

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS**

**Otter Tail County Courthouse  
Commissioners' Room, Floor 1-B  
Tuesday, July 31, 2001  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, July 31, 2001, at 9:30 a.m. at the Otter Tail County Courthouse with Commissioners Dennis Mosher, Chair; Bob Block, Vice-Chair; Malcolm Lee, and Roger Froemming present. Commissioner Syd Nelson was absent.

**Approval of Agenda**

Motion by Lee, second by Froemming, and unanimously carried to approve the Human Services Board agenda of July 31, 2001 as mailed.

**Approval of Minutes**

Motion by Froemming, second by Lee, and unanimously carried to approve the Human Services Board minutes of July 17, 2001 as mailed.

**Emergency Shelter Grant Program**

Danny Dunlap of the Otter Tail-Wadena Community Action Council, reported that the agency applied for a homeless prevention grant and received \$33,000 per year for the next two years. One requirement to proceed with the project is acceptance by the County Boards in Wadena and Otter Tail counties. Wadena County has already accepted the grant and Mr. Dunlap requested authorization from Otter Tail County to expend the grant funds under the Emergency Shelter Grant program.

**Emergency Shelter Grant Program  
Otter Tail County Resolution No. 2001 - 41**

Commissioner Block introduced the following resolution and moved its adoption:

WHEREAS, eligible applicants include units of general local government and private non-profit organizations. A private non-profit organization may receive direct assistance if the local government, for the jurisdiction in which the project is located, certifies that it approves the project.

WHEREAS, the types of programs that may be funded include overnight shelters, transitional housing programs, battered women's shelters, youth shelters, programs that provide motel or commercial facility vouchers, or programs that provide homeless prevention funding.

THEREFORE, IT IS RESOLVED, that the County of Otter Tail certifies that the project proposed by the Otter Tail-Wadena CAC, being located within our jurisdiction, has the approval to receive funding from the State of Minnesota Emergency Shelter Grants program.

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

Adopted this 31<sup>st</sup> day of July, 2001.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Dennis Mosher, Human Services Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

### **School Health Contracts**

Public Health Director, Diane Thorson, reported that school health contracts have been sent to both the Battle Lake and Pelican Rapids School Districts. She noted that the cost of providing nursing services in the schools has increased because of personnel reclassifications and increased administrative and overhead costs. The School Districts have not responded back to accept or decline the contracts at this time. Commissioner Lee requested a breakdown of the indirect costs for these contracts.

### **Approval to Attend Conference**

Motion by Lee, second by Block, and unanimously carried to authorize a Public Health Nurse to attend a three day seminar for breast feeding educators in Iowa contingent upon a written report upon return. The costs for travel and lodging will be shared with Lake Region Hospital.

### **Approval of Contracts**

Motion by Lee, second by Froemming, and unanimously carried to authorize the Public Health Director to sign an agreement between the State of Minnesota Dept. of Administration, on behalf of Minnesota Multistate Contracting Alliance for Pharmacy and the Otter Tail County Public Health Department to allow the County to purchase the flu vaccine under state contract.

Motion by Froemming, second by Block, to authorize the Chair's signature to execute a grant agreement between the Minnesota Department of Health and Otter Tail County Public Health for Minnesota youth tobacco prevention initiatives. The grant provides the County \$20,000 for the period of July 1, 2001 through June 30, 2003 for tobacco prevention services. Motion carried with Lee opposed.

### **Discussion - Detoxification Services**

Human Services Director, John Dinsmore, reported that the proposed rate increase by the Regional Treatment Center for detox services has been suspended for an indefinite period of time. Discussion will continue regarding the best way to deliver detoxification services.

### **Human Services Quarterly Report**

Mr. Dinsmore presented the Agency Quarterly Report (April - June) and reviewed program and statistical information. He reported that financially, expenditures are in-line with the budget at a total agency average of 49% of budget. Commissioner Lee requested a report that shows trends as far as how many individuals enter a program and how many leave the program in a given period of time.

