

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, June 24, 2003
9:30 a.m.**

Call to Order

The Otter Tail County Human Services Board convened Tuesday, June 24, 2003, at 9:30 a.m. at the Otter Tail County Courthouse with Commissioners Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Dennis Mosher, Roger Froemming, and Bob Block present.

Approval of Agenda

Motion by Block, second by Mosher, and unanimously carried to approve the Human Services agenda of June 24, 2003, as mailed.

Approval of Minutes

Motion by Nelson, second by Froemming, and unanimously carried to approve the Human Services Board minutes of June 10, 2003, as mailed.

Grant Agreements from the Minnesota Department of Corrections

Motion by Froemming, second by Block, and unanimously carried to authorize the Chairman's signature to execute Amendment No. 1 to Grant No. 4738 for FY2004 and FY2005 between the Minnesota DOC and the County of Otter Tail. The Amendment provides a grant for \$125,085, each fiscal year, for the Caseload/Workload Reduction and Remote Electronic Alcohol Monitoring Programs.

West Central Regional Juvenile Center

Court Services Director, Chuck Kitzman, presented a financial statement for the WCRJC in Clay County as previously requested. Lengthy discussion took place regarding the cost sharing proposal made to member counties to erase the current deficit. Commissioners stated concern over the depreciation reported in the financial statement, as member counties have no ownership in the buildings. Continuing deficits in future years were also a concern as the number of clients continues to decrease. Mr. Kitzman and Commissioner Nelson will attend a WCRJC committee meeting June 26th for continued discussion.

Human Services Agency Vehicle Policy

Human Services Director, John Dinsmore, presented copies and requested approval of the Use and Coordination of Agency Vehicles Policy. County Attorney, David Hauser, informed the Board that there is a pending grievance on this subject. Mr. Dinsmore discussed the cost savings to the County when staff uses County owned vehicles. Motion by Nelson, second by Froemming, and unanimously carried to approve the Use and Coordination of Agency Vehicles policy attached to these official minutes as Attachment B.

Safety Net Redesign Initiative

Ed Mehl and Kent Mattson of Lake Region Healthcare Cooperation presented an update on the community group working on the Regional Treatment Center issues. The original agreement included a 50-bed new MI facility in Fergus Falls. The Department of Human Services has stated that is not the direction they are moving toward. Instead, they support a "sprinkled bed care" concept with small MI facilities less than 16 beds because they can

receive federal funding. The current DHS vision is a facility in Fergus Falls with 15 MI beds, a stand alone building with 50 CD beds, administration offices, and dental clinic. The community workgroup dealing with the RTC issues include three partners, City of Fergus Falls, Lake Region Healthcare Corporation, and Otter Tail County. Mr. Mehl requested Otter Tail County's share of the cost of a lobbyist for the past year and future lobbyist cost. A lobbyist is needed for legal assistance in developing long term leases with the State and other legal assistance for the project, to make an effort to obtain a federal waiver which would then allow more than 15 MI beds, and to lobby for legislation. Motion by Block, second by Mosher, and carried with Nelson and Froemming opposed, to approve payment of \$4,000 to Lake Region Healthcare Corporation for reimbursement of Otter Tail County's share for lobbyist work. The motion further directed that the funds are paid from the Northwest Regional Task Force Human Services Budget. Motion by Block, second by Mosher, to approve reimbursement to Lake Region Healthcare Corporation, in the amount of \$12,000, for future lobbyist expenses, subject to the funds being budgeted. Chairman Lee called for a roll call vote:

Commission District 4	Froemming	Yea
Commission District 1	Nelson	Yea
Commission District 5	Block	Yea
Commission District 3	Mosher	Yea
Commission District 2	Lee	Yea

Motion carried unanimously.

Annual Chemical Dependency Unit Update

Human Services Supervisor, Brad Vold, and staff from the CD unit presented the 2002 Annual Report for the Chemical Dependency Unit.

Addendum to the Regional Treatment Center CD Contract

Motion by Block, second by Nelson, and unanimously carried to authorize the Chair's signature to execute Amendment No. 1 (03-0130) to the provision of chemical dependency services provided by the Fergus Falls RTC for Otter Tail County Human Services. The amendment authorizes a rate of \$23 per hour for Relapse Prevention Services to all clients. This approval is subject to the approval of the County Attorney.

