

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
515 W. Fir Avenue, Fergus Falls, MN  
Tuesday, June 8, 2010  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, June 8, 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 Rogness, and unanimously carried to approve the Human Services Board agenda of June 8, 2010, as mailed.

**Approval of Minutes**

Motion by Huebsch, second by Rogness, and unanimously carried to approve the Human Services Board minutes of May 25, 2010, as presented.

**Digital Recording Equipment Contract**

Motion by Rogness, second by Lindquist, and unanimously carried to authorize the appropriate County officials' signatures to execute a contract between the Otter Tail County Probation Department and Northland Business Systems of Burnsville, MN for the maintenance and licensing of the digital recording equipment in the amount of \$1,302.95 per year.

**Vehicle Discussion**

Probation Director, Chuck Kitzman, submitted handouts with a breakdown of the Probation Department's County cars and current mileage as well as estimates to purchase a Ford Fusion or an Impala from the Lakes Country Services Cooperative contract. Mr. Kitzman explained that the 1997 Pontiac Grand Am with 115,000 miles needs a new compressor for the air conditioning and a couple of new tires. He estimated a cost of \$1,200.00 and asked the Board if they wanted to put the money into the 1997 car or purchase a newer vehicle. Lengthy discussion took place. Motion by Rogness, second by Froemming, and unanimously carried to approve the repairs necessary on the 1997 Pontiac Grand Am as described which will delay the need to purchase a new vehicle at this time.

**County Probation Reimbursement**

Mr. Kitzman reported that M.S. 244.19 Subd. 6 provides for State reimbursement of 50% of the cost of probation officers' salaries to counties of not more than 200,000 in population. He reported that the State has not provided the reimbursement dollars at the 50% level regardless of the statutory language. Motion by Rogness, second by Froemming, and unanimously carried to request that Mr. Kitzman send a letter to Otter Tail County legislators requesting that the State abide by this statutory language.

**Outreach to Uninsured Children**

Motion by Huebsch, second by Erickson, and unanimously carried to accept a grant, in the amount of \$60,450.00, from the Department of Human Services. The contract is currently being negotiated and will be issued to the Otter Tail County Human Services Department as the fiscal agent for the Family Services Collaborative. The funding will be used in collaboration with the schools throughout the County for outreach to uninsured children.

**Animal Control Ordinance**

Public Health Director, Diane Thorson, provided an update on an animal bite situation involving a wild animal. She discussed with the Board how that applies to the Public Health nuisance requirements. Ms. Thorson recommended, that due to changes in statutes, the current Animal Control and Tobacco Control ordinances need to be updated.

**Human Services Contract Approval**

Motion by Erickson, second by Lindquist, and unanimously carried to authorize the Chairman's signature to renew the following Human Services contracts, subject to verification of the contract with Alice Karst.

Agency	Program	Effective Date	Targeted Population	Funding Source
Rich & Diane Armstrong	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Diane Bauer	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Wes & Denise Borneman	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Sonja Gunkel	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Charlotte Haberer	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Terri & Duane Haugen	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Karen & Myron Ingrebretson	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Beth & Keith Janu	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Steve & Barb Jensen	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Linda Jesinoske-Reich	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Alice Karst	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Brad Kastelle	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Ellen Lohmeyer	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)

Mary Murphy	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Stanley & Karen Synsteliën	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Joseph & Grace Wilhelmy	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Nancy Diiro	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Karlene & Mark Doll	Residential Services/ Home Plus/Foster Care Services	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Ken & Cathie Page	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Donald & Bonnie Puttonen	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
SigridLinda Rivington	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)
Sharon Storm	Residential Services/ Assisted Living	07/01/10 through 06/30/11	Elderly and Disabled	AC/EW/CADI or TBI Waivered Funds (per state rate schedule)

**MACSSA Spring Conference**

Human Services Director, John Dinsmore, submitted a handout entitled "MACSSA Spring Conference Summary of Workshop Presentations" dated June 2-4, 2010. Mr. Dinsmore indicated that the State has set aside funding for Medicare early expansion in case the new governor decides to proceed with the program. Governor Pawlenty will not submit an application because of the cost. Mr. Dinsmore reported that Minnesota is 5<sup>th</sup> in the nation in terms of long term care MA expenditures due to LTC and waiver population spending. This could be a problem in the future if people currently on a waiver program become ineligible. He also referred to the increase in MA enrollees since CY2000 and indicated that this is a large part of the reason for the State's budget problems.

**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 10:31 a.m., Chairman Froemming declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, June 29, 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, June 8, 2010, at 10:45 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 Rogness, second by Lindquist, and unanimously carried to approve the Board of Commissioners agenda of June 8, 2010 as mailed.

### **Approval of Minutes**

Motion by Froemming, second by Lindquist, and unanimously carried to approve the Board of Commissioners minutes of June 1, 2010, as mailed.

