

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, October 15, 2002
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, October 15, 2002, at 9:31 a.m. at the Otter Tail County Courthouse with Dennis Mosher, Chair; Malcolm Lee, Vice-Chair; Syd Nelson, Roger Froemming, and Bob Block present.

Approval of Agenda

Motion by Froemming, second by Lee, and unanimously carried to approve the County Board agenda of October 15, 2002, with the following changes:

10:15 a.m. – Steve Andrews canceled

10:15 a.m. – HRA Loan Officer, Dennis Christenson

Approval of Minutes

Motion by Lee, second by Froemming, and unanimously carried to approve the County Board minutes of October 8, 2002, as presented.

Approval to Pay Bills

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

Holiday Inn	Office Manager/Assist. Veterans Service Officer, Jane Baumgartner
Craguns	Solid Waste Director, Mike Hanan
Hilton Mpls.	Web Developer, Scott Backstrom
Holiday Inn	GIS Employees, Scott Backstrom, Sheri Leabo, & George Meyer

County Ditch System No. 21

Ditch Inspector, Randy Wasvick, presented a map showing three areas in County Ditch No. 21 that need to be cleaned out. He has met with several property owners who are requesting the clean out. He stated that the ditch system from John Lake to County Road 18 has no water in it and is not working at all. Mr. Wasvick received a time and material bid from Contractor, Dan Ness, at \$90 - \$110 per hour with an estimated total clean out cost of \$10,000. County Attorney, David Hauser, stated that the County, as Ditch Authority, is responsible to keep the ditch working, assuming expenses do not exceed \$50,000. Motion by Lee, second by Block, to authorize the Ditch Inspector to proceed with clean out of a portion of County Ditch System No. 21 (as presented on map) subject to an informational meeting with property owners benefited by the Ditch System, to determine the best way to accomplish the needed maintenance. Lengthy discussion followed. Chairman Mosher called for a vote. Motion carried unanimously.

County Ditch System No. 53

Mr. Wasvick reported that the redetermination of benefits for County Ditch System No. 53 will not be completed before freeze up. The large holes will need to be filled in before winter for safety reasons. Lengthy discussion followed. Because this work is being done on an emergency basis, the pipe that is not working will be replaced before the holes are filled in this fall.

Community Fix-Up Fund

Housing and Redevelopment Authority (HRA) Specialist, Dennis Christenson, requested additional funds to reduce interest for the Community Fix-Up Fund Program. The County allocated \$15,000 per year beginning with CY2001. The HRA used only \$3,700 of the \$15,000 allocation in CY2001. All of the CY2002 funds have been used and the HRA has additional loan applications in process. Motion by Nelson, second by Block, and unanimously carried to increase the budget for CY2002, in the amount of \$6,000, for the Minnesota Housing Finance Agency Community Fix-Up Fund through the HRA.

Recess & Reconvene

At 10:24 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners recessed for a Personnel Committee Meeting. The meeting was reconvened at 11:00 a.m. with all five seated commissioners present.

Planning Commission Recommendations

Conditional Use Permit – “Lake Lizzie Shores”/Chris & Kim Guck:

Land & Resource Office Manager, Marsha Bowman, reported that this request was for an additional 5 camping lots. The Planning Commission approved 3 additional units even though it exceeds the number allowed by the Shoreland Management Ordinance because the plan presented would reduce the impervious surface. Resort Owner, Kim Guck, requested that the County Board approve 5 extra camping sites instead of 3, as recommended by the Planning Commission, and consider the request from an economic standpoint. Discussion followed. Motion by Lee, second by Froemming, and unanimously carried to approve a Conditional Use Permit to allow five camping lots in the vicinity of the barn and grain bin as proposed (the barn and grain bin are to be removed). County Attorney, David Hauser, informed Ms. Guck that a variance would also be required because the number of units and setback requirement does not meet the ordinance. The property is described as GL 6 & pt of GL 5 (28.01 Acres), Section 28 of Dunn Township; Lake Lizzie (56-760).

Conditional Use Permit – Martin Engineering / “Truly Natural”:

Motion by Lee, second by Nelson, and unanimously carried to approve a Conditional Use Permit to operate a retail sales business, selling gifts and natural bath and body products, as presented. The property is described as Martin Knoll Lot 1, Section 1 of Scambler Township; Pelican Lake (56-786).

Conditional Use Permit – Donald W. Luhning / Roger Luhning:

Motion by Froemming, second by Block, and unanimously carried to upgrade an existing easement road with conditions as recommended by the Planning Commission. The property is described as pt of GL 2 (15.06 Ac) and pt of GL 1 & 2 (1.11 Ac), Section 5 of Girard Township; Ethel Lake (56-193).

Preliminary Plat & Conditional Use Permit - McConachie Addition / Glenn Roger:

Motion by Nelson, second by Lee, and unanimously carried to approve the Preliminary Plat known as “McConachie Addition” consisting of 5 single family residential lots and a Conditional Use Permit to build a new roadway to access the proposed lots with conditions as recommended in the October 9, 2002, Planning Commission motion. The property is described as pt of GL 7, Section 27 of Hobart Township; Long Lake (56-388).

