

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, December 11, 2001
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, December 11, 2001, at 9:33 a.m. at the Otter Tail County Courthouse with Commissioners Dennis Mosher, Chair; Bob Block, Vice-Chair; Syd Nelson, Malcolm Lee, and Roger Froemming present.

Approval of Agenda

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services agenda of December 11, 2001, as mailed.

Approval of Minutes

Motion by Lee, second by Froemming, and unanimously carried to approve the Human Services Board minutes of November 27, 2001, as mailed.

West Central Regional Juvenile Center

Court Services Director, Chuck Kitzman, briefed the Board on a recent meeting of the WCRJC. Discussion followed regarding the center's financial status, increased per diem of \$145.00 for secure detention, and a new Chemical Dependency program. Commissioner Lee noted that there are fewer children in out-of-home placement, which is very positive.

Health Alert Network Contract

Motion by Lee, second by Nelson, and unanimously carried to authorize the appropriate county officials' signatures to execute a grant agreement between the County of Otter Tail Public Health Department and the Minnesota Department of Health for the period of December 31, 2001 through December 31, 2002. The grant of \$4,200 received by Otter Tail County is used to support the existing Health Alert Network to exchange information about disease outbreaks (real or potential), emergency situations, and warnings.

Master Grant Contract for Community Health Boards

Motion by Mosher, second by Froemming, and unanimously carried to authorize the appropriate county officials' signatures to execute a Master Grant Contract between Minnesota Department of Health and the County of Otter Tail for the period of January 1, 2002 to December 31, 2003. The contract outlines terms and conditions of agreement for contracts authorized with the MDH during the aforementioned timeframe.

Medicare Part B Provider

Motion by Lee, second by Nelson, and unanimously carried to authorize the Public Health Director to submit an application to allow the Otter Tail County Public Health Department to be a Medicare Part B provider.

State Budget Reductions

Public Health Director, Diane Thorson, reported that the Minnesota Department of Health must reduce their budget by 13%. As a result, counties have been asked to prioritize state funding they receive. Ms. Thorson noted the following funding as most important to the Otter Tail County Public

Health Department: 1) CHS Support, 2) Health Alert Network, 3) WIC, 4) Family Planning, & 5) Maternal Child Health Grant.

**Closure Agreement
Human Services Contract Renewals**

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chair's signature to execute a Closure Agreement between the Minnesota Department of Human Services and Otter Tail County Human Services Department relative to the closure of the ICF/MR Peleske Group Home facility no later than January 1, 2002.

Motion by Lee, second by Froemming, and unanimously carried to authorize renewal of the following contracts with the County of Otter Tail subject to the approval of the County Attorney:

CY2002 Contracts:

Mental Health Initiative

A Place To Belong
Shared Services - RTC

Assisted Living

Golden Manor
McCornell Court
Vergas

Waivered Services

Homework Center
Lutheran Social Services
Synsteliem
Wilkin County Group Home
LeFreniere

ICF/MR

Kessel Group Home

SILS Services

Homework Center

Meals Services

Nutrition Services, Inc.

Life Line

TelCare - Lifeline

FY2001-2002 Contract:

Health Services

Paracelsus Health Care

**Compensation Grade for NYM Lead Worker Position
Compensation Grade for Case Aide Position**

Human Services Director, John Dinsmore, introduced discussion regarding the NYM Financial Lead Worker position. County Coordinator, Larry Krohn, explained that the County does not have a compensation grade 15 in the union pay scale. Therefore, the Business Agent for the union has agreed to allow compensation at a non-union grade 15 scale until the compensation is negotiated for that grade. After negotiations, the position would receive retroactive pay if the negotiated compensation is higher than the current non-union scale. Mr. Dinsmore stated that funding for this position and office remodeling in the New York Mills building is from food stamp enhancement performance dollars. Motion by Nelson, second by Block, and carried with Lee abstaining, to authorize the Human Services Director to proceed with posting the NYM Financial Lead Worker position.

Motion by Nelson, second by Froemming, and unanimously carried to approve compensation grade 13 for a Human Services case aide position as recommended by MAXIMUS, and, to authorize the Human Services Director to proceed with the hiring process.

