

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

**Otter Tail County Courthouse  
Commissioners' Room, Floor 1-B  
Tuesday, October 23, 2001  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, October 23, 2001, at 9:32 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 Nelson, and unanimously carried to approve the Human Services Board agenda of October 23, 2001, with the following addition:

Discussion Regarding LMHC Board Appointment

**Approval of Minutes**

Motion by Lee, second by Block, and unanimously carried to approve the Human Services Board minutes of October 9, 2001, as mailed.

**West Central Regional Juvenile Center**

Court Services Director, Chuck Kitzman, provided copies of the minutes from the August 30, 2001, WCRJC Advisory Board meeting as well as a handout from the director of the facility regarding a financial deficit experienced the past two years.

**Community Health Services Plan & Maternal Child Health Grant**

Motion by Nelson, second by Block, and carried with Lee opposed, to authorize the Public Health Director to submit the CHS Plan to the State Department of Health for their review and to authorize the Maternal Child Health Grant application. Further, the motion authorized the Public Health Director to sign the appropriate documents relative to the Maternal Child Health Grant and CHS Plan.

**Bioterrorism - Emergency Preparedness Satellite Conference**

Public Health Director, Diane Thorson, provided a MDH fact sheet on Bioterrorism and informed the board of an Emergency Preparedness Satellite Conference to be held October 24, 2001, which addresses how officials respond to a biological attack.

**Basic Sliding Fee Program Overview**

Human Services Case Aide, Julie Stein, briefed the board on the Basic Sliding Fee Child Care Assistance program. The program helps families with child care expenses while a parent is looking for a job or attending school. A sliding fee scale is used to determine the copay a family is required to pay through this program. The program serves approximately 210 families with over 1 million dollars allocated for year 2002. Human Services Case Aide, Linda Hanstad, briefed the board on a relatively new statewide program known as At Home Infant Child Care (AHIC). This program provides a monthly subsidy for parents to stay home with their children from birth to 12 months. The clients must be basic sliding fee eligible. The maximum subsidy is 90% of weekly child care cost with household size and income also factored into the formula. The program is for birth or adoption and currently, there are 24 families in the program.

**Appointment - Lakeland Mental Health Center Board**

Commissioner Block reported that Laurel Nelson, a current appointee on the Lakeland Mental Health Center Board, has submitted her resignation. He noted that she has done a good job on the Board and asked commissioners to think about a replacement with a business or finance background.

**Human Services Quarterly Report**

Human Services Director, John Dinsmore, briefed the board on the 3<sup>rd</sup> Quarter Agency Report. He reviewed overall expense and income data. Commissioners questioned the Income Maintenance expenses and revenues. Mr. Dinsmore will report back on that data. Discussion took place regarding the fee determination process currently used for out of home placement and the 60-month lifetime limit under the Minnesota Families Investment Program (MFIP).

**Guardianship Agreement with Lutheran Social Services**

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature to renew a Guardian and Conservator Purchase of Service Agreement between the County of Otter Tail and Lutheran Social Services for CY2002, which authorizes LSS to provide guardianship services with no change in rates from the previous year.

**Correction - Contract with Productive Alternatives, Inc.**

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chair's signature to amend the current contract between the County of Otter Tail and Productive Alternatives, Inc. to correct the transportation per diem from \$2.85 to \$2.76 which applies to individuals serviced in other counties.

**Application for Need Determination**

Human Services Supervisor, Tom Jensen, reported that the Peleske Group Home in Dent has been an ICF facility for persons with mental retardation. The owners have decided to sell the business; therefore, effective January 1, 2001, the facility will close as an ICF/MR facility and become a waived service site. Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chair's signature to support the "Residential Program (Rule 34) Application for Need Determination of Services to Persons with Mental Retardation or Related Conditions" and authorize that the needs determination be sent to the DHS.

**Approval of Bills & Claims**

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

**Adjournment**

At 10:50 a.m., Chair Mosher declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, November 13, 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, October 23, 2001, at 11:00 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 Nelson, and unanimously carried to approve the County Board agenda of October 23, 2001 with the following addition:

Appointment to the South Turtle Lake Improvement District

### **Approval of Minutes**

Motion by Lee, second by Block, and unanimously carried to approve the County Board minutes of October 16, 2001, as presented.

### **County Telephone System Upgrade**

Communications Consultant, Jeff Nelson, submitted an outline of the proposed process to replace and upgrade the county's telephone system. Problems experienced with the current system include inadequate distribution of lines serving departments which results in busy signals, blocked outbound calls, and equipment failures due, in part, to the age of the county's internal switching system. Mr. Nelson stated that the replacement of phone capabilities has two broad components, the network connectivity to the outside world and the equipment to receive the calls. Other areas discussed included current wiring, faxing capabilities, voice mail, expanded direct in dial, and emergency alert capabilities. The estimated cost of the total project is \$260,000 to \$290,000. Discussion took place regarding a relocation of various services in the future and the potential to use some of the features in the new system at a new location. Motion by Lee, second by Nelson, and unanimously carried to authorize Mr. Nelson to proceed with a Request for Proposal to replace the county's telephone system and to seek a county owned switch as the primary request.

