



**LE SUEUR COUNTY BOARD OF COMMISSIONERS  
MEETING AGENDA  
January 24, 2017**

1. **9:00 a.m. Agenda and Consent Agenda (5 min)**  
RE: January 17, 2017 Minutes and Summary Minutes  
RE: Yelpers Gambling
  
2. **9:05 a.m. Mike Lagerquist, VINE Community Engagement Specialist (10 min)**  
RE: Transit Update
  
3. **9:15 a.m. Human Resources (15 min)**
  
4. **9:30 a.m. Mike Schultz, Soil & Water District Manager (15 min)**  
RE: 10 Poorest Ditch Conditions  
RE: Ditch Specialist Position Proposal  
RE: Gravel Tax Project
  
5. **9:45 a.m. Jeff Neisen, IT Director (10 Min)**  
RE: 2017 New PC quote
  
6. **9:55 a.m. Darrell Pettis, County Administrator / Engineer**  
RE: Letter from Mr. Holmgren, Chief Public Defender, 1st Judicial District  
RE: SMIF Letter  
RE: Open Seasonal Bids on Tuesday, Feb. 21st at 10:00 a.m.  
RE: Misc.
  
7. **Board Member Committee Reports**
  
8. **Future Meetings**





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# 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 (4<sup>th</sup> 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:

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
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](http://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)

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
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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  
 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): 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](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: \_\_\_\_\_

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 349.213.)

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: James Legg Date: 6-23-17  
(Signature must be CEO's signature, designee may not sign)

Print Name: James Legg

**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

**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:** Minnesota 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.

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.

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

An equal opportunity employer



# **Le Sueur County, MN**

**Tuesday, January 24, 2017**

**Board Meeting**

## **Item 2**

**9:05 a.m. Mike Lagerquist, VINE Community Engagement Specialist  
(10 min)**

*RE: Transit Update*

Staff Contact:



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# **Le Sueur County, MN**

**Tuesday, January 24, 2017**

**Board Meeting**

## **Item 3**

**9:15 a.m. Human Resources (15 min)**

**Staff Contact:**



# Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057  
Telephone: 507-357-8517 • Fax: 507-357-8607  
Cindy Westerhouse – Human Resources Director

## HUMAN RESOURCES AGENDA ITEMS January 24, 2016

The Le Sueur County Board of Commissioners and the Employee Recognition Committee would like to recognize the following employees on their significant length of service with Le Sueur County.

Kari Sowieja	25 years	Human Services
Brent Christian	20 years	Attorney's Office
Roxanne Billings	15 years	Human Services
Judy Yokiell	15 years	Human Services
Matt Shouler	10 years	Sheriff's Office

Recommendation to accept the resignation from Nicole Wegner, part time Corrections Officer/Dispatcher in the Sheriff's Office, effective January 29, 2017.

Recommendation to advertise for a part time Corrections Officer/Dispatcher in the Sheriff's Office as a Grade 6, Step 1 at \$17.94 per hour.

Recommendation to post and request the merit list for a full time Agency Social Worker in Human Services as a Grade 10, Step 1 at \$22.64 per hour.

Recommendation to set the 2017 salaries, pursuant to Minnesota Statute 386.015, for the following Le Sueur County elected officials:

County Sheriff	\$109,009.72
County Auditor-Treasurer	\$ 98,337.05
County Attorney	\$ 99,727.22
County Recorder	\$ 70,711.09

*Equal Opportunity Employer*

# Le Sueur County, MN

Tuesday, January 24, 2017

Board Meeting

## Item 4

**9:30 a.m. Mike Schultz, Soil & Water District Manager (15 min)**

*RE: 10 Poorest Ditch Conditions*

*RE: Ditch Specialist Position Proposal*

*RE: Gravel Tax Project*

Staff Contact:



# Le Sueur County Soil & Water Conservation District

Le Sueur County SWCD  
181 W Minnesota St  
Le Center, MN 56057

Tel. (507) 357-4879 Ext. 3  
Website: [www.lesueurswcd.org](http://www.lesueurswcd.org)

January 12, 2017

## Le Sueur County County Ditch Condition Ranking Poorest Ditches

At the December 13, 2016 Ditch Workshop with Le Sueur County Commissioners and Ditch Authority, it was requested the Ditch Inspectors provide 10 ditches in poorest condition. Below are the ditches listed, they are not in any order or fashion just the 10 poorest condition ditches.

11 ditches were identified, all ditches require equal amount of attention. Ditches were identified by Landowner request, field visits and frequency of cleanouts.

1. County Ditch 23
2. County Ditch 43
3. County Ditch 44
4. County Ditch 63
5. JD 5 Rice
6. County Ditch 59/36/68 (represents one major watershed)
7. County Ditch 58/32/67 (represents one major watershed)
8. County Ditch 64/17/61 (represents one major watershed)
9. County Ditch 45
10. JD 1 Scott
11. JD 4 Scott/CD70 (represents one major watershed)

Le Sueur SWCD  
County Ditch Inspector





# Le Sueur County Soil & Water Conservation District

Le Sueur County SWCD  
181 W Minnesota St  
Le Center, MN 56057

Tel. (507) 357-4879 Ext. 3  
Website: [www.lesueurswcd.org](http://www.lesueurswcd.org)

Updated 1/10/2017

**Position Title:** Ditch Specialist  
**Location:** 181 West Minnesota Street, Le Center MN  
**Employment Terms:** Regular Full Time  
**Starting Salary Range:** Pay Scale 7/8/9, \$20.35 to \$24.89

## **Position Purpose:**

The Ditch Specialist works with landowners and other resource professionals to promote and install agricultural best management practices and other projects to protect natural resources.