Legislative Rate Reductions

Motion by Mosher, second by Froemming, and unanimously carried to authorize a 1% rate reduction to all chemical health providers effective July 1, 2003, as mandated by legislation.

Safety Net Redesign Compact

Motion by Block, second by Mosher, and unanimously carried to authorize the signature of the Human Service Director to execute the Northwest Minnesota Safety Net Redesign Results Initiative Compact for Region IV submitted to the County Board June 24, 2003.

Public Health Update

Public Health Director, Diane Thorson, provided a handout and reported on budget information.

Bill & Claims

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

Adjournment

At 10:58 a.m., Chairman Lee declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, July 8, 2003.

Dated: _____ OTTER TAIL COUNTY HUMAN SERVICES BOARD

By: _____
Malcolm K. Lee, Human Services Chair

Attest: _____
Larry Krohn, Clerk

Call to Order – County Board

The Otter Tail County Board of Commissioners convened Tuesday, June 24, 2003, at 11:00 a.m. at the Otter Tail County Courthouse with Malcolm Lee, Chair; Syd Nelson, Vice-Chair; Roger Froemming, Dennis Mosher, and Bob Block present.

Approval of Agenda

Motion by Froemming, second by Nelson, and unanimously carried to approve the County Board agenda of June 24, 2003, with the following changes:
11:50 a.m. – Add Gary Zeise for Weed Control Issue
Discussion – Rocky Ridge Road

Approval of Minutes

Motion by Mosher, second by Block, and unanimously carried to approve the County Board minutes of June 17, 2003, as mailed.

Approval to Pay Bills

Motion by Nelson, second by Mosher, and unanimously carried to approve payment of County Board bills per Attachment A of the official minutes.

Sunday Liquor Hours

Karen Young of Balmoral Golf Course requested a public hearing to consider changing the opening time on Sunday mornings to sell liquor at 10:00 a.m. Currently liquor cannot be sold before noon on Sundays. The County Attorney stated that, by ordinance, a county may permit the sale of alcoholic beverages starting at 10 a.m. on Sundays. The Board requested that the County Attorney research the process to allow earlier liquor sales, inform Ms. Young of the procedures and report back to the Board.

Establishment Request to Extend Closing Time

Auditor, Wayne Stein, reported that Zorbaz on Pelican Lake has obtained an application for liquor control from the MN Department of Public Safety seeking an extra hour to serve liquor until 2 a.m. Sheriff, Brian Schlueter, expressed opposition to a later closing time because of extra officer man-hours created by a later closing time. Motion by Block, second by Mosher, and carried with Lee opposed, to deny the request of Zorbaz on Pelican Lake to stay open until 2 a.m.

Liquor License Applications

Motion by Froemming, second by Nelson, and unanimously carried to approve the following applications for license, subject to compliance with all licensing requirements:

Battle View Landing	On/Off Sale 3.2 Malt Liquor On-Sale Wine
Elks Lodge Elks Point	On-Sale Liquor
Elmer's Authentic Texas BBQ Nanson, Inc.	On-Sale Liquor and Sunday Liquor
Ethel Beach	On-Sale 3.2 Malt Liquor On-Sale Wine
Fair Hills	On-Sale Wine and On-Sale 3.2 Malt Liquor
Graystone on Otter Tail, Inc.	On-Sale Liquor and Sunday Liquor
Huckleberry's	On-Sale Seasonal Liquor
Madsen's Resort, Inc.	On/Off-Sale 3.2 Malt Liquor
Perham Oasis Perham Cooperative Creamery Assn.	Off-Sale 3.2 Malt Liquor
Rocky's Resort	On/Off-Sale 3.2 Malt Liquor
Vacationland Resort	On-Sale 3.2 Malt Liquor
Woodland Beach Resort	On/Off-Sale 3.2 Malt Liquor
Woody's	On/Off-Sale 3.2 Malt Liquor
Ye Olde School House Bar & Grill	On/Off-Sale 3.2 Malt Liquor

Tobacco License Applications

Motion by Mosher, second by Froemming, and carried with Lee opposed, to approve the following applications for license, subject to compliance with all licensing requirements:

Conoco Quik-Stop Underwood Oil, Inc. Underwood, MN 56586	Tobacco
Galaxy Resort Dent, MN 56528	Tobacco
Heisler's Country Store Vergas, MN 56587	Tobacco
Schroeder Grocery and Hardware Dalton, MN 56324	Tobacco

Conveyance of Tax Forfeited Property

Motion by Lee, second by Nelson, and unanimously carried to approve an Application by a Governmental Subdivision for Conveyance of Tax-Forfeited Lands for an Authorized Public Use as submitted by the City of Pelican Rapids for the following described parcel:

76-000-99-0533-000
Harris Addition
East Half of Lot 13 and all of Lot 14, Block 2
City of Pelican Rapids

Otter Tail Water Management Board Appointment

Motion by Froemming, second by Mosher, and unanimously carried to appoint Dave Thompson to the Otter Tail Water Management District Board. Mr. Thompson will be replacing Mr. Al Harder who has decided not to seek an additional term.