### **Ditch System No. 63**

Ditch Inspector, Randy Wasvick, reported broken tile in a field on land owned by Steven Knutson in Section 12 of Oscar Township within Ditch System No. 63. The tile has broken and the water running through has washed the dirt out resulting in a large hole. Motion by Lee, second by Froemming, and unanimously carried to authorize the Ditch Inspector to obtain an estimate for cost of the repair, and if less than the benefits of the ditch system, proceed with the repair. If the Ditch Inspector is unable to arrange for the repair before winter, he is authorized to fence the area for safety purposes.

### **Ditch System No. 5 & 68**

Motion by Mosher, second by Froemming, and unanimously carried to authorize the Ditch Inspector to proceed with removal of a gate previously installed to control water flow located within Ditch Systems No. 5 & 68 on 535<sup>th</sup> Avenue in Inman Township.

### **Attendance of FHWA Local Roads Conference**

Motion by Nelson, second by Mosher, and unanimously carried to authorize the Highway Engineer to attend the FHWA Conference in Columbus, Ohio, November 13 through November 15, 2001.

### **Agreement for the Purchase of Lands**

Motion by Lee, second by Mosher, and unanimously carried to authorize the Chair's signature to execute an Agreement for the Purchase of Lands (Waterfowl Production Areas) between the

County of Otter Tail and the United States Department of the Interior, U.S. Fish and Wildlife Service to transfer the following property to the USFWS for wetland mitigation:

T. 133 N., R. 43 W., 5<sup>th</sup> P.M.

Section 8, that part of the Northeast Quarter of the Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ) described as follows: Commencing at a set iron pipe at the northeast corner of said Northeast Quarter of the Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ); thence South 0 degrees 01 minute 28 seconds East, along the east line of said Northeast Quarter of the Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ) a distance of 1329.26 feet to the southeast corner of said Northeast Quarter of the Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ), said point being the point of beginning; thence South 89 degrees 59 minutes 43 seconds West along the south line of said Northeast Quarter of Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ) a distance of 904.19 feet to a set U.S. Government monument; thence North 0 degrees 10 minutes 00 seconds West, 715.38 feet to a set iron pipe; thence North 56 degrees 12 minutes 15 seconds East, 806.10 feet to a set iron pipe; thence South 69 degrees 56 minutes 25 seconds East 235.89 feet to a set iron pipe on east line of said Northeast Quarter of Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ); thence South 0 degrees 01 minute 28 seconds East, along said east line, a distance of 1163.44 feet to the point of beginning, containing 20.74 acres, more or less, all according to the plat.

**Consultant Agreement - CSAH No. 96**

Motion by Lee, second by Mosher, and unanimously carried to authorize the Highway Engineer to proceed with an agreement between the County of Otter Tail and Larson-Peterson and Associates for highway design work for bridge replacement and street improvements on CSAH No. 96.

**Approval to Pay Bills**

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

Best Western

Sheriff's Deputy, Scott Koennicke

**Recess & Reconvene**

At noon, Chair Froemming recessed the meeting of the Otter Tail County Board of Commissioners for lunch break. At 1:07 p.m., Chair Froemming reconvened the Otter Tail County Board of Commissioners meeting with Commissioners Nelson, Mosher, and Lee present and Commissioner Block absent until 1:15 p.m.

**Agriculture Update**

Extension Educator, Vince Crary, reported on plumeless thistle control and the Dairy Diagnostic Program. Discussion followed regarding the differences in dairy producing in North Dakota and South Dakota vs. Minnesota. Motion by Mosher, second by Froemming, and unanimously carried to authorize Commissioner Nelson to attend a meeting with the Ag Extension Educators in Albany on October 24<sup>th</sup> to learn more about the concept of establishing ag friendly counties.

**West Silent Lake Retreat**

Motion by Lee, second by Block, and unanimously carried to authorize an appeal of the judge's decision in the West Silent Lake Retreat matter.

**Reclassification of Position**

Motion by Lee, second by Mosher, and unanimously carried to approve a reclassification of position #2115 CAT Outreach Technician in the Public Health Department, which is a compensation grade 8 to a Program Assistant at a compensation grade 10, effective September 1, 2001.

**Appointments - South Turtle Lake Improvement District**

Motion by Mosher, second by Nelson, and unanimously carried to accept the following appointees to the South Turtle Lake Improvement District Board of Directors:

1 Year Term  
Bricker Johnsen  
Harry Sell

2 Year Term  
Roger Hertell  
Bernard Gamber  
Charles Worum

**Adjournment**

At 1:42 p.m., upon a motion by Froemming and a second by Mosher, the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, November 6, 2001. Motion carried.

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

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

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