

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, April 23, 2002
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, April 23, 2002, at 9:31 a.m. at the Otter Tail County Courthouse with Commissioners Dennis Mosher, Chair; Malcolm Lee, Vice-Chair; Syd Nelson, Roger Froemming, and Bob Block present.

Approval of Agenda

Motion by Lee, second by Block, and unanimously carried to approve the Human Services Board agenda of April 23, 2002, as mailed.

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of April 9, 2002, as mailed.

Dental Update

Public Health Director, Diane Thorson, requested discussion regarding the unmet dental needs in Otter Tail County and across the state with the thought in mind that there is not enough space at the RTC building for a dental program. Ms. Thorson stated that the County has dental equipment to maintain the portable clinics and would continue the relationship with the University to do portable clinics; however, she asked if the County should become involved with the bigger picture to educate more dentists and meet the unmet needs. Lengthy discussion continued. County Coordinator, Larry Krohn, suggested that the issue of unmet dental needs be put on the agenda for a session at the District AMC meeting in June.

Contract Approval

Motion by Froemming, second by Block, and unanimously carried to authorize the Public Health Director's signature to execute a contract between the County of Otter Tail Public Health Department and Jan Eitzen, in the amount of \$1,500, for professional services for future planning (3-5 years) for the Public Health Department. The retreat will be held April 25, 2002, at the Bigwood Events Center.

Youth Prevention Program

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and The Village Family Service Center for youth ages 11-17 who are receiving county services via probation or social services. The program is known as The Village's Youth Prevention Program with a two-year contract amount of \$485,608.00.

Foster Care Month

Otter Tail County Resolution No. 2002 - 26

Commissioner Lee offered the following and moved its adoption:

WHEREAS, the family, serving as the primary source of love, identity, self-esteem and support, is the very foundation of our communities, our state, and our County.

WHEREAS, in Otter Tail County there are over 50 children and youth in foster care being provided with a safe, secure, and stable home along with the compassion and nurture of a foster family, and

WHEREAS, over 50 foster families, who open their homes and hearts to children whose families are in crisis, play a vital role helping children and families heal and reconnect and launching children into successful adulthood, and

WHEREAS, foster homes are licensed for fewer children today than they were prior to 1985, resulting in a greater need for more foster families, and

WHEREAS, there are over 60 adults in family foster care homes, and

WHEREAS, there are 40 family foster homes for adults, who open their homes to provide a family environment to individuals with developmental disabilities, mental illness, or who are elderly, and

WHEREAS, there are numerous individuals, public and private organizations who work to increase public awareness of the needs of children and adults in foster care as well as the enduring and valuable contribution of foster care providers.

NOW, THEREFORE, we, The Otter Tail County Human Services Board, by virtue of the authority vested in us as County Commissioners of Otter Tail County, do hereby proclaim May as **FOSTER CARE MONTH** in Otter Tail County and urge all citizens to volunteer their talents and energies on behalf of children/adults in foster care, foster parents, and the professional staff working with them during this month and throughout the year.

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

Adopted at Fergus Falls, Minnesota, this 23rd day of April, 2002.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Dennis Mosher, Human Services Chair

Attest: _____
Larry Krohn, Clerk

**May is Mental Health Month Proclamation
May, 2002**

Otter Tail County Resolution No. 2002 - 27

Commissioner Nelson offered the following and moved its adoption:

WHEREAS, the U. S. Surgeon General states that mental health is fundamental to health and indispensable to personal well-being, family and interpersonal relationships, and contributes to community and society; and

WHEREAS, the U. S. Surgeon General confirms that mental illness affects one in five Americans every year, regardless of age, gender, race, ethnicity, religion, or economic status; and

WHEREAS, the U.S. Surgeon General has found that a range of treatment exists for most mental disorders and the efficacy of mental health treatments are well documented; and

WHEREAS, Otter Tail County has made a commitment to community-based systems of mental health care for all residents; and

WHEREAS, the guiding principles of community mental health care have always been comprehensiveness, cost-efficiency, effective management, and high-quality and consumer-responsive services, and these principles are now being adopted by private and public healthcare payers; and

WHEREAS, the National Mental Health Association, the National Council for Community Behavioral Healthcare and their national partners, the National Alliance for the Mentally Ill and their local affiliates observe Mental Health Month every May to raise awareness and understanding of mental health and illness;

THEREFORE, we, The Otter Tail County Human Services Board, by virtue of the authority vested in us as County Commissioners of Otter Tail County, do hereby proclaim May, 2002, **MENTAL HEALTH MONTH** in Otter Tail County. As County Commissioners of Otter Tail County, we call upon all citizens, government agencies, public and private institutions, businesses, and schools to recommit our community to increasing awareness and understanding of mental illness and the need for appropriate and accessible services for all people with mental illness.

