

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

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

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, May 1, 2001, at 9:31 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 Block, to approve the County Board agenda of May 1, 2001, with the following additions:

10:40 a.m.-Detention Administrator, Gary Waskosky-Request for Contract Approval
Bill Kalar - Final Plat of Island View & Letter from Beatrice Richardson

Motion carried.

Approval of Minutes

Motion by Mosher, second by Nelson, and unanimously carried to approve the County Board minutes of April 24, 2001, as mailed.

Housing & Redevelopment Authority Update

Jeff Gaffaney, Director of HRA, and Dennis Christenson, HRA Rehab Specialist, updated the Board regarding the following housing programs: Section 8 Voucher Program, Low Rent Public Housing Program, Capital Fund Programs, Minnesota Cities Participation Program, MHFA 4D Property Tax Classification, Small Cities Development Grants, and Minnesota Housing Finance Agency Community Fix-up Fund Loan Program. A handout was provided showing the number of families receiving help in the various programs as well as the amount of federal and state funding the programs bring into Otter Tail County. Mr. Christenson reported that the City of Fergus Falls has given \$10,000 for the Community Fix-up Fund Loan program to reduce the loan by one percentage point for qualifying families in the City of Fergus Falls. He requested local funding from Otter Tail County for qualifying families living outside of Fergus Falls. Lengthy discussion followed regarding budgetary processes/issues. Commissioners requested that Mr. Christenson send a letter to Mitzi Pederson in the Auditor's office to make a formal request with a "not to exceed dollar amount" for this project. Ms. Pederson will bring the request to the Budget Committee for consideration.

Approval of Contract - Pro-West & Associates

GIS Coordinators, Brian Armstrong and Sheri Leabo, reported that the appeal process for road names for the 911 addressing system is in place. The Department currently has 22 requests for appeals and the process has been advertised in area newspapers. Mr. Armstrong requested approval of a contract with Pro-West & Associates to work on the proposed County Internet site. Motion by Lee, second by Mosher, and unanimously carried to authorize the Chair's signature to execute a contract between the County of Otter Tail and Pro-West & Associates, Inc. to provide technical advisory, ARCIMS Programming and GIS Technical Support services for Otter Tail County for an amount not to exceed \$12,500, contingent upon the approval of the County Attorney.

Approval of Household Hazardous Waste Collection Contracts

Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature to execute a contract for the operation of a mobile collection for household hazardous waste between the County of Otter Tail and the cities of Ottertail and Vergas.

**Otter Country Trail Association
Otter Tail County Resolution No. 2001 - 21**

Commissioner Nelson offered the following and moved its adoption:

WHEREAS, Otter Tail County has sponsored Grant-In-Aid Systems in the past; and

WHEREAS, acceptance of the Grant-In-Aid systems proposed extensions are subject to the review and approval of the County Attorney.

THEREFORE, BE IT RESOLVED that Otter Tail County shall continue to sponsor Grant-In-Aid Trail Systems as they exist for Otter Country Trail Association and proposed extensions of Grant-In-Aid Trails with the aforementioned condition.

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

Adopted this 1st day of May, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

Approval of Liquor License

Motion by Froemming, second by Mosher, to approve the following application for license:

Zorbaz of Ottertail Lake Inc. Seasonal Liquor and Seasonal Sunday Liquor

Thomas Hanson

36108 County Hwy 72

Battle Lake, MN 56515

Subject to the approval of the County Attorney and Sheriff's Office.

Motion carried.

Request for Approval of Account Technician II Positions - Promotion & New Hire

Motion by Lee, second by Block, and unanimously carried to approve an internal accounting promotion in the Highway Department from an Account Tech I to an Account Tech II and, in addition, authorize the Highway Engineer to replace an Account Tech position at an Account Tech II level rather than Account Tech I level.

Bid Opening Delayed

Mr. West reported that a bid opening for 2 snow plow trucks was scheduled for tomorrow; however, with proposed legislation that could save the cost of excise and/or sales tax on the purchase of

snow plow trucks, Mr West recommended delaying the bid opening. Discussion followed. Motion by Lee, second by Block, and unanimously carried to postpone the snow plow truck bid opening originally scheduled for Wednesday, May 2nd, 2001, and reschedule it on Wednesday, June 13th after the legislative decision has been made. Mr. West will notify the bid opening vendors.

Approval of Contract - Institution Community Work Crew House Building Program

Motion by Nelson, second by Lee, and unanimously carried to authorize the Chair's signature to execute a Joint Powers Agreement between the State of Minnesota and the County of Otter Tail for the period of July 1, 2001, to June 30, 2003, for the ICWC House Building Program that provides the County \$50 per day per inmate for a maximum of 12 people per day.

Approval to Pay Bills

Motion by Nelson, second by Lee, and unanimously carried to approve the payment of bills per Attachment A of these minutes.

Recess & Reconvene

At 10:49 a.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The Chairman reconvened the meeting at 11:01 a.m.

Planning Commission Recommendations

Conditional Use Permit - Max D. Boyle:

Motion by Froemming, second by Lee, and unanimously carried to approve a Conditional Use Permit to approve operation of a Bakery with conditions as recommended by the Planning Commission. The property is described as GL 16, Section 35 of Maine Township; Mud Lake (56-445).