Fergus Falls Regional Treatment Center Detox Contract

Human Services Supervisor, Brad Vold, and RTC officials requested approval of the Regional Treatment Center Contract for CY2002. The new contract reflects an approximate 3% increase for Chemical Dependency services paid by the consolidated fund (85% state funds and 15% county funds) and an increase from \$275.00 per day to \$335.00 per day for detox services. Lengthy discussion took place regarding third party billing for detox services and the difficulties of providing detox services. Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and the Fergus Falls Regional Treatment Center for CY2002 for Chemical Dependency services.

Lutheran Social Services Contracts

Motion by Froemming, second by Block, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and Lutheran Social Services (LSS) for CY2002 for Intensive In-Home, Professional Home Based, Family Resource, and Supervised Visit services, subject to approval of the County Attorney. The contract reflects an approximate 3% increase over CY2001 for these services.

Approval of Bills & Claims

Motion by Nelson, second by Lee, and unanimously carried to approve the Human Services bills and claims as presented.

Adjournment

At 11:10 a.m., Chair Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, December 27, 2001.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Dennis Mosher, Human Services Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, December 11, 2001, at 11:17 a.m. at the Otter Tail County Courthouse with Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Syd Nelson, Malcolm Lee, and Bob Block present.

Approval of Agenda

Motion by Lee, second by Mosher, and unanimously carried to approve the County Board agenda of December 11, 2001, as mailed.

Approval of Minutes

Motion by Mosher, second by Nelson, and unanimously carried to approve the County Board minutes of November 27, 2001, with the following addition: Under Preliminary Plat - Huddleston Addition to Loon Lake/Harry Huddleston on Page 2, should read "Motion by Lee, second by Mosher, and unanimously carried to approve the Preliminary Plat known as "Huddleston Addition to Loon Lake" consisting of 3 single family residential lots *and 1 undevelopable lot* with conditions as recommended by the Planning Commission.

Approval to Pay Bills

Motion by Froemming, second by Mosher, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes which include lodging payments as follows:

Best Western Maplewood Inn
Holiday Inn

Deputy Sheriff, Scott Koennicke
Deputy Treasurer, Joyce Schmidt

Request for Forgiveness of Penalty

Motion by Lee, second by Block, and unanimously carried to deny a request for forgiveness of penalty, in the amount of \$29.92, for Arlin D. Brosowske, on parcel no. 22-000-23-0208-005 as there was no error on the part of the County.

Billing Discussion

Chief Deputy, Mark Morris, reported that the Sheriff's Department received a bill from EMS Providers from the Perham Ambulance Service, in the amount of \$774.00, for an ambulance call in their service area that the Henning EMS serviced. The County dispatched the Henning EMS because the residence was on the line between the two service providers and the call came in from a phone booth that was in the Henning provider area. Mr. Morris recommended that the County not pay this bill because the Perham Ambulance Service did not send their ambulance on the call. No action was taken.

Data Verification Contractors

GIS Coordinator, Brian Armstrong, requested an increase in the Data Verification Contracts for the upcoming year. Discussion followed. The request was referred to the Coordinator's Office and the Personnel Committee.

Correspondence Acknowledged

Chair Froemming acknowledged a letter he received requesting a name change for an E-911 address known as Goosedrop Drive. Discussion followed. The GIS Coordinator will respond in writing to the individuals making the request.

North Ten Mile Estates

Taylor Investment Corp. Representative, Scott Seeley, requested approval of a Final Plat known as North Ten Mile Estates prior to completion of the road. He stated that work had been delayed because of proceedings by the township regarding the cartway and only 85% of the road is completed. Taylor Investment offered to submit a bond, in the amount of \$108,520, to ensure final completion of the road to service the plat. Discussion followed. Commissioners requested more time to research the issue and requested this be considered at the next regular County Board meeting.

Sale of Depleted Gravel Pit

Motion by Nelson, second by Mosher, and unanimously carried to authorize the Highway Engineer to sell a depleted gravel pit (approximately 2 acres) located in Section 28 of Western Township.

Snowmobile Trail Agreement

Highway Engineer, Rick West, requested approval of a trail agreement for a trail developed from Henning to the east county line. Motion by Froemming, second by Block, and unanimously carried to authorize the Chair's signature to execute a trail agreement between the County of Otter Tail

and the Henning Snow Cruisers Snowmobile Club for the newly developed trail, subject to approval by the County Attorney.

GIS Technical Support Services

Motion by Lee, second by Nelson, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and Pro-West & Associates, Inc. to attach data about asphalt to the GIS system. The contract reflects a fee of \$7,200 to Pro-West for this technical support service.

