

**MINUTES OF THE
OTTER TAIL COUNTY HUMAN SERVICES BOARD**
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, February 26, 2008
9:30 a.m.

Call to Order

The Otter Tail County Human Services Board convened Tuesday, February 26, 2008, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Bob Block, Roger Froemming and Dennis Mosher present. Commissioner Erickson was absent.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board agenda of February 26, 2008, as mailed.

Approval of Minutes

Motion by Mosher, second by Froemming, and unanimously carried to approve the Human Services Board minutes of February 12, 2008 as presented.

Probation Department

Probation Director, Chuck Kitzman, discussed the progress of the DWI Court remodeling and the Community Outreach Meetings for the DWI Court.

Probation Advisory Committee Reappointments

Motion by Nelson, second by Froemming, and unanimously carried to reappoint Yvonne Mariotti and Janyne Hoff to the Otter Tail County Probation Advisory Committee for a term of three years.

Request for Part-time Public Health Nurse Position

Motion by Nelson, second by Block, and unanimously carried to approve advertising and hiring for an intermittent Part-time Public Health Nurse in the Public Health Department.

CHS Advisory Board Appointment

Motion by Mosher, second by Froemming, and unanimously carried to appoint Stephanie Olson to the CHS Advisory Board and reappoint the following to the CHS Advisory Board:

Audrey Emmen
Joyce Sillerud
Kathee Carlson
Jean Rund
Kathy Bergren

Fraud & Collections Investigation Annual Report

Investigator/Collection Unit Supervisor, Sandra Holo; Investigator, Susan Ulschmid; Collections Officer, Crystal Herman; and Case Aide, LeeAnn Sudbeck, gave a report of the Fraud Prevention Statistics for 2007. The Collections and Investigation Unit received 154FPI referrals in 2007, and 156 FPI investigations were completed. Total FPI savings and

overpayments for 2007 was \$92,737.00. Annual reports 2007 for Out of Home Placement Fees and Detoxification Fees were also discussed.

Proposed Telecommuting Guidelines Update

Human Services Director, John Dinsmore distributed copies of the Telecommuting Guidelines for Otter Tail County Human Services for Board review.

Human Services Contracts & Renewals

Motion by Froemming, second by Mosher, and unanimously carried to approve the following Human Service Contracts and renewals:

Alcott Manor	2% COLA Increase
Pioneer Retirement Community, Home Care Services	Contract Renewal
A Place To Belong	Contract Renewal

Approval of Hardship Care Waiver

Motion by Mosher, second by Froemming, and unanimously carried to approve a Hardship Waiver for \$576.00.

Approval to Pay Bills & Claims

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

Adjournment

At 10:35 a.m., Chairman Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, March 11, 2008.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Syd Nelson, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, February 26, 2008, at 10:45 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Bob Block, Roger Froemming and Dennis Mosher present. Commissioner Erickson was absent.

Approval of Agenda

Motion by Froemming, second by Mosher, and unanimously carried to approve the County Board agenda of February 26, 2008, with the following changes:

Cancellation – Physical Plant Manager, Rick Sytsma
Cancellation – Lieutenant Mark Englund

Addition -10:45 a.m. Sheriff Brian Schlueter & Chief Deputy Stacy Paulseth – Training Consortium

Approval of Minutes

Motion by Mosher, second by Block, and unanimously carried to approve the County Board minutes of February 19, 2008, as presented.

Approval to Pay Bills

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

Training Consortium

Sheriff Brian Schlueter and Chief Deputy Stacy Paulseth provided a handout detailing Law Enforcement Training sessions that have been organized and will start in May. The location of the trainings will be held in the new Ottertail Operations Center. Along with Otter Tail County, Grant, Wilkin and Wadena Counties will also be participating. There will be a per officer fee for each training. The money from the fees will go back into the fund to pay for training expenses and funds will carry over from year to year. Motion by Froemming, second by Block, and carried unanimously granting permission for the Sheriff's Department to create a bank account for Training Consortium.

Exempt Permits

Motion by Mosher, second by Block, and unanimously carried, to approve with no waiting period, the LG220 Application for Exempt Permit as submitted by Pelican Rapids Ducks Unlimited for an event scheduled for Friday, March 28, 2008 at The Club.

Motion by Mosher, second by Block, and unanimously carried, to approve with no waiting period, the LG220 Application for Exempt Permit as submitted by the Fergus Falls Chapter of Ducks Unlimited for an event scheduled for Saturday, April 19, 2008 at the Ten Mile Lake Steak House.