### **Approval to Pay Bills**

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

### **Appointment to HRA Board**

Motion by Rogness, second by Lindquist, and unanimously carried to appoint Robert (Bob) Maki of New York Mills to the Otter Tail County Housing and Redevelopment Authority Board for the purpose of completing the remainder of Art Schwartz's term, which ends August of 2012.

### **Tax Forfeited Property**

Auditor, Wayne Stein, submitted pictures of a tax forfeited property in the City of Urbank. Commissioners discussed the situation and requested sale of the property as soon as possible.

### **License Renewals**

Motion by Erickson, second by Huebsch, and unanimously carried to approve the following applications for license:

The Cactus 43521 Fort Thunder Road Perham, MN 56573	On Sale Liquor and Sunday Liquor
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The Pickle Factory Bar and Grill 29961 415 <sup>th</sup> St. Vergas, MN 56587	On Sale Liquor and Sunday Liquor
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License subject to the approval of the County Attorney and County Sheriff's offices.

Ken's Tackle, Inc. 28497 County Highway 145 Battle Lake, MN 56515	Off-Sale 3.2 Malt Liquor
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T & T Enterprises of Perham, Inc. Silver Moon Lounge & Steakhouse 1117 W Main St Perham, MN 56573	On Sale Liquor and Sunday Liquor Off Sale 3.2 Malt Liquor
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### **Drainage System Expenditures**

Motion by Rogness, second by Lindquist, and unanimously carried to approve the following ditch expenditures:

Battle Lake Public Schools	Ditch No. 16	\$ 50.00
Leitch Excavating	Ditch No. 37	\$412.50
Leitch Excavating	Ditch No. 43	\$412.50

### **Parkers Prairie Tower Site**

Motion by Erickson, second by Huebsch, and unanimously carried to authorize the appropriate County officials' signatures to execute a lease agreement between the County of Otter Tail and the Minnesota Department of Transportation for the radio tower site near Parkers Prairie. The agreement authorizes the State to construct a communications tower for the Allied Radio Matrix Emergency Response (ARMER) system on this site.

### **Outdoor Heritage Council Update**

Les Bensch, member of the Lessard-Sams Outdoor Heritage Council (LSOHC) briefed the Board on the Outdoor Heritage Fund's constitutional mission to restore, protect, and enhance Minnesota's wetlands, prairies, forests, and habitat for fish, game, and wildlife. He provided documents with a snapshot of recommended appropriations, conservation outcomes, the Council process, and programs recommended for funding. Lengthy discussion took place regarding the Payment in Lieu of Taxes (PILT) program and the need to sell acreages owned by the DNR that stand alone and focus on purchase of land to increase the largest tracts. Mr. Bensch also discussed the flood issues faced by the Red River Basin and referred to the Red River Basin Flood Damage Report completed in 1999 as the solution and spoke in opposition of the proposed diversion plan.

### **Drainage System No. 63**

Ditch Inspector, Randy Wasvick, showed a map of Ditch No. 63 and described its location in Elizabeth and Oscar townships. He provided background information about the ditch system which was built in 1917. He indicated that everything in the system is tiled and includes about 1,800 acres. According to Mr. Wasvick, in 1997, the ditch system was valued at \$63,000.00. In 2006, an estimate to repair the ditch system was received from Delzer's Construction in the amount of \$570,000.00. Minnesota Statute does not allow spending more than the estimated value of the system other than, \$50,000.00 per year may be expended for repairs. Mr. Wasvick recommended moving towards abandonment of the ditch. Motion by Huebsch, second by Lindquist, and unanimously carried to direct the Ditch Inspector to establish a date to hold a public informational meeting regarding Ditch No. 63.

### **Recess & Reconvene**

At 11:52 a.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed and reconvened at Noon at the Otter Tail County Historical Museum for lunch and a tour of the facility. At 1:05 p.m., Chairman Froemming recessed the meeting and reconvened at 1:23 p.m. at the Otter Tail County Board room in the Government Services Center in Fergus Falls with all commissioners present.

### **Facilities Discussion**

Physical Plant Manager, Rick Sytsma, discussed various facility issues with the Board. Discussion included the long range plan for the courthouse (developed by Architect, David Shultz), the need to decide on location of dispatch, regionalization of law enforcement, and potential need to update the long range plan for the courthouse and law enforcement center.

**Bid Award – S.A.P. 56-667-33**

Motion by Erickson, second by Rogness, and unanimously carried to award bridge removal and installation of box culvert (SAP 56-667-33) to the low bidder, Landwehr Construction, Inc. of St. Cloud, MN in the amount of \$179,957.23 as recommended by the Highway Engineer.

