

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

Call to Order

The Otter Tail County Human Services Board convened Tuesday, September 9, 2003, at 9:30 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 Block, second by Mosher, and unanimously carried to approve the Human Services agenda of September 9, 2003, as mailed.

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of August 26, 2003, as mailed.

West Central Regional Juvenile Center

Court Services Director, Chuck Kitzman, and WCRJC Advisory Board Member, Commissioner Nelson, presented a briefing on the recent meeting held August 28, 2003. Several financial and budget documents were provided along with actions by the facility to ensure that a deficit does not occur again in the future. Most counties have either paid their share of the current deficit or have committed to pay their share. The Advisory Board requested that Otter Tail County pay their share of the deficit within six months and not spread the payments out over five years. Discussion followed. Motion by Nelson, second by Mosher, to pay Otter Tail County's portion of the WCRJC secure detention facility deficit, in the amount of \$41,709, over a two year period, one-half of the amount from the CY2003 budget and one-half of the amount from the CY2004 budget. The money is to be paid out of the General Revenue Fund and rescinds the action taken on August 12, 2003. Chairman Lee called for a roll call vote:

Commission District 5	Block	Yea
Commission District 3	Mosher	Yea
Commission District 4	Froemming	Nay
Commission District 1	Nelson	Yea
Commission District 2	Lee	Nay

Motion carried 3-2.

Grant Application for a Feasibility Study

Diane Thorson, Public Health Director, reported that the Public Health Department has submitted a proposal for a \$10,000 grant from Blue Cross Blue Shield of Minnesota, to complete a Feasibility Study to meet with focus groups including parents and adolescents to determine their unmet needs. If unmet needs are identified, on-site clinics at the schools could be set up to better maximize time. The anticipated funding from BCBS is \$200,000 available for rural counties.

Department of Health Grant Contract Amendment

Motion by Block, second by Mosher, and unanimously carried to authorize the appropriate county officials' signatures to execute Amendment #2 to the Grant Project Agreement for Community Health Boards for public health preparedness and response to bioterrorism. This grant extends the original agreement to August 31, 2004 and provides \$77,501 of federal funding through the Center for Disease Control.

Master Grant Contract for Community Health Boards

Motion by Nelson, second by Froemming, and unanimously carried to approve the appropriate officials' signatures to execute a Master Grant Contract for Community Health Boards between the Minnesota Department of Health and the County of Otter Tail for the provision of statutorily prescribed public health services.

CSSA/MFIP Proposed Plan

Human Services Director, John Dinsmore, reported that county agencies are required to develop a two-year plan pursuant to the Children's Community Services Act and the Minnesota Family Investment Program. He provided an overview of the primary goal areas used in developing this plan. As of September 15, 2003, the Human Services Department will announce that a draft of this plan will be available for public comment/input. The plan must be submitted to the Department of Human Services by October 15, 2003.

Contract Renewals

Motion by Froemming, second by Block, and unanimously carried to authorize the Chair's signature to renew the following contracts for the period of July 1, 2003, through June 30, 2004:

Pioneer Daycare Services
Pioneer Senior Cottages

Adult LAC Committee

Motion by Block, second by Nelson, and unanimously carried to appoint Mary Lee Guberud as a professional member to the Adult Mental Health Local Advisory Committee.

Approval of Bills & Claims

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

Adjournment

At 10:30 a.m., Chairman Lee declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, September 23, 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, September 9, 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 Nelson, second by Froemming, and unanimously carried to approve the County Board agenda of September 9, 2003, as mailed.

Approval of Minutes

Motion by Block, second by Mosher, and unanimously carried to approve the County Board minutes of September 2, 2003, as presented.

Approval to Pay Bills

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

Request for Reconsideration of Bruce Jakim Plat

Attorney, Bob Bigwood, requested reconsideration of the County Board's action to deny the Bruce Jackim plat. Discussion followed. No action was taken. The County Board suggested that the applicant could reapply with a change in the plat proposal.

Amendment to Agreement with the U.S. Fish and Wildlife Service

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chair's signature to execute Amendment Number 1 to the Cooperative Agreement between the U.S. Fish and wildlife Service and the County of Otter Tail that provides for the establishment of biological controls for invasive/exotic plants on private lands. An additional \$26,000 will be provided and the agreement will be extended to September 30, 2005.

Road Construction Extension Requests

Motion by Mosher, second by Block, and unanimously carried to authorize extensions for road construction to October 15, 2003, for the following plats:

Blue Gill Bay Estates, Sewell Lake 56-408, (Gerald Balgaard)

Sportsman Landing, Jewett Lake, 56-877, (Brian Clouse)

Mullen's Country Court, Round Lake, 56-476, – (Vincent Mullen)

Joe & Sue Reimers, Pleasant Lake, 56-449

Tobacco Violation Order

Motion by Froemming, second by Nelson, and unanimously carried to authorize the Chair's signature to execute the Order from the Tobacco Hearing for Don's Service located in Elizabeth, MN.