## **Supervision:**

The Ditch Specialist is under the direct supervision of the District Manager.

## **Responsibilities:**

- Coordinate the LSC Buffer Initiative
- Act as the Buffer Law enforcement for LSC
- Coordinate as the County Ditch Inspector
- Work with Landowners and Ditch Authority regarding ditch projects
- Manage and oversee Drainage Database for County Ditches
- Complete Ditch Inspections
- Put reports together for LSC Commissioners on Ditches
- When necessary attend training to become certified.
- Assist in maintenance of the SWCD building.
- Assist with contracts for lease of the SWCD building.
- Write grants as needed.

Assist with the Le Sueur County Water Plan.

Partner with Le Sueur County Environmental Services as needed.

Report projects and activities according to BWSR guidelines.

Assist with and update the Le Sueur County Website and Social Media site.

Knowledge of GIS.

Knowledge of Microsoft Word, Excel and Powerpoint.



# Le Sueur County Soil & Water Conservation District

Le Sueur County SWCD  
181 W Minnesota St  
Le Center, MN 56057

Tel. (507) 357-4879 Ext. 3  
Website: [www.lesueurswcd.org](http://www.lesueurswcd.org)

1/10/2017

**Position Title:** Ditch Specialist  
**Location:** 181 West Minnesota Street, Le Center MN  
**Employment Terms:** Regular Full Time  
**Starting Salary Range:** Pay Scale 7/8/9, \$20.35 to \$24.89

## **Position Breakdown:**

Salary: \$20.35 @ 2080 hours	= \$42,328.00
Cafeteria Plan:	= \$10,176.00
Medicare: 1.45% @ \$42,328	= \$614.00
PERA: 7.5% @ \$42,328	= \$3,175.00
<u>Social Security: 6.2% @ \$42,328</u>	<u>= \$2,624.00</u>
<b>Total Position Cost:</b>	<b>= \$58,917.00</b>

## **Proposed Funds:**

The SWCD proposes that the County Ditches allocate \$30,000 to the position yearly for the position. The remaining funds would be covered by the SWCD to work on buffers and other ditch needs.

The position would not reimburse for time spent working on Ditches while the rest of the staff that help with ditches will continue to be reimbursed on an hourly rate.

Michael Schultz

District Manager  
Le Sueur SWCD



# Le Sueur County Soil & Water Conservation District

Le Sueur County SWCD  
181 W Minnesota St  
Le Center, MN 56057

Tel. (507) 357-4879 Ext. 3  
Website: [www.lesueurswcd.org](http://www.lesueurswcd.org)

January 12, 2017

## Tom Gregor Hayable Buffer Cannon River "6-5-FOR Clean Water" Grant Match Request for Gravel Tax Funding Montgomery Township, Section 29

Le Sueur County SWCD and Environmental Services have partnered on this project since the 2007 Lake Volney Clean Water Partnership Grant. The landowner Tom Gregor installed a 10 year Hayable Buffer contract with the Le Sueur SWCD for 7.95 acres. The original contract is set to expire June 15, 2017.

The Le Sueur SWCD has secured half the amount of funds to extend the hayable buffer five years through the Cannon River "6-5-FOR Clean Water" grant for \$5,000 and a Lake Volney Association match of \$500. The total project cost to extend the project five years is \$9,937.50.

The total project amount would provide secondary benefits to the 2015 CWF Lake Volney Targeted Watershed Grant which needed an \$85,000 in-kind match for the \$345,000 grant. The match would equate to 12% of the total match needed for the grant.

