

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, July 29, 2008
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, July 29, 2008, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Everett Erickson, Vice-Chair; Bob Block, Roger Froemming and Dennis Mosher present.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board agenda of July 29, 2008.

Approval of Minutes

Motion by Froemming, second by Erickson, and unanimously carried to approve the Human Services Board minutes of July 15, 2008, as presented.

Grant Money – DWI Court

Motion by Froemming, second by Erickson, and unanimously carried to allow the Probation Director to proceed with applying for grant money for DWI Court.

Contract Renewal

Motion by Mosher, second by Block and unanimously carried to authorize the appropriate County official signatures to renew a public Health Contract with Medica Health Insurance Plan for September 2008 – August 2010. This contract allows the Public Health Department to be paid through Medica for services such as the Nurse Family Partnership and immunizations.

Contract Renewals

Motion by Mosher, second by Erickson and unanimously carried to authorize the appropriate County officials' signature to renew the following Human Services Contracts:

Agency	Program	Effective Date	Targeted Population	Funding Source
CK Home Health Care Fergus Falls	Residential Services/ Assisted Living	Contract Period 07-01-08 through 06-30-09	Elderly	The total amount to be paid for purchased services shall not exceed the OTC approved Rate
Ghost Runner, LLC Perham	Residential Services/ Assisted Living	Contract Period 07-01-08 through 06-30-09	Elderly	The total amount to be paid for purchased services shall not exceed the OTC approved Rate
Love & Care of Pelican Rapids	Residential Services/ Assisted Living	Contract Period 07-01-08 through 06-30-09	Elderly	The total amount to be paid for purchased services shall not exceed the OTC approved Rate
Prairie Community Services Morris	Residential Services/ Assisted Living	Contract Period 07-01-08 through 06-30-09	Adult Mental Health	The total amount to be paid for purchased services shall not exceed the OTC approved Rate
Mel & Mary Ann Frank Fergus Falls	Residential Services/ Homes Plus/Foster Care Services	Contract Period 07-01-08 through 06-30-09	Elderly and/or Disabled	AC/EW/CADI or TBI Waivered Funds

Alice Karst Fergus Falls	Residential Services/ Homes Plus/Foster Care Services	Contract Period 07-01-08 through 06-30-09	Elderly and/or Disabled	AC/EW/CADI or TBI Waivered Funds
LMHC & Perham School District #549	Interagency Special Education Program	Contract Period 07-01-08 through 06-30-09	Children	Medical Assistance & Otter Tail County

Foster Care Licensing and Background Study Fee Policy

Human Services Director, John Dinsmore reviewed the proposed Foster Care Licensing and Background Study Fee Policy. After a lengthy discussion, a motion was made by Froemming and seconded by Block with Mosher opposed, to proceed with the Foster Care Licensing Fee Policy. The Commissioners requested more detailed information regarding the background study fees.

Approval to Pay Bills & Claims

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

Adjournment

At 10:30 a.m., Chairman Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, August 12, 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, July 29, 2008, at 10:36 a.m., at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Everett Erickson, Vice-Chair, Bob Block, Roger Froemming and Dennis Mosher present.

Approval of Agenda

Motion by Froemming, second by Erickson, and unanimously carried to approve the County Board agenda of July 29, 2008, with the following additions:

- GIS Coordinator, Brian Armstrong - Meeting Attendance
- Assessor, Bob Moe - Advertisement for Position and Miscellaneous
- Land & Resource Director, Bill Kalar - Permission to Replace a Position

Approval of Minutes

Motion by Block, second by Froemming, and unanimously carried to approve the County Board minutes of July 22, 2008, as presented.

Approval to Pay Bills

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

Event Attendance

GIS Coordinator, Brian Armstrong requested permission to attend an event sponsored by the University of North Dakota in the Grand Forks area. The University of North Dakota will be conducting flights of unmanned aerial vehicles. Motion by Erickson, second by Block and unanimously carried to grant permission for GIS Coordinator, Brian Armstrong, to attend the event as described.

