

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS**
Government Services Center, 500 Fir Ave. W.
Commissioners' Room
Tuesday, October 19, 2004
9:30 a.m.

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, October 19, 2004, at 9:30 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Bob Block, Vice-Chair; Roger Froemming, Dennis Mosher, and Malcolm Lee present.

Approval of Agenda

Motion by Mosher, second by Lee, and unanimously carried to approve the County Board agenda of October 19, 2004, with the following additions:

Land & Resource Director, Bill Kalar – Shoreland Regulation Committee Information
11:40 a.m. - Auditor, Wayne Stein

Approval of Minutes

Motion by Froemming, second by Block, and unanimously carried to approve the County Board minutes of October 12, 2004, as mailed.

Approval to Pay Bills

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

County Extension 2005 Budget Proposal

Nancy Frosaker Johnson, Minnesota Extension Service Regional Director, and Willis Roehl, County Extension Service Committee Chairman, presented a proposed 2005 budget proposal of \$298,116.00. Ms. Johnson reported that this is \$3,079.00 less than anticipated because of a grant received to test arsenic. Extension Educator, Vince Cray, has been selected to be a team member to assess potential impacts of arsenic contamination on upper midwestern dairy operations. Chairman Nelson stated that this budget proposal will be considered when the County's budget is finalized.

Coalition of Lake Association

Gary Cruff and Carolyn Herron from the Coalition of Lake Association presented an annual update and booklet detailing the work of the association. Ms. Herron indicated that the lake quality information has been organized to identify water quality trends and the data is now on-line as well. She stated that most Otter Tail County lakes are in the mid-range of quality and the Lake Association would like to continue to assist property owners to improve water quality. Mr. Cruff spoke about efforts to educate lake people about watersheds.

Intersection of County Highway 35 and County Road 1

Ted and Marlys Fortier presented photos of the intersection of Cty Hwy 35 and Cty Rd 1, explained that Mr. Fortier had an accident at that intersection, and expressed a desire to have the intersection posted and/or remove some trees that may obstruct vision when coming to the intersection from the North on Cty Hwy 35. Highway Engineer, Rick West, stated that he will research the accident rate at the intersection to identify whether or not the

accident rate is above average. He indicated that it is unlikely that the volume of traffic is enough to install a four-way stop or establish a reduced speed zone; however, he indicated that suggested advisory reduced speed limit signs may be a possibility. He also will check the location of the trees. If they are in the highway right of way, they could be removed to increase visibility.

Approval to Fill Vacant Positions

Motion by Lee, second by Mosher, and unanimously carried to authorize the Physical Plant Manager to proceed with the hiring process to replace a vacant Housekeeping position.

Motion by Mosher, second by Lee, and unanimously carried to authorize the Physical Plant Manager to proceed with hiring temporary Housekeeper(s) to fill temporarily vacant hours.

Rocky Ridge Road Agreement

Solid Waste Director, Mike Hanan, presented and reviewed a letter of agreement between Otter Tail County and Henning Township dated October 6, 2004, regarding Rocky Ridge Road between County Highway 65 and the Otter Tail County Solid Waste Transfer Station. Motion by Froemming, second by Lee, and unanimously carried to authorize the Chairman's signature to execute the agreement as presented.

County Highway Contracts

Motion by Froemming, second by Mosher, and unanimously carried to authorize the Highway Department to enter into an agreement with Braun Intertec, for design work on the County Highway 61 overlay project, in the amount of \$6,800.

Motion by Lee, second by Mosher, and unanimously carried to authorize the Highway Department to perform the design work for the City of Fergus Falls on the Tower Road project at the same time that the County completes the County Highway 1 overlay project. The City of Fergus Falls would reimburse the County for the design work.

County Ditch No. 21

Ditch Inspector, Randy Wasvick, reported on a request by Leroy Stein to install a culvert in Ditch System No. 21 by Fish Lake. Mr. Wasvick will further research the need to install this culvert and report back to the County Board.

County Ditch No. 68

Mr. Wasvick briefed the Board regarding a letter he received from Inman Township relative to the County's decision to deny payment on work the township performed in Ditch No. 68 that was not approved by the County prior to the work being completed. No further action was taken.

Recess & Reconvene

At 10:50 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for a short break. The meeting was reconvened at 11:00 a.m.

Planning Commission Recommendations

Conditional Use Permit – Three Lakes Resort/Ed & Kathy Thompson:

Motion by Mosher, second by Lee, and unanimously carried to approve a Conditional Use Permit to remodel cabins on the resort with conditions as recommended by the Planning

Commission. The property is described as Lots 53, 54, & 55 of Deer Lake Retreat and that pt of Lot 56 according to recorded plot, Section 6, Everts Township; Deer Lake (56-298).

Preliminary Plat & Conditional Use Permit – “Eagle Crest”/Aimee Rakow etal & Scott Levin:

Motion by Mosher, second by Froemming, and unanimously carried to deny the Preliminary Plat of Aimee Rakow etal & Scott Levin known as “Eagle Crest” and to deny the Conditional Use Permit to construct an approach for the reasons as stated in the October 13, 2004, Planning Commission minutes. The property is described as Pt GL 5 Ex Trs, Section 10 of Eagle Lake Township; Eagle Lake (56-253).

Conditional Use Permit – “Wee Villa Ltd Partnership”:

Motion by Lee, second by Block, and unanimously carried to approve a Conditional Use Permit to replace an existing manufactured home as presented. The property is described as GL 4 Ex Trs (36.15 ac), Section 14, Elizabeth Township, Long Lake (56-784).

Conditional Use Permit – Marion Guntinson & Larry Urbach:

Motion by Nelson, second by Block, and unanimously carried to approve a Conditional Use Permit to level off a building site and build a driveway to an existing approach with a condition as recommended by the Planning Commission. The property is described as Lots 2, 3, 4 & S1/2 SW¼ Ex Tr, Section 21 of Hobart Township, Unnamed Tributary (56-TR).

Preliminary Plat – “South of Sand”/Bogenbrooke, Inc:

Motion by Lee, second by Mosher, and unanimously carried to approve the Preliminary Plat known as “South of Sand” consisting of ten (10) single family residential lots with a condition as recommended by the Planning Commission. The property is described as Lot 4, Lot 5 ex tr & SE¼ SE¼ (105.48 AC) & Lot 6 ex trs ex plat...(36.31 AC), Section 36 of Scambler Township; Non-Shoreland.

Preliminary Plat – “Kvare’s Beauty Bay South”/Charles C. Kvare:

Motion by Lee, second by Block, and unanimously carried to approve the Preliminary Plat of Charles C. Kvare known as “Kvare’s Beauty Bay South” consisting of nine (9) single family residential lots as presented on the revised Surveyor’s drawing received at the October 13, 2004, Planning Commission meeting. The property is described as NE¼ ex trs (140.71 AC), Section 18 of Dunn Township; Pelican Lake (56-786).

Preliminary Plat & Conditional Use Permit – “Sunnybend”/Sherlock & Coleen Houge:

Motion by Froemming, second by Lee, and unanimously carried to approve the Preliminary Plat of Sherlock & Coleen Houge known as “Sunnybend” consisting of two (2) single family residential lots as presented on the revised drawing received October 13, 2004, and a Conditional Use Permit to construct a road to service the plat. This approval is subject to conditions as recommended by the Planning Commission. The property is described as Lot 5 (56.95 AC), Section 36 of Maine Township; Otter Tail River (56-OTR).

Conditional Use Permit – Robert Kiley:

Motion by Froemming, second by Lee, and unanimously carried to approve a Conditional Use Permit for a grade and fill project with conditions as recommended by the Planning Commission. The property is described as Pt GL 2 & 3 Bg 2349.2’ E & 654.7’ N & 318.3’ SWLY on Hwy (.70 AC), Section 29 of Otter Tail Township; Otter Tail Lake (56-242).

Conditional Use Permit – Dennis & Suzanne Nelson:

Motion by Froemming, second by Lee, and unanimously carried to approve a Conditional Use Permit for a grade and fill project with conditions as recommended by the Planning Commission. The property is described as Lot 3 Block 1 Elwill Beach 2nd Addition, Section 5 of Girard Township; Lake Ethel (56-193).

Conditional Use Permit – Clay Amundson:

Motion by Froemming, second by Mosher, and unanimously carried to approve a Conditional Use Permit for a road project with conditions as recommended by the Planning Commission. The property is described as Public Road adjacent to: Lots 1, 2, 3 Block 1, Coney Island Acres Second Addition on Coney Island Trail, Section 33 of Girard Township; West Battle Lake (56-239).

Conditional Use Permit – Lorin L & Anna Mae Remmick:

Motion by Froemming, second by Lee, and unanimously carried to approve a Conditional Use Permit for grade and fill projects with conditions as recommended by the Planning Commission. The property is described as Lot 3, West Shady Nook Beach, Section 15 of Maine Township; Pickeral Lake (56-475).

Conditional Use Permit Extensions

Land & Resource Director, Bill Kalar, presented a request from PAC Investments to extend the Conditional Use Permit for the subdivision of "Waters Edge" on Sewell Lake. Discussion took place. Motion by Mosher, second by Lee, and unanimously carried to extend Conditional Use Permit #6142 until November 1, 2004.

Motion by Mosher, second by Lee, and unanimously carried to approve the extension request of John Mark from Dane Prairie Township for Conditional Use Permit #6106 to repair work on County Ditch No. 43 until November 2, 2004.

Motion by Lee, second by Block, and unanimously carried to extend Conditional Use Permit #6152 until November 15, 2004, to construct a road. This extension request was submitted by Charles Kvare.

Final Plat

Motion by Lee, second Froemming, and unanimously carried to approve the Final Plat of Terry Reyman known as "Mooring Stone 2nd Addition located in Section 16, Township 137, R.42, Dunn Township on Pelican Lake (56-786) and Fish Lake (56-768).

Absentee Ballot Board

Motion by Lee, second by Mosher, and unanimously carried to authorize the Auditor to establish the Absentee Ballot Board for the General Election.

Temporary Assistance Authorized

Motion by Mosher, second by Lee, and unanimously carried to authorize the Auditor to proceed with hiring temporary help as needed for assistance with the general election.

Payment Approval

Motion by Lee, second by Block, and unanimously carried to authorize payment of \$420.00, payable to John Thorson of Erhard, MN, for beaver removal in County Ditch No. 12.

Approval of Election Machine

Motion by Froemming, second by Mosher, and unanimously carried to approve purchase of Election Systems software in the amount of \$1,345.76, related to an extra election machine.

Approval to Sign Final Plat

Motion by Lee, second by Mosher, and unanimously carried to authorize Board Secretary, Kathy Domholt, to sign the Final Plat submitted today on behalf of County Clerk, Larry Krohn.

Adjournment

At 12:08 p.m., Chairman Nelson adjourned the meeting of the Otter Tail County Board of Commissioners until Tuesday, October 26, 2004.

Dated: _____

OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: _____
Sydney Nelson, County Board Chair

Attest: _____
Larry Krohn, Clerk