

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, July 22, 2003
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, July 22, 2003, at 9:31 a.m. at the Otter Tail County Courthouse with Commissioners Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Dennis Mosher, Roger Froemming, and Bob Block present.

Approval of Agenda

Motion by Mosher, second by Block, and unanimously carried to approve the Human Services agenda of July 22, 2003, as mailed.

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of July 8, 2003, as mailed.

2002 Regional Tobacco Survey

Public Health Nurse, Sue Ewy, discussed the potential for the County Wellness Committee to propose a recommendation for smoke free grounds and buildings owned or occupied by Otter Tail County. She introduced Dr. Richard Rathge of NDSU to present statistical information. Dr. Rathge presented the highlights of the 2002 Regional Tobacco Survey with a power point presentation and briefing notes. The four-county region survey assessed residents' attitudes and perceptions of tobacco use and their views of secondhand smoke and its consequences. The survey showed that the majority of residents believe that 1) tobacco use is bad for your health, 2) communities have a responsibility to protect people from secondhand smoke, 3) businesses should be encouraged to adopt smoke-free policies, and 4) there is strong community support for various smoke-free policies. Discussion followed.

Dog Bite Hearing

At 10: 04 a.m., Chairman Lee opened the dog bite hearing. Present for the hearing were Public Health Nurse, Jodi Misegades, Evelyn Swedberg, owner of the dog named Quinda, and Sue Adelsman. Jodi Misegades reported that the dog had bitten four times. Assistant County Attorney, Barb Hanson, stated that there is no disagreement regarding the history of the dog bites. The dog has been taken to the veterinarian and the dog is healthy. The dog has been given to a couple living in the country on the farm of Brenda and Patrick Kava. The dog has made a good adjustment and the Kavas' have been informed of the previous bites. Commissioners agreed that this is a good solution subject to further consequences if the dog should bite again. The Chairman requested the County Attorney to present the Findings and Order for this hearing at the next Human Services meeting.

Public Health Department Fee Revisions

Public Health Director, Diane Thorson, presented an increased fee schedule for the Public Health Department. Motion by Mosher, second by Block, and unanimously carried to approve the following Public Health Department fee schedule effective August 1, 2003:

Non-Eligible Price for Vaccine

	Current Charge/Vaccine	New Charge/Vaccine
Td	\$10.00	\$11.00
DtaP	\$16.00	\$18.00
MMR	\$32.00	\$35.00
Polio	\$20.00	\$22.00
Hib	\$21.00	\$23.00
Prevnar	\$59.00	\$65.00
Varicella	\$52.00	\$57.00
Hep B P/A	\$11.00	\$12.00
Hep B Ad.	\$26.00	\$29.00

Other Costs	
PCA Screening	\$250.00
Service Reassessments	\$125.00
LTCC,>65/Case Management	\$ 22.67
PHN Assessments	\$ 15.00
Nurse Treatment	\$ 15.00
Med Management	\$ 15.00
Health Promotion & Counseling	\$ 15.00
Dietician	\$ 15.00
Nurse Visit	\$100.00
Cholesterol Screenings	\$ 20.00
Mantoux	\$ 15.00
OSHA HEP B	\$ 40.00
Flu Shot	\$ 17.00
Hearing Screenings	\$ 15.00
Rescreen Hearing	\$ 15.00
Footcare	\$ 20.00
CTC/ECS	\$120.00
Hemoglobin	\$ 15.00
Urinalysis	\$ 15.00
Lead	\$ 15.00

Approval of Contracts

Motion by Mosher, second by Block, and unanimously carried to approve the following contract renewals to service children who have severe emotional disturbance and are in the Level V EBD classrooms for the period of July 1, 2003 through June 30, 2004:

Fergus Falls Special Education Cooperative	Children's Day Treatment Program
Perham School District #549	Prairie Lakes Education Center
Freshwater Special Education District #6004	Prairie Lakes Education Center

Motion by Nelson, second by Froemming, and unanimously carried to approve a contract renewal between the County of Otter Tail and the Mental Health Consumer/Survivor Network of Minnesota for the period of May 1, 2003 through December 31, 2003, for a not to exceed amount of \$12,000, to be used for consumer education. The funding is from the state Adult Mental Health Initiative.

