

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, June 17, 2003
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, June 17, 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 Mosher, second by Froemming, and unanimously carried to approve the County Board agenda of June 17, 2003, with the following addition:

1:30 p.m. – Budget Committee Meeting

Approval of Minutes

Motion by Mosher, second by Froemming, and unanimously carried to approve the County Board minutes of June 10, 2003, as presented.

Approval to Pay Bills

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

Bid Award – Henning Transfer/Demolition Site

After previously advertising for bids, Solid Waste Director, Mike Hanan, opened the following bids:

Comstock	\$105,550.00
Evavold-Delzer	\$60,412.60
Drews	\$66,848.20
Gladen	\$96,497.10
Strom	\$87,265.80
Blombeck	\$42,858.50

Blombeck Construction withdrew their bid as it was not complete; therefore, motion by Froemming, second by Mosher, and unanimously carried to award the bid for cell construction at the Henning Transfer/Demolition Site to Evavold-Delzer Construction in the amount of \$60,412.60.

Public Information Officer Position

Motion by Mosher, second by Froemming, and unanimously carried to authorize the Solid Waste Director to proceed with the County's hiring process for the position of Solid Waste Public Information Officer.

Proposed Regional Extension Centers

Economic Improvement Commission Director, Lee Danielson, submitted a handout dated June, 2003 that identifies the meaning of "Regional" Centers. He explained that the Fergus Falls Economic Improvement Commission would complete an application for the City of Fergus Falls to become the location for a regional site for the University of Minnesota Extension Services. Commissioners indicated a desire to have a regional site in Otter Tail

County; however, they did not wish to choose Fergus Falls over New York Mills. Mr. Danielson indicated that he was not asking the Board to endorse one Community over another; rather, he asked that Board members call Dr. Casey of the University of Minnesota to support a regional site in Otter Tail County. Several Board members indicated that they would call Mr. Casey in support of an Otter Tail County Regional Extension Center.

AS400 Upgrade

MIS Director, Tim Brand, reported that there is \$126,000 in the MIS Capital Improvement Fund for an AS400 Computer upgrade. The upgrade is necessary for increased imaging, memory, and faster processing. The County Board directed Mr. Brand to meet with the County Attorney to identify the proper legal process to be considered in selecting a vendor for this upgrade.

Hardware for the Government Services Center

Mr. Brand discussed GSC hardware needs to provide connectivity and general costs of the hardware. Discussion took place regarding the potential to bond for this expense of approximately \$80,000. The County Board referred Mr. Brand to the County Attorney to discuss this issue further.

Storage of Computer Backup Tapes

Since remodeling the first floor of the courthouse, the County does not have adequate storage for computer backup tapes nor is the storage safe in the event of damage by fire. Currently, compact disks (CD's) are created for the Recorder, as well as other departments. Mr. Brand explained the need for storage equivalent to a small vault that is fire rated to protect these valuable compact disks. Chairman Lee requested that Mr. Brand write up a plan and present it to the Board for future consideration.

Otter Tail County Highway No. 4

After acknowledging receipt of a joint resolution of Lida, Dora and Candor Townships and the City Council of Vergas, a motion was offered by Mosher, seconded by Froemming, and unanimously carried to consider placement for the resumption of reconstruction of CSAH No. 4 on the Five-Year Highway Improvement Plan during the public input meetings held this fall.

License Application Approvals

Motion by Nelson, second by Mosher, and unanimously carried to approve the following applications for license, subject to all other licensing requirements being met.

Balmoral Golf Course, Inc.
Battle Lake, MN 56515

On-Sale Liquor and Sunday Liquor

Birchwood Golf Course
Pelican Rapids, MN 56572

On/Off-Sale 3.2 Malt Liquor

Blue Water Restaurant and Sports Bar, Inc.
Pelican Rapids, MN 56572

On-Sale Liquor and Sunday Liquor
Off-Sale 3.2 Malt Liquor

Collins Landing
Dent, MN 56528

Off-Sale 3.2 Malt Liquor

Galaxy Resort
Dent, MN 56528

Off-Sale 3.2 Malt Liquor
On-Sale Liquor and Sunday Liquor

Kalk-Young, Inc.
Oakwood Suppler Club
Henning, MN 56551

On-Sale Liquor and Sunday Liquor

Koeps Clitherall Corner
Clitherall, MN 56524

Off-Sale 3.2 Malt Liquor

Spanky's in the Pink, Inc.
Spanky's Stone Hearth
Frazee, MN 56544

On-Sale Liquor and Sunday Liquor

Ten Mile Lake Resort, Inc.
Dalton, MN 56324

Tobacco

Recess & Reconvene

At 10:50 a.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 10:55 a.m.

Approval of Final Payment – 2003 Highway Signing Materials

Motion by Block, second by Nelson, and unanimously carried to approve Final Payment, in the amount of \$109,881.46, to Newman Signs, Inc. for 2003 Highway Signing Materials.

2003 Legislative Summary Regarding Transportation

Discussion lead by Mr. West included a number of issues regarding funding for transportation that was discussed at the recent AMC Region IV meeting.

Planning Commission Recommendations

Conditional Use Permit – John Barry:

Motion by Lee, second by Block, and unanimously carried to approve a Conditional Use Permit to fill a degraded wetland and replace the low quality wetland with a much larger restoration with conditions as recommended by the Planning Commission. The property is described as Lot 23 & vac rd adj ex pt vac rd being 32.26' x 5.13' x 33.51' x 17.14'; parcels #950 & #65-001 not to be split, Section 4 of Dunn Township; Pelican Lake (56-786).

