

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Government Services Center, Commissioners' Room
500 W. Fir Avenue, Fergus Falls, MN
Tuesday, April 22, 2008
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, April 22, 2008, at 9:35 a.m. at the Otter Tail County Government Services Center with Commissioners Everett Erickson, Vice-Chair; Bob Block, Roger Froemming, and Dennis Mosher present. Chairman Syd Nelson was absent.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board agenda of April 22, 2008, as mailed.

Approval of Minutes

Motion by Froemming, second by Mosher, and unanimously carried to approve the Human Services Board minutes of April 8, 2008, as presented.

Probation Department

Probation Director, Chuck Kitzman, introduced the DWI Court staff. They explained their roles in the DWI Court program and discussion took place regarding the start up of the program. Mr. Kitzman provided handouts regarding the County Probation Officer Reimbursement for 2007. The reimbursement was 39% of the Probation Officers' salaries despite the fact that under M.S. 244.19 Subd. 6, the State of Minnesota should be reimbursing these salaries at 50%.

Public Health Grant for Refugees and Foreign-Born Individuals

Public Health Director, Diane Thorson, reported that based on \$50 per person, the grant for refugees and foreign-born individuals should be \$145,550.00. The dollars received for fiscal year 2008 is \$1,458.00. Motion by Block, second by Froemming, and unanimously carried to authorize the appropriate County officials' signatures to execute the MDH Grant Project Agreement for Community Health Boards to accept the grant amount of \$1,458.00 for work with refugees and foreign-born individuals.

**Office of Traffic Safety Safe Community Grant
Otter Tail County Resolution No. 2008 - 30**

Commissioner Mosher offered the following and moved its adoption:

WHEREAS, the department has been a past recipient of Office of Traffic Safety Safe Community Grants, and

WHEREAS, the department had an established Safe Communities Coalition working closely with law enforcement, the County Attorney, the Highway Department and community members to focus on traffic safety problems, and

WHEREAS, the application requires a resolution from the governing board approving the project be filed with the grant application, and

WHEREAS, the Safe Communities Coalition wishes to continue addressing traffic safety issues related to promoting the use of seat belts, training on the appropriate use of child passenger safety seats, and decreasing incidence of driving under the influence.

NOW, THEREFORE, BE IT RESOLVED, the Otter Tail County Public Health Director is authorized to submit applications for additional funding to support the costs for the Safe Communities Project.

Commissioner Froemming seconded the resolution which, upon being put to vote, was unanimously adopted.

Adopted this 22nd day of April, 2008.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

Attest: _____

Larry Krohn, Clerk

By: _____

Syd Nelson, Human Services Board Chair

Funding Request for Nurse Family Partnership Program
Otter Tail County Resolution No. 2008 - 31

Commissioner Mosher offered the following and moved its adoption:

WHEREAS, the department has entered into a contract with the Nurse Family Partnership Organization to implement the program based upon key parameters identified through research and ongoing program evaluation, and

WHEREAS, the department has funds budgeted from existing and additional county tax dollars as well as state grant funding from the Temporary Assistance for Needy Families, Maternal Child Health Grant, and the Local Public Health Grant to support this project, and

WHEREAS, UCare, the Otto Bremer Foundation, and the Mardag Foundation have allocated funding for this project, and

WHEREAS, fees for service are lower than previously anticipated for this project.

NOW, THEREFORE, BE IT RESOLVED, the Otter Tail County Public Health Director is authorized to submit applications for additional funding to support the costs of the Nurse Family Partnership.

Commissioner Froemming seconded the resolution which, upon being put to vote, was unanimously adopted.

Adopted this 22nd day of April, 2008.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

Attest: _____

Larry Krohn, Clerk

By: _____

Syd Nelson, Human Services Board Chair

FOSTER CARE MONTH

Otter Tail County Resolution No. 2008 - 32

Commissioner Froemming 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 Country, and

WHEREAS, in 2007, there were 76 children in the Otter Tail County licensed foster homes. Foster care provides a safe, secure and stable home for children also providing compassion and nurturance of a family setting, and

WHEREAS, in 2007, Otter Tail County Human Services licensed 23 foster families who have opened their homes and hearts to children whose families are in crisis, play a vital role helping children and families heal, reconnect, and launch children into successful adulthood, and

WHEREAS, there are over 113 adults in licensed adult family foster care homes, and

WHEREAS, there are over 55 licensed adult family foster care providers, who have opened 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 Block seconded the resolution which, upon being put to vote, was unanimously adopted.