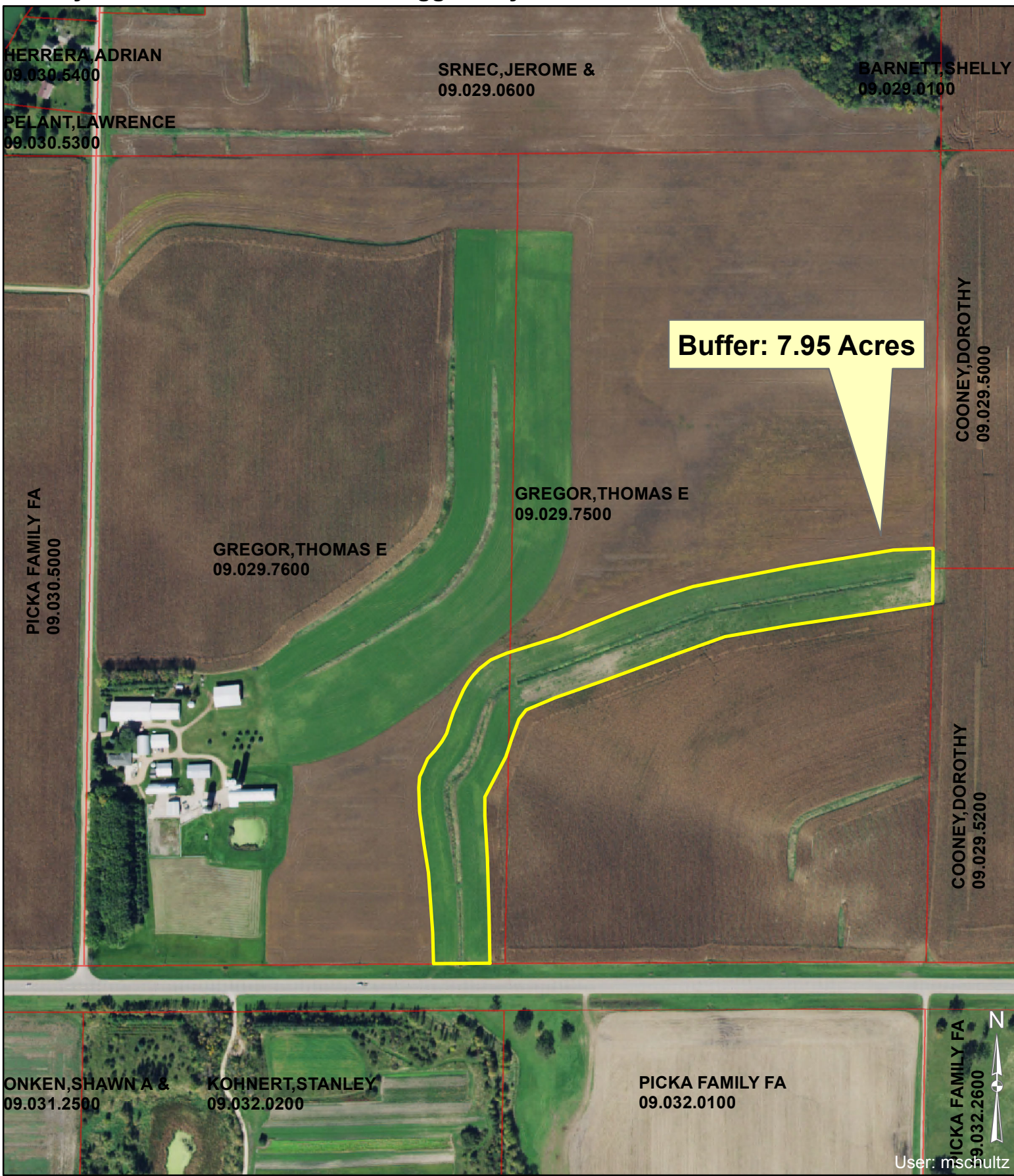
- Total Project Cost: **\$9,937.50**
  - 5 year Extension, 7.95 acres, \$250/ac rental rate
    - \$1,987.50/year rate
  
- Matching funds
  - Le Sueur County: **\$4,437.50**
  - Lake Volney Assn.: **\$500.00**
  - Cannon River Grant: **\$5000.00**

I am requesting \$4,437.50 of gravel tax money for the project.

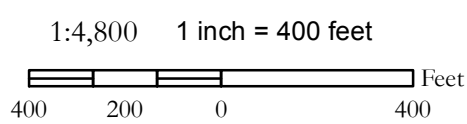
Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Schultz".

Michael Schultz  
District Manager



Parcels



Maps are for graphical purposes only. They do not represent a legal survey.

12/5/2016



Le Sueur County SWCD  
(507)257-4970 Ext 3



August 16, 2016

Michael Schultz, District Conservationist  
Le Sueur SWCD  
191 Minnesota St W  
Le Center, MN 56057

Dear Michael:

Congratulations!

The Cannon River Watershed Partnership Selection Committee has carefully reviewed your requisite proposal for the "6-5-FOR Clean Water" grant program and has agreed to award your Soil and Water Conservation District \$5,000 to accomplish the stated goals prescribed in your project presentation on June 30, 2016.

The Soil and Water Conservation District will hold the grant monies in trust subject to bona fide evidence of the ongoing progress and completion of your project.

As the recipient of this grant from the Cannon River Watershed Partnership (CRWP), made possible by the Bush Foundation, there are some stipulations necessary to assure the actualization and completion of your project before full payment can proceed:

- 1.) Complete and sign the attached Hold Harmless Agreement with the CRWP regarding any outcomes from the implementation of the "6-5-FOR Clean Water".
- 2.) Submit a timetable outlining when the project will be complete. Include key measurable tasks and a statement of the deliverables to CRWP by the November 15, 2017 date as stated in your proposal.
- 3.) Submit a budget for the project outlining the use of funds to complete the project (any unused funds would be returned to CRWP). Upon completion of items 1 through 3, CRWP will make initial payment of \$3,750 (75%). If you require 100% of the awarded funds from CRWP before project implementation, please contact CRWP.
- 4.) Please acknowledge that CRWP will have access to the project sites for documentation and educational recording, and for presentation of signage detailing the Cannon River Watershed Partnership's involvement in the project and information about the project.
- 5.) Upon verification of project accomplishments or completion, CRWP will distribute the remaining amount of the agreed award.

Satisfaction of these measures will guarantee a successful and productive actualization of our goals established for the "6-5-FOR Clean Water" Program.

Sincerely,

A handwritten signature in blue ink that reads "Bradley E. Frazier". The signature is written in a cursive, flowing style.

Bradley Frazier, Executive Director

Cc without attachment to respective CRWP Board Members from SWCD and County Commissioners:  
Lance Wetzel, Le Sueur County Commissioner, 295 S. Rolling Hills Dr., Le Center, MN 56057

Original

March 26, 2007

PROPOSAL FOR TOM GREGOR BUFFER, MONTGOMERY TOWNSHIP, SECTION 29

The following are conditions that would be written into a formal contract between Mr. Gregor and Le Sueur County for grass buffers on his property adjacent to the drainage practice.

