

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, February 12, 2002
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, February 12, 2002, 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 February 12, 2002, as mailed.

Approval of Minutes

Motion by Froemming, second by Lee, and unanimously carried to approve the Human Services Board minutes of January 29, 2002, as mailed.

Proposed Regional Treatment Center Relocation or Program Reduction

Minnesota Association of Professional Employees Business Agent, Dave Axell, presented his community and RTC background. He noted that the purpose for discussion of the proposed state reduction at the RTC is to show "How this will affect the Employees and the Community". He provided several handouts explaining job loss and economic effect. The intent to move programs out of the RTC could mean moving them out of our community, which would have an impact on Law Enforcement and other agencies. Mr. Axell stated that the City Council has agreed to hire a lobbyist for representation at this legislative session. AFSCME Representative, Dean Steiner, reported that 70 employees would be laid off right away which leaves about 80. If those 80 employees are not displaced somewhere else in the community, this would have a huge economic impact. Psychologist, Fran Jacobson, and Pastor Mike Voorhees, spoke of the value of the RTC programs and in opposition of reducing the current programs. Chief Deputy, Mark Morris, spoke of the extra cost and issues faced by Law Enforcement if the RTC programs are relocated outside of Fergus Falls. Commissioners thanked the group for their time and information.

**Year 2001 Annual Report
"Keys to Innervision Program"**

Court Services Director, Chuck Kitzman, presented the Court Services 2001 Annual Report. He reviewed caseload and program statistics.

Mr. Kitzman presented an executed copy of a contract between the County of Otter Tail and Lakeland Mental Health Center for the "Keys to Innervision" program.

Court Services Advisory Board Reappointment

Motion by Mosher, second by Lee, and unanimously carried to reappoint Janyne Hoff to the Court Services Advisory Board effective January 1, 2002, for a three year term.

Youth Risk Behavior Grant

Public Health Director, Diane Thorson, reported that alcohol compliance checks and education in the schools and community related to prevention of teen pregnancy and sexually transmitted disease is being provided through the YRB Grant. Motion by Block, second by Froemming, and unanimously carried to authorize the Chair's signature to execute the following YRB contracts between the County of Otter Tail and various agencies:

Lake Country Community Resources	\$5,000	Provides education in the schools and community related to prevention of teen pregnancy and sexually transmitted disease
OtterTail/Wadena Community Action Council	\$2,000	Provides education in the schools and community related to prevention of teen pregnancy and sexually transmitted disease
Fergus Falls Police Department	\$1,800	Provides funding for alcohol compliance checks
Otter Tail County Sheriff's Department	\$5,000	Provides funding for alcohol compliance checks

Ms. Thorson stated that this funding has been committed for this year; however, if the funding is removed by the State for any reason, the programs will be dropped.

Bioterrorism Funding Update

Ms. Thorson reported that she is working with the Emergency Services Director to apply for bioterrorism funding for equipment and supplies for first responders. The state was allocated over 15 million dollars for bioterrorism funding; however, it is not known what portion will be allocated to the local Public Health agencies.

Addendum to Blue Cross & Blue Shield Contract

Motion by Mosher, second by Block, and unanimously carried to authorize the Public Health Director to authorize an addendum to the existing contract between the County of Otter Tail and BCBSMN for Public Health nursing clinic services.

Recess & Reconvene

At 10:30 a.m., Chair Mosher recessed the meeting of the Otter Tail County Board of Commissioners for a short break. The meeting was reconvened at 10:35.

Contract Renewal - Clay-Wilkin Opportunity Council, Inc.

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature to execute a contract for CY2002 between the County of Otter Tail and the Clay-Wilkin Opportunity Council, Inc./Child Care Resource and Referral. The contract provides CCR&R training for Otter Tail County daycare providers at a cost of \$6,715, funded by an annual federal discretionary grant.

Addendum Agreement - MeritCare Hospital

Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature to execute an addendum, effective February 1, 2002, between the County of Otter Tail and MeritCare Hospital to reflect a name change because Meritcare has acquired Midwest Home Health Care.

Human Services Agency Quarterly Report

(October 1, 2001 - December 31, 2001)

Human Services Director, John Dinsmore, presented the Agency Quarterly Report for the 4th quarter of CY2001. He reviewed statistics and program information.