Adopted this 22nd day of April, 2008.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

Attest: _____

By: _____

Larry Krohn, Clerk

Syd Nelson, Human Services Board Chair

**Otter Tail County Proclamation
Family Child Care Provider Week
May 3rd – 9th, 2008**

Otter Tail County Resolution No. 2008 - 33

Commissioner Froemming offered the following and moved its adoption:

WHEREAS, Otter Tail County has over 140 licensed family child care providers; and

WHEREAS, Otter Tail County family child care providers serve approximately 1,500 children and their families; and

WHEREAS, children are Otter Tail County's most valuable asset and resource; and

WHEREAS, the care and education of Otter Tail County's children provided by licensed family child care givers is an invaluable occupation; and

WHEREAS, many Otter Tail County families choose child care outside their own home; and

WHEREAS, licensed family child care providers are highly competent, dedicated, caring, and concerned professionals.

NOW, THEREFORE, BE IT RESOLVED, That the Human Services Board hereby proclaims the **week of May 3 – 9, 2008**, as Licensed Family Child Care Provider Week in Otter Tail County, in honor of its many licensed family child care providers, and asks the community to join in recognizing the valuable contributions these family child care providers make to our community.

Commissioner Block seconded the resolution which, upon being put to vote, was unanimously adopted.

Adopted this 22nd day of April, 2008.

Dated: _____

OTTER TAIL COUNTY HUMAN SERVICES BOARD

Attest: _____

Larry Krohn, Clerk

By: _____

Syd Nelson, Human Services Board Chair

May is Mental Health Month Proclamation
Otter Tail County Resolution No. 2008 - 34

Commissioner Mosher 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 has appointed Local Mental Health Advisory Committee for children and adults.

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 Nation 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 2008 Mental Health Month in Otter Tail County**. As County Commissioners of Otter Tail County we call all citizens, government agencies, public and private institutions, business 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 resolution which, upon being put to vote, was unanimously adopted.

Adopted this 22nd day of April, 2008.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD
Attest: _____ By: _____
Larry Krohn, Clerk Syd Nelson, Human Services Board Chair

Local Advisory Committee Reports

Adult Mental Health Local Advisory Committee member, LuAnn Hanson, provided an overview of the Adult LAC activities for the past year which has focused on the Jail System. A copy of the LAC Listing of Mental Health Providers brochure was submitted. The new director of "A Place to Belong" briefed the Board regarding her activities and discussed the upcoming Open House scheduled for Saturday, May 3, 2008.

Jane Patrick briefed the Board regarding the Children's Mental Health LAC activities and submitted a handout. Parental involvement is encouraged. The Children's Crisis Grant will be a new service that will be offered.

Approval to Pay Bills & Claims

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

Adjournment

At 10:45 a.m., Vice-Chairman Erickson declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, May 13, 2008.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD
By: _____
Syd Nelson, Human Services Board Chair
Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, April 22, 2008, at 11:00 a.m., at the Otter Tail County Government Services Center with Commissioners Everett Erickson, Vice-Chair; Bob Block, Roger Froemming, and Dennis Mosher present.

Approval of Agenda

Motion by Mosher, second by Block, and unanimously carried to approve the County Board agenda of April 22, 2008, with the following additions:

Red River Valley Development Association
Viking Library Resolution

Approval of Minutes

Motion by Froemming, second by Mosher, and unanimously carried to approve the County Board minutes of April 15, 2008, as presented.

Approval to Pay Bills

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

Planning Commission Recommendations

Conditional Use Permit – Dora Township:

Motion by Erickson, second by Mosher, and unanimously carried to approve a Conditional Use Permit to complete road work on Prieb's Park Drive and Trail with conditions as recommended by the Planning Commission. The project is located on Prieb's Park Drive & Prieb's Park Trail, Section 1 & 2 of Dora Township; Loon Lake (56-523), RD & Sybil Lake (56-387), RD.

Conditional Use Permit – Dora Township:

Motion by Block, second by Froemming, and unanimously carried to approve a Conditional Use Permit to complete roadwork on CSAH 108, Cty Hwy 85 – 410th St. with conditions as recommended by the Planning Commission. The project is located from 32121 410th St. to intersection of 410th St., CSAH 108 & Co Hwy 85, Sections 26 & 35 of Dora Township; Elbow Lake (56-514), NE.

Conditional Use Permit – Tamara M. Malinowski:

Motion by Froemming, second by Mosher, and unanimously carried to approve a Conditional Use Permit to construct a house and driveway as presented. The property is described as Pt of GL 2, Parcel E, Section 27 of Parkers Prairie Township; Lake Adley (56-31), GD.

Conditional Use Permit – CRS Properties/ Jim Boisclair & Scott Schmidt:

The applicants withdrew the application for Conditional Use Permit. The property is described as All that pt of SW1/4, 3.91 AC, Section 27 of Everts Township; Silver Lake (56-302), RD.

