



Le Sueur County, MN

Tuesday, January 24, 2017

Board Meeting

Item 1

9:00 a.m. Agenda and Consent Agenda (5 min)

RE: January 17, 2017 Minutes and Summary Minutes

RE: Yelpers Gambling

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting January 17, 2017

The Le Sueur County Board of Commissioners met in regular session on Tuesday, January 17, 2017 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfling, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Also present were Darrell Pettis and Brent Christian.

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

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

- Approved the January 3, 2017 County Board Minutes and Summary Minutes
- December 2016 Transfers:
 - #1628 Transfer 47,419.10 from Revenue to Road & Bridge (Fuel for Maint, EM, Parks, Vets, Assessor & Sheriff)
 - #1629 Transfer 354.24 from Env Serv to Road & Bridge (Fuel)
 - #1630 Transfer 25,636.99 from Human Services to Revenue (4th Qtr Rent)
 - #1631 Transfer 2,912.00 from Agency to Revenue (December Landshark)
 - #1632 Transfer 66.24 from Victim Witness to Road & Bridge (Fuel)
 - #1633 Transfer 915.86 from Human Services to Road & Bridge (Fuel)
 - #1634 Transfer 9,800.00 from Env Serv to Revenue (Adm Fee and Mileage for AIS)
 - #1635 Transfer 43,409.38 from Env Serv to Revenue (2016 Admin fee/maint for Solid Waste assessment)
 - #1636 Transfer 8,566.00 from Revenue to Env Serv (2016 Water Plan Levy)
 - #1637 Transfer 8,100.00 from Revenue to Env Serv (P& Z share of Machine Room)
 - #1638 Transfer 157,501.38 from Env Serv to Revenue (2006B Wastewater Bond balance)

On motion by Wetzel, seconded by King and unanimously approved, the Board approved the Human Services claims:

Financial: \$36,697.56
Soc Services: \$153,071.31

Sue Rynda, Human Services Director, appeared before the Board to give the monthly Human Services Report. This presentation covered Finance, Income Maintenance, Child Support, Family Services, and Mental Health.

On motion by King, seconded by Wetzel and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a 2017 Blue Earth County HUB Contract for psychiatric services.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the 2017 Clubhouse lease.

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

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to grant regular status to Roxanne Billings, full time Team Lead Social Worker in Human Services, effective January 11, 2017. Roxanne has completed the six-month trial period.

On motion by Connolly, seconded by King and unanimously approved, the Board approved the recommendation to approve ending employment with employee #1656, effective January 10, 2017.

On motion by King, seconded by Wetzel and unanimously approved, the Board approved the recommendation to approve the Public Employees Retirement Association - Police Officer Declaration for Michael Thelemann.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved to open a West Jefferson public hearing at 10:00 a.m. There was one comment by a member of the public.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to close the West Jefferson public hearing.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the Le Sueur County Resolution Accepting Subordinate Service District Petition and Ordering the Establishment of the West Jefferson Sanitary Sewer Subordinate Service District.

Cindy Shaughnessy, Public Health Director appeared before the Board with one item for approval.

On motion by Connolly, seconded by King and unanimously approved, the Board approved to accept a \$5,000 Medica Foundation Grant.

Dave Tietz, Sheriff appeared before the Board with one item for approval.

On motion by Wetzel, seconded by Connolly and unanimously approved, the Board approved the purchase of three 2017 Ford Explorers at \$27,930.08 each from Jeff Belzer's of New Prague, Wolf Motors of Le Sueur, and Factor Motors of Le Center.

Administrator Pettis appeared before the Board with a number of items for consideration and approval.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved a credit card request for Michel Thelemann in the Sheriff's Office.

On motion by Gliszinski, seconded by Wetzel and unanimously approved, the Board approved the following equipment purchase corrections: The purchase of an F350 truck from Factor Motors, Le Center, MN and the truck body from Towmaster of Litchfield, MN for a corrected total of \$42,393.88 and a MACK Tandem Axle Cab and Chassis from Nuss Truck and truck body from Towmaster of Litchfield, MN for a corrected total of \$227,020.

On motion by King, seconded by Connolly and unanimously approved, the Board approved the out-of-state travel request for Tom Beer to attend the ATTSA Conference from March 20-22, 2017 in Fargo, ND.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to reclassify Cindy Westerhouse, full time Human Services Director in Human Resources, Grade 14, Step 7 at \$35.35 to Grade 15, Step 6 at \$36.21 per hour, effective January 23, 2017.

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board approved to add Commissioner King to the Extension Committee for 2017.

Board Member Committee Reports:

Commissioner King attended a recent Le Sueur – Waseca Library Board Meeting. General housekeeping items were the focus of the meeting.

Commissioners King and Wetzel attended a tri-county transit meeting. Discussion included an official name and branding.

Commissioner Rohlfiing attended an MRCI meeting. There was discussion on the Olmstead law, employment issues and the current daycare shortage. He also attended an Elysian City Council Meeting and a Township Meeting.

On motion by King, seconded by Connolly and unanimously approved, the Board approved to open a public hearing at 11:00 a.m. to take public comment on proposed Planning & Zoning Commission changes. There were no public comments.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to close the public hearing.

On motion by Gliszinski, seconded by Wetzel and approved via roll call 4-1 with Commissioners Rohlfiing, Wetzel, Gliszinski and Connolly voting yes and Commissioner King voting no, the Board approved to adopt the proposed ordinance revisions changing the number of P&Z Commission members from eleven to seven with the Vice-Chairperson of the County Board serving as an ex-officio member of the Planning Commission.