1. Buffer widths were discussed with Gene Krautkremer
2. Acres: 7.95
3. Minimum duration of 10 years
4. Seed mix must be recommended by Hwy Ag or UMN Extension Agent –  
 (Per Larry Walecha Hwy Ag 2007 prices)  
 Brome!.....\$2.00/lb...15 lbs/acre (7.95 acres=\$238.50)  
 Timothy.....\$0.85/lb...10 lbs/acre (7.95 acres=\$67.58)  
 Perennial Rye.....\$1.40/lb...10 lbs/acre (7.95 acres=\$111.30)
5. No Fertilizer will be used as the ditch has been cleaned out recently
6. Drill rental fee \$7.50 per acre if property owner's equipment is used, if landowner chooses the coop to plant it the project will pay \$50 towards this fee.
7. Grass can be hayed once established
8. Payment shall be made to the property owner after assessing the buffers in the summer of 2007 for growth.

Addition of  
Barley - Klement  
J.K.B.

Maintenance Issues

1. Option to re-seed if it needs it – cost to be covered by property owner
2. Option to soil test for nutrient deficiencies – fertilizer cannot be applied unless nutrient levels are in the low range...cost of soil test to be covered by property owner
3. Maintain stand by controlling weed growth it – cost to be covered by property owner

Reimbursement Criteria

1. Seed/seeding costs as stated above will be reimbursed.
2. Cost for ground preparation/tillage to be absorbed by the property owner.
3. The set aside payment to the property owner shall occur in one lump sum payment. Breakdown of payment shall be as follows:

75 Foot Buffers: 7.95 Acres x \$182.50 for 10 Years = \$14,508.75

Submit the grass-seeding invoice to Lauren Klement. If the invoice has been paid, submit a copy of the invoice marked paid. If the invoice has not been paid, the Co-op will be paid directly.

Contract Conditions

Property owner shall sign a contract with Le Sueur County for the duration of 10 years. Any future operator must honor the contract. If land is taken out of grass during the contract period, property owner shall reimburse Le Sueur County for the remaining years of the contract.

**CLEAN WATER PARTNERSHIP  
BUFFER INCENTIVE CONTRACT**

Administered by Le Sueur County  
Environmental Services

**GENERAL INFORMATION**

Lake Volney CWP and Le Sueur SWCD District	Contract No. <b>LUCWP 07-01</b>	Individual or Group	Name Other Funding Sources <b>CWP, Feedlots</b>	<input type="checkbox"/> Canceled	<input type="checkbox"/> Amendment	<input type="checkbox"/> Completed
(Board Meeting Dates)						

**APPLICANT**

Land Occupier <b>Tom Gregor</b>	Address <b>38891 181<sup>st</sup> Ave</b>	City/State <b>Montgomery MN</b>	Zip Code <b>56069</b>	Phone Number <b>507-364-7964</b>
------------------------------------	--	------------------------------------	--------------------------	-------------------------------------

**CONSERVATION PRACTICE LOCATION**

Township Name <b>Montgomery</b>	Township <b>111</b>	Range <b>23</b>	Section <b>29</b>	1/4, 1/4 Section <b>CCAA</b>	County and Water shed <b>Le Sueur County Upper Cannon WS</b>	Watershed No. <b>39103</b>	Identify Priority Area TMDL Watershed <b>Lake Volney WS</b>	TMDL Yes
------------------------------------	------------------------	--------------------	----------------------	------------------------------------	---	----------------------------------	---	-------------

**CONTRACT INFORMATION**

I (we), the undersigned, do hereby request cost-share assistance to help defray the cost of installing the following:  
**Harvestable Buffer Strip** practice(s) listed on the second page of this contract. It is understood that:

- The land occupier or landowner is responsible for the operation and maintenance of practices applied under this program to ensure that the conservation objective of the practice is met and the effective life, a **minimum of 10 years**, is achieved. Should the land occupier or landowner fail to maintain the practice during its effective life, the land occupier or landowner is liable to the Minnesota Pollution Control Agency for the full amount of financial assistance received to install and establish the practice. The land occupier or landowner is not liable for incentive assistance received if the failure was caused by reasons beyond the land occupier or landowner's control, or if conservation practices are applied at the land occupier or landowner's expense that provide equivalent protection of soil and water resources.

In no case shall a conservation district provide cost-share assistance to a land occupier or landowner for the reapplication of a practice that was removed by the land occupier or landowner during its effective life without consent of the conservation district board or that failed due to improper maintenance. The specific operation and maintenance requirements for the conservation practice listed are described in the operation and maintenance plan prepared for this contract by the conservation district technical representative. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the land occupier or landowner who signed this contract to advise the new owner that this contract is in force.

- Practice(s) must be planned and installed in accordance with technical and specifications of the:  
**USDA Natural Resource Conservation Service Field Office Technical Guide**
- Increases in the practice units or cost must be approved by the conservation district board and CWP project coordinator as a condition to increase the cost-share payments by amendment.
- This contract, when approved by the conservation board, will remain in effect unless canceled by mutual agreement, except where installations of practices covered by this contract have not been started by June 30, 2007, this contract will be automatically terminated on that date.
- Practices will be installed by **June 15, 2007** (date) unless this contract is amended by mutual consent to reschedule the work and funding.
- Items of cost for which reimbursement is claimed on the Incentive/Cost-Share Voucher & Practice Certification form are to be supported by invoices/receipts for payments and will be verified by the conservation district board as practical and reasonable. The district board and/or County has the authority to make adjustments to the costs submitted for reimbursement

*original*



**APPLICANT SIGNATURES**

The landowner's and land occupier's signature indicates their agreement to:

1. Grant the conservation district's representative(s) access to the parcel where the conservation practice will be located. [initial/date] T.E.G. 4-3-07
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.
3. Be responsible for the operation and maintenance of conservation practices applied under this program in accordance with an operation and maintenance plan prepared by the conservation district technical representative.
4. Not accept cost-share funds, from state and federal sources combined that are in excess of 75 percent of the total cost to establish the conservation practice. OK T.E.G.