Conditional Use Permit – Frank's Lodge & Campground/John & Kathleen Frank:

Land & Resource Director, Bill Kalar, explained that this Conditional Use Permit request is for adding campsites to the existing resort. The Planning Commission recommended denial with their reasons listed in the Planning Commission minutes of April 16, 2008. Chris McCann of Interstate Engineering requested that the application be tabled and sent back to the Planning Commission to allow a dialogue to address the concerns. Mr. Frank stated that, at the Planning Commission meeting, there was discussion; however, when the vote took place, the issues were on other concerns than those that had been discussed. Neighbor, Bob Weatherly, expressed concern with this request because it creates too much density for this body of water. Jane Aschnewitz requested that the Board take a

Careful look at this request as she doesn't remember more than 10 boats in this part of the lake at one time. Motion by Block, second by Mosher, and unanimously carried to deny, as recommended by the Planning Commission, additional campsites at this resort. The reasons for denial are listed in the April 16, 2008, Planning Commission minutes. The property is described as N1/2 NW1/4, Lots 4 & 5 ex Star Lake Beach & ex trs ex Res & SRC (91.26 AC) & N1/2 NW1/4, Lots 4 & 5 ex Star Lake Beach & ex trs ex farm (9.93 AC) Section 9 of Star Lake Township; Star Lake (56-385), GD.

RESOLUTION PROVIDING FOR REIMBURSEMENT OF CERTAIN COST FOR LIBRARY PROPERTY ACQUISITION

Otter Tail County Resolution No. 2008 - 35

Commissioner Mosher offered the following and moved its adoption:

WHEREAS, Viking Library System (the "Library") and Otter Tail County ("County") contemplate that the County will provide financing for the acquisition of certain property (the "Property") to be acquired and remodeled for use by the Library;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONER OF OTTER TAIL COUNTY, MINNESOTA, AS FOLLOWS:

Section 1. Purpose and Expectations. The Board of Commissioners declares that it intends for the County to undertake the acquisition of the Property with available funds and to obtain reimbursement for such expenditures out of the proceeds of a lease financing to be arranged through the Otter Tail County Housing and Redevelopment Authority. This declaration is a declaration of official intent adopted pursuant to Treas. Reg. §1.150-2.

Section 2. Timing and Amount of Reimbursement. Reimbursement allocation made under the provisions of this resolution shall be made within 18 months of the date hereof and shall not exceed \$_____ in aggregate principal amount. The allocation shall be evidenced by an entry on the official books and records of the County maintained for that purpose.

Commissioner Block seconded the resolution which, upon being put to vote, was unanimously adopted.

Adopted this 22nd day of April, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Attest: _____

By: _____

Larry Krohn, Clerk

Syd Nelson, Board of Commissioners Chair

State of Minnesota Work Release Agreement

Motion by Mosher, second by Block, and unanimously carried to authorize the Chairman's signature to execute the State of Minnesota Joint Powers Agreement between the Department of Corrections and Otter Tail County for the work release program. The agreement is effective from July 1, 2008 through July 30, 2009, with the State paying the County \$59.00 per day per State offender participating in the work release program.

Red River Valley Development Association

Motion by Froemming, second by Block, and unanimously carried to request that \$900.00 be put in the 2009 County Budget for the Red River Valley Development Association, an increase of \$100.00 from previous years.

Recess & Reconvene

At 11:44 a.m., Vice-Chair Erickson declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:15 p.m.

Request for Purchase of Copier

Highway Department Accounting Supervisor, Helen Erkenbrack, provided two quotations for purchase of a copier, printer, scanner. County Board members requested checking with the MIS Director before final approval.

Supervisory Training Update

Human Resources Coordinator, Karen Lundin, and participants in the supervisory training program, briefed the Board on the opportunities experienced in this training. Very practical, not just conceptual skills were provided in the training and all members felt continued future training for other employees would be beneficial.

License Application Approvals

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

*Josh Hanson's Spanky's Inc. Spanky's Stone Hearth Vergas, MN 56587	Liquor and Sunday Liquor
Ten Mile Lake Resort, Inc. Ten Mile Lake Resort Dalton, MN 56324	3.2 On/Off Sale Wine
Thomas Posante Lakeside Market Battle Lake, MN 56515	3.2 Off Sale
Tom's Amoco Henning, MN	3.2 Off Sale
Zorbaz of Otter Tail Lake, Inc. Zorbaz of Otter Tail Battle Lake, MN 56515	Seasonal Liquor and Seasonal Sunday Liquor
*Zorbaz of Pelican Lake, Inc. Zorbaz III Pelican Rapids, MN 56572	Seasonal Liquor and Seasonal Sunday Liquor Tobacco

*(license is subject to review and approval of County Attorney's office and Sheriff's office)

Building Project Updates

Physical Plant Manager, Rick Sytsma, discussed the Ottetail Operations Center and CD Building projects with the Board.

