

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS**
Government Services Center – 500 Fir Ave W.
Tuesday, November 23, 2004
9:30 a.m.

Call to Order

The Otter Tail County Human Services Board convened Tuesday, November 23, 2004, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Sydney Nelson, Chair; Bob Block, Vice-Chair; Dennis Mosher, Roger Froemming, and Malcolm Lee present.

Approval of Agenda

Motion by Block, second by Mosher, and unanimously carried to approve the Human Services Board agenda of November 23, 2004, as mailed.

Approval of Minutes

Motion by Froemming, second by Lee, and unanimously carried to approve the Human Services Board minutes of November 9, 2004, as mailed.

Court Services

Court Services Director, Chuck Kitzman, reported a current deficit of \$18,574.00 in the 2004 Secure Detention Budget due to increased secure detention placements. To date, there have been 51 juveniles placed in secure detention this year. These costs are paid out of the County's General Revenue Fund.

Mr. Kitzman provided a handout entitled "Public Safety and Corrections". He briefed the Board on the position of the Minnesota Association of County Probation Officers as it relates to corrections funding and the position supported by the Association of Minnesota Counties.

Public Health

Public Health Director, Diane Thorson, stated that County funds available for the Association of Minnesota Counties Challenge Pool funding would be \$15,000 to \$20,000. These dollars are non-committed revenue in the Public Health budget.

Motion by Block, second by Lee, and unanimously carried to authorize the Public Health Department to apply for federal funds to develop a support group for breast feeding pilot project. The application must be submitted by December 6, 2004.

Human Services Contract Renewals

Motion by Mosher, second by Froemming, and unanimously carried to authorize the Chair's signature to execute the following Purchase of Service Agreements for assisted living services for persons eligible under the AC/EW, CAC/CADI, TBI-W or MR/RC waiver funds:

Merit Care Home Care (Pelican Rapids Facility)	July 1, 2003 to June 30, 2005
Willow Creek Senior Living	October 1, 2004 to December 31, 2005
Pelican Valley Health Center-Riverfront Manor	January 1, 2005 to December 31, 2005
The Thomas House	January 1, 2005 to December 31, 2005
McCornell Court Assisted Living-St Wm's	January 1, 2005 to December 31, 2005

Motion by Block, second by Mosher, and unanimously carried to authorize the Chair's signature to execute the following Purchase of Service Agreements for foster care services for persons eligible for AC/EW, CADI or TBI waiver funds:

Stan & Karen Synsteliën, Fergus Falls, MN	October 1, 2004 to June 30, 2005
Mary Soland, Elizabeth, MN	October 1, 2004 to June 30, 2005

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature to execute the following Letter of Agreement and Purchase of Service Agreements:

Pill-Alert-Distributor of Compumed Automated Medication Dispenser	Pill Alert/Supplies and Equipment considered for individuals determined eligible by Otter Tail County Human Services	January 1, 2005 to December 31, 2005
Spectrum Support Services, Inc., Fargo , ND	MN Medicaid Provider and approved for non-medical Home Care Services for person on AC/EW, CADI, TBI, or CAC programs	January 1, 2005 to December 31, 2005
Permanent Family Resource Center, Fergus Falls, MN	Foster Care maintenance services and activities	January 1, 2005 to December 31, 2005

Regional Treatment Center Detox Program

Human Services Director, John Dinsmore, discussed the current situation regarding the local detoxification program that is operated by the State of Minnesota at the Regional Treatment Center. He reported that the State of MN would like to be out of the current RTC building by June of 2005. Human Services Supervisor, Brad Vold, provided a handout entitled "Detoxification Program Request for Proposals Summary of Issues" dated 11-23-04. Lengthy discussion took place.

