

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, March 10, 2009
9:15 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, March 10, 2009, at 9:15 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Everett Erickson, Chair; Roger Froemming, Vice-Chair; John Lindquist, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Froemming, second by Rogness, and unanimously carried to approve the Human Services Board agenda of March 10, 2009 with the Public Health Director's agenda items canceled due to inclement weather.

Approval of Minutes

Motion by Froemming, second by Huebsch, and unanimously carried to approve the Human Services Board meeting minutes of February 10, 2009, as presented.

Committee of the Whole Discussion

Commissioner Lindquist reported on the Minnesota sales tax increase which begins October, 2010. The categories to benefit from the funding are clean water, wildlife, and arts, parks & trails. County Attorney, David Hauser, informed the Board that the title opinion for the Fort Juelson property shows a lien against an individual with interest in the property. He advised that the County not accept the property until this issue is resolved. Discussion took place regarding the township zoning survey. County Coordinator, Larry Krohn, presented information from the Housing & Redevelopment Authority and Otter Tail/Wadena Community Action Council regarding dollars that may be available in the Federal Stimulus package for weatherization or energy improvements to homes or public buildings. Discussion took place regarding a legislative bill relative to utility companies and Mr. Hauser briefed the Board regarding the Pomme de Terre River Association. Commissioners who attended the recent Bio-Science Expo reported that it was an excellent presentation of economic development. Commissioner Huebsch suggested that the Board tour the former Wilmar Treatment Center which is a technical campus that has attracted hi-tech businesses using bio-sciences and technology. Commissioner Rogness received an invitation to attend a City Council workshop for the hockey arena. After brief discussion, a motion was offered by Huebsch, seconded by Erickson, and unanimously carried to authorize Commissioner Rogness to attend this workshop on behalf of the County.

Approval of Human Services Contracts

Motion by Rogness, second by Lindquist, and unanimously carried to approve the following Human Services contracts:

Agency	Program	Effective Date	Targeted Population	Funding Information
Grand View Estates	Residential Services/Assisted Living	02-01-09 to 12-31-09	Elderly	AC/EW/CADI/TBI or CAC Waiver Funds
DHS State of MN	Shared Services Contract	01-01-2008 to 06-30-2010	Adult Mental Health	Mental Health Initiative Funds

GSC Parking

Human Services Director, John Dinsmore, requested approval for two employees of the State Department of Human Services who work with the Mental Health Initiative to park their work vehicles in the County lot located east of the GSC building. Plant Manager, Rick Sytsma, stated that there is space available and did not oppose this as a temporary plan. Discussion continued regarding the county-owned vehicle lot. Motion by Rogness, second by Lindquist, and unanimously carried to affirm that County officials continue to pursue the activities necessary to complete final paperwork to procure the county-owned vehicle parking lot and provide temporary parking spots for two cars as requested by the Human Services Director.

Family Dependency Problem Solving Court Cooperative Agreement

Motion by Lindquist, second by Huebsch, and unanimously carried to approve the "Otter Tail County Human Services Department and Seventh Judicial District Court Cooperative Agreement" for the period of July 1, 2008 through December 31, 2009. This agreement provides grant dollars for the Family Dependency Treatment Court Program.

Fraud & Collections Annual Reports

Collection's Officer, Crystal Herman, collects debt and completes recoveries which offset the cost of programs, mostly for the Human Services programs. She reported year-to-date collections as \$741,397.64 in 2008 with \$249,073.92 that stays with the County and the remainder reimbursed to the State of Minnesota.

Fraud Prevention Investigators, Sandy Holo and Sue Ulschmid, explained the civil process for handling fraud cases and referred to a handout entitled "Fraud Prevention Investigation Program Activity Report". The Fraud Prevention program considers over payments and cost savings by stopping benefits paid out in error. John Dinsmore presented detoxification and out-of-home placement fee collection data for 2008. These activities are coordinated by Case Aide, LeeAnn Sudbeck. Overall collections totaled \$160,230.51, of which 85% are payments/revenue collected from families required to pay for a portion of out-of-home placement costs (based on a sliding fee schedule). In addition, the county also collected \$68,837 in matching federal IV-E funds that partially pay for out-of-home placement costs of children whose families are determined eligible because they meet low income guidelines.

Approval to Pay Bills & Claims

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

Adjournment

At 10:34 a.m., Chairman Erickson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:15 a.m. on Tuesday, March 24, 2009.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Everett P. Erickson, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, March 10, 2009, at 10:47 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Everett Erickson, Chair; John Lindquist, Doug Huebsch and Lee Rogness present. Vice-Chair Roger Froemming was absent due to inclement weather.

