

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

**Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, August 28, 2001
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, August 28, 2001, at 9:30 a.m. at the Otter Tail County Courthouse with Commissioners Dennis Mosher, Chair; Bob Block, Vice-Chair; Syd Nelson, Malcolm Lee, and Roger Froemming present.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the Human Services Board agenda of August 28, 2001 as mailed.

Approval of Minutes

Motion by Nelson, second by Lee, and unanimously carried to approve the Human Services Board minutes of August 14, 2001 as mailed.

Draft Policy for Use of Chemical Irritants

Court Services Director, Chuck Kitzman, presented a draft policy authorizing his staff to carry chemical irritants for self-protection. Training will be provided to staff. Mr. Kitzman will research any potential issues with the County's insurance carrier relative to the draft policy.

West Central Regional Juvenile Center

Commissioner Nelson and Mr. Kitzman have been invited to attend the WCR Juvenile Center Advisory Board's semi-annual meeting on Thursday, August 30, 2001. Discussion took place regarding a 10% decrease in usage of the facility resulting in a deficit for the facility. Commissioners discussed Otter Tail County's participation, per diem rates, and the benefits of fewer out-of-home placements. Commissioner Mosher requested additional financial information such as total annual budget and revenue and expense data for the facility.

Minnesota's Community Social Services Act

Human Services Supervisors, Tom Jensen, Brad Vold, and Jodi Wentland, presented a two-year County CSSA plan and reviewed the goals of the plan. Motion by Nelson, second by Froemming, and unanimously carried to approve the two year draft Otter Tail County Community Social Services Act Plan per Minnesota Statute and authorized the plan to be sent to the Department of Human Services for their review.

Day Treatment Contract

Motion by Block, second by Froemming, and unanimously carried to authorize the Chair's signature to execute a contract between Otter Tail County Human Services, Fergus Falls Area Special Education Cooperative District #935, and Lakeland Mental Health Center for the period of July 1, 2001 to June 30, 2002. This contract provides the Day Treatment Program for the Fergus Falls Middle School. The cost to the County is approximately \$121,342 minus the MA reimbursements estimated at \$72,000.

Elderly Services Program Update

Social Workers, Peggy Lenarz-Heinrich and Lori Jaros, briefed the Board on their role with the Elderly Services Program. A total of 208 individuals are served by this program with 70 receiving Alternative Care services, 118 receiving Elderly Waiver Services, and 20 receiving Community Alternatives for Disable Individuals (CADI). The program serves as a major information source for connecting the elderly with needed services. Ms. Jaros presented a Senior Service Resource Directory that is given to providers of services in the community. They invited Commissioners to a Senior Service Network meeting scheduled on Tuesday, September 11th from noon to 1:30 p.m. Discussion followed regarding the State of Minnesota's goal to reduce Nursing Home beds and issues resulting from the lack of countywide transportation.

Approval of Bills & Claims

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

Adjournment

At 10:27 a.m., upon a motion by Lee and seconded by Froemming, the meeting of the Otter Tail County Human Services Board was adjourned until 9:30 a.m. on Tuesday, September 11, 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, August 28, 2001, at 10:45 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 Lee, second by Mosher, and unanimously carried to approve the County Board agenda of August 28, 2001 as mailed.

Approval of Minutes

Motion by Mosher, second by Lee, and unanimously carried to approve the County Board minutes of August 21, 2001.

Approval to Pay Bills

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

Holiday Inn Express
Best Western Kelly Inn

Assessment Technician, Kim Armstrong
Recorder, Wendy Metcalf

Authorization for Exemption from Lawful Gambling License

Motion by Mosher, second by Froemming, and unanimously carried to acknowledge receipt of the Rocky Mountain Elk Foundation Application for Authorization for an Exemption from Lawful Gambling License for an event scheduled for September 22, 2001 at The Pier and to waive the 30-day waiting period.

Approval of Credit Card Application

Motion by Lee, second by Froemming, and unanimously carried to approve the credit card application of Safety & Emergency Services Director, Tiny Holm.