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

Adopted at Fergus Falls, Minnesota, this 23rd day of April, 2002.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Dennis Mosher, Human Services Chair

Attest: _____
Larry Krohn, Clerk

Human Services Handouts

Human Services Director, John Dinsmore, provided several handouts including a quarterly income and expense report showing funding sources. As of March 31, 2002, 25% of the budgeted expenses have been paid out and 31% total agency revenue has been received. He presented Child Support Enforcement and Social Service Program data.

Family Services Collaborative

Court Services Director, Chuck Kitzman, reported that the collaborative met yesterday and the Planning and Evaluation Committee submitted a plan that was a result of focus groups and stakeholders groups. Mr. Dinsmore stated that the Minnesota Counties Insurance Trust is asking for a letter from Otter Tail County that states that the County is sponsoring the Family Services Collaborative for membership. Motion by Mosher, second by Lee, and unanimously carried to state that Otter Tail County is a member of MCIT and encourages the application of liability coverage insurance for the Otter Tail Family Services Collaborative through MCIT.

Approval to Pay Bills & Claims

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

**Closed to the Public - Performance Evaluation
Adjournment**

At 10:49 a.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of Human Services Director, John Dinsmore, pursuant to M.S. §471.705 Subd. 1d(d). All five seated commissioners were present for the evaluation. A summary of performance conclusions will be provided at the next regular Human Services Board meeting. At 11:20 a.m., upon conclusion of the closed session, Chairman Mosher declared the meeting open to the public and adjourned the Human Services meeting until 9:30 a.m. on Tuesday, May 14, 2002.

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, April 23, 2002, at 11:22 a.m. at the Otter Tail County Courthouse with Dennis Mosher, Chair; Malcolm Lee, Vice-Chair; Syd Nelson, Roger Froemming, and Bob Block present.

Approval of Agenda

Motion by Lee, second by Froemming, and unanimously carried to approve the County Board agenda of April 23, 2002, with the following additions:

- Approval of a Final Plat
- Olaf Draxton at 1:45 p.m. - Ditch No. 43
- Household Hazardous Waste Contract
- Discussion - Ditch No. 52

Approval of Minutes

Motion by Lee, second by Froemming, and unanimously carried to approve the County Board minutes of April 16, 2002, as presented.

Approval to Pay Bills

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

Planning Commission Recommendations

Conditional Use Permit - James Markle:

Motion by Lee, second by Froemming, and unanimously carried to approve a Conditional Use Permit for the revised drawing received at the April 17, 2002, Planning Commission meeting with conditions as recommended by the Planning Commission. The property is described as Lot 1 Block 1, Poss Beach Addn #2 and Pt GL 6 (.06 acres - not to be split) in Section 31 of Dunn Township on Lizzie Lake (56-760).

Approval of Final Plat - "Lake Hovland Estates"

Motion by Lee, second by Nelson, and unanimously carried to approve the Final Plat known as "Lake Hovland Estates" located on Lake Hovland in Trondhjem Township as follows: GL 1, Section 26, Township 135, Range 44, which lies southerly of Otter Tail County Right-of-Way Plat No. 9, according to the recorded plat thereof.

Construction and Development Fee Revenue and Expenses Report

Land & Resource Director, Bill Kalar, presented information he recently received from AMC Policy Analyst, David Weirens, regarding legislation passed that establishes a new requirement for all counties, cities, and townships to report building fee revenue and expenses to the Department of Administration effective April 1, 2003.

Highway Contract Approvals

Highway Engineer, Rick West, authorized the Chair's signature to execute a contract between the County of Otter Tail and Riley Bros. Construction, Inc. of Morris, MN, for State Project No. 56-645-08 on CSAH No. 45.