Approval of Agenda

Motion by Huebsch, second by Rogness, and unanimously carried to approve the Board of Commissioners agenda of March 10, 2009, with the following changes:

- Committee Meetings – Postponed to the Next Board Meeting
- Facilities Operations Agenda Item - Postponed to the Next Board Meeting
- Detention Facility Agenda Item – Postponed to the Next Board Meeting

Approval of Minutes

Motion by Lindquist, second by Rogness, and unanimously carried to approve the Board of Commissioners meeting minutes of March 3, 2009, as mailed.

Approval to Pay Bills

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

**Joint Powers Agreement for the
Administration of Federal HSIP Safety Grant
S.P. No. 088-070-006
Otter Tail County Resolution No. 2009 - 10**

Commissioner Rogness offered the following resolution:

IT IS RESOLVED that the County of Otter Tail enter into a Joint Powers Agreement with the twelve Mn/DOT District 4 counties of Becker, Big Stone, Clay, Douglas, Grant, Mahnommen, Pope, Otter Tail, Stevens, Swift, Traverse, and Wilkin for the following purpose:

Define the rights and obligations of each county for the delivery of S.P. 088-070-006, a district-wide federal highway safety project that will provide safety improvements in the form of pavement markings, rumble stripes, and signing on selected eligible highway routes.

BE IT FURTHER RESOLVED that the proper County Officers be and hereby are authorized to execute such agreement and any amendments, and thereby assume for an on behalf of the County all of the obligations contained therein.

Commissioner Lindquist seconded the motion to adopt the above resolution, and upon being put to a vote, the resolution was unanimously adopted.

Adopted at Fergus Falls, Minnesota, this 10th day of March, 2009.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Everett P. Erickson, Board of Commissioners Chair

Attest: _____

Larry Krohn, Clerk

Land & Resource Staffing

After meeting with the Personnel Committee, Land & Resource Administrator, Bill Kalar, submitted a handout entitled "Land & Resource Staff Request" dated March 3, 2009. Mr. Kalar proposed a temporary staffing solution because his office has not replaced two Inspector positions or a vacant Permit Tech position. Motion by Rogness, second by Lindquist, and unanimously carried to approve a temporary transfer of Michelle Jevne to a Permit Tech position (working out of classification) effective March 11, 2009 and hiring a temporary Office Tech.

Proposed Erhard Loop Extension to Grant-In Aid Trail
Otter Tail County Resolution No. 2009 – 11

Commissioner Huebsch offered the following and moved its adoption subject to amending the current contract between the County of Otter Tail and Otter Country Trail Association to include the proposed Erhard Loop Trail in the contract:

WHEREAS, Otter Tail County has sponsored Grant-In-Aid Systems in the past; and

WHEREAS, acceptance of the Grant-In Aid System proposed extensions are subject to the review and approval of the County Attorney; and

WHEREAS, if funding from the State of Minnesota becomes available for additional Trails into the current Grant-In-Aid System; and

WHEREAS, County sponsorship is required to obtain funding for trail extensions; and

WHEREAS, proposed trail extension is on the ground with all needed permits acquired.

THEREFORE, BE IT RESOLVED that Otter Tail County shall sponsor the proposed Erhard Loop extension to Grant-In-Aid Trail as described:

Segment 1. Erhard Loop – 7 mile segment that runs from Erhard, Minnesota, down to the intersection of T.H. 59 & C.R. 118 and ties into our existing trail.

Commissioner Rogness seconded the resolution and, upon being put to vote, the resolution was unanimously adopted.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Everett P. Erickson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

Proposed Rothsay Loop Extension to Grant-In Aid Trail
Otter Tail County Resolution No. 2009 – 12

Commissioner Huebsch offered the following and moved its adoption subject to amending the current contract between the County of Otter Tail and Otter Country Trail Association to include the proposed Rothsay Loop Trail in the contract:

WHEREAS, Otter Tail County has sponsored Grant-In-Aid Systems in the past; and

WHEREAS, acceptance of the Grant-In Aid System proposed extensions are subject to the review and approval of the County Attorney; and

WHEREAS, if funding from the State of Minnesota becomes available for additional trails into the current Grant-In-Aid System; and

WHEREAS, County sponsorship is required to obtain funding for trail extensions; and

WHEREAS, proposed trail extension is on the ground with all needed permits acquired.

THEREFORE, BE IT RESOLVED that Otter Tail County shall sponsor the proposed Rothsay Loop extension to Grant-In-Aid Trail as described:

Segment 2. Rothsay Loop – 20 mile segment that tees off of the Erhard Loop in two spots and goes into the community of Rothsay, Minnesota, and back.