County Public Transit Meeting Report

Mr. Dinsmore briefed the County Board on a transit system meeting sponsored by Wadena County. The proposed vendor, Rainbow Riders, requested time to speak with the Human Services Board to present a proposed plan. Mr. Dinsmore expressed the County Board's concern of long term cost and the negative impact in the volunteer transportation system.

Adjournment

At 11:08 a.m., Chair Mosher declared the meeting of the Otter Tail County Human Services Board adjourned with committee meetings and lunch break following. The next Human Services meeting is at 9:30 a.m. on Tuesday, February 26, 2002.

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, February 12, 2002, at 1:03 p.m. at the Otter Tail County Courthouse with Dennis Mosher, Chair; Malcolm Lee, Vice-Chair; Roger Froemming, and Bob Block present. Commissioner Syd Nelson was absent.

Approval of Agenda

Motion by Froemming, second by Block, and unanimously carried to approve the County Board agenda of February 12, 2002, with the following additions:

Commissioners Attendance at Various Meetings
Variance Procedure

Approval of Minutes

Motion by Lee, second by Block, and unanimously carried to approve the County Board minutes of February 5, 2002, with several changes to correct grammatical errors as reflected in the official minutes presented today.

Approval to Pay Bills

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

Shooting Star Casino & Lodge
Ramada Limited & Suites

Detention Facility Administrator, Gary Waskosky
Administrative Assistant, Renee Gillaspay

Correction - January 22, 2002 Minutes

Motion by Lee, second by Froemming, and unanimously carried to include the following language in the January 22, 2002, minutes as it was inadvertently omitted from the original minutes:

"Motion by Lee, second by Block, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes." (The bills were included with the 1/22/02 minutes).

Bois De Sioux Watershed District Reappointment

Motion by Mosher, second by Lee, and unanimously carried to reappoint Don Davenport to the Bois De Sioux Watershed District effective May 1, 2002.

Conveyance of Property to the Fish & Wildlife Service

Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature on the warranty deed conveying the following described property to the United States of America:

T. 133 N., R. 43 W., 5th P.M.

Section 8, that part of the Northeast Quarter of the Northwest Quarter (NE ¼ of NW ¼) described as follows: Commencing at a set iron pipe at the northeast corner of said Northeast Quarter of the Northwest Quarter (NE ¼ of NW ¼); thence South 0 degrees 01 minute 28 seconds East, along the east line of said Northeast Quarter of the Northwest Quarter (NE ¼ of NW ¼) a distance of 1329.26 feet to the southeast corner of said Northeast Quarter of the Northwest Quarter (NE ¼ of NW ¼), 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 ¼ of NW ¼) 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 ¼ of NW ¼); 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.

Tobacco License Application

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

Luke Krueger Perham Oasis PO Box 247 Perham, MN 56573	Tobacco
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Board of Adjustment Appointments

Motion by Lee, second by Froemming, and unanimously carried to appoint the following individuals to the Otter Tail County Board of Adjustment for CY2002:

Steve Schierer	Third District
Paul Larson (Henning, MN)	Fourth District
Cecil Femling	Second District
Randy Mann	Fifth District

Bid Award - Countywide Seal Coat Project

After previously advertising for bids, Highway Engineer, Rick West, opened the following bids for S.A.P. 56-602-06 & Etc. (Seal Coat Project) at 1:00 p.m. on February 6, 2002:

<u>Vendor</u>	<u>Bid Amount</u>	<u>Corrected Bid Amount</u>
Morris Sealcoat & Trucking, Inc. Morris, MN	\$ 994,521.67	\$991,884.13
Astech Surface Technologies Corporation St. Cloud, MN	\$1,019,596.00	
Bituminous Paving, Inc. Ortonville, MN	\$1,095,092.93	
McLaughlin & Schultz, Inc. Marshall, MN	\$1,114,362.38	

Motion by Froemming, second by Lee, and unanimously carried to award S.A.P. 56-602-06 & Etc. to Morris Sealcoat & Trucking, Inc., the low bidder, in the amount of \$991,884.13.

Purchase of Vehicles

Motion by Froemming, second by Block, and carried with Lee opposed, to authorize the purchase of three vehicles as follows, at a total cost of \$59,179.00, as recommended by the Capital Improvement Committee:

<u>VEHICLE</u>	<u>VENDOR</u>	<u>QUOTE</u>
2002 Ford F350 2wd Crew Cab	C&M Ford Hallock, MN	\$22,080.00
2002 Ford F250 2wd Regular Cab	Nelson Ford Lincoln Mercury Fergus Falls, MN	\$17,443.00
2002 Jeep Grand Cherokee Laredo	Olivia Chrysler Center Olivia, MN	<u>\$19,656.00</u>
Total		\$59,179.00

Final Plat - "North Ten Mile Estates"

Motion by Mosher, second by Froemming, and unanimously carried to approve the Final Plat of Taylor Investment Corporation known as "North Ten Mile Estates" located in Section 16 of Tumuli Township on North Ten Mile Lake (56-604).

Approval of Additional Staff

Motion by Lee, second by Mosher, and unanimously carried to change a Seasonal Inspector position to a Regular, Full Time Inspector position and a Seasonal Office Support Position to a Regular, Full Time Office Support position in the Land & Resource office. The hiring process will follow the procedures of the Coordinator's office.

Recess & Reconvene

At 1:47 p.m., Chair Mosher recessed the meeting of the Otter Tail County Board of Commissioners for a short break. The meeting was reconvened at 2:00 p.m.

Regional Treatment Center Building

Physical Plant Manager, Rick Sytsma, reported that the County has received the deed for the building at the RTC complex. The building has been secured and the outside doors rekeyed. The RTC Building Committee has met with the architects to discuss options about space. To provide for growth at the RTC Building, the committee recommended that several areas tentatively scheduled for space at the building not be included in the plan. Discussion followed. Motion by Lee, second by Block, and unanimously carried to approve the space plan as presented for the RTC building and not include the following departments/functions: Red Cross, Extension Service, Solid Waste Offices, Proposed Dental Clinic, and Highway Department Administration.

Mr. Sytsma reported that Anderson Land Surveying will perform a topographical survey of the property so that the next phase of the architectural planning can move forward.

Motion by Lee, second by Block, and unanimously carried to approve a contract for professional services with Shultz Torgerson Architects LTD with additional language that the contract will comply with Minnesota State law. The contract includes Phase I services of the Master Planning Design, Development, Construction Documents, Bid Negotiation, and Construction Review. The Architect's fees are 5.5% of a projected 7.8 million = \$350,900.

Motion by Froemming, second by Mosher, and unanimously carried to authorize the Physical Plant Manager to pay for Architectural expenses for the RTC building (\$350,900) and ongoing RTC vendor expenditures for site work and demolition (\$250,000) from the Capital Improvement Fund 14-112, Building Maintenance and Operation.

Meeting Attendance

Motion by Froemming, second by Lee, and unanimously carried to authorize Commissioner Block to attend a meeting in St. Cloud held by MN Counties Insurance Trust on March 14, 2002.

Motion by Block, second by Mosher, and unanimously carried to request Commission Froemming to represent Otter Tail County at the RC&D Annual meeting on February 13, 2002.

Motion by Block, second by Mosher, and unanimously carried to authorize Commissioner Froemming to attend the Planning Commission meeting Wednesday, February 13, 2002.

Procedure for Approving Variances

Commissioner Lee provided copies of the Shoreland Management Ordinance to the County Board and referred to Page 27 No. 5. - Variances from Standards. Mr. Lee stated that the statute that regulates variances (M.S. §394.27 Subd. 7) allows granting a variance for practical purposes or a hardship. The County's SMO allows a variance to be granted for unnecessary hardship only. Motion by Lee, second by Block, and unanimously carried to change the language in the Otter Tail County SMO to match the state statute language for granting variances (M.S. §394.27 Subd. 7) to allow the Board of Adjustment a more "common sense" approach when considering variance requests.

Tax Settlement

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair's signature on a stipulation agreement in a tax settlement to reduce the valuation for payable year 2000 and 2001 for the Mill Street Residence.

Adjournment

At 3:15 p.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, February 19, 2002.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Dennis Mosher, County Board Chair

Attest: _____
Larry Krohn, Clerk