Closed to the Public

At 10:41 a.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 MIS Director, Tim Brand, pursuant to M.S. Chapter 13D.05 Subd. 3. Commissioners Mosher, Nelson, Froemming, Erickson, and Block, were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting.

Reconvene

Upon conclusion of the Performance Evaluation, at 11:10 a.m., Chairman Nelson declared the meeting reconvened in open session.

Preliminary Plat

Motion by Erickson, second by Block, and unanimously carried to remove the condition that was placed on the Preliminary Plat entitled R. J. Estates, located in section 3 of Star Lake Township because the Otter Tail County Highway Department has reconsidered their position pertaining to the existing intersection.

Temporary Employees

Motion by Froemming, second by Mosher, and unanimously carried to authorize the County Auditor's office to hire two temporary employees to assist with election related duties for the period of August 1, 2008 through November 30, 2008 at a rate of \$12.75 per hour.

Payment Approvals

Motion by Block, second by Erickson, and unanimously carried to approve payment from the General Fund and from the Construction Fund as noted below:

Innovative Office Solutions	Various Office Supplies (PPS-12862)	\$1,107.00
Innovative Office Solutions	3 DVD/VCR (PPS-12862)	\$346.20

Motion by Erickson, second by Mosher, and unanimously carried to approve payment for the items as follows from the Construction Fund for the Ottertail Operations Center:

Wal Mart	HDTV	\$504.81
Circuit City	Mobile Edge PC Media Remote	63.89
	Logitech Z-2300 2.1 Speaker System	167.19
<u>Wal Mart</u>	42 HD LCD	<u>904.19</u>
Total		\$1,640.08

Motion by Froemming, second by Block, and unanimously carried to approve payment Construction Fund for the following item for the Ottertail Operations Center:

Insight	Two Lenovo ThinkPad T61 (1100036510)	\$2,586.90
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Motion by Froemming, second by Erickson, and unanimously carried to approve payment, in the amount of \$31,643.98, from the Construction Fund to Cooper's Technology Group for furnishings for the Ottertail Operations Center.

Motion by Erickson, second by Mosher, and unanimously carried to approve reimbursement in the amount of \$866,208.81 from the Capital Improvement fund to the Otter Tail County Road and Bridge Fund for Highway Department equipment (capital related expenditures).

Credit Card

Motion by Block, second by Froemming, and unanimously carried to approve the issuance of an Otter Tail County credit card to Karmella Thompson, Social Worker, as requested by Jodi Wentland, Supervisor and John Dinsmore, Director.

Recess and Reconvene

At 11:21 a.m. Chairman Nelson declared the meeting recessed for a committee meeting. The meeting reconvened at 11:28 a.m.

Closed to the Public

At 11:30 a.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 GIS Coordinator, Sherry Leabo, pursuant to M.S. Chapter 13D.05 Subd. 3. Commissioners Mosher, Nelson, Froemming, Erickson, and Block, were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting.

Recess and Reconvene

At 12:00 p.m. Chairman Nelson declared the meeting recessed for lunch. At 1:05 p.m. the meeting was reconvened.

Liquor License Violation Hearing

The Otter Tail County Board of Commissioners held a Liquor License Violation Hearing. The violation occurred on July 2, 2008 at Stalker Lake Golf Course during a compliance check administered by the Otter Tail County Sheriff's Department. Evidence and testimony was given by Deputy, Dion Bredman. The owners' of Stalker Lake Golf Course were present and testified. A motion was made by Block, second by Erickson with Mosher abstaining, that with the evidence presented, a violation did occur. Motion by Block, second by Froemming and unanimously carried to impose an administrative penalty of \$500.

Assessor Department Updates

County Assessor, Bob Moe informed the Board that he is currently advertising for the replacement of an appraiser position due to a resignation.

Mr. Moe also informed the Board of letters that will be sent from his office to inform property owners about programs they may qualify for such as the Forest Management Plan.

Position Replacement

Motion by Mosher, second by Erickson, and unanimously carried to give permission to the Land and Resource Director to proceed with hiring for the replacement of an inspector position.

