

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, 500 Fir Ave. W.  
Commissioners' Room  
Tuesday, February 8, 2005  
9:30 a.m.**

**Call to Order**

The Otter Tail County Human Services Board convened Tuesday, February 8, 2005, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block; Chair, Roger Froemming; Vice-Chair, Dennis Mosher, Malcolm Lee, and Syd Nelson present.

**Approval of Agenda**

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board agenda of February 8, 2005, as mailed.

**Approval of Minutes**

Motion by Froemming, second by Nelson, and unanimously carried to approve the Human Services Board minutes of January 11, 2005, as mailed.

**Court Services Annual Report**

Court Services Director, Chuck Kitzman, submitted the Otter Tail County Court Services 2004 Annual Report. Mr. Kitzman briefed the Board on juvenile and adult offenses, offender data and program data. The collection rate of supervision fees charged for 2004 was reported as 83.48%

**2005 Assurances and Agreements**

Motion by Mosher, second by Froemming, and unanimously carried to authorize the Chairman's signature to execute the Local Public Health Act Funding 2005 Assurances and Agreements contract between the County of Otter Tail and the Minnesota Department of Health. The contract assures that Local Public Health Act funding will be used in accordance with the terms outlined in the Community Health Board's Master Grant contract effective January 1, 2004 – December 31, 2008.

**Local Public Health Priorities**

**Preventing Youth Violence & Farm Safety**

Diane Thorson, Public Health Director, briefed the Board on local public health priorities and stated that alcohol abuse was added as an on-going issue. The Local Public Health Priorities document will be submitted to the MN Department of Health. She provided a handout dealing with youth violence prevention and discussed factors that make a difference in violence prevention. Ms. Thorson briefed the Board on farm safety issues and the role of Public Health at the annual Crop & Forage Show.

**Community Health Services Advisory Committee**

Motion by Nelson, second by Mosher, and unanimously carried to re-appoint the following members to the Community Health Services Advisory Committee:

Kay Kratowill  
 Connie Stigen  
 Dan Peterson  
 Cindy Hermanson  
 Paul Baer  
 Kristi Karels

Lake Region Health Care  
 Fergus Falls Medical Group  
 Perham Memorial Hospital and Homes  
 Henning Medical Center  
 St. William's Living Center  
 Early Childhood

**Lake Region Halfway House Update**

Dean Gilbertson, Lake Region Halfway Homes Program Director, submitted program evaluation and summary data for 2004 along with the 2005 annual budget. Mr. Gilbertson reported that 25% of clients identified Meth as their drug of choice in 2004, which creates challenges because treatment is different for Meth users than for alcohol rehabilitation. He stated that Meth rehabilitation involves extended outpatient treatment and recovery is possible with the right treatment. Mr. Gilbertson also briefed the Board on funding system changes under Rule 21 and thanked the County Board for their support of the Halfway Homes program.

**Proposed Detox Center**

Human Services Supervisor, Brad Vold, presented a draft proposed Detox Center located to the East of the Recycling Center near Willows. He gave an estimated cost of \$400,000 with the building designed specifically for detoxification services. Productive Alternatives would build the building and run the program. Mr. Vold asked for the Board's support of this plan with a potential of opening in August of 2005. Discussion took place regarding the State's program and the need for an estimate from Productive Alternatives of what the per diem would be at the proposed facility.

**Human Services Contract Renewals**

Motion by Froemming, second by Lee, and unanimously carried to authorize the Chairman's signature to renew the following Human Services Contracts:

Agency	Program	Contract Period	Funding Source
Lakeland Mental Health Center, Inc.	Outpatient Mental Health Services	January 1, 2005 – December 31, 2005	Cost of purchased Community MHC Program for CY 2005 will not exceed \$535,600
Lakeland Mental Health Center, Inc.	Adult and Mental Health Case Management	January 1, 2005 – December 31, 2005	Federal, State and local dollars not to exceed \$50,757.31
Lakeland Mental Health Center, Inc.	Children's Mental Health Case Management	January 1, 2005 – December 30, 2005	Federal, State and local dollars not to exceed \$28,600.00
Lakeland Mental Health Center, Inc.	Children's Mental Health Services	January 1, 2005 – December 31, 2005	County of Financial Responsibility and Medical Assistance
Lakeland Mental Health Center, Inc.	Community Support Program and Rehab Options	January 1, 2005 – December 31, 2005	Rule 78/CSP Grant and County Dollars - \$197,239.00

St. Williams Annex	Community Support Program Services	January 1, 2005 – December 31, 2005	Max Expenditure of \$46,043 with additional funding available through the Adult Mental Health Initiative.
Peaceful Solutions	Family Group Decision Making Services	January 1, 2005 – December 31, 2005	\$50 per hour for services provided – paid with Grant funds

**Bills & Claims**

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

**Adjournment**

At 10:45 a.m., Chairman Block declared the meeting of the Otter Tail County Human Services Board adjourned until 9:30 a.m. on Tuesday, February 22, 2005.