Preliminary Plat – “White Oaks Center”/Larry Scheffler:

Motion by Lee, second by Froemming, and unanimously carried to approve the Preliminary Plat known as “White Oaks Center” consisting of 6 lots 1 blk for Commercial Use with conditions as recommended by the Planning Commission. The property is described as SE¼ NW¼ ex tr, SW¼ NE¼ and Lots 2 & 3 (155.24 Acres), Section 1 of Scambler Township; Non-Shoreland.

Preliminary Plat – “South Oaks 2nd Addition”/Dreyer Farms:

Motion by Froemming, second by Nelson, and unanimously carried to approve the Preliminary Plat known as “South Oaks 2nd Addition” consisting of 7 lots (single family residential backlots) as presented. The property is described as E½ NE¼ ex tr & SE¼ SW¼ & Lots 1 & 2 ex platted ex tr parcel #46-000-0100-01-000 & 53-000-9905-47-001 not to be

split and SE $\frac{1}{4}$ & Lot 3 ex plat ex tr, Section 1 of Otter Tail Township; Buchanan Lake (56-209).

Preliminary Plat – “The Highlands”/Daryl & Marie Tysdal, Dan Sillerud:

Motion by Lee, second by Mosher, and unanimously carried to approve the Preliminary Plat known as “The Highlands” consisting of 30 lots for single family residential use with conditions as recommended by the Planning Commission. The property is described as E1/2 SW $\frac{1}{4}$ ex trs, W $\frac{1}{2}$ SE $\frac{1}{4}$ ex tr NW $\frac{1}{4}$ SW $\frac{1}{4}$ ex trs & GL 3 ex trs & ex platted, Section 20 of Aurdal Township; Non-Shoreland.

Preliminary Plat – “Ellingson’s Addition”/Dr. R. P. Ellingson:

Motion by Mosher, second by Froemming, and unanimously carried to approve the Preliminary Plat known as “Ellingson’s Addition” consisting of 7 lots for single family residential use with conditions as recommended by the Planning Commission. The property is described as pt NW $\frac{1}{4}$ com SE cor...(7.95 acres) & E 260’ of S 1162’ of SE $\frac{1}{4}$ NW $\frac{1}{4}$ (6.94 acres), Section 3 of Clitherall Township; West Battle Lake (56-239).

Conditional Use Permit – Robert & Loreli Westby:

Motion by Mosher, second by Block, and unanimously carried to amend Conditional Use Permit #6033 to allow a maximum of a 3’ x 5’ sign as recommended by the Planning Commission.

Conditional Use Permit – “Babe’s Resort”/Todd Colliton & Thomas W. Hanson:

Motion by Nelson, second by Froemming, and unanimously carried to deny a Conditional Use Permit to mount a gutted out single engine airplane on a storage building as recommended by the Planning Commission. The property is described as Pt of GL 5..., Section 2 of Perham Township; Little Pine Lake/Mud Lake (56-142/56-222).

Conditional Use Permit – Zion Evangelical Lutheran Church:

Motion by Lee, second by Block, and unanimously carried to approve a Conditional Use Permit to build a new church on parcel 17-000-2203-01-006 per the revised request and with acknowledgement that the drainage easement conditions recommended by the Planning Commission had been met through the purchase agreement presented by the church. The property is described as Pt GL 5 & 6...(5.69 Acres), Section 22 of Dunn Township; Elbow Lake/Franklin Lake (56-774/56-759).

Conditional Use Permit – Ann & Gene Davis (Lessee: Paul Evenson):

Motion by Lee, second by Nelson, and unanimously carried to approve a Conditional Use Permit to construct a site for an above ground gas tank for the sale of gas to water traffic on Lake Lida as presented. The property is described as Pt. of GL 2...(14.59 Ac), Section 32 of Lida Township; Lake Lida (56-747).

Conditional Use Permit – Fred & Mary Manuel:

Motion by Lee, second by Mosher, and unanimously carried to remove dirt/fill from in front of walkout basement to the west of the house as presented in their modified request and with conditions as recommended by the Planning Commission. The property is described as Lakewood Point Lot 3 Blk 1, Section 2 of Dunn Township; Little Pelican Lake (56-761).

Conditional Use Permit – Dead Lake Township:

Motion by Nelson, second by Froemming, and unanimously carried to approve a Conditional Use Permit to widen existing roads (Govern Road and Govern Trail) as presented. This project includes Govern Road from 360th St., S & W through cul-de-sac (0.4 mile) & Govern Trail from Govern Road, E through cul-de-sac (0.6 mile), Sections 25 & 26 of Dead Lake Township; Dead Lake (56-383).

Extension Request for Final Plat – “Sunshine Villa”

Motion by Nelson, second by Froemming, and unanimously carried to authorize a 30-day extension for completion of the Final Plat of “Sunshine Villa” as requested by Steve Halstensgaard.

New Investment Fund for 457 Deferred Compensation Plan

Motion by Mosher, second by Block, and unanimously carried to authorize the addition of the Morley Value Stable Investment Fund to the Nationwide Retirement Solutions 457 Deferred Compensation Plan (NACO).

National Association of Counties

Motion by Block, second by Mosher, and carried with Lee opposed, to approve the National Association of Counties actual annual membership dues of \$998.00 (the previous amount stated was an approximate dollar amount).

Recess

Reconvene in Closed Session

At 11:45 a.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break. After lunch break, at 1:05 p.m., Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners closed to the public for the purpose of evaluating the performance of Physical Plant Manager, Rick Sytsma, pursuant to M.S. Chapter 13D.05 Subd. 3. All five seated commissioners were present for the evaluation. A summary of performance conclusions will be provided at the next regular County Board meeting.

Adjournment

At 1:35 p.m., upon conclusion of the performance evaluation, Chairman Lee declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, June 24, 2003.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Malcolm K. Lee, County Board Chair

Attest: _____
Larry Krohn, Clerk