Final Payment - C.P. 00:35, City of Dent

Motion by Nelson, second by Lee, and unanimously carried to approve final payment of \$7,332.95, payable to Hough Inc. per estimate no. 5, for completion of Street Drainage Improvements.

Recess & Reconvene

At 12:11 p.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:05 p.m.

Environmental Assessment Worksheet Requests

Land & Resource Director, Bill Kalar, received a notice from the Environmental Quality Board dated November 29, 2001, informing him that the EQB had received a petition requesting that an EAW Needs Determination be completed for a flood reduction project on Little McDonald, Paul, & Devils Lake. Mr. Kalar will respond to the EQB in writing informing them that the County has not received a plan for this project; therefore, an EAW cannot be completed at this time.

Mr. Kalar reported receipt of a petition requesting an Environmental Assessment Worksheet on a proposed plat known as Sportsman's Landing on Jewett Lake. The Planning Commission will complete an EAW Needs Determination on January 9, 2002, and findings will be presented to the County Board on January 15, 2002.

WesMin RC&D

Motion by Mosher, second by Lee, and unanimously carried to appoint Norman Fjestad of Fergus Falls to serve as Otter Tail County's representative as a member of the WesMin Council for CY2002.

Tobacco License

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

Steve Thompson	Tobacco
Underwood American Legion	
George Bergem Post 489	
Underwood, MN 56586	

Premise Permit

Otter Tail County Resolution No. 2001 – 63

Commissioner Lee offered the following and moved its adoption:

WHEREAS, the responsibility for the regulation of lawful gambling and the issuance of licenses and permits for the conduct of lawful gambling lies with the Minnesota Gambling Control Board; and

WHEREAS, the Elizabeth Fire Department Relief Association, Elizabeth, MN, has made an application to the Gambling Control Board for a premise permit to conduct lawful gambling at Ye Olde School House, in Friberg Township of Otter Tail County; and

WHEREAS, Minnesota Statute 349.213 provides that the Gambling Control Board may not issue a premise permit unless they receive a resolution from the Otter Tail County Board of Commissioners approving the application for a permit; and

WHEREAS, the Otter Tail County Board of Commissioners is aware of no reason to oppose the conduct of lawful gambling by the Elizabeth Fire Department Relief Association, Elizabeth, MN, at Ye Olde School House, in Elizabeth Township of Otter Tail County.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby approves the conduct of lawful gambling by Elizabeth Fire Department Relief Association, Elizabeth, MN, at Ye Olde School House, in Elizabeth Township of Otter Tail County, provided the applicant meets all the necessary criteria for the licenses and permits as required by the Gambling Control Board.

IT IS FURTHER RESOLVED, that notice of this application and approval shall be provided to the Township of Elizabeth by sending them a copy of this resolution.

Commissioner Mosher seconded the motion, and upon being put to vote, was unanimously carried.

Adopted at Fergus Falls, MN this 11th day of December, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

Transfer of Land & Buildings
Otter Tail County Resolution 2001 - 64

Upon motion by Lee, seconded by Block, and unanimously carried, the Otter Tail County Board of Commissioners adopts the following resolution:

WHEREAS, pursuant to the laws of Minnesota for 1999, Chapter 161, Section 39, the State was authorized to transfer to Otter Tail County certain lands and buildings described in said laws for no consideration; and

WHEREAS, a legal description and survey has been completed, which has been approved by the Attorney General of the State of Minnesota, a copy of said survey being attached and identified as Exhibit "A"; and

WHEREAS, the County of Otter Tail has entered into a Joint Powers Agreement with the State of Minnesota for the transfer of the land and buildings from the State to the County.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Otter Tail County is ready to assume the title and legal ownership of the buildings and land identified in Exhibit A, pursuant to the terms, conditions, and contingencies of the Joint Powers Agreement for Transfer of Land and Buildings from the State of Minnesota to the County of Otter Tail, Minnesota.

Adopted this 11th day of December, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

**Closed to the Public
Adjournment**

At 1:55 p.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners closed to the public to discuss pending litigation as authorized by attorney-client privilege, M.S. 471.705 Subd 1d. Present were all seated commissioners, the County Attorney, County Coordinator, and Recording Secretary.

At 2:01 p.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, December 18, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