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

By: \_\_\_\_\_  
Robert Block, Human Services Board Chair

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

**Call to Order – County Board**

The Otter Tail County Board of Commissioners convened Tuesday, February 8, 2005, at 11:00 a.m. at the Otter Tail County Government Services Center with Commissioners Bob Block, Chair; Roger Froemming, Vice-Chair; Syd Nelson, Dennis Mosher and Malcolm Lee present.

**Approval of Agenda**

Motion by Froemming, second by Lee, and unanimously carried to approve the County Board Agenda of February 8, 2005, with the following changes:

- 11:30 a.m. – Rick Sytsma canceled agenda item
- 1:25 p.m. – Closed Session for Attorney/Client Privilege
- 1:50 p.m. – Closed Session for Labor Negotiations

**Approval of Minutes**

Motion by Nelson, second by Froemming, and unanimously carried to approve the County Board minutes of February 1, 2005, as presented.

**Approval to Pay Bills**

Motion by Lee, second by Froemming, and unanimously carried to approve payment of County Board bills per Attachment A of these minutes.

**WACCO Membership & Services Discussion**

Western Area Cities Counties Organization Director, Laurie Mullen, discussed with the Board services that Otter Tail County has used through WACCO last year and so far, during 2005.

Ms. Mullen stated that two semi-truck loads of salt were delivered to the Highway Maintenance Department this past week at a savings of \$4,000. She briefed the Board on other training services provided to various County departments, as well as the Meth Prevention presentations given throughout the County. Commissioners requested that a memo be sent to Department Heads asking them to outline how they have used WACCO's services and reconsider the membership issue in two weeks.

**OTWadena CAC Resolution of Support  
Otter Tail County Resolution No. 2005 - 07**

Commissioner Nelson offered the following and moved its adoption:

WHEREAS: Minnesota Community Action Agencies are celebrating a 40 year history of promoting economic stability within our communities through the provision of leadership, resources, support and advocacy to families and individuals in financial need; and

WHEREAS: Minnesota Community Action Agencies offer opportunities for economic stability, self sufficiency and advancement to thousands of individuals and families in all 87 counties each year through the provision of resources to meet basic needs, welfare-to-work and job skills development services, educational and asset development options for long-term economic advancement, home ownership opportunities, and advocacy efforts that ensure Minnesota families and individuals can live with dignity in our communities; and

WHEREAS: Minnesota Community Action Agencies collaborate with a broad range of community partners including local government, school districts, human service organizations, non-profit groups, the business community, the faith community, and civic organizations in the development and implementation of strategies that assist people to leave poverty and to own a stake in their communities; and

WHEREAS: Minnesota Community Action Agencies provide significant return on investment to Otter Tail County, and to counties throughout the state, as demonstrated through outcome-based measurement research; and

WHEREAS: Minnesota Community Action Agencies rely on the Community Action Grant as core funding to provide Otter Tail County with critical safety net services, innovative and cost effective programs, responsible and forward-thinking community development efforts, and millions of additional leveraged dollars through local, state and federal partnerships; and

WHEREAS: Requests for Community Action services has increased over the past two years, while significant decreases in our state's Community Action Grant allocation has resulted in the loss of Community Action capacity to meet the needs of residents in Otter Tail County, contributing to further destabilization of our local economy; and

WHEREAS: If funding for the Community Action Grant is not restored, critical services to Otter Tail County residents will be reduced and will result in placing severe financial stress on our households, communities and county.

THEREFORE, LET IT BE RESOLVED THAT: The County Board of Commissioners supports actions that would increase state funding, through the Community Action Grant, to

Minnesota's Community Action Agencies. This action will ensure that adequate resources are in place for Otter Tail County, and all of Minnesota's counties, to promote strengthened economic stability and greater prosperity for our state and for all Minnesotans.

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

Adopted at Fergus Falls, MN, this 8<sup>th</sup> day of February, 2005.