Date <u>4-3-07</u>	Landowner <u>Tom E. Grey</u>	Address	City/State/Zip Code
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Date <u>4-3-07</u>	Land Occupier <u>Tom E. Grey</u>	Address	City/State/Zip Code
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**CONSERVATION PRACTICE**

The conservation practice category for which cost-share is requested is 7.95 Acres Harvestable Buffer Strip

Primary FOTG Number(s)	Supporting FOTG Number(S)	Engineering Practice (yes or no)	Cost Estimate
------------------------	---------------------------	----------------------------------	---------------

**TECHNICAL ASSESSMENT AND COST ESTIMATE**

I have reviewed the site where the above listed conservation practice(s) are to be installed and find that they are needed and that the estimated quantities and costs are practical and reasonable.

Conservation District Technical Representative <u>Hane Krauthamer</u>	Date <u>4-3-07</u>
--	-----------------------

**AMOUNT AUTHORIZED FOR INCENTIVE PAYMENT**

Incentive not to exceed \$ 14,508.75

Seed and other costs with prices listed on the proposal.

Conservation District Board, Chair <u>Glen Braun</u>	Board Meeting Date <u>4-10-07</u>
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**AMOUNT AUTHORIZED FOR PAYMENT**

The amount authorized for payment from the Cost-Share Voucher/Practice Certification form is \$ 14,508.75

Conservation District Board, Chair <u>Glen Braun</u>	Board Meeting Date <u>7-10-07</u>
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Project:  
LAKE VOLNEY  
CWP

**CLEAN WATER PARTNERSHIP GRANT  
COST-SHARE/BUFFER INCENTIVE ASSISTANCE  
VOUCHER**

Administered by Le Sueur County

COST - SHARE VOUCHER & PRACTICE CERTIFICATION FORM					
A PAYEE INFORMATION <input type="checkbox"/> Check if name or address change			B PROJECT INFORMATION		
Name: Tom Gregor			Contract Number: LVCWP 07-01		
Address: 38891 181 <sup>st</sup> Ave			<input checked="" type="checkbox"/> Buffer Payment <input type="checkbox"/> Wetland Rest. Assistance <input type="checkbox"/> Cost-Share		
City, State, & Zip Code: Montgomery MN 56069			Practice Type (one only) <b>Buffer</b>	Practice Area	Acres Completed: <b>3.8</b>
C COST INFORMATION			<input type="checkbox"/> Arial Photo		
P/R	ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
	Planting Costs	7.95	Acres	\$ 7.50	\$ 59.63
	Buffer Incentive Program	7.95	Acres	\$182.50	\$ 14,508.75
	Wetland Restoration Assistance				
R - Received Item/Invoiced Item    I - In - Kind Contribution    (attach additional sheets as necessary)					<b>Total \$ 14,568.38</b>
I certify that this is an accurate and true summation of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items not used on the project, I have corrected them accordingly.					
<u>Tom E. Gregor</u> (Payee Signature)			<u>6-14-07</u> (Date)		
D PAYMENT INFORMATION			Buffer & Wetland PROGRAMS		
Total Cost of Practice: \$ _____			CWP Buffer Incentive Payme <input type="text" value="\$ 7,284.19"/>		
Program Cost share Payment: (Federal) - \$ _____			Wetland Assistance Payment <input type="text" value="\$"/>		
Other Funding Sources (b)			Other Feedlot <input type="text" value="\$ 7,284.19"/>		
_____ - \$ _____					
_____ - \$ _____					
_____ - \$ _____					
Landowner/Land occupier Cost: <input type="text" value="\$"/>			<b>COST-SHARE Program</b> (b+c cannot exceed 75% of a)		
			(a) Total Cost Approved: \$ _____		
			(b) Other Federal funds ____% \$ _____		
			or Non Federal funds ____% \$ _____		
			(c) CWP Funds ____% <input type="text" value="\$"/>		
			Technical Assistance ____% of (c) <input type="text" value="\$"/>		
\$ _____ - _____ = _____ Encumber      Payment      Slippage					
SWCD CERTIFICATION					
I certify that an inspection has been performed and that the items identified in part C have been completed and are in accordance with the required practice standards and specifications.					
<u>Gene Southemer</u> (Conservation District Technical Representative)			<u>7-10-07</u> (Date)		



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# Le Sueur County, MN

Tuesday, January 24, 2017

Board Meeting

## Item 5

**9:45 a.m. Jeff Neisen, IT Director (10 Min)**

*RE: 2017 New PC quote*

Staff Contact: Jeff Neisen



IT PRODUCTS TECHNOLOGY SOLUTIONS PEACE OF MIND®

ITsavvy LLC  
 313 South Rohlwing Road  
 Addison, IL 60101  
 www.ITsavvy.com

Quote Details	
Quote #:	2924290
Date:	01/18/2017
Payment Method:	Net 30 Days
Client PO#:	
Shipping Method:	Ground

**Bill To:**  
 Le Sueur County  
 Accounts Payable  
 88 S Park Ave  
 Le Center, MN 56057  
 United States  
 507-357-8286

**Ship To:**  
 Le Sueur County  
 Jay Hanna  
 88 S Park Ave  
 Le Center, MN 56057-1658  
 United States  
 507-357-8286