Amendment to Conditional Use Permit #5957 – “Sunshine Resort”:

Motion by Nelson, second by Froemming, and unanimously carried to allow a revision of CUP #5957 to include replacement of a roof on cabin #2 to be included in this permit as requested. The property is owned by Steven & Sherri Halstensgaard, Big Pine Lake (56-130).

Revision to Conditional Use Permit #5964 – “Hancock Estates”:

Motion by Mosher, second by Nelson, and unanimously carried to approve the proposed revision (plan dated October 8, 2002) for Conditional Use Permit #5964 to allow a change to the original ingress & egress easement with conditions as recommended by the Planning Commission. The developer is David Olson and the property is located on Hancock Lake (56-255).

Conditional Use Permit – Marin Bay Condominiums:

Motion by Nelson, second by Froemming, and unanimously carried to approve a Conditional Use Permit to install a marine rail system for watercraft for onland storage with conditions as recommended by the Planning Commission. The property is described as Marin Bay Condominium, Section 31 of Corliss Township; Big Pine Lake (56-130).

Conditional Use Permit – “Rushview Resort”:

Motion by Nelson, second by Froemming, and unanimously carried to approve a Conditional Use Permit to add a porch to a unit on “Rushview Resort” as presented. The property is described as William Reece’s Lakeshore Lots 3, 4, 5, & 6, & pt of GL 2 & 3 (Rushview Resort) Section 26 of Rush Lake Township; Rush Lake (56-141).

Final Plats

Motion by Mosher, second by Lee, and unanimously carried to approve the Final Plat known as “Sugar Maple Shores” located in GL 4, 5, and 6, of Section 5 in Everts Township, Round Lake.

Motion by Froemming, second by Mosher, and unanimously carried to approve the Final Plat of John W. Matteson known as “Silver Shores Second Addition” located on GL 6 in Section 28, Township 133, Range 40, on First Silver Lake.

Motion by Mosher, second by Nelson, and unanimously carried to approve the Final Plat of Milton T. Paulson known as “Pleasant Pointe” located in Government Lots 10, 11, 12, and 13, in Section 5, Township 133, Range 41, Pleasant, Little Pleasant, and Little Anna Lakes.

Snowmobile Performance Based Grant Agreements

Motion by Lee, second by Froemming, and unanimously carried to authorize the Chair’s signature to execute the 2003 Minnesota Trail Assistance Program, Performance Based Grant Agreement between the County of Otter Tail and Lake Runners Trail Association (LRTA) Trail, in the amount of \$18,434.00. This is funding from the Minnesota Department of Natural Resources.

Motion by Froemming, second by Nelson, and unanimously carried to authorize the Chair’s signature to execute the 2003 Minnesota Trail Assistance Program, Performance Based Grant Agreement between the County of Otter Tail and Otter Trail Riders Trail, in the amount of \$32,797.00. This is funding from the Minnesota Department of Natural Resources.

Motion by Mosher, second by Lee, and unanimously carried to authorize the Chair’s signature to execute the 2003 Minnesota Trail Assistance Program, Performance Based Grant Agreement

between the County of Otter Tail and Otter Country Trail Association (OCTA) Trail, in the amount of \$27,816.00. This is funding from the Minnesota Department of Natural Resources.

Music On-Hold for Phone System

Motion by Block, second by Nelson, and unanimously carried to approve the added telephone system feature of music on-hold when an incoming phone call is put on hold or parked at an approximate cost of \$345 plus labor for the installation.

Human Services & County Board Meetings Rescheduled

Motion by Nelson, second by Froemming, and unanimously carried to cancel the Human Services and County Board meeting on December 10, 2002, to accommodate the Annual AMC Convention. The December, 2002, meetings will be scheduled as follows:

12/03/02	County Board Meeting	9:30 a.m.
12/10/02	No Meeting	
12/17/02	Human Services & County Board Meeting	9:30 a.m.
12/24/02	County Board Meeting	9:30 – 10:30 a.m.
12/31/02	Human Services & County Board Meeting	9:30 a.m.

Recess & Reconvene

At 11:40 a.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners recessed for a Highway Committee Meeting. The meeting was reconvened at 11:55 a.m.

Engineering Services Agreement – CSAH No. 12, S.A.P. 56-612-11

Motion by Lee, second by Mosher, and unanimously carried to authorize the appropriate county officials' signatures to execute an Agreement for Engineering Services between the County Otter Tail and Larson-Peterson & Associates, Inc. of Detroit Lakes, MN for CSAH No. 12, Street and Utility Improvements in the City of Dalton.

Adjournment

At 12:08 p.m., Chair Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, October 22, 2002.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

Attest: _____ By: _____
Larry Krohn, Clerk Dennis R. Mosher, County Board Chair