

**Summary of Minutes of the  
OTTER TAIL COUNTY BOARD OF COMMISSIONERS  
Government Services Center, Commissioners' Room & Via Live Stream  
September 14, 2021**

**(Full Text Available at the Office of the County Administrator  
or on the County website [ottertailcountymn.us](http://ottertailcountymn.us) under Board of Commissioners)**

**The Otter Tail County Board of Commissioners:**

1. Called to Order the Otter Tail County Board of Commissioners meeting at 8:30 a.m.
2. Approved the Board of Commissioners' agenda of September 14, 2021 as amended.
3. Approved Consent Agenda items as follows:
  - a) August 24, 2021 Board of Commissioners' Meeting Minutes as amended.
  - b) Warrants/Bills for September 14, 2021 (full list available at [ottertailcountymn.us](http://ottertailcountymn.us) or the Office of the County Administrator)
  - c) Human Services & Public Health Warrants/Bills for September 14, 2021 (full list available at [ottertailcountymn.us](http://ottertailcountymn.us) or the Office of the County Administrator)
  - d) Approval of the Federal Equipment Grant Extension
  - e) Approval of the issuance of an Otter Tail County Credit Card to Martin Mollenhauer, GIS Coordinator, with a \$2,500.00 thirty-day limit.
  - f) Approval of an Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License as submitted by the New York Mills Lions Club for an event scheduled for Saturday, September 18, 2021, at the Otter Berry Farm (Corn Maze) located at 38132 487th Ave, New York Mills, Minnesota in Otto Township of Otter Tail County.
  - g) Approval of an LG220 Application for Exempt Permit as submitted by the MN Lakes Deer Camp – Whitetails Unlimited for an event scheduled for Saturday, October 16, 2021, at the Oakwood Supper Club and Golf Course located at 47420 County Highway 16, Henning, Minnesota in Henning Township of Otter Tail County.
  - h) Approval of a Solid Waste Hauler's License for Tom Kraemer, Inc.
  - i) Approval of Final Payment to City of Perham - S.A.P. 056-594-001
  - j) Approval of the Issuance of a County Credit Card, with a 30 day limit of \$1,000, to Deputy Devin Lien.
4. Approved Resolution No. 2021 – 139 (Request to Repurchase Tax Forfeited Property).
5. Amended the June 22, 2021, motion titled "Bond Financed Capital Improvement Project Approvals" as recommended by the Facilities Director.
6. Authorized a public hearing regarding the Renewable Energy Ordinance on November 1, 2021, at 7:00 p.m. at the Bigwood Event Center in Fergus Falls.
7. Approved a conditional use permit application to Tom and Brenda Masloski as recommended by Planning Commission to add 22 new sites to Pleasant Lake RV Village on Pleasant Lake, a permanent home, add appropriate septic to support new sites, a well for new sites, a home and metered electric to all new sites. Remove one existing site and eliminate an old shower/bath house (turn it into storage), convert three (3) existing sites to new septic system so three sites can be added to the old system and add additional boat slips to existing docks and add additional docks (20). Please Lake RV Village currently has 27 full hook-up sites, one cabin and a fish cleaning/well building. Current septic system is compliant, additional systems to support house and new sites will be added. The proposed is located at 27101

Hagen Point Ln, Section 6 of Sverdrup Township; Pleasant Lake (56-449), RD.

