the Payable Year 2008, representing a 66.67% increase from the Property Tax Levy as adopted by Otter Tail County for the Payable Year 2007.

BE IT FURTHER RESOLVED, that the amount of \$67,500.00 be adopted as Otter Tail County's Proposed Budget for the General Fund, for the Budgeted Special Revenue Funds and for the Budgeted Debt Service Fund for the Fiscal/Calendar Year 2008.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Attest: _____ Dennis R. Mosher, County Board Chair

Larry Krohn, Clerk

Truth In Taxation Hearing Date

Motion by Erickson, second by Block, and unanimously to set the Truth In Taxation Hearing at 5:15 p.m. on Thursday, December 6, 2007.

Select Account 2008 HSA Fee and Interest Rate Schedule

Motion by Mosher, second by Nelson, and unanimously carried to approve purchase of the Health Savings Account (HSA) Premium Saver Plan at a cost of \$21.96 annually for each employee choosing a Health Savings Account subject to the approval of the High Deductible Health Plan, which allows the option of the Health Savings Account by bargaining units. The Premium Saver Plan will provide higher interest rates for the HSA funds than other Administrative Plans.

WesMin RC & D Request

Motion by Froemming, second by Erickson, and unanimously carried to pay the assessment of \$3,983.20 to WesMin RC & D subject to the condition that all other counties that the WesMin RC & D serves pay their share as requested.

Adjournment

At 1:20 p.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, September 18, 2007.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis R. Mosher, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

CB/kd

WARRANTS APPROVED ON 9/11/2007 FOR PAYMENT 9/11/2007

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	2.00
ABG MAINTENANCE INC	90.53
BARRY CONSTRUCTION OF FERGUS F	22,740.49
BATTLE LAKE AUTO PARTS	94.28
BATTLE LAKE PUBLIC SCHOOL	5.00
BEN HOLZER UNLIMITED	25.77
TERRY BENNETT	8.00
BERTS TRUCK EQUIPMENT OF MHD I	18.32
BOB'S STANDARD BULK SERVICE	105.44
BRANDBORG LAW OFFICE	715.00
BRANDON COMMUNICATIONS INC	2,100.00
BRAUN VENDING INC	27.44
CARQUEST AUTO PARTS	49.42
RYAN CHESHIRE	177.68
CHRISTENSEN CONSTRUCTION	9,310.00
CITIZENS ADVOCATE	47.70
CO OP SERVICES INC	2,337.20
COMFORT INN	268.80
COMMISSIONER OF TRANSPORTATION	2,413.87
COOPERS TECHNOLOGY GROUP	276.27
CRANE JOHNSON LUMBER CO	22.35
CULLIGAN WATER COND	28.29
DACOTAH PAPER COMPANY	631.11
DEANS COUNTRY MARKET	18.86
DICK'S STANDARD SERVICE	12.73
JAMES EASTMAN	95.39
CHUCK EHRENBERG	50.97
EMERGENCY AUTOMOTIVE TECHNOLOG	4,311.18
EVERGREEN EQUIPMENT INC	2,533.23
F-M FLOORING INC	330.50
FARMERS CO OP OIL ASSN	2,292.72
FARNAM'S GENUINE PARTS INC PR	33.93
FERGUS ELECTRIC	2,575.39
FERGUS FALLS NEWSPAPERS INC	2,529.73
FERGUS FALLS POLICE DEPT	554.53
FERGUS INTERNATIONAL INC	559.20
FERGUS POWER PUMP INC	5,720.00
FERGUS TIRE CENTER	559.14
FERRELLGAS	206.64
FORCE AMERICA	541.53
FOTH & VAN DYKE	71,045.29
FREMONT INDUSTRIES INC	560.78
FRONTIER PRECISION INC	42,148.15
GALL'S INC	364.66
GERALD N EVENSON INC	153.98
GODFATHERS EXTERMINATING INC	122.48
GR GRAPHICS INC ST LOUIS	419.01
MYRON GRAFF	8.00
GRAINGER INC	764.16
HARLES TREE SERVICE	2,039.48
HENNING HARDWARE	13.91
HILLTOP LUMBER INC	188.46
GERALD HOLO	8.00
HSBC BUSINESS SOLUTIONS	128.15
THE INDEPENDENT	112.00
INTERSTATE INC	284.59
KELLY SERVICES INC	2,367.61