Inpatient CD Contract Renewal

Motion by Lee, second by Mosher, and unanimously carried to authorize the Chair's signature to execute a Purchase of Service Contract between the State of Minnesota Department of Human Services and Otter Tail County Human Services for inpatient chemical dependency services provided at the following sites with the rate remaining the same as CY2004:

Fergus Falls Crisis Home	January 1, 2005 to December 31, 2005
Gustavus Crisis Home, Fergus Falls, MN	January 1, 2005 to December 31, 2005

Approval of Human Services Bills & Claims

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

Adjournment

At 10:40 a.m., Chairman Nelson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, December 14, 2004.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Sydney Nelson, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order – County Board

The Otter Tail County Board of Commissioners convened Tuesday, November 23, 2004, at 10:47 a.m. at the Otter Tail County Government Services Center with Commissioners Sydney Nelson, Chair; Bob Block, Vice-Chair; Dennis Mosher, Roger Froemming, and Malcolm Lee present.

Approval of Agenda

Motion by Froemming, second by Lee, and unanimously carried to approve the County Board agenda of November 23, 2004, as mailed:

Approval of Minutes

Motion by Lee, second by Mosher, and unanimously carried to approve the County Board minutes of November 16, 2004, as mailed.

Approval to Pay Bills

Motion by Lee, second by Block, and unanimously carried to approve payment of the County Board bills per Attachment A of the official minutes, which include the following lodging payments:

Breezy Point	Emergency Management & Safety Director, Sheldon Holm
Four Points Sheraton	Sheriff Deputy, Keith VanDyke

CSAH 1 & 35 Intersection

Highway Engineer, Rick West, presented an aerial photo and statistics regarding the CSAH No. 1 & 35 Intersection. He stated that the problem identified was that the traffic is not pulling up far enough into the intersection before looking for oncoming vehicles. Motion by Mosher, second by Block, and unanimously carried to approve the following recommendations submitted by the Highway Engineer and to notify the individual who brought the concerns regarding this intersection to the County Board:

1. Move the Stop Signs closer to the desired decision points.
2. Paint Stop Bars on CSAH 35 at the desired decision points.
3. Trim or remove trees as needed to meet minimum sight distance requirements and to relocate Stop Sign.
4. Place Crossroad Sign (W2-1) with 50 MPH Advisory Speed Plate (W13-1) on CSAH No. 1.

National Association of County Engineers Conference

Motion by Lee, second by Mosher, and unanimously carried to authorize the Highway Engineer to attend the NACE conference scheduled for April, 2005, at Bismark ND.

Bridge Emergency Response Plan

Motion by Mosher, second by Lee, and unanimously carried to approve the Otter Tail County Bridge Emergency Response Plan dated November 23, 2004, as recommended by the Highway Engineer and attached to the official minutes as Attachment B.

**RESOLUTION TO PARTICIPATE AND DESIGNATE PROPERTY
FOR TAX FREE ZONE DESIGNATION
OTTER TAIL COUNTY RESOLUTION NO. 2004 - 57**

Commissioner Nelson introduced the following resolution and moved its adoption:

WHEREAS, the Perham Economic Development Authority has a desire to promote economic development within the city boundaries, and

WHEREAS, the State of Minnesota through the Minnesota Department of Employment and Economic Development has created the Job Opportunity Building Zones to promote economic development in rural Minnesota, and

WHEREAS, the Perham Economic Development Authority has been authorized a total of 389.56 acres of JOBZ designation, and

WHEREAS, the State of Minnesota allows JOBZ designation to be transferred to undesignated parcels for qualified JOBZ projects, and

WHEREAS, the Perham EDA has received letters of intent from Kit Masters, signifying their intent to establish a JOBZ project on the site listed below,

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Otter Tail County, upon careful consideration and review, hereby approves transferring 16,000 square feet of JOBZ designation from JOBZ parcel #77000110000000, to the parcel listed below,

	Owner/Developer	Location	Parcel number	Current zoning	Size Acre
1	Kit Masters	16,000 Square Feet, located on Lot 8, Block 3, Industrial Park 3 rd Addition	77000990962000	Industrial	16,000 SF

Commissioner Lee seconded the motion, and upon being put to vote, was ADOPTED by the Otter Tail County Board of Commissioners this 23rd day of November, 2004, as follows:

Yea: 5
Nay: 0
Abstain: 0
Absent: 0

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Sydney Nelson, County Board Chair

Attest: _____
Larry Krohn, Clerk

Gravel Tax Discussion

Scambler Township Supervisors, Wayne Johnson and Les Rotz, submitted a letter to the County Board members requesting that the County develop an ordinance to implement a gravel tax. Mr. Johnson reported that there is potential in Scambler Township for a significant amount of gravel mining to take place in the next few years and he expressed concern that the resources may be mined, leave the County, and there may not be compensation to restore the area. Lengthy discussion followed. An Ordinance would need to be drafted and a public hearing would be required in order to impose a gravel tax in the County. A copy of Clay County's Gravel Tax Ordinance was provided.

