

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, January 26, 2010
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, January 26, 2010, at 9:30 a.m., at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Roger Froemming, Chair; John Lindquist, Vice-Chair; Everett Erickson, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Erickson, second by Lindquist, and unanimously carried to approve the Human Services Board agenda of January 26, 2010 as mailed.

Approval of Minutes

Motion by Lindquist, second by Rogness, and unanimously carried to approve the Human Services Board minutes of January 12, 2010 as presented.

Committee of the Whole Discussion

Discussion took place regarding ride sharing and how this topic melds with a motor pool concept.

Otter Tail County Probation Advisory Committee

Motion by Huebsch, second by Rogness, and unanimously carried to reappoint the following individual to the OTC Probation Advisory Committee effective January 1, 2010 for a three year term:

Bob Wilkowski (representing District 1)
Perham, MN

Expenditure of Supervision Fees

Motion by Rogness, second by Huebsch, and unanimously carried to authorize payment from Probation Supervision Fees for a TV and wall hanging bracket for the Temporary Hold Facility.

Human Services Contract Approval

Motion by Huebsch, second by Rogness, and unanimously carried to authorize the Chairman's signature to execute the following Human Services contracts subject to the approval of the County Attorney:

Agency	Program	Effective Date	Targeted Population	Funding Source
Department of Human Services; State Operated Services	Community Addiction Recovery Enterprises (CARE Program)	01/01/10 through 12/31/10	Adults in need of Chemical Dependency Treatment Services	Consolidated CD Treatment Fund, County of Financial Responsibility, Health Plans, 3 rd Party Coverage & Self-Pay
Blue Cross Blue Shield	OTC HS Volunteer Transportation Program	01/01/10 through 12/31/10	Medical transportation reimbursement for eligible clients	BlueRide – Blue Cross/Blue Shield (\$0.70 per mile)

Human Services Volunteer Transportation Program

Human Services Director, John Dinsmore, reported that the Volunteer Transportation Program is not a mandated service and the County is paying about \$100,000 per year for the program. Last month, the State Department of Human Services began enforcing a federal rule that funding will only be available when a client is actually in a transporting vehicle. In other words, the return of the volunteer driver to their home after dropping off a client is not reimbursable. This will increase the cost to the County for the program. Commissioners requested that this issue be brought to the attention of legislators and the Association of Minnesota Counties. Mr. Dinsmore stated that the statewide County Human Service Administrators committee will be bringing the issue to legislators.

Human Services Report

Mr. Dinsmore provided a handout regarding Human Services Programs that have benefited from the federal stimulus funding under the American Recovery and Reinvestment Act (ARRA) as follows:

- 1) Medicaid funding was increased with ARRA funding with Minnesota projected to receive an additional \$1.82 billion from October 1, 2008 to December 31, 2010 for medical assistance.
- 2) Food & Nutrition: The Minnesota Board on Aging has received \$513,000 for home-delivered meals and \$1.04 million for congregate dining from March 18, 2009 through September 30, 2010. The Area Agencies on Aging expect all stimulus funds to be spent by the end of 2009. There was also an increase in monthly food benefit amounts which resulted in an increased number of food support applications.
- 3) The handout provided additional economic support information including the Temporary Assistance to Needy Families (TANF) program, Community Services Block Grant (CSBG) Recovery funding, and Homelessness Prevention and Rapid Re-Housing program.

The handout included the Human Services organizational structure for 03/01/2010 to 10/31/2010 and a financial net gain or loss for the agency from CY2005 through CY2009.

Approval to Pay Bills & Claims

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

Adjournment

At 10:04 a.m., Chairman Froemming declared the meeting of the Otter Tail County Human Services Board adjourned until Tuesday, February 9, 2010.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Roger Froemming, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, January 26, 2010 at 10:37 a.m. at the Otter Tail County Government Services Center in Fergus Falls, MN, with Commissioners Roger Froemming, Chair; John Lindquist, Vice-Chair; Everett Erickson, Doug Huebsch and Lee Rogness present.

Approval of Agenda

Motion by Froemming, second by Lindquist, and unanimously carried to approve the Board of Commissioners agenda of January 26, 2010 with the following changes:

11:30 a.m. – Closed Session, Attorney Client Privilege
Closed Session for Labor Negotiation Strategies following the 11:30 a.m. Session

Approval of Minutes

Motion by Erickson, second by Huebsch, and unanimously carried to approve the Board of Commissioners minutes of January 19, 2010, as presented.

Approval to Pay Bills

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

Certificates of Plat Correction

Motion by Erickson, second by Huebsch and unanimously carried to approve Surveyor's Certificates of Plat Correction for Franklin Acres and Twin Acres (attachment B) as prepared by Christopher D. Heyer, Professional Land Surveyor (MN License No. 43807).