OTC Board of Commissioners' Minutes
September 11, 2007
Attachment A, Page 2

EILEEN KIRKWOOD	33.75
KNIGHT CONSTRUCTION CO	19,850.00
L & L SERVICE	100.00
LAKELAND MENTAL HEALTH CENTER	1,734.00
LAKES RADIO	54.00
LAKES 99 FIVE	46.80
LAKEWAY MARKET LLC	4,498.00
LARRY OTT INC TRUCK SERVICE	1,360.00
JERRY LEIN	31.98
LOCATORS & SUPPLIES INC	431.68
M.A.R.S	125.00
MARK SAND & GRAVEL CO	57.91
MATTHEW BENDER & COMPANY INC	460.99
MCCC MI 33	3,202.77
THE MIDWEEK	176.40
MIDWESTERN MAT RENTAL & SUPPLY	148.14
MN MOTOR COMPANY	2,171.90
ROBERT MOE	225.00
NAPA FERGUS FALLS	44.24
NAPA OF PERHAM	55.35
NATURES GARDEN WORLD	28.07
NELSON FORD LINCOLN MERCURY IN	1,040.97
NETWORK CENTER INC	710.00
OLSON CONSTRUCTION	34,677.00
OLSON OIL CO INC	281.01
OTTER TAIL CO EMPLOYEES COMMIT	132.00
OTTER TAIL CO TREASURER	230.00
OTTER TAIL TELCOM	751.80
OTTERTAIL TRUCKING INC	13,695.20
OUTDOOR RENOVATIONS LANDSCAPE	845.00
OVERLAND MECHANICAL SERVICES	435.77
PAMIDA INC 008	17.53
DONALD PEDERSON	8.00
PELICAN RAPIDS PRESS	332.81
PENROSE OIL COMPANY	644.34
PERHAM ACE HARDWARE	52.55
PERHAM ENTERPRISE BULLETIN	114.11
PERHAM PRINTING & SUPPLY	3.61
CITY PERHAM	88,366.66
HENRY PRICE	171.00
QUILL CORPORATION	52.13
R & R READY MIX INC	1,176.03
RDO TRUCK CENTERS	344.36
REED BUSINESS INFORMATION	798.34
THE RENTAL STORE	80.00
RICK LEITCH BACKHOE SRVC & PJ	2,851.00
ROYAL TIRE INC	262.82
SCOTT HOFLAND CONSTRUCTION INC	10,260.00
MARK SCOTT	80.00
SERVICE FOOD SUPER VALU	44.81
SEWER SERVICE	250.00
SHERWIN WILLIAMS	74.04
SIGELMAN STEEL & RECYCLING INC	18.85
SIGNWORKS	910.58
PAUL SIMENGAARD	120.99
STEINS INC	895.03
STEVE'S SANITATION INC	1,795.08
STRAND ACE HARDWARE	330.31
CHRIS STUBER	176.54
SUPER SEPTIC INC OF PELICAN RA	77.19

THERMAL TECHNOLOGIES INC	699.50
THYSSEN KRUPP ELEVATOR CORPORA	1,392.26
TODD CO SHERIFF	47.00
TOUTGES SANITATION	49.14
TRI STAR RECYCLING	2,669.03
VICTORY CORPS	475.26
VIKING COCA-COLA	98.60
VOLDEN CONSTRUCTION INC	176.91
VOSS LIGHTING	79.45
WADENA ASPHALT INC	217,000.99
WASTE MANAGEMENT	506.12
WELLER OIL CO	264.60
WEST PAYMENT CENTER	623.24
WEST TOOL & DESIGN INC	300.00
XEROX CORPORATION	139.67
ZEE SERVICE COMPANY	67.75
ZIEGLER INC	139.16
<u>**** FINAL TOTAL.....</u>	<u>\$607,821.46 ****</u>