2008 Dividend Notice

Chairman Nelson acknowledged correspondence received from Minnesota Counties Insurance Trust (MCIT) regarding Otter Tail County's Workers' Compensation dividend of \$76,565.00 and Property/Casualty dividend allocation of \$182,018.00.

Chairman Nelson also acknowledged a letter from the Employee Safety Committee regarding tornado warnings.

Ethanol Plant Open House

Commissioners Block, Froemming and Erickson attended an Open House at the Ethanol Plant and were presented with a plaque.

Adjournment

At 2:14 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, August 5, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Syd Nelson, Board of Commissioners Chair

Attest: _____

Larry Krohn, Clerk

CB/kc

WARRANTS APPROVED ON 7/29/2008 FOR PAYMENT 7/29/2008

VENDOR NAME	AMOUNT
A'VIANDS LLC	4,510.08
AFFILIATED COMPUTER SERVICES	4,293.40
ANOKA CO SHERIFF	42.00
BATTLE LAKE BOY SCOUTS TROOP 3	222.00
BEN FRANKLIN	4.88
BOB'S STANDARD BULK SERVICE	149.37
BRETZ HARDWARE	32.24
BRIGGS CORPORATION	202.69
BROGARD PLUMBING CO	194.00
KAREN CANNELL	21.24
CERTIFIED AUTO REPAIR	25.00
COMSTOCK CONSTRUCTION INC	2,331.00
COOPERS TECHNOLOGY GROUP	39.96
MIKE DOUGLAS	2.00
ECONO SALES AND SERVICE	364.43
MICHAEL EULL	1,799.00
FERGUS FALLS MEDICAL GROUP	225.00
FERRELLGAS	272.32
BRENT FLODEN	122.69
FLOOR TO CEILING STORE	1,740.57
FOTH & VAN DYKE	21,606.00
GALL'S INC	467.31
GRANT CO DAC	5,758.14
CHRISTINE GREENE	41.19
DAVID HAUSER	284.14
HEDAHL'S HEADQUARTERS	10.26
DANIELLE HENDRICKX	882.00
INNOVATIVE OFFICE SOLUTIONS	472.33
INTERSTATE INC	114.39
ITL PATCH COMPANY INC	425.84
J & K MARINE	164.01
KELLY SERVICES INC	314.80
LAKE REGION HEALTHCARE CORP	150.00
LAKES COUNTRY SERVICE CO OP	5.00
LAKEWAY MARKET LLC	39.10
LARRY OTT INC TRUCK SERVICE	1,700.00
KAREN LUNDIN	21.96
MATTHEW BENDER & COMPANY INC	1,505.20
MIDWESTERN MAT RENTAL & SUPPLY	74.07
MN ATTORNEY GENERAL'S OFFICE	2,242.55
MN DEPT OF COMMERCE	270.00
MN MOTOR COMPANY	26.01
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MN STATE AUDITOR	24,741.50
MN STATE BAR ASSOCIATION	910.60
OFFICEMAX INCORPORATED	519.15
OTTER TAIL CO EMPLOYEES COMMIT	205.00
OTTER TAIL CO TREASURER	224.39
OTTERTAIL TRUCKING INC	16,546.50
OVERHEAD DOOR COMPANY	60.00
PAMIDA INC 008	40.41
WALLACE PEARSON	910.16
QUILL CORPORATION	241.16
REED BUSINESS INFORMATION	2,538.90
ALLISON RIESTENBERG	840.00
CHERI SCHULTZ	8.60
SERVICE FOOD SUPER VALU	7.41
SIGNWORKS	399.16
SRF CONSULTING GROUP INC	10,281.85
STINAR STURDEVANT STOLZ POST 1	100.00
STREICHERS	191.69
TRANQUILITY BUILDING SERVICES	452.63
TRI STAR RECYCLING	1,532.23
UNIFORMS UNLIMITED	182.45
WADENA CO AUDITOR TREASURER	1,207.73
ROBERT WEATHERLY	645.92
WEST PAYMENT CENTER	2,249.48
WHITE BANNER UNIFORM SHOP	307.94
WILKIN CO ENVIRONMENTAL OFFICE	797.32
ZIEGLER INC	489.85
FINAL TOTAL	\$121,000.20