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 Minnesota Finnish American Historical Society (Chapter 13) for an event scheduled on Saturday and Sunday, August 28, & 29, 2010 at the Finn Creek Open Air Museum in New York Mills, MN.

Approval for Out-of-State Travel

Motion by Erickson, second by Lindquist, and unanimously carried to authorize out-of-state travel and expenses for Collections Supervisor, Sandy Holo, to attend the United Council on Welfare Fraud annual conference.

Highway Project Final Payment

Motion by Rogness, second by Lindquist, and unanimously carried to approve Final Payment No. 3 to Mark Sand & Gravel Co., in the amount of \$60,405.35, for S.P. 056-601-052, MN Project No. ES09ES(098), overlay on County Road #1. Mr. West discussed the potential for additional federal stimulus dollars. Timelines for applications are now known at this time.

Department Head Performance Evaluation Discussion

Human Resources Coordinator, Karen Lundin and HR Specialist, Stephanie Morris came to the County Board meeting by request of the Board to discuss the current process for department head evaluations. The Board expressed a desire to change the current process and discussion took place about a number of options that included: 1) importance of individual evaluation, 2) concept of an Administrator evaluating department heads instead of the Board of Commissioners, 3) concept of the Personnel Committee evaluating department heads instead of the full Board of Commissioners, 4) concern over backup in the department should the department head be incapacitated (risk management), and 5) the need for five to ten year goals with a forward-looking prospective.

Ms. Lundin presented survey information from nine similar counties regarding the process they use for management level performance evaluations. Commissioner Huebsch requested the pros and cons of moving toward an Administrator level of management. The County Attorney will report on county organizational structures and related statutes. Continued discussion was tabled for a future meeting

Closed to the Public

At 11:30 a.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners moved to the Dead Lake Room and closed to the public to discuss litigation in the matter of foreclosure proceedings relative to the Ethanol Plant. The closed session is authorized by attorney-client privilege, Chapter 13D.05 Subd. 3b. Present were all five seated Commissioners, attorneys from Lindquist & Vennum via conference call, the County Attorney, County Coordinator and Board Secretary.

Closed to the Public

At 1:00 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners closed to the public in the County Board room for purposes of discussing labor negotiation strategies relative to the Human Services, Nursing, and Facilities Maintenance collective bargaining unions. Present were all five seated Commissioners, County Attorney, County Coordinator and Board Secretary.

Adjournment

Upon conclusion of the closed sessions, at 1:34 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, February 2, 2010.

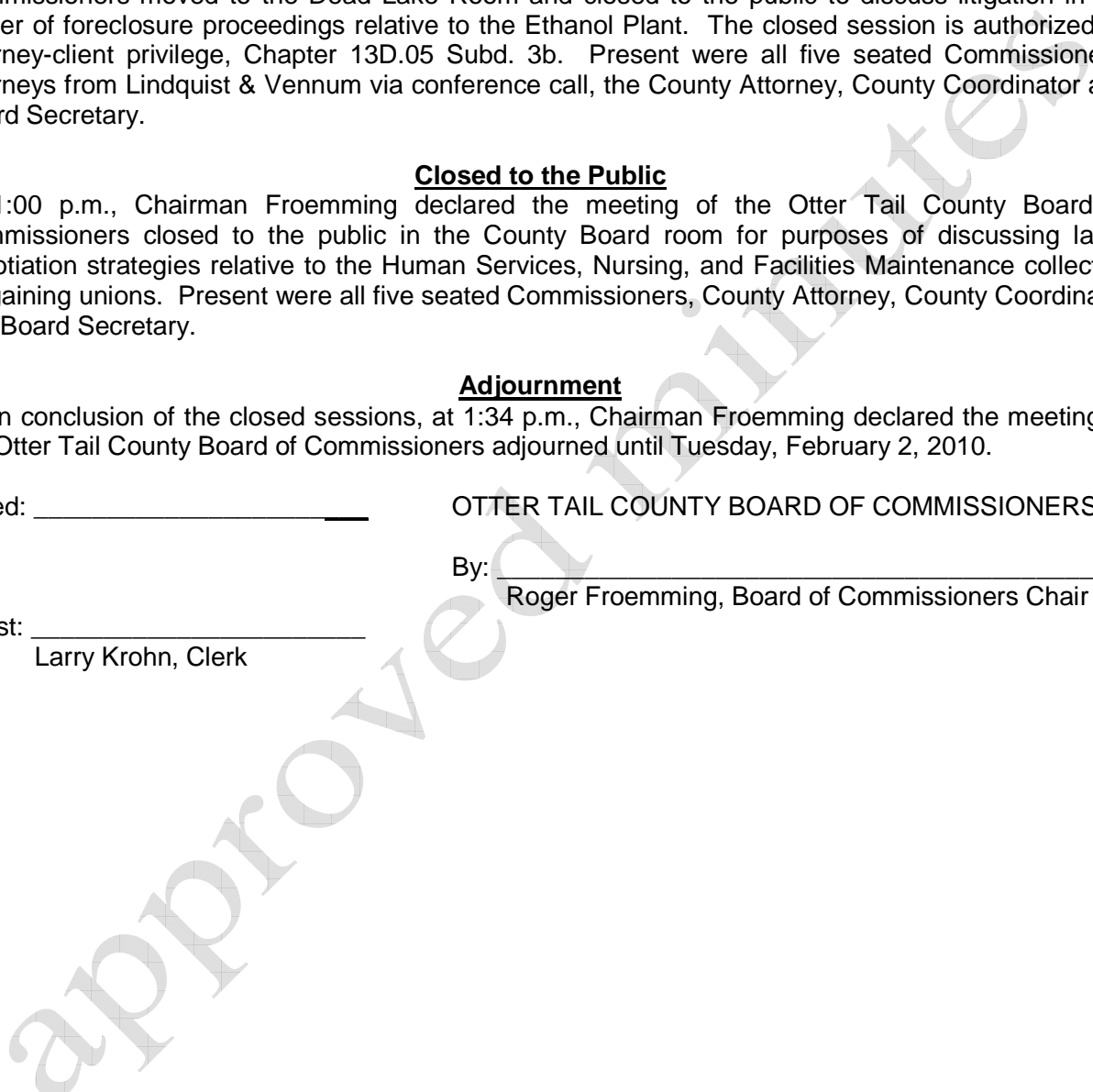
Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