**Client Contact:**  
 Jay Hanna  
 (P) 507-357-8579  
 jhanna@co.le-sueur.mn.us

**Client Executive:**  
 Jason Hawkins  
 (P) 630.396.6318  
 (F) 630.396.6322  
 jhawkins@ITSavvy.com

**Description:** Desktops and Laptops

Item Description	Part #	Tax	Qty	Unit Price	Total
1 <b>HP ProDesk 600 G2</b> SFF - 1 x Core i5 6500 / 3.2 GHz - RAM 4 GB - HDD 500 GB - DVD SuperMulti - HD Graphics 530 - GigE - Win 7 Pro 64-bit (includes Win 10 Pro 64-bit License) - monitor: none - Smart Buy Manufacturer Part #: P5U69UT#ABA	16656011	Y	46	\$612.00	\$28,152.00
2 <b>Crucial</b> DDR4 - 4 GB - DIMM 288-pin - 2133 MHz / PC4-17000 - CL15 - 1.2 V - unbuffered - non-ECC Manufacturer Part #: CT4G4DFS8213	16137216	Y	46	\$26.50	\$1,219.00
3 <b>HP ProBook 650 G2</b> Core i7 6600U / 2.6 GHz - Win 7 Pro 64-bit (includes Win 10 Pro 64-bit License) - 8 GB RAM - 256 GB SSD - DVD SuperMulti - 15.6" 1920 x 1080 (Full HD) - HD Graphics 520 - Bluetooth Manufacturer Part #: V1P80UT#ABA	16771782	Y	13	\$1,174.00	\$15,262.00
4 <b>HP 2012 90W Docking Station</b> Docking station - 90 Watt - Smart Buy - US Manufacturer Part #: A7E32UT#ABA	14053863	Y	7	\$122.00	\$854.00
5 <b>HP EliteBook 820 G3</b> Ultrabook - Core i7 6600U / 2.6 GHz - Win 7 Pro 64-bit (includes Win 10 Pro 64-bit License) - 8 GB RAM - 256 GB SSD TCG Opal Encryption 2 - 12.5" IPS 1920 x 1080 (Full HD) - HD Graphics 520 - Wi-Fi, NFC, Bluetooth Manufacturer Part #: V1H03UT#ABA	16757243	Y	4	\$1,656.00	\$6,624.00
6 <b>NVIDIA GeForce GT730</b> Graphics card - GF GT 730 - 2 GB DDR3 - PCIe x8 low profile - DVI, DisplayPort - for EliteDesk 705 G2, 800 G2; EliteOne 800 G2; ProDesk 400 G3, 490 G3, 600 G2 Manufacturer Part #: N3R90AT	16603454	Y	8	\$82.00	\$656.00
7 <b>Planar PLL2210W</b> LED monitor - 22" - 1920 x 1080 Full HD - 250 cd/m <sup>2</sup> - 1000:1 - 5 ms - DVI-D, VGA - black - with 3-Years Warranty Planar Customer First Manufacturer Part #: 997-6897-00	13810375	Y	22	\$98.00	\$2,156.00
8 <b>Planar Dual Monitor</b> Stand for 2 LCD displays - black - screen size: 15" - 24" Manufacturer Part #: 997-5253-00	13818438	Y	12	\$68.00	\$816.00
9 <b>C2G 8in DisplayPort to VGA Adapter Converter</b> M/F Active Black - VGA adapter - HD-15 (F) to DisplayPort (M) - 8 in - latched - black Manufacturer Part #: 54323	16001560	Y	15	\$18.00	\$270.00

Subtotal: \$56,009.00  
 Shipping: \$0.00  
 Tax: Exempt  
**TOTAL: \$56,009.00**

ITsavvy is always looking to deliver the lowest cost possible to our clients. This results in fluctuating prices that you will find are lower more often than not. However, prices are subject to increases without notice in the event of a manufacturer or distributor price increase. Available inventory is subject to change without notice. This document is a quotation only and is not an order or offer to sell.

We do accept credit cards for payment. However, if the credit card is provided after the order has been invoiced there will be a charge of 3% of the total purchase.

Unless specifically listed above, these prices do NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material.

All non-recurring services are 50% due upon signing of contract, 40% due upon delivery of equipment, balance due upon install.

ITsavvy's General Terms and Conditions of Sale, which can be found at [www.ITsavvy.com/termsandconditions](http://www.ITsavvy.com/termsandconditions), shall apply to and are incorporated into all agreements with Client, including all Orders.

Printed Name: \_\_\_\_\_

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

Authorized Signature: \_\_\_\_\_

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

# SALES QUOTE

GovConnection, Inc.  
732 Milford Road  
Merrimack, NH 03054

**Account Executive:** John Giordano  
**Phone:** (800) 800-0019 ext. 33269  
**Fax:** (603) 683-0425  
**Email:** jgiordano@govconnection.com

**# 24260728.05-W1**

PLEASE REFER TO THE ABOVE  
QUOTE # WHEN ORDERING

**Date:** 1/23/2017  
**Valid Through:** 1/31/2017  
**Account #:** S01332/4534406

**Account Manager:**  
**Phone:**  
**Fax:**  
**Email:**

**Customer Contact:** Jay Hanna  
**Email:** jhanna@co.le-sueur.mn.us

**Phone:** (507) 357-8286  
**Fax:** (507) 357-4812

QUOTE PROVIDED TO:	SHIP TO:
AB#: 4534406 <b>LE SUEUR COUNTY COURTHOUSE</b> ACCOUNTS PAYABLE 88 SOUTH PARK AVENUE LE CENTER, MN 56057  (507) 357-2251	AB#: 4541495 <b>LE SUEUR COUNTY COURTHOUSE</b> 88 SOUTH PARK AVENUE LE CENTER, MN 56057  (507) 357-2251

DELIVERY	FOB	SHIP VIA	SHIP WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Heavy Weight Ground	1,472.00 lbs	NET 30	

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: www.govconnection.com, or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Please refer to our Quote Number in your order.

* Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
1	46	30729089	P5U69UT#ABA	ProDesk 600 G2 SFF Core i5-6500 3.2GHz / 4GB / 500GB / HD530 / DVD- RW / GbE / W7P64-W10P Hewlett Packard Commercial PCs	Hewlett Packard Commercial PCs	\$ 605.00	\$ 27,830.00
2	46	17714245	CT4G4DFS8213	4GB PC4-17000 288-pin DDR4 SDRAM DIMM Micron Consumer Products Group Inc	Micron Consumer Products Group Inc	\$ 27.12	\$ 1,247.52
3	13	30984258	V1P80UT#ABA	ProBook 650 G2 Core i7-6600U 2.6GHz / 8GB / 256GB / DVD SM / abgn / BT / FR / WC / 3C / 15.6" FHD / W7P64-W10P Hewlett Packard Commercial PCs	Hewlett Packard Commercial PCs	\$ 1,150.00	\$ 14,950.00
4	7	14460091	A7E32UT#ABA	2012 90W Docking Station Hewlett Packard Accessories	Hewlett Packard Accessories	\$ 127.39	\$ 891.73
5	8	30550142	N3R90AT	NVIDIA GeForce GT 730 PCIe Graphics Card, 2GB DDR3 SDRAM Hewlett Packard Accessories	Hewlett Packard Accessories	\$ 84.37	\$ 674.96
6	12	8565081	997-5253-00	Dual Monitor Stand, Black Planar Systems	Planar Systems	\$ 71.14	\$ 853.68
7	22	14855350	997-6897-00	22" PLL2210W Full HD LED-LCD Monitor, Black Planar Systems	Planar Systems	\$ 97.77	\$ 2,150.94
8	15	17074090	54323	DisplayPort to VGA M / F Adapter Cable, Black, 8in C2G (Cables To Go)	C2G (Cables To Go)	\$ 22.60	\$ 339.00
9	4	31000901	V1H03UT#ABA	EliteBook 820 G3 Core i7-6600U 2.6GHz / 8GB / 256GBSSD / ac / abgn / BT / FR / WC / 3C / 12.5" FHD / W7P64-W10 Hewlett Packard Commercial PCs	Hewlett Packard Commercial PCs	\$ 1,664.22	\$ 6,656.88
<b>Subtotal</b>						\$	<b>55,594.71</b>
<b>Fee</b>						\$	<b>0.00</b>
<b>Shipping and Handling</b>						\$	<b>0.00</b>
<b>Tax</b>							<b>Exempt!</b>
<b>Total</b>						\$	<b>55,594.71</b>



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# Le Sueur County, MN

Tuesday, January 24, 2017

Board Meeting

## Item 6

**9:55 a.m. Darrell Pettis, County Administrator / Engineer**

*RE: Letter from Mr. Holmgren, Chief Public Defender, 1st Judicial District*

*RE: SMIF Letter*

*RE: Open Seasonal Bids on Tuesday, Feb. 21st at 10:00 a.m.*

*RE: Misc.*

Staff Contact:



**FIRST JUDICIAL DISTRICT PUBLIC DEFENDER**

919 Vermillion Street, Suite 200  
Hastings, Minnesota 55033  
(651) 480-0122  
Fax: (651) 480-0121

January 17, 2017

Honorable Terrence E. Conkel  
Chief Judge of the 1<sup>st</sup> Judicial District  
McLeod County Courthouse  
830 11th Avenue E.  
Glencoe, MN 55336

Re: Funding of Expert Witnesses, Transcripts, Interpreters, etc. pursuant to  
Minnesota Statute 611.21

Dear Judge Conkel:

I am writing to inform you that my office no longer has funds available for expert witnesses, transcripts, interpreters, medical records and other services necessary for an adequate defense. As a result, we will resume petitioning for funding of these expenses pursuant to Minnesota Statute 611.21. This will be necessary until our new fiscal year begins on July 1, 2017.

Unless you prefer that we use a different procedure, public defenders will again contact me before making a Minn. Stat. 611.21 request to the court. If I agree that their request is appropriate, I will provide the attorney with a signed *Ex Parte Application for 611.21 Funds* stating that my office no longer has funds available for the requested expense. The attorney will then present to the court my signed *Ex Parte Application*, a proposed Order, and any such additional information as the court may require showing that the requested service is necessary for an adequate defense.



As we have done in the past, requests for funding of \$1000 or less will be made to the judge assigned to the case. If no judge has been specifically assigned to a case, they will be made to any judge chambered in the county where the case originated.

Requests for funding exceeding \$1000 will be made to Assistant Chief Judge Messerich for cases in Dakota and Goodhue Counties, and to you for cases in Carver, LeSueur, McLeod, Scott and Sibley Counties.

Please let me know if you have any questions, concerns, or if you would like us to use a different procedure.

I regret the inconvenience this will cause to everyone involved.