Snowmobile Grant Agreement Applications

Motion by Nelson, second by Froemming, and unanimously carried to authorize the Chair's signature to execute the FY 2003 Traditional Modernization Grant Agreements between the State of Minnesota and the County of Otter Tail for the following Snowmobile Associations:

Otter Trail Riders' Assn.	\$1,500.00
Lake Runners Trail Assn. (L.R.T.A.)	\$2,500.00

Minnesota Statute §115.551 (Tank Fee)

Bill Kalar, Land & Resource Director, informed the Board that new legislation will be effective July 1, 2003, that requires a new fee of \$25.00 per septic tank installed. Installers will be required to send the funds to the Minnesota Pollution Control Agency (MPCA).

Weed Control Issue

Property Owner, Gary Zeise, expressed concern regarding a neighbor's thistles that are not being controlled. He expressed concern that the thistles were not controlled last year and the problem continues. He stated that there are donkeys in a test area on a portion of this property; however, he believes control of the thistles requires spraying. Mr. Zeise requested that the State and County not be involved in weed management and leave that task to the townships. He stated that the noxious weed process allows so many appeals that the thistles go to seed before anything can be done. Discussion continued.

Highway Contract Approval

Motion by Nelson, second by Block, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and Central Specialties, Inc. of Alexandria, MN, for Minnesota Street S.P. No. 56-596-01, TH 10 to CSAH No. 53.

Speed Zone Study Request

for a Segment of CSAH No. 4

Otter Tail County Resolution No. 2003 - 45

Commissioner Lee offered the following and moved its adoption:

WHEREAS, a group of residents have requested by petition that the County of Otter Tail take such action as may be necessary in order to pursue a reduced speed limit of 35 mph on the segment of County State Aid Highway No. 4 from the East limit of 35 mph speed zone located in the area of the intersection of CSAH No. 4 and CSAH No. 31 East to the West limit of the 30 mph speed zone in the Crystal-Lida Lakes resort area, AND,

WHEREAS, the County of Otter Tail believes that a speed zone reduction would be beneficial in this area.

NOW, THEREFORE, BE IT RESOLVED, that Otter Tail County does hereby request that this area be studied by the Minnesota Department of Transportation to determine the need for a reduced speed zone, if any.

BE IT ALSO RESOLVED, that Minnesota Department of Transportation proceed with establishing a legal speed zone if the findings of the traffic study are supportive.

Commissioner Froemming seconded the resolution and, upon being put to vote, was unanimously adopted.

Adopted this 24th day of June, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

Rocky Ridge Road in Henning Township

Commissioner Froemming presented a letter received from the Chairman of Henning Township. The letter requests that the County pay 75% of the cost to pave Rocky Ridge Road. Discussion followed. Commissioners requested that a draft letter to clarify the understanding of the proposal be presented to the Board for approval.

Recess & Reconvene

At 12:23 p.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. The meeting was reconvened at 1:32 p.m.

GSC Project Update

Rick Sytsma, Physical Plant Manager, provided a budget handout for the construction project at the Government Services Center. He reported actual to date expenditures as \$9,173,988.00 with anticipated expenditures for the project of \$9,333,988.00 and a total estimated budget of \$9,448,870.00.

Move Strategy Recommendations

Consultant, Ann Packer, and Mr. Sytsma provided a move strategy recommendation and time line handout dated June 23, 2003. The move is anticipated to take place in two weekends during the month of August. Other move strategies were discussed.

Performance Evaluation Summary

Motion by Froemming, second by Nelson, and unanimously carried to approve the satisfactory performance evaluation summary of Physical Plant Manager, Rick Sytsma, as presented. The summary will be placed in Mr. Sytsma's personnel file.

Adjournment

At 2:20 p.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, July 1, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk

CB/kd