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

By: \_\_\_\_\_  
Robert Block, County Board Chair

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

**Property Tax System Contract Renewal**

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chairman's signature to ratify the following agreements between the Minnesota Counties Computer Cooperative Tax User Group and ACS for the period of January 1, 2006 through December 31, 2008:

- Minnesota Property Tax License Agreement
- Minnesota Property Tax Maintenance & Support Agreement
- Minnesota Property Tax Stabilization Plan

**Recess & Reconvene**

At 11:33 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. Chairman Block reconvened the meeting at 11:37 a.m.

**Bid Award – Henning Highway Garage**

After previously advertising for bids, Highway Engineer, Rick West, opened the following bids at 1:00 p.m. on February 2, 2005:

Lee's Construction, Inc.	\$588,950.00
Comstock Construction	\$622,700.00
R.A. Bristlin Son	\$640,000.00
Pride Construction Inc.	\$643,011.00
All Building Corporation	\$647,700.00
Breitbach Construction Co.	\$669,000.00
Woessner Construction	\$691,560.00
Gopher State Contractors	\$696,460.00
D & W Construction of Alexandria	\$815,000.00

Motion by Lee, second by Froemming, and unanimously carried to award the Henning Highway Garage project to Lee's Construction, Inc. as the low bidder, at the bid price of \$588,950.00, with the knowledge that there was one minor irregularity with Lee's Construction Inc. bid, wherein the bid bond was in the same envelope as the bid, contrary to the bid specifications. There was one other bid received the same way, but upon the

recommendation of the County Attorney, this minor irregularity was waived by the County Board as it did not change the bid process.

### **Highway Cooperative Agreement**

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chairman's signature to execute a Cooperative Construction Agreement between Becker County and the County of Otter Tail for construction work on Becker County SAP 03-639-07, SAP 03-640-06, SAP 03-640-07, and SAP 03-649-03 and Otter Tail County SAP 56-670-04 and SAP 56-675-04.

### **Recess & Reconvene**

At 11:54 a.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. Chairman Block reconvened the meeting at 1:05 p.m.

### **Web & Parcel Update**

GIS Coordinators, Brian Armstrong and Sherri Leabo, provided web site traffic analysis of the Otter Tail County site and reviewed land and tax programs now available to the public as well as the Landshark program, which is now available by subscription. E-911 data was also provided.

### **Resolution in Support of the Otter Country Trail Association Federal Recreation Trail Grant Application Otter Tail County Resolution No. 2005 - 08**

Commissioner Mosher offered the following and moved its adoption:

WHEREAS, Otter Tail County has many multi-use trails, and

WHEREAS, Otter Tail County acts as a sponsor for OCTA in the State Grant In Aid Snowmobile Trail System, and

WHEREAS, Otter Country Trail Association (OCTA) wishes to apply for a Federal Recreation Trail Grant to purchase a new groomer for their many trails, and

WHEREAS, This Federal Grant is a 50/50 grant and Otter Country Trail Association would pay half the price of a new groomer, and

WHEREAS, Otter Tail County will act as sponsor for this federal grant and will have no financial responsibility, and

NOW, THEREFORE, BE IT RESOLVED, That the Otter Tail County Board of Commissioners of Otter Tail County hereby supports Otter Country Trail Association's application for the Federal Recreation Trail Grant.

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

Adopted at Fergus Falls, Minnesota, this 8<sup>th</sup> day of February, 2005.

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

By: \_\_\_\_\_  
Robert Block, County Board Chair

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

**Closed to the Public**

At 1:30 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners closed to the public to discuss litigation relative to the Blue Heron Bay lawsuit as authorized by attorney-client privilege, Chapter 13D.05 Subd. 3b. Present were all five seated Commissioners, the County Attorney, County Coordinator, Board Secretary, Land & Resource Director, and Attorneys, Mike Rengel and Nick Heydt.

At 2:15 p.m., Chairman Block declared the meeting of the Otter Tail County Board of Commissioners closed to the public for purposes of discussing labor negotiation strategies relative to the Public Health Nursing Unit and Human Services Units. Present were the five seated Commissioners, the County Attorney, County Coordinator, Board Secretary, Public Health Director, Human Services Director, and the Human Services Business Manager.

**Adjournment**

At 3:20 p.m., upon conclusion of the closed session, Chair Block declared the meeting of the Otter Tail County Board of Commissioners adjourned until 9:30 a.m. on Tuesday, February 15, 2005.

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

By: \_\_\_\_\_  
Robert Block, County Board Chair

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