Set Up License Renewal

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

Wee Villa Resort Ltd Ptsp
Wee Villa Lodge
31126 County Highway 27
Fergus Falls, MN 56537

Consumption & Display Permit
(Renewal)

Labor Agreement

Motion by Froemming, second by Mosher, and unanimously carried to approve the Labor Agreement for the Public Health Nurses for CY2008 & CY2009.

Planning Commission Recommendation

The Conditional Use Permit Application of Pierre and Mary duCharme, a proposed 45 (revised to 30 by the Applicant) unit RV Park, had been referred back to the Planning Commission at the County Board's January 15, 2008 meeting. On February 20, 2008, due to failed motions, the Planning Commission did not make a recommendation. Attorney Chuck Krekelberg spoke to the board on behalf of the duCharme's. During their discussion, Commissioner Block read part of a letter received from Jeff Birch regarding the CUP. Motion

by Block, second by Froemming and carried with Commissioner Mosher voting against, to deny the Conditional Use Permit Application: A proposed 45 unit RV Park with three common buildings, the construction of two approaches and approximately 2400 feet of private drive containing approximately 1000 cubic yards of dirt. The property is described as NW1/2 NE1/4 except pt lying N of the centerline of the township road and GL 3, Section 9, Star Lake Township; Star Lake (56-385).

Closed to the Public

At 11:30 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of Land and Resource Director, Bill Kalar, pursuant to M.S. Chapter 13D.05 Subd. 3. Commissioners Mosher, Nelson, Froemming, and Block, were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting.

Recess & Reconvene

Upon conclusion of the Performance Evaluation, at 12:02 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break and committee meetings. The meeting was reconvened in open session at 1:02 p.m.

Transfer Services Proposals and Recommendations

After reviewing the proposals for Transfer Services, Solid Waste Director, Mike Hanan made recommendations to the Board.

Motion by Froemming, second by Block, and unanimously carried to award the hauling of Municipal Solid Waste (MSW) from the Northeast Landfill to Steve's Sanitation.

Motion by Block, second by Froemming, and unanimously carried to award the hauling of By-Pass waste from the Northeast Landfill to Steve's Sanitation.

Motion by Block, second by Mosher, and unanimously carried to award the hauling of (MSW) from the Henning Transfer station to Steve's Sanitation.

Motion by Mosher, second by Froemming, and unanimously carried to award the hauling of By-Pass waste from the Henning Transfer Station to Denzel's Region Waste.

Motion by Froemming, second by Block, and unanimously carried to award the hauling of MSW from the Battle Lake Transfer Station to Steve's Sanitation

Motion by Block, second by Froemming, and unanimously carried to award the hauling of By-Pass waste from the Battle Lake Transfer Station to Steve's Sanitation.

Motion by Mosher, second by Froemming, and unanimously carried to award the hauling of MSW from the Pelican Rapids Transfer Station to Ballard Sanitation.

Motion by Block, second by Mosher, and unanimously carried to award the hauling of By-Pass waste from the Pelican Rapids Transfer Station to Steve's Sanitation.

Motion by Froemming, second by Mosher, and unanimously carried to award the Demolition Debris from the Pelican Rapids Transfer station to Ballard Sanitation.

Motion by Froemming, second by Block, and unanimously carried to award the hauling of MSW at the Parkers Prairie Transfer Station to Waste Management, Inc.

Motion by Mosher, second by Block, and unanimously carried to award the hauling of MSW and By-Pass product from the Fergus Falls Transfer Station to Ottertail Trucking.

Motion by Block, second by Froemming, and unanimously carried to approve a hauler application of Jon and Son's Disposal of Detroit Lakes.

Shoreland Management Ordinance Revision for DNR Approval

Land and Resource Management Director, Bill Kalar, provided a copy of the Draft of the Proposed Changes to the Shoreland Management Ordinance. Many changes were discussed including Boardwalks, Sewage Treatment Areas, and Single Family Residential Lots. The discussion also including the rules for Recreational Camping Units (RCU), including what should be considered a RCU. A lengthy discussion followed. Commissioner Block made a motion to allow one camper on a lot at a time for no longer than 4 days, with a \$40 fee. Motion died due to lack of a second. More discussion followed.

