

**MINUTES OF THE
OTTER TAIL COUNTY BOARD OF COMMISSIONERS
Otter Tail County Courthouse
Commissioners' Room, Floor 1-B
Tuesday, June 18, 2002
9:30 a.m.**

Call to Order

The Otter Tail County Board of Commissioners convened Tuesday, June 18, 2002, at 9:30 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 Lee, second by Froemming, and unanimously carried to approve the County Board agenda of June 18, 2002, as mailed.

Approval of Minutes

Motion by Nelson, second by Block, and unanimously carried to approve the County Board minutes of June 11, 2002, as presented.

Approval to Pay Bills

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

Holiday Inn	Chief Deputy Treasurer, Joyce Schmidt
Arrowwood Resort	System Network Administrator, Pat Larum

Demolition Package

Physical Plant Manger, Rick Sytsma, explained that the demolition package at the building located at the RTC location was approved two weeks ago and the bid opening for the project is scheduled for July 9, 2002. The County would like to offer an addendum to the bid request to reduce the gate rate for demolition debris at the Henning Landfill from \$8.60 per cubic yard to \$4.50 per cubic yard plus \$.60 that goes to the State. Solid Waste Director, Mike Hanan, agreed to offer this reduced rate as an option for bidders to consider.

Motion by Froemming, second by Lee, and unanimously carried to reduce the demolition debris gate rate at the Henning Landfill from \$8.60 per cubic yard to \$5.10 per cubic yard for the project at the building located at the RTC location. This reduction will be offered as an addendum to the bid proposal.

License Applications

Motion by Froemming, second by Mosher, and unanimously carried to approve the following applications for license:

*Birchwood Golf Course
19711 430th St
Pelican Rapids, MN 56572

On/Off-Sale 3.2 Malt Liquor

Blue Water Restaurant and Sports Bar
44086 US Highway 59
Pelican Rapids, MN 56572

Tobacco

- +BPO Elks #1093
Elks Point
On-Sale Liquor
(2002 – 2003)

- *Doug & Mary's
30626 Edgewater Dr
Henning, MN 56551
On/Off-Sale 3.2 Malt Liquor

- ++Elmer's Authentic Texas BarBq
27896 State Highway 78
Battle Lake, MN 56515
On-Sale Liquor and Sunday Liquor

- *Galaxy Resort
39578 County Highway 41
Dent, MN 56528
On-Sale Liquor and Sunday Liquor
Off-Sale 3.2 Malt Liquor

- ***Graystone on Otter Tail
35776 Highway 72
Battle Lake, MN 56515
On-Sale Liquor and Sunday Liquor

- **Sparetime Bar and Grill, Inc
43521 425th ST
Perham, MN 56573
On-Sale Liquor

+Subject to the approval of the County Sheriff's office, the County Attorney's office, the Township, to the submission of the required insurance certificate and to the remittance of the fee.
++Subject to the approval of the township and to the approval of the County Attorney's office.
*Subject to the approval of the County Attorney's office.
**Subject to the approval of the County Sheriff's office, the County Attorney's office and to the submission of the required insurance certificate.
***Subject to the approval of the County Sheriff's office and to the approval of the County Attorney's office.

Payment Approval

Motion by Mosher, second by Lee, and unanimously carried to approve payment to the Otter Tail County Highway Department, in the amount of \$96.84, for services provided on County Drainage System No. 43.

Positive Performance Evaluation

Motion by Lee, second by Block, and unanimously carried to approve the positive performance evaluation as presented for County Coordinator, Larry Krohn, and to place the evaluation in his personnel file.

Clarification – Working Out of Classification

County Coordinator, Larry Krohn, presented an issue on behalf of the Personnel Board, dealing with employees working out of classification. He stated that the provision is covered by labor agreements and the current personnel rules; however, the language is not very specific. The policy provides that an employee asked to fill in for an extended period of time for a leave of absence should be compensated for the new duties. The Personnel Board recommends that the current policy used for promotions be used when an employee is working out of classification. An employee performing supervisory duties would receive a 6% salary increase and move to the next higher step on the grade level of the assumed position. This would be conditioned upon a need for the duties to be performed over 15 working days and approved by the appropriate Department Head.

Motion by Lee, second by Block, and carried with Froemming and Nelson opposed, to clarify the policy for working out of classification to follow the promotion policy of Otter Tail County, which would compensate an employee performing supervisory duties 6% over current salary, then moved to the next higher step of the new position's grade level. This is a temporary increase conditioned upon a need for the work to be performed for over 15 days and approval of the Department Head.

Recess & Reconvene

At 10:11 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners recessed. The meeting was reconvened at 11:00 a.m. for consideration of the remaining agenda items.

Planning Commission Recommendations

Conditional Use Permit – David Zender:

Motion by Lee, second by Froemming, and unanimously carried to approve a Conditional Use Permit for an after-the-fact request to install a culvert and to add 40 cubic yards of gravel on the existing driveway as recommended by the Planning Commission. The property is described as Pt SW $\frac{1}{4}$ NW $\frac{1}{4}$ & Pt SE $\frac{1}{4}$ NW $\frac{1}{4}$ (33.42 acres), Section 2 in Aurdal Township; Fish Lake (56-684).

Preliminary Plat – “Jackim Shores”/Harry Jackim:

Land & Resource Director, Bill Kalar, stated that this Preliminary Plat on Jackim Shores is a two-lot subdivision recommended for approval with conditions, by the Planning Commission. Brent Beesom, representing the applicants, presented an explanation and several pictures regarding road access to the two lots. He requested that the County Board approve the Preliminary Plat with no conditions attached because access to the neighboring lots is provided. Lengthy discussion took place regarding the steep access of the road, difficulty in maneuvering around the corner, and issues with removing a convenient type of access (original easement). Jeff Skonseng, Attorney representing Deb Semm, stated that neighbors do provide some funds to maintain the original easement. Motion by Nelson, second by Froemming, and carried with Mosher opposed, to approve the Preliminary Plat known as “Jackim Shores” with conditions as recommended by the Planning Commission. The property is described as Pt. GL 2 & 3, Section 1 in Edna Township, Devils Lake (56-245).

Conditional Use Permit – Dennis Dirlam:

Motion by Froemming, second by Block, and unanimously carried to approve a Conditional Use Permit to build a driveway and fill around house and garden shed with conditions as recommended by the Planning Commission. The property is described as Lot 4 & SW $\frac{1}{4}$ SW $\frac{1}{4}$ & Lots 5 & 6, Section 26 & 27 of Otter Tail Township; Pickeral Lake (56-204).

Conditional Use Permit – El Will Beach Area Property Owners/% David Smith:

Motion by Froemming, second by Nelson, and unanimously carried to approve a Conditional Use Permit to build a new road as presented. The property is located on El Will Road, Section 5 of Girard Township, Ethel Lake (56-193).

Preliminary Plat & Conditional Use Permit – “Sunshine Village”/Steven & Sherri Halstensgaard:

Motion by Nelson, second by Block, and unanimously carried to approve the Preliminary Plat known as “Sunshine Village” and a Conditional Use Permit to convert the resort into a private cluster development (Association) with conditions as recommended by the Planning Commission. The property is described as GL 1 ex trs (34.07 AC) Sunshine Resort in Section 23 of Pine Lake Township; Big Pine Lake (56-130).

Conditional Use Permit – Boosalis Trust:

Motion by Lee, second by Block, and carried with Froemming opposed, to approve a Conditional Use Permit to construct a tennis court according to the Revised Plan of May 22, 2002. The property is described as Blyberg's Point First Addition Lot 2 Blk 1 in Section 17 of Dunn Township, Fish Lake (56-768).

Conditional Use Permit - Lynn E. Burmeister:

Motion by Froemming, second by Mosher, and unanimously carried to approve a Conditional Use Permit to construct a road with conditions as recommended by the Planning Commission. The property is described as Lot 1 ex tracts and NE¼ NE¼, Section 23 & 24 of Otter Tail Township; Long Lake (56-201).

Preliminary Plat "McDonald Corner"/Robert & Margaret Pawlowski:

Motion by Froemming, second by Mosher, and unanimously carried to approve the Preliminary Plat known as "McDonald Corner" consisting of 1 single family residential lot as presented. The property is described as Pt. of GL 7, Section 9 of Edna Township; Little McDonald Lake (56-328).

Preliminary Plat – "Long Lake Shores Fourth Addition"/DuWayne Sonnenberg:

Motion by Nelson, second by Block, and unanimously carried to approve the Preliminary Plat known as "Long Lake Shores Fourth Addition" consisting of 6 single family residential lots with conditions as recommended by the Planning Commission. The property is described as Pt GL 3 Ex Plat NW ¼ NW ¼ & GL 4 Ex 27.3 Acres to State, Section 28 of Hobart Township; Long Lake (56-388).

Approval of Final Plats

Motion by Lee, second by Nelson, and unanimously carried to approve the Final Plat known as "Southern Exposure" located on Pete Lake (56-941), all that part of Government Lots 1 & 2, Section 29, Township 137, Range 43 in Scambler Township.

Motion by Mosher, second by Froemming, and unanimously carried to approve the Final Plat of Larry R. Avant and Beverly A. Avant, trustees for the Avant Family Living Trust, known as "Tall Oaks", located on Silver Lake (56-302), all that part of the Northwest Quarter of the Southeast Quarter and Government Lots 2, 3, and 4, Section 17, Township 133, Range 40, in Everts Township.

Motion by Lee, second by Nelson, and unanimously carried to approve the Final Plat of Gary L. Smith and Janet L. Smith, known as "Kansas Point Passage", located on Lake Lida, (56-747), that part of Government Lot 5, Section 27, Township 136 N, Range 42 West, in Lida Township.

Adjournment

At 11:40 a.m., Chairman Mosher declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, June 25, 2002.

Dated: _____ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

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