

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, April 10, 2001
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, April 10, 2001 at 9:30 a.m. at the Otter Tail County Courthouse with Commissioners Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Syd Nelson; Malcolm Lee, and Bob Block present.

Approval of Agenda

Motion by Lee, second by Block, to approve the Human Services Board agenda of April 10, 2001. Motion carried.

Approval of Minutes

Motion by Nelson, second by Mosher, to approve the Human Services Board minutes of March 27, 2001 as mailed. Motion carried.

West Central Regional Juvenile Center

Court Services Director, Chuck Kitzman, and Commissioner Nelson, briefed commissioners on a recent WCRJC Advisory Board meeting. Discussion took place regarding budget vs. capacity, Red Wing legislation, transitioning program, and the possibility of adding an outpatient Chemical Dependency component to their program.

**Nutrition Assistance Program for Seniors
Mothers and Children Program**

Public Health Director, Diane Thorson; WIC Clerk, Sue Lindgren; and Aging Coordinator, Lyle Hoxtell; presented information regarding the NAPS and MAC Nutrition Programs. NAPS is the Minnesota program for the Commodity Supplemental Food Program (CSFP). The food shelf in Fergus Falls is willing to house this program and the program will be staffed by volunteers from area churches. Ms. Thorson noted that the Public Health Department would be responsible for financial eligibility determination for the program, the recipient would then be issued a card which they would take to the food shelf to pick up the food items. Otter Tail County has not been involved with this program in the past because there has been no where to keep the food items. Commissioner Mosher questioned the income guideline verification process. He stated that this is a good program; however, he would like income verified so the program would not be abused. Discussion continued. Motion by Nelson, second by Block, to authorize the Public Health Department to proceed with the application process for the NAPS and MAC program as presented. Motion carried.

Adult Mental Health Services Contract

Human Services Supervisor, Tom Jensen, requested approval of a contract to provide mental health training sessions for consumers and families. Motion by Lee, second by Mosher, to authorize the Chair's signature to execute a contract between the Otter Tail County Department of Social Services and Mental Health Consumer/Survivor Network of Minnesota for the period of February 1, 2001 through December 31, 2001 as presented. Motion carried.

Child Protection Annual Report

Human Services Supervisor, Brad Vold, and Child Protection staff, presented the Year 2000 Child and Family Services of Otter Tail County Annual Report. Mr. Vold reviewed the statistics. Lengthy discussion followed regarding the need for foster care homes, disciplining children, and an increase of termination of parental rights due to the child's need for permanent placement.

**In-Home Service Update
Chemical Dependency Early Intervention Funding**

Gene Benson of Lutheran Social Services updated County Board members regarding their In-home Services Program. In-home services are geared to prevent out-of-home placement. Skills and therapies are provided based on the family's needs so their children have a better place to live. LSS works closely with the county child protection team.

LSS has received a grant through the Department of Human Services (DHS) for dynamics of self and family program for the past 10 years. LSS would like to apply for 18 months of on-going funding and this requires an approval by the Host County of the program to certify that this is a good program. Motion by Lee, second by Mosher, to approve the Lutheran Social Service Chemical Dependency Early Intervention grant application to the State for 18 months of funding in the amount of \$68,000. Motion carried.

Bills & Claims

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

Adjournment

At 10:57 a.m., upon a motion by Mosher and seconded by Nelson, the meeting of the Otter Tail County Human Services Board was adjourned until 9:30 a.m. on Tuesday, April 24, 2001. Motion carried.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Roger Froemming, Human Services Board Chair

Attest: _____
Larry Krohn, Clerk

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, April 10, 2001, at 11:05 a.m. at the Otter Tail County Courthouse with Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Syd Nelson; Malcolm Lee, and Bob Block present.

Approval of Agenda

Motion by Mosher, second by Block to approve the agenda of April 10, 2001 with the following additions:

Pelican Rapids TIF Plans Update
Approval to Pay Bills
Water Issues

Motion carried.

