



---

# **Le Sueur County, MN**

**Tuesday, August 2, 2016**

**Board Meeting**

## **Item 1**

### **9:00 a.m. Agenda and Consent Agenda**

*RE: July 26, 2016 Minutes and Summary Minutes*

*RE: CD #54 and #63 Repair Requests*

*RE: July Transfers*

*RE: 3.2 Beer License for Immaculate Conception of Marysburg Church*

*RE: Le Sueur County Ducks Unlimited Gambling Application*

**Staff Contact:**

## **Minutes of Le Sueur County Board of Commissioners Meeting July 26, 2016**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, July 26, 2016 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King, Dave Gliszinski, Steve Rohlffing, Lance Wetzel, and Joe Connolly. Also present were Darrell Pettis and Brent Christian.

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

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

- Approved the July 19, 2016 County Board Minutes and Summary Minutes.

Ronda Allis, Principal Planner with MnDOT District 7, appeared before the Board with a presentation on the 2017-2026 Capital Highway Investment Plan.

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

On motion by Wetzel, seconded by Connolly and unanimously approved, the Board approved the recommendation to approve the Public Employees Retirement Association Police Officer Declaration for Bryan Dauk, effective July 20, 2016.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to hire Erin Wachtel as a full time Eligibility Worker in Human Services, as a Grade 6, Step 1 at \$17.50 per hour, effective August 1, 2016.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to hire Megan Kelly as a full time Agency Social Worker in Human Services, as a Grade 10, Step 1 at \$22.09 per hour, effective July 27, 2016.

On motion by Wetzel, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to hire Allan Sowieja as a part time Corrections Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.50 per hour, effective July 28, 2016.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to hire Anthony Larson as a part time Corrections Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.50 per hour, effective August 1, 2016.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to accept the resignation request from Kathy Rients part time Home Health Aide in Public Health, effective August 1, 2016.

On motion by Rohlffing, seconded by Wetzel and unanimously approved, the Board tabled the request to grant an additional step to Kim Fillmore, full time Payroll/HR Technician in the

Human Resources Department, from Grade 10, Step 3 at \$23.72 per hour to a Grade 10, Step 4 at \$24.58 per hour, effective July 11, 2016.

Jim McMillen, Maintenance appeared before the Board with one item for discussion and approval.

On motion by Wetzel seconded by Rohlfing and unanimously approved, the Board approved the partial replacement of a condensing unit by Schwickert's in the amount of \$29,714 from the building budget.

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

On motion by Gliszinski, seconded by Wetzel and unanimously approved, the Board approved County credit card requests for Scott O'Brien, Thomas Doherty, Jason Squires, Jeff Gilhousen, Joseph Kern, Todd Lau, Matthew Shouler, Dan Tousley, Herbert Moon, James Whiteis and Brian Dauk.

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

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Chair and Administrator to sign the PSIG Grant Application Resolution.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board approved to submit a letter of intent to GBERBA to partner for FY2017 BWSR Clean Water Fund Multipurpose Drainage Management Competitive Grants Program.

On motion by Rohlfing seconded by Wetzel and unanimously approved, the Board approved the changes to the MnCCC JPA and Bylaws.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board gave direction to gather more information on a JD #4 Repair Request.

On motion by Wetzel, seconded by Connolly and unanimously approved, the Board approved to install rumble strips on CR 24, at the CR 24 and 114 Intersection.

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board approved to recess the meeting until 11:00 a.m.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board approved to convene the CD #52 Informational Redetermination Public Hearing at 11:00 a.m.

John Kolb, Attorney with Rinke Noonan presented background information and was available for questions.

There were 2 public comments.

On motion by Connolly, seconded by Rohlfing and unanimously approved, the Board approved to close the public hearing.

On motion by Connolly, seconded by Rohlfing and unanimously approved, the Board approved the recommendation to recess the public hearing until September 27<sup>th</sup> at 10:00 a.m.

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board adjourned until Tuesday, August 2, 2016 at 9:00 a.m.

**ATTEST:**

\_\_\_\_\_  
**Le Sueur County Administrator**

\_\_\_\_\_  
**Le Sueur County Chairman**

### **Summary Minutes of Le Sueur County Board of Commissioners Meeting, July 26, 2016**

- 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](http://www.co.le-sueur.mn.us).
  - The Le Sueur County Board of Commissioners met in regular session on Tuesday, July 26, 2016 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King, Dave Gliszinski, Steve Rohlfing, Lance Wetzel, and Joe Connolly. Also present were Darrell Pettis and Brent Christian.
  - Approved the agenda for the business of the day. (Connolly-Wetzel)
  - Approved the consent agenda. (Gliszinski-Rohlfing)
  - Approved the Public Employees Retirement Association Police Officer Declaration for Bryan Dauk. (Wetzel-Connolly)
  - Approved to hire Erin Wachtel in Human Services. (Rohlfing-Gliszinski)
  - Approved to hire Megan Kelly Human Services. (Gliszinski-Connolly)
  - Approved to hire Allan Sowieja in the Sheriff's Office. (Wetzel-Rohlfing)
  - Approved to hire Anthony Larson in the Sheriff's Office. (Connolly-Gliszinski)
  - Accepted the resignation request from Kathy Riens in Public Health. (Gliszinski-Connolly)
  - The Board tabled the request to grant an additional step to Kim Fillmore in Human Resources. (Rohlfing-Wetzel)
  - Approved the partial replacement of a condensing unit by Schwickert's. (Wetzel-Rohlfing)
  - Approved County credit card requests for several deputies in the Sheriff's Office. (Gliszinski-Wetzel)
  - Approved the PSIG Grant Application Resolution. (Wetzel-Gliszinski)
  - Approved to submit a letter of intent to GBERBA. (Rohlfing-Connolly)
  - Approved the changes to the MnCCC JPA and Bylaws. (Rohlfing-Wetzel)
  - The Board gave direction to gather more information on a JD #4 Repair Request. (Gliszinski-Connolly)
  - Approved to install rumble strips on CR 24. (Wetzel-Connolly)
  - Approved to recess the meeting until 11:00 a.m. (Connolly-Wetzel)
  - Approved to convene the CD #52 Informational Redetermination Public Hearing at 11:00 a.m. (Rohlfing-Connolly)
  - Approved to close the public hearing. (Connolly-Rohlfing)
  - Approved the recommendation to recess the public hearing until September 27<sup>th</sup> at 10:00 a.m. (Connolly-Rohlfing)
  - Adjourned until Tuesday, August 2, 2016 at 9:00 a.m. (Connolly-Wetzel)
- ATTEST: Le Sueur County Administrator, Le Sueur County Chairman

## REPAIR REQUEST

We, the undersigned landowners, do hereby request the Le Sueur County Board of Commissioners to clean out and repair Le Sueur County Ditch # 54 located in Sec. 11 Lanesburg township.

Signed

Mackelimer

Address/Phone #

651-270-8650

14242 Sand Creek Ln, New Prague, MN

Date: 7-27-16

Description of problem: log stuck against the bridge blocking flow

Needs to be taken out.  
Roger Rubler  
7-7-16

JASON  
152-1072

TUDY CHARLES  
070412600

JIRIK ANDREW T  
070415700

County Ditch No. 51  
SAND CREEK LN.  
LANESBURGH  
11/11/23

LANESBURGH  
12/11/23

ZENENK  
070415800

BR...  
070412300

CH 164  
T41ST AVE

## REPAIR REQUEST

We, the undersigned landowners, do hereby request the Le Sueur County Board of Commissioners to clean out and repair Le Sueur County Ditch # 63 located in Sec 35 Montgomery township.

Signed  
Bruce Miller

Address/Phone #  
507-254-3498

Bruce Miller

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: 7-25-16

Description of problem: Slides blocking ditch.

\_\_\_\_\_

\_\_\_\_\_

Needs to be repaired.  
Roger Ruhl  
7-25-16



**PRINTING**

**RANGE : 23 W.**





## July 2016 Transfers

- #1612      Transfer 7,222.00 from Agency to Revenue  
              (Landshark June - 3,677.00, July – 3,545.00)
  
- #1613      Transfer 33,792.68 from Road & Bridge to Ditch  
              (#42 – 810.00; #58 – 16,449.63; #59 – 2,835.36;  
              #6 – 700.64; #29 – 3,650.25; #64 – 9,346.80)
  
- #1614      Transfer 22,723.44 from Human Services to Revenue  
              (2<sup>nd</sup> Qtr Rent)

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Le Sueur County Ducks Unlimited, MN102 Previous Gambling Permit Number: X-92557-14-006  
 Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 13-5643799  
 Mailing Address: 85 N. Montgomery Ave  
 City: Le Center State: MN Zip: 56057 County: Le Sueur  
 Name of Chief Executive Officer (CEO): Bradley M. Collins  
 Daytime Phone: 507-351-4747 Email: bcollins64@hotmail.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
 651-296-2803, or toll free 1-877-551-6767

☒ **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 toll free at 1-877-829-5500.

☐ **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:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Traxler's Hunting Preserve

Address (do not use P.O. box): 37699 Hunting Preserve Ln.

City or Township: Le Center Zip: 56057 County: Le Sueur

Date(s) of activity (for raffles, indicate the date of the drawing): 9-22-2016

Check each type of gambling activity that your organization will conduct:

☐ Bingo\* ☐ Paddlewheels\* ☒ Pull-Tabs\* ☐ Tipboards\*

☒ Raffle (total value of raffle prizes awarded for the calendar year: \$ to date )

\* **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. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **LIST OF LICENSEES**, or call 651-539-1900.



**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**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: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**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: Le Sueur

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county) N/A**

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 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

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: [Signature] Date: 8/1/16  
(Signature must be CEO's signature; designee may not sign)

Print Name: Bradley M. Collins

**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.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

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.

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

\_\_\_\_ a copy of your proof of nonprofit status, and  
\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

**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.