

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS**
Government Services Center, 500 Fir Ave. W.
Commissioners' Room
Tuesday, April 12, 2005
9:30 a.m.

Call to Order

The Otter Tail County Human Services Board convened Tuesday, April 12, 2005, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block; Chair, Roger Froemming; Vice-Chair, Dennis Mosher, and Syd Nelson present. Commissioner Malcolm Lee was absent.

Approval of Agenda

Motion by Froemming, second by Mosher, and unanimously carried to approve the Human Services Board agenda of April 12, 2005, as mailed.

Approval of Minutes

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of March 22, 2005, as mailed.

Grant Agreement for Foreign Borne and Refugee Individuals

Motion by Mosher, second by Nelson, and unanimously carried to authorize the Chair's signature to execute a Minnesota Department of Health Grant Project Agreement for Community Health Boards Eliminating Health Disparities for the period of May 1, 2005 to June 30, 2005. The Grant Agreement provides Otter Tail County Department of Public Health \$1,462.00 for health needs of foreign borne and refugee individuals.

Emergency Preparedness Drill

Public Health Director, Diane Thorson, briefed the County Board on an emergency preparedness drill. Ms. Thorson stated that the plan was a test to find out if the Health Alert message could be communicated to individuals identified as essential personnel in a timely manner, which involved approximately 109 various organizations. She noted that the drill went well; however, it showed that some areas of communication need improvement.

Temporary Position

Ms. Thorson requested authorization to hire a part time, temporary Public Health Nurse until a permanent PHN position can be filled. Motion by Mosher, second by Froemming, and unanimously carried to authorize the Public Health Director to hire a part time, temporary Public Health Nurse for an interim period of time as requested by the Public Health Director.

2004 Child and Family Services Annual Report

Human Services Supervisor, Brad Vold, and staff presented the Otter Tail County Child and Family Services 2004 Annual Report. They briefed the County Board on the report and answered questions regarding Family Services.

Parent Support Outreach Program

Human Services Director, John Dinsmore, reported that Otter Tail County has been awarded a grant for the Parent Support Outreach Program covering years 2005, 2006, and 2007. The grants are made available through Federal IV B-2 and McKnight Foundation funds. Motion

by Nelson, second by Mosher, and unanimously carried to authorize the Chair's signature to execute an agreement for Acceptance of the Grant Award for the period of April 1, 2005 through December 31, 2007, for the Parent Support Outreach Program, in the amount of \$184,000.00.

Human Services Quarterly Report

Mr. Dinsmore presented the Human Services 2005 Quarterly Budget Report dated April 12, 2005 and briefed the Board on expenses and revenues to-date.

Bill & Claims

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

West Central Regional Juvenile Center

Commissioner Nelson updated the Board on the budget of the WCR Juvenile Center in Moorhead and reported that the next meeting of the Advisory Board is scheduled for August 25, 2005, to establish the budget for next year.

Adjournment

At 10:36 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, April 26, 2005.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____

Robert Block, Human Services Board Chair

Attest: _____

Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, April 12, 2005, at 11:00 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block; Chairman, Roger Froemming; Vice-Chair, Dennis Mosher, and Syd Nelson present. Commissioner Malcolm Lee was absent.

Approval of Agenda

Motion by Mosher, second by Froemming, and unanimously carried to approve the County Board agenda of April 12, 2005, with additions as follows:

WACCO Board Appointment

Road Issue

Job Openings – County Attorney's Office

Fuel Credit Card Request

Approval of Minutes

Motion by Nelson, second by Mosher, and unanimously carried to approve the County Board minutes of April 5, 2005, as presented.

Approval to Pay Bills

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

**RESOLUTION IN SUPPORT OF RECYCLING
WITHIN OTTER TAIL COUNTY OFFICES
AND FACILITIES
OTTER TAIL COUNTY RESOLUTION NO. 2005 – 22**

Commissioner Froemming offered the following and moved adoption:

WHEREAS, Otter Tail County has adopted a "Solid Waste Management Plan Update" dated March 2002; and

WHEREAS, Otter Tail County's Solid Waste Management Plan and State of Minnesota's Waste Hierarchy identify Recycling and Waste Reduction as the two most highly preferable methods of managing waste; and

WHEREAS, Otter Tail County, through its Solid Waste Department, has invested considerable financial and educational resources in Recycling and Waste Reduction to assure that residents have convenient access to Recycling and Waste Reduction programs; and

WHEREAS, Otter Tail County recognizes April 22, 2005 as Earth Day and wishes to use this opportunity and the Spring 2005 Annual Safety Training as a format to re-affirm a commitment to Recycling and Waste Reduction; and

WHEREAS, The Otter Tail County Board of Commissioners wish to see that Otter Tail County employees are an example to the rest of the county that Recycling and Waste Reduction works and are programs that we should all participate in;

BE IT NOW THEREFORE RESOLVED, That the Otter Tail County Board of Commissioners support the efforts of Recycling and Waste Reduction both at work and in the home and encourage its employees to participate in these programs.

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

Adopted at Fergus Falls, Minnesota, the 12th day of April, 2005.

Date: _____

Otter Tail County Board of Commissioners

By: _____

Robert Block, County Board Chair

Attest: _____

Larry Krohn, Clerk

Temporary Positions

Motion by Mosher, second by Nelson, and unanimously carried to authorize Department Heads to fill temporary, replacement positions, upon completion of the appropriate paperwork through the Coordinator's Office.