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 Robert R. Schroeder Construction, Inc. of Glenwood, MN, for work and labor performed in the construction of Bridge No. 56531, S.A.P. 56-610-10, CSAH No. 10, City of Elizabeth, MN.

Consulting Services Agreement

Motion by Lee, second by Froemming, and unanimously carried to authorize an agreement between the County of Otter Tail and Interstate Engineering, Inc. for consulting services on the CSAH No. 10 Bridge Replacement Project.

Recess & Reconvene

At 11:50 a.m., Chairman Mosher recessed the meeting of the Otter Tail County Board of Commissioners for a committee meeting and lunch break. The meeting was reconvened at 1:05 p.m.

HazMat Report

Emergency Services Director, Tiny Holm, reported that the Hazardous Material Training Team is in place and the County is expecting funding from the legislature.

Staffing Request

Sheriff, Gary Nelson, and Deputy, Mark Morris, requested that a new deputy position scheduled for July 1, 2002, be moved to April 24, 2002, because of extenuating circumstances with an intended military leave. Motion by Lee, second by Mosher, and unanimously carried to approve a new deputy position effective April 24, 2002, instead of July 1, 2002.

License Application Approvals

Motion by Lee, second by Froemming, and unanimously carried, to approve the following applications for license:

Collins Landing
Dent, MN 56528

Off-Sale 3.2 Malt Liquor

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis Mosher, County Board Chair

Attest: _____
Larry Krohn, Clerk

4-H Program Coordinator Position

Extension Director, Steve Handegaard, reported that the reorganization of the University of Minnesota Extension Service is evolving with some educators statewide being laid off and others being reassigned. With the changes, the critical need is assistance with the 4-H program. The University is encouraging hiring a 4-H Coordinator. Mr. Handegaard requested approval to hire two interim, temporary, part-time 4-H Program Coordinators with each Coordinator working three days per week. Lengthy discussion followed. Motion by Froemming, second by Nelson, and unanimously carried to authorize hiring two temporary (from mid-June to mid-December, 2002) part-time 4-H Program Coordinators as requested with approximate cost of the positions as follows:

Total for two 3 day per week, temporary positions - \$14,976.00
Less 40% from University of Minnesota - \$5,990.40

County share of salary - \$8,985.60
County pays fringe cost - \$1,842.00
Total County Cost - \$10,827.60

Individuals filling the above 4-H Coordinator positions will be hired and employed by the University of Minnesota. The County's share for the above expense will come from the 2002 Otter Tail County savings from Extension reorganization and the Otter Tail County Extension 2002 budget.

High Water - CH 33, Indian Lake & Ditch No 43

Olaf Draxton, from Dane Prairie Township, stated that he would like to address a problem that is manmade from forty years ago, which is a natural waterway that was filled. He stated that filling of that ditch has raised the lake level (Indian Lake) three feet and many trees have been lost and the water is now on the shoulder of CH 33. He presented photos/maps of the area previous to 1962. He stated that this would involve opening up the natural ditch. DNR Hydrologist, Terry Lejcher, reported that Indian Lake is landlocked, and because of this high water period and some complaints, the DNR survey crew surveyed the lake. The lake is approximately three feet above the Ordinary High Water Level. His concern is that if Indian Lake comes up another 1/2 foot, it will have hit the runout elevation. The receiving body of water for this ditch is Swan Lake, which has also been over the OHWL for about ten years. His concern if water starts to runout of Indian Lake at the outlet, is an 11 1/2-foot drop at that point. Restoring this back to the original ditch would be very difficult because there are no elevation records in the old ditch records. Discussion took place about releasing water in some type of controlled manner and potential assessment of a repair to the ditch system. Commissioners requested that this issue be placed on the agenda at the next Board meeting for continued discussion.

Commissioner Nelson was absent at 3:26 p.m.

Household Hazardous Waste Contract - Steven's County

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 Stevens County for the operation of a regional/local household hazardous waste management program.

Adjournment

At 3:32 p.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, May 7, 2002.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis Mosher, County Board Chair

Attest: _____
Larry Krohn, Clerk

CB/kd