Conditional Use Permit - Sverre & Tamala Rostad/Erwin Eugene Emery:

Motion by Lee, second by Mosher, and unanimously carried to approve a Conditional Use Permit to build an easement road and perform some topographical work to prepare for a dwelling with conditions as recommended by the Planning Commission. The property is described as the W 256.24' of the SLY 900' of GL 13 (said 256.24' is measured perpendicular to the West line of said Sec. 3), containing 5 Ac. more or less, Section 3 of Friberg Township and GL 5, SW $\frac{1}{4}$ NW $\frac{1}{4}$ GL 13, Section 3 of Friberg Township; Tonseth Lake, (56-690).

Conditional Use Permit - Viking Resort/William & Janet Schicker:

Motion by Froemming, second by Nelson, and unanimously carried to approve a Conditional Use Permit to build owner's home, add a cottage, and remodel cottages with conditions as recommended by the Planning Commission. The property is described as Pt Lot 1, N of Lot 3, 4, 5 Camp Lingerlong & S of Road, Section 13 of Amor Township; Otter Tail Lake (56-242) and Walker Lake (56-310).

Conditional Use Permit - Leonard's Resort - Riverside Dev./Jerry Mickelson:

Motion by Nelson, second by Mosher, and unanimously carried to approve a Conditional Use Permit for the revised plan dated April 16, 2001, to change the land usage of what is currently "Leonard's Resort", consisting of 26 allowable dwelling units to "Marin Bay Condominiums", consisting of 14 single family dwelling units with conditions as recommended by the Planning Commission. The property is described as Pt of GL 3 and All of Lots 1-7, Lewis Ward Martin's Perfect Beach, section 31 of Corliss Township; Big Pine Lake (56-130).

Preliminary Plat - Sunset Bay Second Addition-Mike D. Johnson:

Motion by Lee, second by Block, and unanimously carried to approve the revised drawing dated March 27, 2001 for the Preliminary Plat of "Sunset Bay Second Addition" consisting of 1 Residential Lot and 6 Non-Residential backlots with conditions as recommended by the Planning Commission. The property is described as Pt Gov. Lots 4 & 5, Section 23 and Pt Gov. Lot 1 & Pt NE¼ Section 26 of Scambler Township; Tamarac Lake (56-931).

Approval of Final Plat - "Island View"

Motion by Nelson, second by Lee, and unanimously carried to approve the Final Plat of Scott Dierks known as "Island View" located in Section 16 of Edna Township on Berger Lake.

Correspondence Acknowledged

Land & Resource Director, Bill Kalar, read for the record, a letter from Beatrice Richardson. The letter requested that her name be removed from the Conditional Use Permit allowing the tubing business at the Riverfront Lounge. Mr. Kalar stated that Ms. Richardson's name is on the Conditional Use Permit because she is the landowner. Mr. Schmidt's name is on the permit because he was the applicant and he is the leasee. Discussion followed. The letter will be forwarded to the County Attorney for further research.

Regional Treatment Center

County Coordinator, Larry Krohn, briefly discussed the RTC transfer relative to the building Otter Tail County has proposed to acquire. He stated the need to move forward with the project and the need for strategic long term planning with other community entities.

Flooding Disaster Declaration

Highway Engineer Rick West, reported that the State Emergency Management Director recommended that Otter Tail County go on record by resolution with the County Board to declare a local disaster emergency relative to flooding. By this action, if the County meets the threshold of damage which is around \$150,000, then townships, cities, and private individuals can be qualified for funding.

**Disaster Declaration - Flooding
Otter Tail County Resolution No. 2001 - 22**

Commissioner Block offered the following and moved its adoption:

WHEREAS, the County of Otter Tail, Minnesota, has sustained severe losses of a major proportion, as a result of flooding, starting on April 6, 2001.

WHEREAS, Otter Tail County is a public entity within the State of Minnesota, and

WHEREAS, the following conditions exist in Otter Tail County as a result of the disaster, extensive damage to roadways, bridges, culverts and individual homes and farms caused by flooding, and

WHEREAS, the cost of recovery is beyond the resources within the County. State and Federal resources are necessary.

NOW, THEREFORE, BE IT RESOLVED, by the Otter Tail County Board of Commissioners, that Otter Tail County for and on behalf of the citizens of Otter Tail County, including the Cities and Townships, request the Governor of the State of Minnesota to petition the President of the United

States to declare the County of Otter Tail County, Minnesota, to be a major disaster area through appropriate channels.

BE IT FURTHER RESOLVED, that this request is for the Infrastructure Support Program as offered through P.L. 93-288.

BE IT FURTHER RESOLVED, that the County Emergency Management Director is authorized to coordinate the damage survey teams, with local government, and assist in the administration of the disaster recovery process as needed.

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

Adopted at Fergus Falls, Minnesota, this 1st day of May, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

Aerial Spraying

County Coordinator, Larry Krohn, informed the Board that West Central Aerial Sprayers requested a letter of support from the County Board to spray for forest tent caterpillars. Various lake associations have requested the spraying. Motion by Froemming, second by Nelson, and unanimously carried to authorize the County Coordinator to draft a letter in support of the aerial spraying to control forest tent caterpillars.

Approval of Performance Evaluation Summaries

Motion by Lee, second by Mosher, and unanimously carried to approve the positive performance evaluation summaries of Assessor, Bob Moe, and County Coordinator, Larry Krohn, as presented. The summaries will be placed in their respective personnel file.

Adjournment

At 12:03 p.m., Chair Froemming declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, May 8, 2001.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Roger Froemming, County Board Chair

Attest: _____
Larry Krohn, Clerk