Approval of Minutes

Motion by Nelson, second by Lee, to approve the County Board minutes of April 3, 2001, as mailed. Motion carried.

Section Corners and Parceling Plan Update

GIS Spatial Manger, Brian Armstrong, reported that the GIS Department has the capability to use the internet for user mapping applications whereby data such as bluffs, recycling maps, voting wards and precincts, commission districts, etc. could be available. The first step is to get this data to people who can use the data. Pro-West can provide a provider other than CIS. He stated that they would like to make the parceling data available one township at a time. GIS would start parceling on their own to speed up the project. The accuracy level of the parceling project will be discussed with the GIS Internal Committee. Mr. Armstrong explained the need to re-establish the NE corner of every township and create confidence in the public and private sector that all corners are certified and are kept on record as required by law. Worldwide coordinates (GPS) can be used to establish section corners that you cannot lose. Lengthy discussion followed regarding the steps necessary to establish accurate section corners and a process to assure that certificates are filed. By consensus, commissioners requested that a meeting be set-up with the registered land surveyors in the community.

Motion by Block, second by Froemming, to approve the following requests for the Geographic Information Systems (GIS) Department:

- The Highway Department will provide \$20,000 to go towards purchase of GPS equipment.
- Approve compensation grade 14 for a GIS Tech Position and authorize the GIS Department to proceed with the hiring process
- Transfer \$21,500 from the GIS Capital Improvement Fund to the GIS Operating Fund to budget for the GIS Tech position and reclassification of the GIS Coordinator positions for CY 2001
- The GIS Department will be using soils monies in the GIS Capital Improvement Fund towards purchase of GPS equipment in the amount of \$23,000.

Motion carried.

Approval to Pay Bills

Motion by Nelson, second by Froemming, to approve payment of bills per Attachment A of these minutes which includes the following lodging payment:

Grand View Lodge

CVSO, Jourdan Sullivan and Tom Figliuzzi

Motion carried.

Water Issues

Commissioner Mosher provided a "Water Facts" handout and a map showing a specific subdivision on Ten Mile Lake. Eleven of the back lots have been sold. One lot (#6) cannot be sold because of the ordinance changes for minimum lot size in order to build a dwelling. Discussion continued regarding a permit that was given to a neighboring landowner by mistake which is approximately the same size as lot #6, the variance procedure, and the length of time it would take to change the Shoreland Management Ordinance.

Final Plat - Rick's Lazy Eighty Estates

Motion by Mosher, second by Lee, to approve the final plat of Ricky J. Norgren known as "Rick's Lazy Eighty Estates" located in Section 21 of Tordenskjold Township on Long Lake (Lake No. 56-428). Motion carried.

TIF District - Law Changes

Commissioner Malcolm Lee reported that he met with the Pelican Rapids City Council recently regarding a Tax Increment Financing District. The TIF District in the City of Pelican Rapids has a negative balance of \$78,000 because of law changes on real estate taxes. He stated that the city was not negligent in handling the TIF District financing; the change in tax laws caused the negative balance. Mr. Lee stated that the city has a plan to use some of their money from their enterprise fund to get this financial situation back in order. The consultant working on this matter has done a good job and Mr. Lee publicly thanked the consultant and the city officials for rectifying this problem.

Reclassification - Accounting Technician II

Motion by Lee, second by Mosher, to approve a reclassification for the Accounting Technician II position in the Highway Department from a compensation grade 13 to a compensation grade 14. Motion carried.

Credit Card Approval

Motion by Nelson, second by Mosher, to issue an Otter Tail County Credit Card with Express One Master Card to Assistant Highway Engineer, Charles H. Grotte. Motion carried.

Adjournment

At 12:15 p.m., Chair Froemming called for a motion to adjourn. Motion by Block, second by Lee, to adjourn the meeting of the Otter Tail County Board of Commissioners until Tuesday, April 17, 2001. Motion carried.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk