



Le Sueur County, MN

Tuesday, November 17, 2015

Board Meeting

Item 1

9:00 a.m. Agenda and Consent Agenda

RE: November 3, 2015 Minutes and Summary Minutes

RE: Ladies of Ducks Unlimited Gambling Permit

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting November 3, 2015

The Le Sueur County Board of Commissioners met in regular session on Tuesday, November 3, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlffing, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Darrell Pettis and Brent Christian were also present.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the agenda for the business of the day.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the consent agenda:

- Approved the October 27, 2015 County Board Minutes and Summary Minutes
- Approved the CD #28 Repair Request
- Approved the CD #46 Repair Request
- Approved the CD #44 Repair Request
- Approved the JD #1, Lat 2 Repair Request
- Approved the On-Sale Liquor License for Westwood

On motion by King, seconded by Gliszinski and unanimously approved, the following cases and claims were approved:

Soc Serv:	\$ 66,322.26
Financial:	\$ 15,996.46

Josh Mankowski, Environmental Services came before the Board with one item for approval.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved and authorized the Chair to sign the FY 2016 & 2017 Board of Water and Soil Resources Natural Resources Block Grant Agreement in the amount of \$58,565.

Pam Simonette, Auditor-Treasurer came before the Board with one item for approval.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved and authorized the Chair and County Administrator to sign a 2016-2017 Farm Lease Renewal Agreement between Le Sueur County and Dave & Krista Woestehoff.

Cindy Westerhouse, Human Services came before the Board with several items for approval.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to accept the resignation request from Kathy Gray, part time Homemaker in Public Health, effective November 9, 2015. Kathy has been employed with Le Sueur County since June 2015.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved the recommendation to advertise for a part time Homemaker in Public Health as a Grade 1, Step 1 at \$12.76 per hour.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to hire Heather Gilhousen, full time Deputy Auditor-Treasurer II-Motor Vehicle Specialist in the Auditor-Treasurer's Office, as a Grade 6, Step 1 at \$17.07 per hour, effective November 16, 2015.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to hire Becky Factor, part time Administrative Assistant II in the Victim Witness Department, as a Grade 4, Step 2 at \$15.75 per hour, effective November 4, 2015.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved the recommendation to promote Andy Jindra, full time Mechanic I in the Highway Department, Grade 7, Step 8 at \$23.16 per hour to a full time Mechanic II – Shop Foreman in the Highway Department, Grade 8, Step 8 at \$24.55 per hour, effective November 4, 2015.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to post and advertise for a full time Mechanic I in the Highway Department, Grade 7, Step 1 at \$18.09 per hour.

Cindy Shaughnessy came before the Board with several items for consideration and approval.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the purchase of monitors and power adaptors from ITsavvy LLC in the amount of \$938.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the request to accept scholarship grants if selected by MDH.

Vicki Walechka came before the Board with one item for approval.

On motion by Gliszinski, seconded by Rohlffing and unanimously approved, the Board approved and authorized the Chair to sign the Grant Agreement between Minnesota Department of Public Safety and Le Sueur County Attorney's Office.

Darrell Pettis, County Administrator/Engineer came before the Board with several items for consideration and approval.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved the participation of Le Sueur County in the CSAH 50 street and storm sewer reconstruction project.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved to award the County Ditch 58 Improvements bid to Dirt Merchant, Inc. in the amount of \$121,952.25.

On motion by Rohlffing, seconded by Connolly and unanimously approved, the Board approved and authorized the Chair and County Administrator to sign the Contract for Local Improvement between Le Sueur County and Saint Peter Municipal Utilities.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved and authorized Pam Simonette, Auditor-Treasurer to sign the Snowmobile FY 2016 Maintenance and Grooming Grant Agreement in the amount of \$37,197.60.

On motion by King, seconded by Connolly and unanimously approved, the Board approved the purchase of a CAL License for the GIS Department in the amount of \$1,000.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the following claims:

Warrant #	Vendor Name	Amount
38162	A'Viands	\$ 2,348.04
38170	John Berg Jr MD	\$ 5,936.10
38171	Bolton & Menk Inc.	\$ 8,115.00
38175	Cargill Inc.	\$ 69,586.03
38176	Carquest of Le Center	\$ 2,155.67
38178	Conservation Landscapes	\$ 5,199.75
38187	Fridge Freeze Inc.	\$ 5,836.00
38197	Journeys Toward Healing Counseling Center	\$ 2,452.50
38220	Rivers Edge Hospital Clinic	\$ 5,222.24
38226	S.E.H. Inc.	\$ 60,839.82
38228	St.Peter Lumber Co.	\$ 3,232.11
38229	State of Minnesota	\$135,315.54
38230	Superior Home Health Care Inc.	\$ 2,480.00
38232	Thomson Reuters	\$ 2,021.45
38233	Tire Associates Inc.	\$ 3,242.00
38234	Traxler Construction Inc.	\$ 13,335.12
38242	Waterford Oil Co. Inc.	\$ 13,104.30
68 Claims paid less than \$2,000.00:		\$ 29,773.30
17 Claims paid more than \$2,000.00:		\$340,421.67
85 Total all claims paid:		\$370,194.97

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, November 17, 2015 at 9:00 a.m.

ATTEST:

Le Sueur County Administrator

Le Sueur County Chairman

Summary Minutes of Le Sueur County Board of Commissioners Meeting, November 3, 2015

- This is only a summary publication per MN Statutes 375.12 and 331A.01 sub. 10. The complete minutes are on file in the Le Sueur County Administrator's Office at 88 S Park Ave. Le Center, MN and are available at www.co.le-sueur.mn.us.
- The Le Sueur County Board of Commissioners met in regular session on Tuesday, November 3, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfsing, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Darrell Pettis and Brent Christian were also present.
- The Board approved the agenda for the business of the day. (Connolly-Rohlfsing)
- The Board approved the consent agenda: (King-Gliszinski)
 - Approved the October 27, 2015 County Board Minutes and Summary Minutes
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- The following cases and claims were approved: Soc Serv: \$ 66,322.26 and Financial: \$ 15,996.46 (King-Gliszinski)
- The Board approved and authorized the Chair to sign the FY 2016 & 2017 Board of Water and Soil Resources Natural Resources Block Grant Agreement in the amount of \$58,565. (Connolly-Rohlfsing)
- The Board approved and authorized the Chair and County Administrator to sign a 2016-2017 Farm Lease Renewal Agreement between Le Sueur County and Dave & Krista Woestehoff. (King-Rohlfsing)
- The Board approved the recommendation to accept the resignation request from Kathy Gray, part time Homemaker in Public Health, effective November 9, 2015. (Gliszinski-Connolly)
- The Board approved the recommendation to advertise for a part time Homemaker in Public Health as a Grade 1, Step 1 at \$12.76 per hour. (Rohlfsing-King)
- The Board approved the recommendation to hire Heather Gilhousen, full time Deputy Auditor-Treasurer II-Motor Vehicle Specialist in the Auditor-Treasurer's Office, as a Grade 6, Step 1 at \$17.07 per hour, effective November 16, 2015. (King-Gliszinski)
- The Board approved the recommendation to hire Becky Factor, part time Administrative Assistant II in the Victim Witness Department, as a Grade 4, Step 2 at \$15.75 per hour, effective November 4, 2015. (Connolly-Rohlfsing)
- The Board approved the recommendation to promote Andy Jindra, full time Mechanic I in the Highway Department, Grade 7, Step 8 at \$23.16 per hour to a full time Mechanic II – Shop Foreman in the Highway Department, Grade 8, Step 8 at \$24.55 per hour, effective November 4, 2015. (Rohlfsing-King)
- The Board approved the recommendation to post and advertise for a full time Mechanic I in the Highway Department, Grade 7, Step 1 at \$18.09 per hour. (King-Gliszinski)
- The Board approved the purchase of monitors and power adaptors from ITsavvy LLC in the amount of \$938. (Connolly-Rohlfsing)
- The Board approved the request to accept scholarship grants if selected by MDH. (Gliszinski-King)
- The Board approved and authorized the Chair to sign the Grant Agreement between Minnesota Department of Public Safety and Le Sueur County Attorney's Office. (Gliszinski-Rohlfsing)
- The Board approved the participation of Le Sueur County in the CSAH 50 street and storm sewer reconstruction project. (Rohlfsing-Gliszinski)
- The Board approved to award the County Ditch 58 Improvements bid to Dirt Merchant, Inc. in the amount of \$121,952.25. (Rohlfsing-King)
- The Board approved and authorized the Chair and County Administrator to sign the Contract for Local Improvement between Le Sueur County and Saint Peter Municipal Utilities. (Rohlfsing-Connolly)
- The Board approved and authorized Pam Simonette, Auditor-Treasurer to sign the Snowmobile FY 2016 Maintenance and Grooming Grant Agreement in the amount of \$37,197.60. (King-Rohlfsing)

●The Board approved the purchase of a CAL License for the GIS Department in the amount of \$1,000. (King-Connolly)

●The Board approved the following claims: (King-Gliszinski)

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85 Total all claims paid:		\$370,194.97

●The Board adjourned until Tuesday, November 17, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman

LG220 Application for Exempt Permit

<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none"> conducts lawful gambling on five or fewer days, and awards less than \$50,000 in prizes during a calendar year. <p>If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.</p>	<p>Application fee (nonrefundable)</p> <p>If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100.</p>
<p>Organization Information</p>	
<p>Organization Name: Ladies of DU Ducks Unlimited</p>	<p>Previous Gambling Permit Number: X-92456</p>
<p>Minnesota Tax ID Number, if any:</p>	<p>Federal Employer ID Number (FEIN), if any:</p>
<p>Type of Nonprofit Organization (check one):</p> <p> <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other Nonprofit Organization </p>	
<p>Mailing Address: 20676 340th Street</p>	<p>City: Le Center State and Zip: MN 56011 County: Le Sueur</p>
<p>Name of Chief Executive Officer (CEO): Ruth Hoefs</p>	<div style="background-color: black; width: 100%; height: 40px;"></div>
<p>Nonprofit Status</p>	
<p>Attach a copy of ONE of the following for proof of nonprofit status:</p> <p><input type="checkbox"/> Nonprofit Articles of Incorporation OR a current Certificate of Good Standing. Don't have a copy? This certificate must be obtained each year from: Minnesota Secretary of State Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 Phone: 651-296-2803</p> <p><input type="checkbox"/> IRS income tax exemption (501(c)) letter in your organization's name. Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.</p> <p><input checked="" type="checkbox"/> IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter). If your organization falls under a parent organization, attach copies of both of the following: a. an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and b. the charter or letter from your parent organization recognizing your organization as a subordinate.</p>	
<p>Gambling Premises Information</p>	
<p>Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Next Chapter Winery</p>	
<p>Address (do not use PO box): 16945 320th Street</p>	<p>City or Township: New Prague, MN Zip Code: 56071 County: Le Sueur</p>
<p>Date(s) of activity (for raffles, indicate the date of the drawing): 1/23/2015</p>	
<p>Check each type of gambling activity that your organization will conduct:</p> <p> <input type="checkbox"/> Bingo* <input type="checkbox"/> Paddlewheels* <input type="checkbox"/> Pull-Tabs* <input type="checkbox"/> Tipboards* </p> <p> <input checked="" type="checkbox"/> Raffle (total value of raffle prizes awarded for the year: \$0) </p> <p><small>*Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.</small></p> <p><small>To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES, or call 651-539-1900.</small></p>	

Local Unit of Government Acknowledgment

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

Local unit of government must sign.

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county).

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____

Print Name: Ruth Hoefs

Requirements

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Send application with:

- _____ a copy of your proof of nonprofit status, and
- _____ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to **State of Minnesota**.

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required.

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.