Bill & Claims

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

Adjournment

At 10:50 a.m., Chairman Lee declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, August 12, 2003.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Malcolm K. Lee, Human Services Chair

Attest: _____
Larry Krohn, Clerk

Call to Order – County Board

The Otter Tail County Board of Commissioners convened Tuesday, July 22, 2003, at 11:00 a.m. at the Otter Tail County Courthouse with Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Roger Froemming, Dennis Mosher, and Bob Block present.

Approval of Agenda

Motion by Froemming, second by Mosher, and unanimously carried to approve the County Board agenda of July 22, 2003, with the following additions:

1:55 p.m. – Dave Hegseth – 120th Ave Flooding Concern
Capital Expenditure Requests & Personnel Discussion

Approval of Minutes

Motion by Block, second by Mosher, and unanimously carried to approve the County Board minutes of July 15, 2003, as mailed.

Approval to Pay Bills

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

Planning Commission Recommendations

Conditional Use Permit – Viking Resort/Janet E & William J Schicker:

Motion by Froemming, second by Mosher, and unanimously carried to approve a Conditional Use Permit allowing a total of fourteen (14) dwelling units with conditions as recommended by the Planning Commission. The property is described as Pt Lot 1 N of Lots 3-4 & 5, Camp Lingerlong & S of Road, Section 13 of Amor Township; Otter Tail/Walker Lake (56-242/56-310).

Conditional Use Permit – Bryce & Nancy Stromstad and Leo Janu:

Motion by Nelson, second by Froemming, and carried with Lee opposed, to approve a Conditional Use Permit for a collision repair business with conditions as recommended by the Planning Commission. The property is described as Tr in GL 2...(6.4 Ac) & GL 1 & 2 ex trs ex platted, Section 7 of Gorman Township; Silver Lake (56-224).

Conditional Use Permit – Melvin & Carol Hodnefield, %Taylor Investment Corp:

Motion by Lee, second by Block, and carried with Nelson opposed, to approve a Conditional Use Permit to construct two driveways with conditions as recommended by the Planning Commission. The property is described as Pt NW $\frac{1}{4}$ SE $\frac{1}{4}$ & GL 2 ex WLY 2 rds thereof, Section 9 of Candor Township; Trowbridge/Leek (56-532).

Conditional Use Permit – Randy Johnson:

Motion by Nelson, second by Froemming, and unanimously carried to approve a Conditional Use Permit to build a new driveway as presented. The property is described as Pt GL 3..., Section 30 of Corliss Township; Little Pine Lake (56-142).

Conditional Use Permit – Corliss Township:

Motion by Nelson, second by Mosher, and unanimously carried to approve a Conditional Use Permit to relocate a portion of Nitch Lake Road with conditions as recommended by the Planning Commission. The property is described as Nitch Lake Road; Pt NE $\frac{1}{4}$ NW $\frac{1}{4}$, Pt GL 1, Pt GL 2...; NE $\frac{1}{4}$ SW $\frac{1}{4}$ Ex Tr & Lot 2; GL 3 being in Sec 33 of Corliss Township; Lots 1-2-3 Ex Platted Ex Trs being in Section 32 of Corliss Township; Pt NE $\frac{1}{4}$ NW $\frac{1}{2}$, Pt GL 1, Pt GL 2...being in Section 4 of Pine Lake Township; Big Pine Lake (56-130).

Conditional Use Permit – Otter Tail County Highway Department:

Motion by Lee, second by Nelson, and unanimously carried to approve a Conditional Use Permit to repair erosion damage to the right-of-way on a portion of CSAH No. 4 with conditions as recommended by the Planning Commission. The road to be repaired is CSAH No. 4, Section 9 of Lida Township; Lake Lida (56-747).

Conditional Use Permit – Otter Tail County Highway Department:

Motion by Mosher, second by Froemming, and unanimously carried to approve a Conditional Use Permit to repair the ice damage to the right-of-way to a portion of CSAH No. 72. The property is described as CSAH No. 72, Sections 4 & 5 of Everts Township; Otter Tail Lake (56-242).