8. Approved a conditional use permit to Park Region Agency, Inc. with conditions as recommended by Planning Commission to excavate an old ridge approx. 80' x 30' which will be placed in the old borrow area and then top-dress old borrow area with salvage topsoil from the construction of the cul-de-sac on Swenson Dr. in 2016 (approved under CUP #6809). The borrow area to be filled/leveled is approx. 80' x 120'. Total cubic yards of earthmoving is approx. 1,333 (cut = 444 & fill = 889). The existing grass drainage-way will not be touched, and the vegetation will remain. Proper erosion control measures will be used to stabilize the area during and after completion of the project. The proposed is located north of 20291 Swenson Dr, Section 7 of Nidaros Township; Clitherrall Lake (56-238), RD.
9. Approved a preliminary Plat titled "Borsheim Holdings" with conditions as recommended by Planning Commission. The Plat consists of four (4) Single Family Residential Non-Riparian Lots, 1 Block. The proposal is located north of 48422 Petal Drive, Section 21 of Hobart Township; Rose Lake (56-360), RD.
10. Accepted the request by the applicant, Eretz Shalom LLC, to withdraw their application for a conditional use permit.
11. Support the expansion of the lots on the preliminary Plat titled "Little Mac Bay" approved by Planning Commission and accept the revised survey dated September 13, 2021 showing the change.
12. Approved a preliminary Plat titled "Little Mac Bay", with a condition as recommended by Planning Commission, consisting of 4 Single Family Residential Non-Riparian Lots and 4 Riparian Lots Permanently Attached to 4 Non-Riparian Lots, 2 Blocks. The proposal is located north of 44243 W. Little McDonald Lake Drive, Section 9 of Edna Township; Little McDonald Lake (56-328), GD.
13. Approved a conditional use permit application to Carol Braaten to convert the ownership structure for Executive Resort to a residential PUD. Owners first applied for a variance for structure setbacks and structure upgrades. The conversion will include many improvements such as reduction in impervious, orderly parking an impervious surface, and moving existing trailer house from the north line, and placing a unit in line with other units. Over the next years the cabins are intended to be taken down and replacing with new cabins. The proposal is located at 45560 Executive Drive, Section 4 of Lida Township; Franklin Lake (56-759), RD.
14. Approved a conditional use permit to Beaton Family Trust/Don Beaton Et Al, with a condition as recommended by Planning Commission, to build the formerly approved road (approved with conditions in May 2021) in conjunction with a road running north-south through the wetland. The Township has been contacted and support the Beaton Family (developers) request. The proposal is located at 26140 460th St, Sections 2 & 3 of Lida Township; Crystal Lake (56-749), RD.
15. Authorized appropriate County Officials' signatures to execute the SCORE Grant Agreement between Otter Tail County and the Minnesota Pollution Control Agency for duties in accordance with Minn. Stat. 115A.557 regarding county waste reduction and recycling funding.
16. Authorized the Deputy County Administrator to submit a letter on behalf of the Board of Commissioners to the House Redistricting Committee urging them to keep Otter Tail Coun-

ty whole when drawing legislative districts. Written testimony for consideration in redistricting proceedings before the Legislature and Courts is also included in the letter.

17. Authorized a representative from the Board to testify on behalf of the county to the House Redistricting Committee at 3:00 p.m. on September 20, 2021.
18. Authorized a public hearing regarding an application for East Silent Resort, LLC requesting tax abatement for parcel numbers 16000330184001 and 16000991082000 on September 28, 2021, at 10:00 a.m. at the Government Services Center in Fergus Falls. The project aligns with the priorities found within the Economic Development Tax Abatement Policy and the request for abatement is for up to \$147,000.00 or 15 years, whichever is first.
19. Authorized a public hearing regarding an application for Dental Specialists of Fergus Falls, LLC requesting tax abatement for parcel number 71003500195026 on September 28, 2021, at 10:15 a.m. at the Government Services Center in Fergus Falls. The project aligns with the priorities found within the Economic Development Tax Abatement Policy and the request for abatement is for up to \$190,469.77 or 9.5 years, whichever is first.
20. Followed the recommendation of the CDA and approve the modifications to the Property Tax Rebate Program for New Single and Two-Family Homes Program as presented by the Community Development Director.
21. Approved Resolution No. 2021 – 140 (Directing sale of County-Owned Property in Vergas, MN).
22. Approved a 1.0 full-time equivalent Public Health Nurse position in the Public Health Department to assist with care coordination caseload as the aging population increases. The budget for 2021 is in good standing to assist with costs for the remainder of the year and is included in the budget for 2022.
23. Approved the amendment to the Construction Engineering Services Agreement with Houston Engineering regarding the Perham to Pelican Rapids Regional Trail Silent Lake Segment.
24. Authorized appropriate County Officials' signatures to execute the Geotechnical Evaluation Agreement between Otter Tail County and Braun Intertec regarding Project No. S.A.P. 056-667-043, Bridge 92516 Replacement.
25. Authorized appropriate County Officials' signatures to execute the Geotechnical Evaluation Agreement between Otter Tail County and Braun Intertec regarding Project No. S.A.P. 056-635-0YY.
26. Authorized appropriate County Officials' signatures to execute the contract between Otter Tail County and Central Specialties, Inc. for services related to Project No. S.A.P. 056-614-014, 4012-014.
27. Authorized a manual check in the amount of \$4,900.00 to Court Administration for eminent domain payment to four (4) parcels for the expense of appraised valuations on the Silent Lakes Segment of the Perham to Pelican Rapids Regional Trail.
28. Approved corrections to the August 24, 2021 minutes as presented by the County Board Secretary.
29. Adjourned the Board meeting at 12:11 p.m.