Forgiveness of Penalty Request

Motion by Froemming, second by Nelson, and unanimously carried to deny a request from Terry & Jan Elkins for forgiveness of penalty, in the amount of \$100.62, for property located in Otter Tail City of Otter Tail Township.

Treasurer's Office Salary Discussion

Treasurer, Steve Andrews, provided a letter and salary and job duty comparisons to the County Board. Discussion followed regarding the County's current salary system.

Liquor License Applications

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

City of Elizabeth	Tobacco
Municipal Liquor Store	
Elizabeth, MN 56533	

Playtime Sports Bar and Ballroom	Tobacco
Perham, MN 56573	

Ten Mile Lake Resort, Inc.	Tobacco
Dalton, MN 56324	

Fleet Services Fuel Cards

Motion by Lee, second by Block, and unanimously carried to approve Wright Express for fleet gas credit cards for County Departments for gas purchases and to authorize the monthly bills to Wright Express to be paid under an Auditor's Warrant.

Credit Card Request

Motion by Lee, second by Froemming, and unanimously carried to approve the issuance of a credit card to Assessor, Robert E. Moe, with a maximum credit limit of \$1,000.00.

Variance Application Refund

Motion by Lee, second by Block, and unanimously carried to authorize a refund of \$170.00 from the Variance Application fee of \$220.00 for Barringer Tanner of Richville, MN. Since the time of applying for the variance, Mr. Tanner changed his building plans and no longer needs a variance. The Land & Resource Department processed the application; however, the Auditor's office has not processed the application and the Board of Adjustment has not viewed the property.

Election Office Temporary Staff

Motion by Lee, second by Mosher, and unanimously carried to authorize the temporary voters registration employees to be retained through December 17, 2004.

Correction of Legal Description

Motion by Mosher, second by Froemming, and unanimously carried to correct the legal description contained in Otter Tail County Board Resolution No. 2004 – 49 as follows:

From:

Parcel 14-000-02-0022-000
Section 2, Township 135, Range 40
West 51.4' of E 994.1' (Along the South Line of Lot 4 and North Line of RY) Part of
Government Lot 2

To:

Parcel 14-000-02-0022-000
Section 2, Township 135, Range 40
West 51.4' of E 994.1' (Along the South Line of Lot 4 and North Line of RY) Part of
Government Lot 4

Tax Forfeited Private Land Sale

Motion by Mosher, second by Froemming, and unanimously carried to approve the Tax Forfeited Private Land Sale scheduled at 9:00 a.m. on Friday, January 7, 2005, in the Otter Tail County Auditor's Office, Government Services Center, 510 W. Fir Ave, Fergus Falls, MN, 56537, for the following property:

Parcel No. 14-000-02-0022-000
West 51.4' East 994.1' (Along the South Line of Government Lot 4 and North Line of RY), Part of Government Lot 4, Section 2, Township 135, Range 40

Temporary, On-call Status

Motion by Lee, second by Block, and unanimously carried to authorize an additional 6 month temporary, on-call hiring for a matron position.

Meeting Continued in Joint Session

At 12:15 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed until 12:35 p.m., at which time the County Board continued their meeting in a joint session with officials of the City of Fergus Falls. Discussion at the joint meeting included a need for local government to present a collaborative proposal to the State of Minnesota for facilities to house an MI and CD program. The State of Minnesota has communicated that they will be moving out of their current location at the Regional Treatment Center. Solid Waste issues relative to the future of the incinerator located at the Regional Treatment Center grounds were also discussed.

Adjournment

Upon conclusion of the joint session, at 1:35 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, November 30, 2004.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Sydney Nelson, County Board Chair

Attest: _____
Larry Krohn, Clerk

CB/kd