Motion by Block, second by Froemming, and unanimously carried to allow the Land & Resource Director to add language to the Ordinance to allow tents, no more than 100 square feet in size, on Single Family Residential Lots.

Motion by Froemming, second by Block, and unanimously carried to send the Shoreland Management Ordinance Revision Draft with the above change to the DNR for approval.

Adjournment

At 2:25 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, March 4, 2008.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 2/26/2008 FOR PAYMENT 2/26/2008

VENDOR NAME	AMOUNT
AMERICAN SOLUTIONS FOR BUSINES	2,007.67
AMERICAN TOWER CORPORATION	89.57
BARNHARD 4-H	250.00
BEYER BODY SHOP INC	2,652.51
BOB'S STANDARD BULK SERVICE	102.35
MICHAEL BOEN	69.99
BRAUN VENDING INC	27.44
CASS COUNTY HEATING INC	91.61
CENTRAL STATES WIRE PRODUCTS I	4,823.74
CO OP SERVICES INC	1,604.68
COMMISSIONER OF TRANSPORTATION	292.98
COOPERS TECHNOLOGY GROUP	46.42
CRONATRON WELDING SYSTEMS INC	295.08
DACOTAH PAPER COMPANY	323.11
DENZEL'S REGION WASTE INC	925.48
EGGE CONSTRUCTION INC	150.00
ENVIROTECH SERVICES INC	15,743.82
FARMERS CO OP OIL ASSN	1,171.50
FARNAM'S GENUINE PARTS INC	528.04
FERGUS ELECTRIC	297.10
FERGUS POWER PUMP INC	95.00
FERRELLGAS	205.58
FIRST LAB	195.00
FORCE AMERICA	811.71
G & K SERVICES	1,627.40
GIRL SCOUT TROOP 881	250.00
GODFATHERS EXTERMINATING INC	132.06
GOPHER STATE ONE CALL	107.90
GRAINGER INC	575.11
HEYER LAND SURVEYING AND ENGIN	3,880.00
HIGH PLAINS TECHNOLOGY	1,879.73
HINTERMEISTER INC	18.87
INNOVATIVE OFFICE SOLUTIONS	398.63
JK SPORTS	273.50
KELLY SERVICES INC	641.36
KOEP'S CLITHERALL CORNER	46.00
LAKE REGION HEALTHCARE CORP	164.35
LAKES COUNTRY SERVICE CO OP	231.00
LARRY OTT INC TRUCK SERVICE	975.00
MIDWESTERN MAT RENTAL & SUPPLY	69.60
MINNKOTA	29.00
MN ASPHALT PAVEMENT ASSN	50.00
MN SCIA 5	0.00
ROBERT MOE	118.17
NELSON FORD LINCOLN MERCURY IN	42.71
OFFICE DEPOT	113.64
OFFICEMAX CONTRACT INC	319.50
OLSEN COMPANIES	181.89
OLYMPIC SALES INC	608.47
OTTER TAIL CO TREASURER	1,120.68
OTTER TAIL WADENA COMM ACTION	60.20
OTTERTAIL TRUCKING INC	4,581.50
PERHAM AREA EMS	315.00
PERHAM CO OP CREAMERY	561.15
JON PETTERSON	65.65
PITNEY BOWES	2,443.00
PRODUCTIVE ALTERNATIVES INC	95.55
QUILL CORPORATION	93.71
ROYAL TIRE INC	146.42
SAFELITE FULFILLMENT INC	245.26
SERVICE FOOD SUPER VALU	7.19
THE SHALLOW LAKES FORUM	80.00
RICK SHEILS	40.40

SIMPLEXGRINNELL LP	383.40
SOUTH MILL SERVICE	375.80
SOUTHTOWN C-STORE	993.03
SPECIAL OPERATIONS TRAINING AS	1,295.00
SPRINT	673.07
SRF CONSULTING GROUP INC	1,487.49
STEINS INC	2,566.75
STEVE'S SANITATION INC	597.18
STRATEGIC EQUIPMENT	22.57
STREICHERS	42.99
STRINGER BUSINESS SYSTEMS INC	48.29
TNT REPAIR INC	203.52
TRANQUILITY BUILDING SERVICES	452.63
UNIFORMS UNLIMITED	770.87
VICTOR LUNDEEN COMPANY	52.60
WEST PAYMENT CENTER	2,089.50
ZIEGLER INC	6,145.12
FINAL TOTAL	\$73,639.79