Recess & Reconvene

At 11:39 a.m., Chairman Lee recessed the meeting of the Otter Tail County Board of Commissioners for lunch break. The meeting was reconvened at 1:00 p.m.

Public Hearing – Indian Lake Water Surface Use Ordinance

The Public Hearing for proposed Indian Lake Water Surface Use Ordinance opened at 1:00 p.m. The County Attorney explained that the Ordinance does not allow anyone to operate a motor boat in Indian Lake equipped with any motor other than an electric trolling motor. There are no public accesses on the lake. No one from the public was present and no comment has been expressed. The Public Hearing was closed at 1:15 p.m. The County Attorney will send the proposed Surface Use Ordinance to the Department of Natural Resources for their approval and then, back to the Board for final approval.

Highway Project Update

The Highway Engineer presented an update on the progress of highway construction and design projects dated September 9, 2003.

Aerial Photography Services – S.A.P. 56-609-03

Motion by Lee, second by Mosher, and unanimously carried to approve award of consulting services, to MARKHURD of Maple Grove for the CSAH No. 9 Reconstruction from TH 34 North to the Becker County Line in the amount of \$8,850.00.

Approval of Contract – S.A.P. 56-603-07 & Etc.

Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature to execute a Highway Construction Contract between the County of Otter Tail and Mark Sand & Gravel Co. for CSAH No. 3 and CSAH No. 24.

CSAH No. 21 Culvert Replacement

Motion by Mosher, second by Nelson, and unanimously carried to proceed with the Culvert Replacement Project on CSAH No. 21 and begin the bid process as soon as possible.

Move Update

University of Minnesota Extension Service Regional Office

Physical Plant Manager, Rick Sytsma, reported that the final move to the GSC building is completed and contractors are finishing with small situations that need some adjustments.

County Coordinator, Larry Krohn, reported that the County has been in contact with the University of Minnesota regarding providing space for the Regional Extension Office. A Request for Proposal has been received from the University for space; however, additional information is required to complete the process. County officials and University officials will meet on Thursday, September 11, 2003, for clarification.

Proposal for Lunchroom Operations

Joyce Thompson, speaking on behalf of the Employees' Committee, presented a proposal for lunchroom operations. The Employees' Committee recommended that the County Board of Commissioners fund the purchase of vending machines for the Government Services Center. The vending machines would be operated by the Employees' Committee. The funds generated would be used to stock and maintain the equipment, provide annual employee events, and pay back some of the original cost of the machines. Six machines will cost approximately \$30,000. Discussion followed. Commissioner Mosher questioned if a lease with an option to buy would be a possibility. This option will be further researched.

**Premise Permit
Otter Tail County Resolution No. 2003 - 52**

Commissioner Nelson 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 Dent Firefighters Relief Association, Dent, MN, has made an application to the Gambling Control Board for the purpose of conducting lawful gambling at the Galaxy Resort, in Star Lake 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 Dent Firefighters Relief Association, Dent, MN, at Galaxy Resort, in Star Lake 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 the Dent Firefighters Relief Association, Dent, MN, at the Galaxy Resort, in Star Lake 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 Star Lake by sending them a copy of this resolution.

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

Adopted this 9th day of September, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

**Premise Permit
Otter Tail County Resolution No. 2003 - 53**

Commissioner Nelson 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 Dent Firefighters Relief Association, Dent, MN, has made an application to the Gambling Control Board for the purpose of conducting lawful gambling at the Silver Moon Lounge, in Perham 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 Dent Firefighters Relief Association, Dent, MN, at Silver Moon Lounge, in Perham 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 the Dent Firefighters Relief Association, Dent, MN, at the Silver Moon Lounge, in Perham 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 Perham by sending them a copy of this resolution.

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

Adopted this 9th day of September, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

County Road Ditch Cleanout

Motion by Mosher, second by Lee, and unanimously carried to authorize the Chair's signature to approve an application for cleaning a county road ditch in Section 26W, Twp 131N, Range 43W in Aastad Township on County Highway No. 25.

Keys for County Office Buildings

Motion by Block, second by Lee, and unanimously carried to require that any key that needs to be ordered for County Office buildings must be ordered under the direction of the Physical Plant Manager.

Approval for Payment – Computer Equipment

Motion by Block, second by Lee, and unanimously carried to authorize payment for computer equipment at the new Government Services Center at a total cost of \$73,091.00 retroactive to July 25, 2003.

Adjournment

At 2:57 p.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, September 16, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk