

**MINUTES OF THE  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room  
Tuesday, February 17, 2004  
9:30 a.m.**

**Call to Order**

The Otter Tail County Board of Commissioners convened Tuesday, February 17, 2004, at 9:31 a.m. at the Otter Tail County Government Services Center with Commissioners Syd Nelson, Chair; Bob Block, Vice-Chair; Dennis Mosher, Roger Froemming, and Malcolm Lee present.

**Approval of Agenda**

Motion by Froemming, second by Block, and unanimously carried to approve the County Board agenda of February 17, 2004, as mailed with the following addition:

11:15 a.m. – Highway Engineer, Rick West

**Approval of Minutes**

Motion by Froemming, second by Mosher, and unanimously carried to approve the County Board minutes of February 10, 2004, as presented.

**Approval to Pay Bills**

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

**Needs Assessment**

Marty Hoffman met with the County Board to conduct research for an organization interested in better understanding the community needs of Otter Tail County. This philanthropic research will provide background information that will help the organization to better understand the County's long-term needs and determine how it can be a catalyst in helping the community.

**Final Plat – "LeMAR"**

Land & Resource Director, Bill Kalar, presented the Final Plat consisting of nine (9) backlots known as "LeMAR" for approval. He reviewed the background of this proposed plat, which includes controversy as to whether or not the plat is serviced by a public road. After lengthy discussion and based on the fact that the preliminary plat was approved and all conditions were met, a motion was offered by Lee and seconded by Mosher, to approve the Final Plat of "LeMAR". The property is described as GL 3 ex Maplehurst & ex tr 4.35 Ac & tri tr in SE cor of 25', Section 26 of Lida Township; Lake Lida (56-747). Motion carried unanimously.

**Marin Bay Condominiums**

Developer, Jerry Mickelson, requested that the completion requirement of August 6, 2003, for Marin Bay Condominiums be removed. This condition was placed by the County Board by way of motion on August 6, 2002. Mr. Mickelson has recorded 6 units (1<sup>st</sup> Phase) to-date. Five additional units (2<sup>nd</sup> Phase) are completed and ready for recording. Three units are currently under construction. Motion by Nelson, second by Mosher, and unanimously carried to extend the cut-off time for recording the Marin Bay Condominium Development for one year from today (February 17, 2005). The property is described as first supplementary to Marin Bay Condominium & pt GL3, Section 31, Township 137, Range 38.

**Final Plat – “Kellogg’s Paradise Point”**

Mr. Kalar reported that the Final Plat known as Kellogg’s Paradise Point has two outstanding issues. The road servicing the plat is not complete. A cashier’s check is being held by the County in lieu of completion of the road. The second issue is an error on the Final Plat in the Ordinary High Water elevation information. The process recommended for this is to record the plat and once recorded, a plat correction can be filed with the Recorder’s office. Motion by Block, second by Mosher, to approve the Final Plat known as Kellogg’s Paradise Point. After the plat is recorded, a plat correction will be filed. The property is described as pt. of GL 6, Section 27 of Hobart Township; Long Lake (56-388). Motion carried unanimously.

**Cooperative Conservation Initiative Challenge Cost Share Program**

Mr. Kalar explained that grant funds are available under the CCI Program for the US Fish & Wildlife Service for weed control which should benefit the County. Motion by Lee, second by Froemming, and unanimously carried to authorize 75% of the funds that are currently used for weed control by Otter Tail County to serve as a local match for the Service to obtain additional grant funding through the CCI Cost Share Program, with the condition that no new dollars would be expended by the County.

**Classification of Tax Forfeited Land and Request for DNR Approval  
Otter Tail County Resolution No. 2004 – 06**

Commissioner Mosher offered the following and moved its adoption:

WHEREAS, the County Board of Commissioners of the County of Otter Tail, State of Minnesota, desires to offer for conveyance/sale the following described parcels of land that have forfeited to the State of Minnesota for non-payment of taxes:

67-000-99-0144-000

Deer Creek Soule’s Addn  
South 85’ of Lots 1 and 2, Block 2

80-000-99-0215-000

City of Underwood’s Burlington Northern Subdivision  
Lot 1, Block 8

WHEREAS, said parcels of land have been considered and viewed by the County Board of Commissioners and have been classified as non-conservation land as provided in Minnesota Statute 282.01.

NOW, THEREFORE, BE IT RESOLVED, that the Otter Tail County Board of Commissioners hereby certifies that the above referenced parcels of land have been considered, visually viewed on a map, and comply with the provisions of Minnesota Statutes 85.012, 92.461, 282.01 Subd. 8, and 282.018 and other statutes that require the withholding of tax-forfeited lands from sale.

BE IT FURTHER RESOLVED that the Otter Tail County Board of Commissioners hereby requests approval from the Minnesota Department of Natural Resources for the sale of the above-described property.

Commissioner Lee seconded the motion and upon being put to a roll call vote, the above resolution was adopted:

Commission District 2	Lee	Yea
Commission District 5	Block	Yea
Commission District 4	Froemming	Yea
Commission District 1	Nelson	Yea
Commission District 3	Mosher	Yea

Adopted at Fergus Falls, Minnesota, this 17<sup>th</sup> day of February, 2004.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Sydney Nelson, County Board Chair

Attest: \_\_\_\_\_  
Larry Krohn, Clerk

**Hardware Maintenance Service Agreement**

Motion by Lee, second by Block, and unanimously carried to authorize the Chair's signature to execute the Hardware Maintenance Service Agreement with Elections Systems and Software, Inc. for maintenance service on 12 ES&S Model 100 precinct ballot counters during the period of May 1, 2004 through April 30, 2005, at a cost of \$1,728.00.

**Election Equipment Acquisition**

Motion by Mosher, second by Froemming, and unanimously carried to authorize the Auditor to obtain election equipment using the rental option at a cost of \$1,200.00 per unit for two elections with 100% of the rental funds applied to purchase of the equipment if acquired by January 31, 2005.

**Tobacco License Application**

Motion by Mosher, second by Block, and unanimously carried to approve the following Tobacco License application:

Haug Hammer Post #508 (Bar and Grill) Tobacco License  
111 Main Street, PO Box 266  
Dalton, MN 56324

**Highway Department Vehicle Purchase**

Motion by Lee, second by Mosher, and unanimously carried to award vehicle purchases from Minnesota State Bid Contract Releases, A-175(5) & T-642(5), as follows:

	VEHICLE	VENDOR	BUDGET	QUOTE
Engineering	2004 Ford Excursion 4wd	Lee Motor Company Dawson, MN	\$30,000.00	\$28,786.00
Dalton Garage	2004 Ford F250 2wd Regular Cab	Wick Ford Olivia, MN	\$17,500.00	\$15,977.00
Fergus Falls Garage	2004 Ford F250 2 wd Regular Cab	Wick Ford Olivia, MN	\$17,500.00	\$15,977.00
New York Mills Garage	2004 Ford F250 2wd Regular Cab	Wick Ford Olivia, MN	\$17,500.00	\$15,977.00

Vergas Garage	2004 Ford F250 2wd Regular Cab	Wick Ford Olivia, MN	\$17,500.00	\$15,977.00
Sign Shop Garage	2004 Ford F250 2wd Regular Cab	Wick Ford Olivia, MN	\$17,500.00	\$15,977.00
Mechanics	2004 Ford F350 4wd Extended Cab	Lee Motor Company Dawson, MN	\$30,000.00	\$21,601.00
<b>Total</b>			<b>\$147,500.00</b>	<b>\$130,272.00</b>

**Bid Award – One (1) Utility Body**

After previously advertising for bids, Highway Engineer, Rick West, presented the following quotations for one (1) Utility Body as follows:

Truck Utilities Fargo ND Fargo, ND	\$10,365.00
Truck Utilities, Inc. St. Paul, MN	\$10,705.00

Motion by Froemming, second by Block, and unanimously carried to award the bid for one utility body to the lowest bidder, Truck Utilities of Fargo, ND, in the amount of \$10,365.00.

**Recess**

At 11:26 a.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners recessed for lunch break

**Reconvene for Tour of the Detention Facility**

At 1:00 p.m., the meeting was reconvened at the Otter Tail County Detention Facility with Commissioners Nelson, Block, Mosher, and Lee present along with the County Coordinator, Sheriff, Deputy Sheriff, Detention Facility Administrator and Board Secretary. The Detention Facility Administrator, Richard Akerman, and Sheriff, Brian Schlueter, provided a guided tour through the Detention Facility and the Sheriff's Department. Both Mr. Akerman and Mr. Schlueter stressed the need for additional space, not only for housing prisoners, but also for administrative offices. Commissioner Froemming had previously participated in a guided tour of the facility.

**Adjournment**

Upon completion of the Detention Facility tour, at 2:10 p.m., Chairman Nelson declared the meeting of the Otter Tail County Board of Commissioners adjourned until Tuesday, February 24, 2004.

Dated: \_\_\_\_\_ OTTER TAIL COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
 Sydney Nelson, County Board Chair

Attest: \_\_\_\_\_  
 Larry Krohn, Clerk