### **Vulnerable Adult Program Overview**

Social Workers, Brenda Moses and Cindy Eull, reported on the Vulnerable Adult program. Ms. Moses discussed the intake process for vulnerable adult complaints/concerns. Ms. Eull works with the vulnerable adult cases and covers the whole county. She reported that abuse and neglect are issues as well as financial exploitation.

### **Adjournment**

At 10:55 a.m., Chair Mosher adjourned the meeting of the Otter Tail County Human Services Board until 9:30 a.m. on Tuesday, August 14, 2001.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: \_\_\_\_\_  
Dennis Mosher, Human Services Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

### **Call to Order**

The Otter Tail County Board of Commissioners convened Tuesday, July 31, 2001, at 11:03 a.m. at the Otter Tail County Courthouse with Roger Froemming, Chair; Dennis Mosher, Vice-Chair; Malcolm Lee and Bob Block present. Commissioner Syd Nelson was absent.

### **Approval of Agenda**

Motion by Mosher, second by Lee, and unanimously carried to approve the County Board agenda of July 31, 2001 with the following addition:

Personnel Committee Meeting - 2:00 p.m.

### **Approval of Minutes**

Motion by Mosher, second by Block, and unanimously carried to approve the County Board minutes of July 24, 2001.

### **Approval of Final Plat - Maet-Boh Development**

Motion by Mosher, second by Froemming, and unanimously carried to approve the final plat of Maet-Boh Development located in Section 4, Township 132N, Range 40W of Clitherall Township.

### **Erosion Control Projects Local Water Planning Grants**

Mr. Kalar provided a final report from the WOTSWCD on several erosion control projects funded by grant dollars.

The Board of Soil & Water Resources (BWSR) provided the proposed 2002 Comprehensive Local Water Planning Implementation Base Grants for counties. Otter Tail County's base grant is listed as \$22,756 with a County match of \$14,744.

### **Preliminary Plat - Lake Ridge Estates**

Developer, Clem Hendrickson, reported that he had presented a plat called Lake Ridge Estates on July 11, 2001, that the Planning Commission had recommended for denial because there were protective covenants that did not allow the property to be subdivided. The County Board denied the plat per the Planning Commission's recommendation on July 17, 2001. Mr. Hendrickson stated that the covenants can be changed by a majority of landowners and he had signatures from the landowners at this time. Lengthy discussion took place. Motion by Mosher, second by Froemming, to send this request for approval of the Preliminary Plat (Lake Ridge Estates) back to the Planning Commission. Motion failed with Commissioners Mosher and Froemming voting Yea and Commissioners Block and Lee voting Nay.

### **Bid Award - S.P. 56-652-11**

After previously advertising for bids, Highway Engineer, Rick West, opened the following bids at 1:00 p.m. on July 18, 2001, for S.P. 56-652-11:

Shores Company Evansville, MN	\$212,441.98 (corrected bid amount)
Landwehr Construction, Inc. St. Cloud, MN	\$223,444.62
Riley Bros. Construction, Inc. Morris, MN	\$253,510.50
Midwest Contracting. LLC Marshall, MN	\$273,969.00
Mark Sand & Gravel Acquisition Co. Fergus Falls, MN	\$309,146.00

Motion by Froemming, second by Lee, and unanimously carried to award S.P. 56-652-11 to Landwehr Construction, Inc. at the bid price of \$223,444.62 and to waive submission of the complete proposal because all required forms were executed and complete.

### **Retention Reduction Request**

Motion by Mosher, second by Lee, and unanimously carried to reduce the retainage from 5% to 1% on the Paddock Township Box Culverts project as requested by the Highway Engineer.

### **GPS Pilot Project**

Mr. West and commissioners discussed the GPS snowplow truck pilot project offered to Otter Tail County by the State of Minnesota at a cost of \$25,000. Discussion took place regarding the budget, equipment required, and the fact that this is a research project. Motion by Mosher, second by Froemming, and unanimously carried not to participate in the GPS Pilot Project at this time.