Preliminary Plat & Conditional Use Permit – Sportsman Landing/Brian Clouse:

Motion by Lee, second by Mosher, and unanimously carried to accept the withdrawal of the application for a Conditional Use Permit and for the proposed Preliminary Plat of Sportsman Landing as requested by the applicant. Land & Resource Director, Bill Kalar, stated that the applicant is considering a revised plan. The property is described as Pt of GL 5 in Section 23 of Elizabeth Township; Jewett Lake (56-877).

Final Plats

Motion by Froemming, second by Nelson, and unanimously carried to approve the Final Plat known as "South Oaks Second Addition". The property is described as GL 2, Section 1, Township 134N, Range 39W on Buchanan Lake (56-209); Otter Tail Township.

Motion by Froemming, second by Block, and unanimously carried to approve the Final Plat known as "Willow Creek Estates". The property is described as the SW quarter of the NE quarter and that part of GL 3 and 4, Section 26, Township 134, Range 38, East Leaf Lake (56-116); East Leaf Lake Township.

Motion by Lee, second by Mosher, and unanimously carried to approve the Final Plat of Bruce & Marsha Qvammen known as "Yellow Lab Beach". The property is described as GL 8 of Section 27 and that part of GL 2 of Section 34 all in Township 137N, Range 42W on Franklin Lake (56-759)

2004 Natural Resources Block Grant

Land & Resource Director, Bill Kalar, reported the 2004 Natural Resources Block Grant for Local Water Management, WCA, Shoreland, and ISTS as \$102,702. He reported a local match requirement of \$101,767.

Capital Expenditure Requests

Motion by Block, second by Mosher, and unanimously carried to approve a Capital Expenditure of \$76,005.32 for 70 computers and 58 monitors for the Human Services Department. The Human Services Fund will provide \$70,159.00 with the remainder to be paid out of the MIS Budget.

Motion by Mosher, second by Block, and unanimously carried to approve a Capital Expenditure of \$130,418.38 for an AS400 computer upgrade to be paid out of the MIS Budget.

Recess & Reconvene

At 11:29 a.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:00 p.m.

Extension Update

Extension Educators, Vince Cray and Doug Holen, presented an update of Extension projects. Mr. Cray provided pictures of the Donkey Research Project and provided a telephone log for CY2002 showing the number of calls and varied questions that he receives as an Educator. Doug Holen briefed the Board on upcoming activities and the current state of agriculture in Otter Tail County.

Viking Library System Service Agreement

Viking Library Director, Peg Werner, presented an amended Viking Library System Agreement and requested approval. She stated that the Viking Library System Agreement was adopted in 1975 and previously amended in 1989. The Viking Library Board has reviewed the proposed amended agreement for approximately one year and the proposed agreement has received reviews by all eleven-member library boards. Motion by Nelson, second by Block, and unanimously carried to authorize the Chair's signature to execute the 2003 Viking Library System Agreement as presented.

State of Minnesota Satellite Office Agreement

Motion by Nelson, second by Mosher, and unanimously carried to authorize the Chair's signature to execute a Satellite Office Agreement between the State of Minnesota and the County of Otter Tail to allow the Recorder's Office to provide Uniform Commercial Code filing and retrieval services on a local level.

Perham and Pelican Radio Towers

Chief Deputy, Stacy Paulseth, reported that the owner(s) of the Perham Tower is terminating the County's contract to use the tower and has given the County 90 days to remove the

repeater. Currently, the County is paying \$75 per month for rent on that tower. He explained that Arvig Communication Systems has a tower on County Road 8 that could be a new location and that tower would provide approximately 100 ft. of additional elevation. There have been some problems with reception with the Perham Tower in the past. Mr. Paulseth requested permission to replace the current Perham Tower repeater with a new one and run new wire and install the new repeater on the ACS Tower. The ACS tower rental is \$200 per month. He also requested permission to replace the Pelican repeater and move it from the Pelican Tower, which currently costs \$75 per month, to the Erhard Tower that is owned by the County. Motion by Froemming, second by Nelson, and unanimously carried to authorize the Sheriff's Department to replace the repeaters at the Perham and Pelican Towers at a cost of \$7,900, which includes moving, wiring, and installing. The majority of the cost will be paid out of the Sheriff's Department Capital Improvement Fund with a small portion paid from the Sheriff's Department Operating Budget.