Recess & Reconvene

At 11:10 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a Highway Committee Meeting. The Board of Commissioners meeting was reconvened at 11:33 a.m.

Highway Department Contract Approval

Motion by Mosher, second by Froemming, and unanimously carried to authorize the Chair's signature to execute a Contract between the County of Otter Tail and Wadena Asphalt, Inc. of Wadena, MN, for seasonal supply of hot mix bituminous material for East Otter Tail County, contingent upon the approval of the County Attorney.

Bid Award – S.A.P. 56-674-02

After previously advertising for bids, Highway Engineer, Rick West, opened the following bids at 1:00 p.m. on April 6, 2005, for Reconstruction of CSAH No. 74:

Central Specialties, Inc. Alexandria, MN	\$ 990,311.72
Tri-City Paving, Inc. Little Falls, MN	\$1,037,116.02
Kern & Tabery Wadena, MN	\$1,075,425.04
Mark Sand & Gravel Co. Fergus Falls, MN	\$1,171,582.12

Motion by Froemming, second by Nelson, and unanimously carried to award the Reconstruction of CSAH No. 74, S.A.P. 56-674-02, to the low bidder, Central Specialties, Inc. of Alexandria, MN, in the amount of \$990,311.72.

Bid Award – S.A.P. 56-600-22

After previously advertising for bids, Highway Engineer, Rick West, opened the following bids at 1:00 p.m. on April 6, 2005, for Aggregate Base & Bituminous Surfacing on Little McDonald Dr N. in Edna Township:

Central Specialties, Inc. Alexandria, MN	\$ 60,864.00
Sherbrooke Asphalt, Inc. Detroit Lakes, MN	\$ 65,062.04
Mark Sand & Gravel Co. Fergus Falls, MN	\$131,150.00

Motion by Nelson, second by Mosher, and unanimously carried to award the Aggregate Base & Bituminous Surfacing on Little McDonald Dr. N. in Edna Township, to the low bidder,

Central Specialties, Inc., in the amount of \$60,864.00. DNR State Park Road Account Grant amount of \$77,230.00 is available.

Final Payment - Phelps Mill Temporary Repairs

Motion by Nelson, second by Mosher, and unanimously carried to approve Final Payment, in the amount of \$1,231.70, for completion of the Phelps Mill Temporary Foundation Repair Project payable to All Building Corporation of Fergus Falls, MN.

City of Vergas County Garage

Mr. West presented a letter from the City of Vergas regarding a preliminary proposal for construction of a County Garage. The County Board directed Mr. West to discuss the proposal further with the Vergas City Council

Road Closures

Mr. West informed the Board that CSAH No. 10 at Oscar Lake is flooded over the crown of the road and is closed to traffic for public safety reasons. CSAH No. 12 East of Johnson Lake may also be closed because of flooding.

Dane Prairie Township Road Dispute

County Attorney, David Hauser, presented a petition submitted by five landowners under MSA 163.16. The complaint is in regards to a one mile long road in Dane Prairie Township off of 210 east of Fergus Falls. The road was paved several years ago for Birchwood Estates, located in Aurdal Township, and it is also used as a short cut to Highway 210. The road has fallen in disrepair and has been closed. Discussion took place. This issue will be placed on the next County Board agenda in order to establish a Public Hearing date.

County Attorney Department Positions Approved

Motion by Mosher, second by Nelson, and unanimously carried authorize the County Attorney to proceed with the appropriate hiring procedures through the Coordinator's office to replace an Assistant County Attorney position (job #1103) and Collections' Officer position (job #1110).

Fuel Credit Card

Motion by Nelson, second by Mosher, and unanimously carried to approve the Wright Express gas card for vehicle related maintenance and repairs in addition to fuel purchases for Otter Tail County vehicles.

Western Area City County Cooperative Appointment Otter Tail County Resolution No. 2005 - 23

Commissioner Froemming offered the following and moved adoption:

WHEREAS, Otter Tail County has become a member of the Western Area County Cooperative (WACCO) for Calendar Year 2005; and

WHEREAS, WACCO has requested an appointee from Otter Tail County to serve on the WACCO Board of Directors for Calendar Year 2005; and

WHEREAS, WACCO Board of Directors meetings are scheduled for April 20th, July 20th, and October 19th, 2005.

NOW, THEREFORE, BE IT RESOLVED, that Commissioner Sydney Nelson and alternate, Commissioner Roger Froemming, have been appointed to the WACCO Board of Directors for a one-year term.

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

Adopted at Fergus Falls, Minnesota, the 12th day of April, 2005.

Date: _____ Otter Tail County Board of Commissioners

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk

Discussion – County Board Special Meeting

Land & Resource Director, Bill Kalar, provided copies of a Shoreland Management Ordinance Revision Timeline and a Special Meeting Discussion Outline that could be used to facilitate specific discussion topics at the April 14, 2005, Special Meeting. He briefed the Board on the timeline. Proposals that the State Shoreland Committee is working on were also provided.

Adjournment

At 12:35 p.m., Chair Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, April 19, 2005.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Robert Block, County Board Chair

Attest: _____
Larry Krohn, Clerk