### **Survey Contract for CSAH No. 3 Reconstruction**

Mr. West reported that Ackerman Land Surveying had received the survey work for the CSAH No. 4 Reconstruction project from CSAH No. 31 to CSAH No. 41. Lake Region Surveying has hired all of Ackerman's surveyors and has offered to take over the contract from Ackerman Land Surveying at the same price of \$22,450. Motion by Lee, second by Mosher, and unanimously carried to contract with Lake Region Surveying in place of Ackerman Land Surveying for the CSAH No. 4 Reconstruction project.

### **HRA Board Re-appointment**

Motion by Lee, second by Froemming, and unanimously carried to approve the re-appointment of Hazel Hovde to the Otter Tail County Housing and Redevelopment Authority for a five year term commencing August 1, 2001.

### **License Application**

Motion by Froemming, second by Mosher, and unanimously carried to approve the following application for license:

Verle Blaha Thumper Pond, Inc. PO Box 132 Otter Tail, MN 56571	Tobacco
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### **Authorization for Exemption from Lawful Gambling License**

Motion by Mosher, second by Lee, and unanimously carried to acknowledge receipt of the Fergus Falls Chapter of Ducks Unlimited Application for Authorization for an Exemption from Lawful Gambling License for an event scheduled for August 29, 2001 at Elks Point in Dane Prairie Township and to approve the waiving of the 30-day waiting period.

### **Approval to Pay Bills**

Motion by Block, second by Mosher, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes, which includes the following lodging payment:

Madden Resort

Collection's Office, Susan Ulschmid

### **Recess & Reconvene**

At 11:59 a.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:03 p.m.

### **MN Department of Health - Water Quality Interpretation**

Hydrologists, Sheila Grow and Rich Soule, from the Source Water Protection Unit, State of Minnesota, presented GIS data to interpret water quality. They presented data regarding the wells that have been located in Otter Tail County and the health standards for both nitrates and arsenic in drinking water. Discussion took place regarding the issues small communities will deal with when upgrading or replacing their municipal well systems as well as issues with locating wells accurately.

### **Request for Office Space - Department of Corrections**

Greg Potvin of the DOC requested office space in the New York Mills building. Lengthy discussion followed. County Coordinator, Larry Krohn, stated that until the County knows where other County staff will be located, it is difficult to make a commitment for a specific area. It is possible that the DOC in NYM would need to be in a temporary location in the building and move after remodeling is completed. Mr. Krohn will discuss the issue with the Physical Plant Manager and notify Mr. Potvin as soon as possible.

### **Certification of Waterfowl Easement**

Don Kleven of the U.S. Fish & Wildlife Service requested Board approval for a waterfowl easement. Motion by Mosher, second by Lee, and unanimously carried to certify the acquisition of the following waterfowl easement:

Thoennes et al, Kevin A.

T. 131N., R. 39W., 5<sup>th</sup> P.M.

Section 28, SE $\frac{1}{4}$ SE $\frac{1}{4}$

Section 33, N $\frac{1}{2}$ NE $\frac{1}{4}$

### **Engineering Tech II Position**

Motion by Lee, second by Mosher, and unanimously carried to approve compensation grade 14, step 5 to the new Engineering Tech II, Kirk Sjolie. Mr. Sjolie has worked for Otter Tail County on a seasonal basis.

### **Amendments to 9-1-1 Agreement**

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature to execute the following agreements for continued 9-1-1 services in the County.

Agreement for Implementation of 9-1-1 Telephone System between the County of Otter Tail and Rothsay Telephone Co. Inc.

First Amendment to 9-1-1 Agreement between the County of Otter Tail, State of Minnesota, and Otter Tail TelCom

First Amendment to 9-1-1 Agreement between the County of Otter Tail, State of Minnesota, and Park Region Mutual Telephone Company

**Rate Increase for Guardianship Services**

Motion by Lee, second by Froemming, and unanimously carried to increase the rate for attorneys working on guardianship for the County from \$45 per hour to \$55 per hour.

**Adjournment**

At 2:18 p.m., a motion was offered by Mosher, seconded by Block, and unanimously carried to declare the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, August 7, 2001.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Roger Froemming, County Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

CB/kd

Enc.