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

Warrant #	Vendor Name	Amount
43847	Advanced Correctional Healthcare Inc.	\$ 2,281.59

43850	Baker, Tilly, Virchow, Krause LLP	\$ 2,225.00
43853	Bolton & Menk Inc.	\$ 40,599.50
43855	Braith Excavating Inc.	\$ 4,161.50
43861	Christian, Keogh, Moran & King	\$ 2,520.86
43876	Genesis	\$ 2,693.80
43891	Javens Mechanical Contracting Inc.	\$ 5,006.15
43892	Johnson Aggregates	\$ 3,656.08
43903	Richard Lea	\$ 3,345.00
43906	M.B. McGee P.A.	\$ 3,000.00
43909	Maximus Inc.	\$ 4,800.00
43913	Minn St Admin ITG Telecom	\$ 5,480.00
43916	MN Dept of Transportation	\$ 3,388.11
43930	Paragon Printing & Mailing Inc.	\$ 4,527.62
43933	Pro-West & Associates Inc.	\$ 3,412.50
43936	Ronald Ringquist	\$ 3,262.08
43942	Selly Excavating Inc.	\$ 2,680.00
43946	SK Trucking & Excavating	\$ 4,330.00
43948	South Central Technical Service Area	\$ 12,899.05
43950	Steffen Electric of Le Center Inc.	\$ 2,165.50
43962	Traxler Construction Inc.	\$ 3,432.00
43970	Waterford Oil Co. Inc.	\$ 13,216.81
43971	Wenck Associates Inc.	\$ 2,590.20
43977	Ziegler Inc.	\$ 2,317.05
107 Claims paid less than \$2,000.00:		\$ 38,905.93
24 Claims paid more than \$2,000.00:		\$137,990.40
131 Total all claims paid:		\$176,896.33

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday January 24, 2017 at 9:00 a.m.

ATTEST: _____
Le Sueur County Administrator Le Sueur County Chairman

Summary Minutes of Le Sueur County Board of Commissioners Meeting, January 17, 2017

•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.

- Approved the amended agenda. (Connolly-Gliszinski)
- Approved the consent agenda: (King-Wetzel)
- Approved Human Services claims: Financial: \$36,697.56, Soc Services: \$153,071.31 (Wetzel-King)
- Approved a 2017 Blue Earth County HUB Contract for psychiatric services. (King-Wetzel)
- Approved the 2017 Clubhouse lease. (Connolly-Gliszinski)
- Approved to grant regular status to Roxanne Billings in Human Services. (Wetzel-Gliszinski)
- Approved ending employment with employee #1656. (Connolly-King)
- Approved the Public Employees Retirement Association - Police Officer Declaration for Michael Thelemann. (King-Wetzel)
- Opened a West Jefferson public hearing at 10:00 a.m.(Connolly-Gliszinski)
- Closed the West Jefferson public hearing. (King-Gliszinski)
- Approved the Le Sueur County Resolution Accepting Subordinate Service District Petition and Ordering the Establishment of the West Jefferson Sanitary Sewer Subordinate Service District. (Wetzel-King)
- Approved to accept a \$5,000 Medica Foundation Grant. (Connolly-King)
- Approved the purchase of three 2017 Ford Explorers. (Wetzel-Connolly)
- Approved a credit card request for Michel Thelemann. (Connolly-Gliszinski)
- Approved equipment purchase corrections from the previous Board Meeting. (Gliszinski-Wetzel)
- Approved the out-of-state travel request for Tom Beer to attend an ATTSA Conference. (King-Connolly)
- Approved to reclassify Cindy Westerhouse in Human Resources. (Gliszinski-King)
- Approved to add Commissioner King to the Extension Committee for 2017. (Wetzel-Gliszinski)
- Approved to open a public hearing at 11:00 a.m. on proposed Planning & Zoning Commission changes. (King-Connolly)
- Closed the Planning & Zoning public hearing. (King-Gliszinski)
- Approved 4-1 to adopt the proposed ordinance revisions changing the number of P&Z Commission members from eleven to seven with the Vice-Chairperson of the County Board serving as an ex-officio member of the Planning Commission. (Gliszinski-Wetzel)
- The following claims were approved for payment: (King-Gliszinski)

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107	Claims paid less than \$2,000.00:	\$ 38,905.93
24	Claims paid more than \$2,000.00:	\$137,990.40
131	Total all claims paid:	\$176,896.33

•Adjourned until Tuesday January 24, 2017 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman

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: NWTF Valley Yelpers Chapter Previous Gambling Permit Number: X-33233-16-013

Minnesota Tax ID Number, if any: 57-1024951 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 30167 271st Ave.

City: Henderson State: MN Zip: 56044 County: LeSueur

Name of Chief Executive Officer (CEO): James Legg

Daytime Phone: (507) 665-6300 Email: _____

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 Secretary of State website, phone numbers:
60 Empire Drive, Suite 100 www.sos.state.mn.us
St. Paul, MN 55103 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): Caribou Gun Club

Address (do not use P.O. box): 30649 380th St.

City or Township: LeSueur Zip: 56058 County: LeSueur

Date(s) of activity (for raffles, indicate the date of the drawing): March 9th 2017

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, including this raffle: \$ _____)

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to 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)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> 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).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <p>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 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p>
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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: *James Leff* Date: 6-23-17

(Signature must be CEO's signature, designee may not sign)

Print Name: James Leff

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
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<p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>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.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status, and</p> <p>_____ 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.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>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</p>	<p>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-</p>	<p>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.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

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