CB/kd



WARRANTS APPROVED ON 1/26/2010 FOR PAYMENT 1/26/2010

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	4,208.11
AMERICAN INSTITUTIONAL SUPPLY	235.99
ATCO INTERNATIONAL	123.00
AUTO VALUE FERGUS FALLS	391.73
BARRETT EMS TRAINING	450.00
BATTERIES PLUS	261.29
BATTLE LAKE STANDARD	61.65
BECKLUND OIL CO	2,766.99
BOB'S STANDARD BULK SERVICE	97.75
BRIGGS CORPORATION	132.89
BUY-MOR PARTS & SERVICE LLC	30.83
CDW GOVERNMENT INC	1,500.26
CITIZENS ADVOCATE AND VERNDALE	51.00
JOANN CLINE	44.99
CODE 4 SERVICES LLC	302.00
DENZEL'S REGION WASTE INC	572.80
DEX EAST	21.70
KATHY DOMHOLT	11.99
SCOTT ERDMAN	35.92
WAYNE ERICKSON	169.45
FARGO GLASS AND PAINT CO	41.15
FERGUS TIRE CENTER	584.07
THE FLOWER MILL	834.55
FRONTIER POWERSPORTS	117.56
G & K SERVICES	1,009.13
GE CAPITAL (CA)	374.05
GODFATHERS EXTERMINATING INC	350.66
STEPHEN GOERDT	256.50
GOPHER STATE ONE CALL	14.20
HATLING LAW OFFICE	292.50
HAWES SEPTIC TANK PUMPING	70.00
HEPPNER CONSULTING INC	14,746.91
HONEYWELL	2,613.41
STEVE HOSCH	250.00
ISSUETRAK INC	600.00
JK SPORTS	185.00
KELLY SERVICES INC	1,272.34
LAKE REGION HEALTHCARE CORP	1,478.00
LAKELAND MENTAL HEALTH CENTER	1,690.00
LARRY OTT INC TRUCK SERVICE	1,625.00
LIEBERMAN CO INC	134.30
MACAI	75.00
MANNY'S - ROCKY'S BAIT	2,243.88
MARCO INC ST LOUIS	320.89
MATTHEW BENDER & COMPANY INC	260.52
MCIT	120.00
MIDWEST PRINTING CO	162.45
MN DNR WATERS	280.00
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
MN STATE AUDITOR	26,614.08
MN VIEWERS ASSOCIATION	250.00
MOCIC	200.00
MOORE MEDICAL LLC	339.03
NAPA FERGUS FALLS	35.85
NELSON AUTO CENTER	22.62
NORTHERN PLUMBING SUPPLY	141.94
NORTHWEST IRON FIREMEN INC	260.38