Commissioner Rogness seconded the resolution and, upon being put to vote, the resolution was unanimously adopted.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____

Everett P. Erickson, Board of Commissioners Chair

Attest: _____

Larry Krohn, Clerk

Appointment to Planning Commission

Motion by Lindquist, second by Huebsch, and unanimously carried to appoint Bert Kinzler, Underwood, MN, to the Otter Tail County Planning Commission to replace the term of Les Estes.

Payment Approval

Motion by Rogness, second by Lindquist, and unanimously carried to approve payment, in the amount of \$1,429.65, from the General Revenue Fund to Lake Region Healthcare for costs incurred under Minnesota Statute 609.35.

Appointment to Otter Tail Water Management District Board

Motion by Lindquist, second by Huebsch, and unanimously carried to appoint Mr. Dennis Jones (28543 County Highway 145) to the Otter Tail Water Management District Board to fill the unexpired term of Mr. William Barber who has moved out of the District. This term expires in 2010.

Application for Exempt Permit

Motion by Huebsch, second by Lindquist, and unanimously carried to approve, with no waiting period, the LG220 Application for Exempt Permit as submitted by the Quality Deer Management Association – Mid Minnesota Branch, for an event scheduled on Saturday, April 18, 2009 at the Bruce Hudalla's Residence.

Payment Approvals

Motion by Huebsch, second by Lindquist, and unanimously carried to approve payment, in the amount of \$888.22, from the Construction Fund to Young & Associates for the 60-Bed Chemical Dependency Treatment Center.

Motion by Rogness, second by Huebsch, and unanimously carried to approve a Capital Improvement Request, in the amount of \$9,300, for equipment purchases for training in the Detention Facility.

Commissioner Huebsch was absent at 11:40 a.m. due to inclement weather.

Part Time Dispatcher Position

Motion by Rogness, second by Lindquist, and unanimously carried to approve an additional Part Time Dispatcher position. There will be no additional dispatch hours worked; however, there is a need for another person to be available when the regular staff is on leave.

Highway Maintenance Labor Agreement Approval

Motion by Erickson, second by Rogness, and unanimously carried to authorize the Chairman's signature to execute a Labor Agreement between Otter Tail County and the American Federation of State, County and Municipal Employees, AFL-CIO, Local Union No. 1830, for the period of January 1, 2009 through December 31, 2010.

Performance Evaluation Summaries

Motion by Rogness, second by Lindquist, and unanimously carried to approve a commendable performance evaluation for Land & Resource Administrator, Bill Kalar, and to direct that the evaluation summary be placed in his personnel file.

Motion by Rogness, second by Lindquist, and unanimously carried to approve a commendable performance evaluation for Solid Waste Director, Mike Hanan, and to direct that the evaluation summary be placed in his personnel file.

Adjournment

At 12:04 p.m., Chairman Erickson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:15 a.m. on Tuesday, March 17, 2009.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Everett P. Erickson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

WARRANTS APPROVED ON 3/10/2009 FOR PAYMENT 3/10/2009

<u>VENDOR NAME</u>	<u>AMOUNT</u>
ABG MAINTENANCE INC	170.40
AMERICAN TOWER CORPORATION	94.91
ARNTSON CONSTRUCTION LLC	120.00
ATCO INTERNATIONAL	268.80
AUTO VALUE FERGUS FALLS	916.40
BACHMAN PRINTING COMPANIES	295.46
BARNHARD 4-H	250.00
BEN HOLZER UNLIMITED	31.17
BEYER BODY SHOP INC	431.33
BRANDEDITEMS INC	2,960.00
BRAUN VENDING INC	27.44
SANDRA BROWN	64.50
CANADIAN PACIFIC RAILWAY COMPA	2,350.28
CATCO PARTS AND SERVICE	58.40
CERTIFIED AUTO REPAIR	199.69
CITIZENS ADVOCATE AND VERNDALE	95.40
COOPERS TECHNOLOGY GROUP	971.07
CULLIGAN	39.91
CULLIGAN WATER CONDITIONING	10.65
DALTON GOPHERS 4-H	250.00
EARL STRANDE EXCAVATING	343.75
CHUCK EHRENBERG	74.99
ERICKSON ELECTRONICS	28.14
FARMERS STATE BANK	30.00
FASTENAL COMPANY	431.34
FERGUS ELECTRIC	2,790.99
FERGUS FALLS DAILY JOURNAL	890.53
FERGUS FALLS POLICE DEPT	379.65
CITY FERGUS FALLS	11,394.35
FERGUS POWER PUMP INC	3,080.00
FERGUS TIRE CENTER	15.00
FOTH & VAN DYKE	15,356.27
FSH COMMUNICATIONS LLC	63.90
GALL'S INC	119.83
GIRL SCOUT TROOP 360	250.00
GIRL SCOUT TROOP 881	250.00
GIRL SCOUT TROOP 899	250.00
GIRL SCOUT TROOP 981	250.00
H & L MESABI	11,584.06
NICOLE HANSEN	38.50
HASTINGS CICHOSZ & NICE	250.00
DAVID HAUSER	205.70
MARILYN HELLER	17.50
HEPPNER CONSULTING INC	4,592.28
HILLTOP LUMBER INC	25.84
HOTSY EQUIPMENT OF MN	116.47
IBM CORPORATION	1,491.00
THE INDEPENDENT	28.00
INNOVATIVE OFFICE SOLUTIONS	3,173.94
JTS FIRE & SAFETY	496.78
K.I.D.LEASING	256.44
KELLY SERVICES INC	380.00
KIMBALL MIDWEST	405.77
L & L SERVICE	40.39
LAKE REGION ELECTRIC CO OP	23,997.81
LAKE REGION HEALTHCARE CORP	1,418.00
LARRY OTT INC TRUCK SERVICE	1,525.00