**Highway Contract for S.A.P. 56-605-10 & Etc.**

Motion by Rogness, second by Lindquist, and unanimously carried to authorize the Chairman's signature to execute a contract between Otter Tail County and Morris Sealcoat and Trucking, Inc. for the 2010 county wide sealcoat project, contingent upon the approval of the County Attorney.

**Emergency Management Performance Grant**

Motion by Froemming, second by Lindquist, and unanimously carried to authorize the Chairman's signature to execute a Grant Agreement (No. 2010-EMPG-00643) between the County of Otter Tail and the Minnesota Department of Public Safety. Otter Tail County will receive an Emergency Management Performance Grant (EMPG) in the amount of \$29,503.00.

**Courtesy Fingerprints**

Motion by Froemming, second by Lindquist, and unanimously carried to set a fee of \$15.00 for each courtesy fingerprint processed at the Detention Facility.

**STS Program Funding**

Detention Facility Administrator, Richard Akerman, indicated that State funding for the Sentence to Service program was to be reduced by about \$20,000.00 annually. The State now reports a mistake in the calculation. The annual reduction is \$28,891.25. Motion by Rogness, second by Lindquist, and unanimously carried to authorize the Sheriff to administer the STS program as appropriate based on State funding and effective June 15, 2010, allow discretion to charge fees for STS work.

**Closed to the Public**

At 2:15 p.m., Chairman Froemming declared the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of discussing labor negotiation strategies relative to the Human Services Social Workers and Support Specialist collective bargaining unions. Present were all five seated commissioners, County Coordinator, Human Services Director, Public Health Director, Assistant County Attorney, Kurt Mortenson, and Board Secretary.

**Reconvene in Open Session**

At 2:38 p.m., Chairman Froemming reconvened the Otter Tail County Board of Commissioners meeting. Commissioners discussed law enforcement space and working together with other entities. A Conversation Committee including County Coordinator, Larry Krohn; City of Fergus Falls Administrator, Mark Sievert; two Fergus Falls City Council members; Otter Tail County Commissioners, Lee Rogness and Doug Huebsch; and City of Perham Administrator, Kelsey Klemm; will meet next week for continued discussion.

**Water Management Meeting**

Motion by Froemming, second by Huebsch, and unanimously carried to approve Commissioner, John Lindquist's attendance at a Water Management Summit for local governments on Monday, July 12, 2010 in St. Cloud, MN.

**Adjournment**

At 3:22 p.m., Chairman Froemming adjourned the meeting of the Otter Tail County Board of Commissioners until 9:30 a.m. on Tuesday, June 15, 2010.

Dated: \_\_\_\_\_

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Roger Froemming, Board of Commissioners Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

CB/kd

approved minutes

Attachment A

<b>WARRANTS APPROVED ON 6/08/2010 FOR PAYMENT 6/08/2010</b>	
<b><u>VENDOR NAME</u></b>	<b><u>AMOUNT</u></b>
ALLEN'S AUTO BODY & 24 HR TOWI	205.73
AUTO TOUCH	1,011.61
BEAR GRAPHICS INC	26.99
BEYER BODY SHOP INC	74.81
CDW GOVERNMENT INC	2,186.75
CITY DIRECTORY INC	134.00
COMPUTER PROFESSIONALS UNLIMIT	5,070.97
COOPERS TECHNOLOGY GROUP	181.50
DAKOTA PRINTERS LLC	116.40
ELECTION SYSTEMS & SOFTWARE IN	76.54
FERGUS FALLS DAILY JOURNAL	6,581.52
GALL'S INC	116.52
INNOVATIVE OFFICE SOLUTIONS	5,918.11
K.I.D.LEASING	256.44
KARVONEN & SON FUNERAL HOME	690.00
MARCO INC ST LOUIS	469.12
MATTHEW BENDER & COMPANY INC	287.92
MN CO ATTORNEYS ASSOCIATION	61.46
MN CO INTERGOVERNMENTAL TRUST	3,443.00
MN MOTOR COMPANY	132.05
MN ST BOARD OF ASSESSORS	715.00
MN STATE AUDITOR	1,738.00
MN STATE BAR ASSOCIATION	537.07
NETWORK CENTER COMMUNICATIONS	115.00
NOLO	34.49
NORTHSTAR TECHNOLOGY GROUP INC	3,616.83
OFFICEMAX INCORPORATED	61.42
RICHARD OLSON	3,991.82
PELICAN RAPIDS PRESS	176.32
PAUL SIMENGAARD	56.46
SOUTH MILL SERVICE	245.39
STREICHERS	488.49
STRINGER BUSINESS SYSTEMS INC	146.56
UNIFORMS UNLIMITED	146.15
WEST PAYMENT CENTER	1,869.00
XEROX CORPORATION	168.42
<b><u>**** FINAL TOTAL.....</u></b>	<b><u>\$41,147.86 ****</u></b>