Adjournment

At 2:00 p.m., Vice-Chair Erickson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, April 29, 2008.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Syd Nelson, Board of Commissioners Chair

Attest: _____
Larry Krohn, Clerk

CB/kd

WARRANTS APPROVED ON 4/22/2008 FOR PAYMENT 4/22/2008

<u>VENDOR NAME</u>	<u>AMOUNT</u>
A'VIANDS LLC	1,998.73
AMERICAN INSTITUTIONAL SUPPLY	1,040.43
ARK & SPARK	98.20
SCOTT ARNDT	220.00
ASSOCIATED BAG COMPANY	91.21
BLIZZARD BLADE	185.45
BOB'S STANDARD BULK SERVICE	132.33
COOPERS TECHNOLOGY GROUP	14.97
DACOTAH PAPER COMPANY	225.43
DETROIT LAKES OVERHEAD DOOR SE	594.18
DEX MEDIA EAST	20.50
DKMAGS LLC	2,358.26
EGGE CONSTRUCTION INC	235.00
FARGO GLASS AND PAINT CO	2,243.38
FERGUS ELECTRIC	5,235.32
FERGUS FALLS DAILY JOURNAL	453.98
FERGUS FALLS SCHOOL DIST 544	628.94
FLOOR TO CEILING STORE	3,815.00
FOTH & VAN DYKE	4,282.48
FRONTIER PRECISION INC	532.80
G & K SERVICES	1,556.45
GALL'S INC	739.88
BERNICE GEISER REVOCABLE TRUST	43,296.02
KURT GIESER	21.10
GODFATHERS EXTERMINATING INC	215.13
MARILYN HELLER	67.97
HENRY'S FOODS INC	1,258.89
THE INDEPENDENT	50.40
INSIGHT PUBLIC SECTOR	2,210.16
INSTITUTIONAL EYE CARE	51.85
KELLY SERVICES INC	1,148.81
MARCIE KNUDSEN	54.48
L & L SERVICE	60.50
LAKE REGION HEALTHCARE CORP	960.00
LAKES COUNTRY SERVICE CO OP	82.54
LARRY OTT INC TRUCK SERVICE	1,785.00
LEWIS WELDING & EQUIPMENT	26.95
MARCO INC ST LOUIS	310.02
MARTIN'S PAINTING & MORE	3,051.50
MIDSTATES EQUIPMENT & SUPPLY	20,365.98
THE MIDWEEK	60.90
MIDWEST PRINTING CO	85.20
MN OFFICE OF ENTERPRISE TECHNO	1,200.00
ELDON MOREY PHD	365.00
CHERYL MUCHOW	26.92
NAPA FERGUS FALLS	50.41
NELSON BROS PRINTING	119.78
NETWORK CENTER COMMUNICATIONS	215.38
NEW YORK MILLS HERALD	36.00
NICE THREADS	16.00
NOVA FIRE PROTECTION	997.00
OCCUPATIONAL DEVELOPMENT CENTE	1,411.13
OFFICEMAX INCORPORATED	317.84
OTTER TAIL CO TREASURER	1,593.43
OTTER TAIL FAMILY SERVICES COL	300.00
OTTER TAIL TELCOM	225.00
OTTERTAIL TRUCKING INC	10,673.70

OVERHEAD DOOR COMPANY	164.03
PELICAN RAPIDS PRESS	41.85
PERHAM CO OP CREAMERY	6,717.38
PRODUCTIVE ALTERNATIVES INC	78.02
QUARTERMASTER	859.87
RAY'S OIL COMPANY	1,674.76
REVIEW ENTERPRISES INC	69.50
ROYAL TIRE INC	664.36
THE SAND CREEK GROUP LTD	6,415.67
MATTHEW SAURER	24.72
CHERI SCHULTZ	227.77
STEINS INC	530.67
SUPER SEPTIC INC OF PELICAN RA	154.38
TNT REPAIR INC	93.22
TRAFFIC MARKING SERVICES INC	23.28
ULTEIG ENGINEERS	75.82
VICTOR LUNDEEN COMPANY	671.75
VISUAL GOV SOLUTIONS LLC	7.50
WADENA CO AUDITOR TREASURER	2,372.98
WADENA CO SHERIFF	48.00
WEST PAYMENT CENTER	2,707.62
<u>**** FINAL TOTAL.....</u>	<u>\$143,037.06 ****</u>