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT
Otter Tail County Resolution No. 2003 – 48**

Commissioner Block offered the following and moved its adoption:

BE IT RESOLVED, that Otter Tail County enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety, for the project entitled SAFE & SOBER COMMUNITIES during the period from October 1, 2003 through September 30, 2004.

The Sheriff of Otter Tail County is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Otter Tail County Sheriff's Office and to be the fiscal agent and administer the grant.

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

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

County Ditch No. 43

Ditch Inspector, Randy Wasvick, informed the Board that Dane Prairie Township will lower Rosvold Lake that flows into County Ditch No. 43. They will replace a culvert underneath their township road (190th Street) and replace some tile on Lindquist's property to control flooding concerns. Motion by Mosher, second by Block, and unanimously carried to authorize Dane Prairie Township to lower Rosvold Lake and replace a culvert and tile as described, subject to the township working with the DNR on this project.

Lake Oscar – 120th Avenue Flooding Concern

Oscar Town Board Member, David Hegseth, requested permission for the Township to proceed with work on 120th Avenue because of a flooding concern from the increased water levels of Lake Oscar. The Town Board has applied for a Conditional Use Permit under the ordinance. Discussion followed. Motion by Mosher, second by Block, and unanimously

carried to require the Oscar Town Board to obtain an After-The-Fact Conditional Use Permit and because of the emergency situation, the Township could work on 120th Avenue without legal ramifications.

Water Plan Update

Marilyn Bayerl, an Aquatic Biologist, stated that she has worked in water planning for the past five years. She presented a Priority Scoping Document for the Otter Tail County Local Water Management Plan, which contains goals and implementation processes to be incorporated into the water plan. Ms. Bayerl stated that the Local Water Plan is an excellent tool for bringing in funding from the state and it should be viewed as a working plan. Several water resource handouts were provided as well as information about public meetings for citizen input. Development pressures and groundwater contamination have been identified as the top two water resource issues in Otter Tail County.

Bid Award – Phelps Mill Painting, Roofing & Siding Improvements

After previously advertising for quotations, Rick West, Highway Engineer, opened the following quotes at 1:00 p.m. on July 2, 2003:

Northland Chimney Cleaning & Remodeling	\$3,850.00	Base Bid (Roofing)
Fergus Falls, MN	\$30,250.00	Alternate A (Siding)
	\$15,500.00	Alternate B (Painting)

All Building Corporation	\$16,700.00	Base Bid (Roofing)
Fergus Falls, MN	\$50,495.00	Alternate A (Siding)
	\$51,400.00	alternate B (Painting)

Motion by Mosher, second by Nelson, and unanimously carried to award the Base Bid of \$16,700.00 for roofing (paid from an insurance settlement and the Highway Dept. Capital Expenditure Fund) to All Building Corporation of Fergus Falls, MN, as recommended by the Highway Engineer. The Northland Chimney Cleaning & Remodeling bid was not responsive due to inadequate bid bond. The painting and siding will not be pursued at this time because the bids were too high.

CSAH No. 12 and CSAH No. 10

Mr. West expressed concern with flooding on CSAH No. 12 near Johnson Lake and CSAH No. 10 near Oscar Lake. Oscar Lake is approximately 4 ft. over the ordinary high water level and Highway 10 needs to be built up about 3 ft. He estimated \$500,000 for the total project. Motion by Mosher, second by Lee, and unanimously carried to authorize the Highway Engineer to proceed with grade raise projects on CSAH No. 12 and CSAH No. 10 because of flooding concerns.

Engineering Tech Position

Commissioners agreed, by consensus, to replace a Highway Engineering Tech position late September or October due to a retirement.

MCCC Discussion

Auditor, Wayne Stein; Assessor, Bob Moe; and Treasurer, Steve Andrews; discussed the current situation with the property tax software and spoke in opposition of ownership of this software.