Waste Processing Agreement

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature to execute a Waste Processing Agreement between the City of Fergus Falls and County of Otter Tail effective July 1, 2001 through December 31, 2002. The contract is designed to be replaced by a permanent agreement as either party can terminate the agreement with a 60 day written notice.

Drainage and Agricultural Inspector

Land & Resource Director, Bill Kalar, introduced the new Drainage and Agricultural Inspector, Randy Wasvick. Commissioners congratulated Mr. Wasvick to Otter Tail County.

County Ditch No. 4

Mr. Kalar reported that the Ditch Viewers have visited all properties as requested at the recent public hearing and the visits resulted in a number of acres with no benefits or reduced benefits. He presented a bid of \$27,000 from Duane Muench to clean out an additional 1½ miles of the ditch system as previously discussed. Lengthy discussion followed. The new Ditch Inspector will work with Mr. Holm and Mr. Hauser to review the original bid and bring back additional information at the next Board meeting as well as the Ditch Viewers report.

Planning Commission Recommendations

Mr. Kalar presented the Planning Commission findings on an Environmental Assessment Worksheet (EAW) Needs Determination for the Preliminary Plat of "Adair Acres". The Planning Commission recommended that an EAW is not necessary. Motion by Mosher, second by Block, and unanimously carried to uphold the recommendation of the Planning Commission and not require an EAW for "Adair Acres" and further, to adopt the findings and conclusion for the proposed plat as presented in Attachment B of these minutes.

Sewage System Inspection List

Motion by Lee, second by Nelson, and unanimously carried to place Tamarac Lake on the sewage system inspection list as requested by the Tamarac Lake Association.

Recess & Reconvene

At 11:30 a.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The Chair reconvened the meeting at 1:00 p.m.

County Economic Development Tax Abatement Request

Tuffy's Pet Food CFO, Wayne Caughey, and City of Perham Administrator, Bob Louiseau, requested consideration to approve a tax abatement for the Tuffy's building in Perham to assist KLN Enterprises with acquisition and increased production of dog food in the Tuffy's facility. Mr. Louiseau stated that Doane Pet Care previously owned the facility and recently announced closure of the facility leaving 150 people unemployed. KLN agreed to purchase the building; however, in order to acquire the business, they had to acquire all of the building along with some restrictions on their ability to solicit business from former customers for two years. Therefore, production levels are down to 20% of previous plant production. They requested an abatement of tax up to \$30,000 per year up to 10 years based on production levels. All Commissioners have received a detailed application and synopsis of Tuffy's proposal. Discussion followed.

Commissioner Lee referred to the County's current tax deferral policy. The County Attorney stated that the County Board has authority to approve an abatement; however, it must be done by resolution that includes the terms of the abatement along with public benefits and a public hearing must also be held notifying the public that this abatement is being considered. Motion by Nelson, second by Froemming, and unanimously carried to consider a total abatement amount of up to \$30,000 per year up to 10 years and to set a public hearing for the abatement on Tuesday, September 11, 2001 at 2:00 p.m.

Performance Evaluation Summary

Motion by Lee, second by Mosher, and unanimously carried to approve the performance evaluation summary for GIS Data Base Coordinator, Sherran Leabo, and requested that the summary be placed in her personnel file.

Solid Waste Transfer Stations - Petty Cash Accounts

Motion by Mosher, second by Block, and unanimously carried to approve the following proposed petty cash accounts for the various transfer stations:

	<u>Current</u>	<u>Proposed</u>
Battle Lake and Henning Transfer Stations	\$50.00	\$100.00
Northeast Otter Tail Landfill	\$50.00	\$100.00
Parkers Prairie & Pelican Rapids Transfer Stations	\$50.00	\$20.00

Drainage and Agricultural Inspector

Motion by Nelson, second by Froemming, and unanimously carried to appoint Mr. Randy Wasvick as Otter Tail County's Drainage and Agricultural Inspector.

Adjournment

At 1:54 p.m., upon a motion by Nelson and seconded by Block, the meeting of the Otter Tail County Board of Commissioners was adjourned until 9:30 a.m. on Tuesday, September 4, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

CB/kd

Enclosures