Sincerely,



Steve Holmgren  
Chief Public Defender  
1<sup>st</sup> Judicial District  
Email: [steve.holmgren@pubdef.state.mn.us](mailto:steve.holmgren@pubdef.state.mn.us)  
Telephone: 651-539-1029

cc: Honorable Kathryn Davis Messerich  
Assistant Chief Judge  
Dakota County Judicial Center  
1560 W. Highway 55  
Hastings, MN 55033



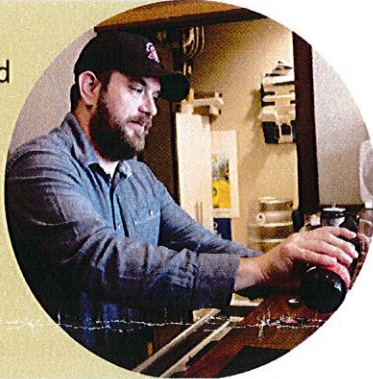
SOUTHERN MINNESOTA  
INITIATIVE FOUNDATION

Collaborating for Regional Vitality

525 Florence Avenue • PO Box 695 • Owatonna, MN 55060-0695  
PH 507.455.3215 • FAX 507.455.2098 • [smifoundation.org](http://smifoundation.org)

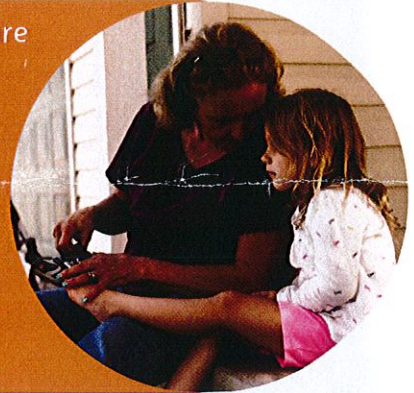
"We needed one win, someone to believe in and support us. SMIF was that win for us. Without SMIF there would be no F-Town."

-Travis Temke, Co-Owner, F-Town Brewing Company



"SMIF's Quality Child Care Courses, along with the annual Early Childhood Care Conference, have been so helpful. Both are great ways to get new ideas."

-LaDonna Hoffman, Sleepy Eye child care provider



January 2017

Darrell Pettis  
Le Sueur County  
Courthouse  
88 Park Ave S  
Le Center, MN 56057-1600

Dear Mr. Pettis and County Board;

It's amazing how much can happen in a year! Your support for southern Minnesota initiatives has helped us move the needle in so many ways this past year: new small businesses opening along main streets, more child care providers pursuing their Parent Aware Rating and viewing themselves as business owners, and more rural philanthropic wealth captured for new community projects.

I'll never cease to be amazed at how innovative and resourceful the people of southern Minnesota are. Your generosity is a good investment in our region's most valuable asset: the people.

Thank you for your contribution of \$3,000 towards Southern Minnesota Initiative Foundation in 2016. Because of you, we are making a difference.

Sincerely,

Tim Penny, President & CEO  
Southern Minnesota Initiative Foundation

"We bring in opportunities that might not otherwise be possible. It's a wonderful moment when those Little Huskers come across the finish line; you would think they'd won a gold medal!"

-Sue Kolling,  
Spring Valley Area  
Community Foundation



Thank you!



Southern Minnesota Initiative Foundation is a 501(c) (3) organization; your gift is tax deductible. No goods or services were provided to the donor.



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# Le Sueur County, MN

Tuesday, January 24, 2017

Board Meeting

## Item 7

### Board Member Committee Reports

Staff Contact:

# **Le Sueur County, MN**

**Tuesday, January 24, 2017**

**Board Meeting**

## **Item 8**

### **Future Meetings**

**Staff Contact:**

# Future Meetings

## January - March 2017

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January 24, 2017	<b>Board Meeting, 9:00 a.m.</b>
January 26, 2017	City-County Meeting, 6:30 p.m. in Waterville at The Village
January 31, 2017	No Board Meeting
February 7, 2017	<b>Board Meeting, 9:00 a.m.</b> <b>*11:00 a.m. Work Session - Outpatient Chemical Dependency/Mental Health Program</b> <b>*Le Sueur-Waseca CHB Meeting, 1:00 p.m.</b>
February 9, 2017	P&Z Meeting, 7:00 p.m. Environmental Services Building
February 11, 2017	Annual Township Meeting, 10:00 a.m. at the Environmental Services Bldg.
February 14, 2017	No Board Meeting
February 16, 2017	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
February 20, 2017	<b>Offices Closed – Presidents’ Day</b>
February 21, 2017	<b>Board Meeting, 9:00 a.m. in Courtroom A, Second Floor</b>
February 28, 2017	<b>Board Meeting, 9:00 a.m.</b>
March 7, 2017	<b>Board Meeting, 9:00 a.m.</b>
March 9, 2017	P&Z Meeting, 7:00 p.m. Environmental Services Building
March 12, 2017	Daylight Saving Time begins
March 14, 2017	No Board Meeting

- March 16, 2017                    **Le Sueur – Rice County Joint Ditch 38 Informational Meeting, 10:00 a.m. at the 4H Family Center in Le Center**
- March 16, 2017                    Board of Adjustment Meeting, 3:00 p.m.  
Environmental Services Building
- March 21, 2017                    **Board Meeting, 9:00 a.m.**
- March 23, 2016                    **Le Sueur – Rice County Joint Ditch 38 Redetermination of Benefits Public Hearing, 10:00 a.m. at the 4H Family Center in Le Center**
- March 28, 2017                    **Board Meeting, 9:00 a.m.**