LARRY'S SUPERMARKET	139.56
PAT LARUM	62.94
LOCATORS & SUPPLIES INC	267.74
MARCO INC ST LOUIS	449.76
MEKALSON HYDRAULICS INC	2,970.02
MERICKEL LUMBER	148.84
MID-CENTRAL EQUIPMENT INC	22.34
THE MIDWEEK	95.94
MIDWESTERN MAT RENTAL & SUPPLY	69.60
MN BOARD OF WATER & SOIL RESOU	500.00
MN CO ATTORNEYS ASSOCIATION	50.59
MN DEPT OF TRANSPORTATION	100.00
MN MOTOR COMPANY	148.55
MN POLLUTION CONTROL AGENCY	400.00
MN ST BOARD OF ASSESSORS	55.00
MN STATE BAR ASSOCIATION	306.21
NAPA FERGUS FALLS	90.63
NATIONAL BUSINESS SYSTEMS INC	1,500.00
NEW YORK MILLS 4TH GRADERS	250.00
NORTH AMERICAN SALT CO	27,803.51
NORTHSIDE WELDING	38,911.61
OFFICEMAX INCORPORATED	367.87
OK TIRE STORES	30.00
OSI ENVIRONMENTAL INC	50.00
OTIS ELEVATOR CO	107.77
OTTER TAIL CO EMPLOYEES COMMIT	92.00
OTTER TAIL CO RECYCLING	122.41
OTTER TAIL CO TREASURER	157.62
OTTER TAIL TELCOM	234.24
OTTERTAIL TRUCKING INC	9,548.70
OVERHEAD DOOR CO OF FERGUS FAL	231.76
PAMIDA INC 008	2.52
PEBBLE LAKE TAKE 5	909.24
PELICAN RAPIDS PRESS	202.50
PENGAD	11.70
PERHAM ACE HARDWARE	173.26
PERHAM STEEL & WELDING	9.58
CITY PERHAM	85,193.64
PROTECTION SYSTEMS INC	385.00
RDO EQUIPMENT CO FARGO	750.31
ROYAL TIRE INC	938.09
SANITATION PRODUCTS INC	39.55
SBLC-FF	44.57
SCOTT HOFLAND CONSTRUCTION INC	3,690.00
SEWER SERVICE	340.00
SHESHUNOFF INFORMATION SERVICE	314.95
SIGELMAN STEEL & RECYCLING INC	288.07
DAVID SILLERUD	12.23
PAUL SIMENGAARD	47.10
KYLE SORKNESS	222.00
ST JOHN'S ACT	250.00
STEINS INC	731.41
STEVE'S SANITATION INC	765.51
STRAND HARDWARE & RADIO SHACK	187.44
STREICHERS	1,952.98
SUPER SEPTIC INC OF PELICAN RA	154.38
SWANSTON EQUIPMENT COMPANIES	342.00
TASER INTERNATIONAL	1,100.00
TITAN ACCESS ACCOUNT	16.87

TOUTGES SANITATION	52.65
TOWMASTER	187.01
TRANQUILITY BUILDING SERVICES	452.63
CITY UNDERWOOD	50.00
UNIFORMS UNLIMITED	211.72
USPCA REGION 12	60.00
VOLDEN CONSTRUCTION INC	333.14
VOSS LIGHTING	306.40
WASTE MANAGEMENT	506.19
WHITE BANNER UNIFORM SHOP	377.50
ZACK JONES & MAGNUS	3,411.46
210 LUBE EXPRESS	24.42
4-H JR MASTER GARDENERS	250.00
**** FINAL TOTAL.....	\$286,231.26 ****

approved minutes