OFFICEMAX INCORPORATED	165.47
GLEN OLIPHANT	171.19
OTTER TAIL CO PUBLIC HEALTH	25.00
OTTERTAIL TRUCKING INC	4,528.00
PERHAM CO OP CREAMERY	6,829.77
PINE PLAZA TV APPLIANCE	160.26
POSTMASTER	40.00
RDO EQUIPMENT CO FARGO	55.62
REGION VII MAAO TREASURER	175.00
RINGDAHL AMBULANCE SERVICE	150.00
ROBERT RUSSELL ATTORNEY AT LAW	750.00
SCHMIDT MARBLE & WOOD	3,461.50
CHERI SCHULTZ	40.00
SEH	4,934.60
SERVICE FOOD SUPER VALU	105.36
SOLUTIONS BEHAVIORIAL HEALTHCAR	1,500.00
RYAN SORKNESS	88.00
SCHAN SORKNESS	580.00
SPRINT	30.00
SRF CONSULTING GROUP INC	1,628.08
STATE INDUSTRIAL PRODUCTS	138.93
WAYNE STEIN	235.40
STEINS INC	1,958.51
STREICHERS	1,071.13
STRINGER BUSINESS SYSTEMS INC	73.28
TITAN ACCESS ACCOUNT	620.36
TRANSIT ALTERNATIVES	61.00
UNIFORMS UNLIMITED	92.13
WALLWORK TRUCK CENTER	1,574.21
RANDY WASVICK	80.00
WEST GOVERNMENT SERVICES	84.70
WEST PAYMENT CENTER	3,820.68
WHEELCHAIRS UNLIMITED	337.00
ZACK JONES & MAGNUS	250.00
<u>**** FINAL TOTAL.....</u>	<u>\$108,351.49 ****</u>

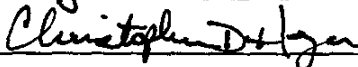
SURVEYOR'S CERTIFICATE OF PLAT CORRECTION

Pursuant to the provisions of Minnesota Statutes, Chapter 505.174, I, Christopher D. Heyer, a duly Licensed Land Surveyor in and for the State of Minnesota, declares as follows:

1. That I prepared the plat of FRANKLIN ACRES dated September 17, 2009 and filed on December 21, 2009 in the Office of the County Recorder, Otter tail County, Minnesota, in Book S of Plats, page 36 and assigned Document Number 1068332.
2. That said plat contains errors, omissions or defects described in particular as follows:
 - A. The Block designation in the second line of the title were reversed and incorrectly reads "A REPLAT OF PART OF LOT 1, ALL OF LOT 2, BLOCK 1, ALL OF LOT 2, BLOCK 2 AND PART OF"
 - B. The second and third lines of the description incorrectly designates the Block number and reads " ... and that part of Lot 1, Block 1 of said CRYSTAL SPRINGS FIRST ADDITION lying southeasterly of the following described line: Commencing at the northeasterly most corner of said Lot 1, Block 1, ..."
 - C. A portion of the northerly line of Lot 1, Block One of said FRANKLIN ACRES was shown as a dashed line
3. That said plat is hereby corrected in particular as follows:
 - A. Proper block designation in the second line of the title shall read "A REPLAT OF PART OF LOT 1, ALL OF LOT 2, BLOCK 2, ALL OF LOT 2, BLOCK 1 AND PART OF"
 - B. The second and third lines of the description shall read " ... and that part of Lot 1, Block 2 of said CRYSTAL SPRINGS FIRST ADDITION lying southeasterly of the following described line: Commencing at the northeasterly most corner of said Lot 1, Block 2, ..."
 - C. The northerly line of Lot 1, Block One of said FRANKLIN ACRES is corrected as shown on Exhibit A

I hereby certify that this Surveyor's Certificate of Plat Correction was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 18th day of January, 2010.



Christopher D. Heyer, Professional Land Surveyor
Minnesota License No. 43807

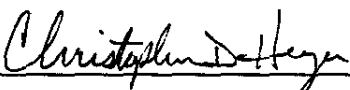
SURVEYOR'S CERTIFICATE OF PLAT CORRECTION

Pursuant to the provisions of Minnesota Statutes, Chapter 505.174, I, Christopher D. Heyer, a duly Licensed Land Surveyor in and for the State of Minnesota, declares as follows:

1. That I prepared the plat of TWIN ACRES dated August 11, 2009 and filed on October 9, 2009 in the Office of the County Recorder, Otter tail County, Minnesota, in Book S of Plats, page 34 and assigned Document Number 1064674.
2. That said plat contains errors, omissions or defects described in particular as follows:
 - A. The fifth line of the description has a bad bearing which does not match the drawing portion of the plat and reads " ... thence North 79 degrees 36 minutes 17 seconds East along ..."
3. That said plat is hereby corrected in particular as follows:
 - A. The fifth line of the description shall read " ... thence North 79 degrees 34 minutes 31 seconds East along ..."

I hereby certify that this Surveyor's Certificate of Plat Correction was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 14th day of January, 2010.



Christopher D. Heyer, Professional Land Surveyor
Minnesota License No. 43807

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