



Le Sueur County, MN

Tuesday, February 21, 2017

Board Meeting

Item 1

9:00 a.m. Agenda and Consent Agenda

RE: February 7, 2017 Minutes and Summary Minutes

RE: Caribou Gun Club - Renewal of Consumption and Display Permit

RE: Blue Earth County Chapter of MN Pheasants, Inc. Gambling Application

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting February 7, 2017

The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 7, 2017 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfing, 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 24, 2017 County Board Minutes and Summary Minutes
- Approved January 2017 Transfers

#1639 Transfer 2,922.00 from Agency to Revenue (January Landshark)

#1640 Transfer 46,744.00 from Cap Imp to Revenue (Correct war #41827; 8-12-16)

#1641 Transfer 172.62 from Human Services to Road & Bridge (December Fuel)

#1642 Transfer 33.68 from Victim Witness to Road & Bridge (December Fuel)

#1643 Transfer 38.89 from Env Services to Road & Bridge (December Fuel)

#1644 Transfer 2,025.89 from Revenue to Road & Bridge (December Fuel- Parks – 1649.71; Assessor 132.76; Maint 124.33; EM 26.03; Vets 93.06)

#1645 Transfer 23,800.00 from Agency to Revenue (2016 Wages for Gun Permits)

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

Financial: \$95,258.68

Soc Services: \$186,728.88

Brian Collins, Field Services District Supervisor with MN Department of Corrections appeared before the Board to introduce himself.

Tammi Tikalsky and Betsy Lasch appeared before the Board to discuss County Road 29 safety concerns.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to add flashing stop signs to the intersection of County Road 29 and First Avenue SE and to request a speed study review by MnDOT.

Chad Washa, Le Sueur County Fair Board President appeared before the Board to present the 2017 budget and announced his resignation as president of the Le Sueur County Fair Board in November of 2017.

Jim Goltart, Veterans Services appeared before the Board with two items for discussion and approval.

On motion by Wetzel, seconded by Connolly and unanimously approved, the Board approved the out of state travel request for Jim Goltart and Jamie Von Bank to attend the NACVSO from June 10-17, 2017 in San Diego, California.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the out of state travel request for Lori Moon to attend training from April 10-14 in Omaha, Nebraska.

The Board directed Jim Goltart to meet with the Human Resources Committee on March 7, 2017 to discuss salary/wage requests.

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

On motion by King, seconded by Wetzel and unanimously approved, the Board approved the recommendation to grant regular status to Megan Kelly, full time Agency Social Worker in Human Services, effective January 27, 2017. Megan has completed the six-month trial period.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to grant regular status to Erin Wachtel, full time Eligibility Worker in Human Services, effective February 1, 2017. Erin has completed the six-month probationary period.

On motion by Connolly seconded by Gliszinski and unanimously approved, the Board approved the recommendation to grant regular status to Allan Sowieja, part time Correctional Officer/Dispatcher in the Sheriff's Office, effective January 28, 2017. Allan has completed the six-month probationary period.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved the recommendation to accept the retirement request from Don Reak, full time Parks/911 Coordinator/Ag Inspector in the Highway Department, effective April 30, 2017. Don has been employed with Le Sueur County since December 1978.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to post and advertise for a full time Parks/911 Coordinator/Ag Inspector in the Highway Department as a Grade 11, Step 1 at \$24.01 per hour.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved the recommendation to hire Tiffany Hering as a full time Registered Nurse in Public Health, as a Grade 10, Step 4 at \$25.19 per hour, effective March 7, 2017.

Jim McMillen, Maintenance Director and Bob Strand, Technical Solutions appeared before the Board with one item for discussion and approval.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved a quote from Technical Solutions for an audio/video upgrade in the Commissioners room.

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

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a Le Sueur - Rice County Joint Ditch 5 Appointment Order.

The Commissioners agreed to personally donate \$10 each to the Joyride sober ride shuttle service to be available on March 11, 2017.

On motion by Gliszinski, seconded by Wetzel and unanimously approved, the Board approved an out of state travel request for Darrell Pettis and Dave Tiegs to attend the NACE Conference, April 9-13, 2017 in Cincinnati, OH.

On motion by King, seconded by Connolly and unanimously approved, the Board approved to set the date of April 18, 2017 at 11:00 a.m. for informational public hearings for County Ditches #23, #43 and #44 as well as a public hearing regarding the filing of a ditch lien to eliminate the ditch debt of County Ditch #23.

On motion by King, seconded by Connolly and unanimously approved, the Board approved to schedule the 2017 Board of Equalization meeting for Wednesday, June 14, 2017 at 6:30 p.m. and will reconvene at the June 27, 2017 Board Meeting at 10:00 a.m. at the Le Sueur County Courthouse.

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board approved to open a closed meeting to develop an offer to purchase real property, parcels 20.575.0570, 20.575.0580 and 01.103.7600 per MN Stat. 13D.05 (3) (c) (3).

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to close the closed meeting.

On motion by Wetzel, seconded by Gliszinski and approved 4-1 with Connolly opposed, the Board approved to make an offer to the City of Le Center to purchase both parcels 20.575.0570 and 20.575.0580 for \$175,000.

On motion by Gliszinski, seconded by Wetzel and approved 4-1 with King opposed, the Board directed Darrell Pettis to continue negotiations to acquire right of way on parcel 01.103.7600.

Commissioner Committee Reports:

Commissioners King and Wetzel attended a Tri County Transit Advisory Board meeting. Discussion included roles and responsibilities and naming the system. Commissioner Wetzel commented that the Advisory Committee was not included in the system naming process. Commissioner King pointed out that the JPA will be an agreement for how the three counties will divide their 15% cost responsibility and that VINE owns the transit system assets.

Commissioner Wetzel attended a county officials meeting in Waterville.

Commissioner Rohlfiing attended a City-County meeting and discussion included a potential program and grant to purchase and fill sand bags for future floods. Rohlfiing also attended an MRCI meeting where discussion topics included changing housing rules and transit issues. Commissioner Rohlfiing also reviewed a list of 2017 goals for the Board. King recommended adding budget focus and transit to that list.

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

Warrant #	Vendor Name	Amount
44054	A'Viands	\$ 8,182.34
44055	Advanced Correctional Healthcare Inc.	\$ 2,281.59
44059	Alternative Business Furniture	\$ 9,154.15
44061	Ancom Communications	\$ 16,409.00
44066	Blue Earth Co Finance Dept.	\$ 3,317.38
44069	Bolton & Menk Inc.	\$ 2,200.00
44072	Cargill Inc.	\$ 33,245.24
44074	Christian, Keogh, Moran & King	\$ 3,142.84
44075	Claybaugh Preservation Architecture Inc.	\$ 13,554.00
44085	Genesis	\$ 25,715.69
44094	Javens Mechanical Contracting Inc.	\$ 8,879.48
44096	Kris Engineering Inc.	\$ 22,612.20
44102	Le Sueur Co Soil & Water Conservation Dist.	\$ 5,968.37
44103	Richard Lea	\$ 2,490.00
44116	Motorola Inc.	\$ 30,753.00
44119	Norchem Drug Testing	\$ 5,193.75
44122	Shawn Onken	\$ 58,542.00
44125	Paragon Printing & Mailing Inc.	\$ 3,820.14
44134	Steve Rutt	\$ 27,873.00
44136	S.E.H. Inc.	\$ 49,901.75
44138	Smith, Schafer & Associates, LTD	\$ 3,410.00
44148	Suel Printing Co.	\$ 2,359.00
44150	Syntax Inc.	\$ 4,248.00
44152	Technical Solutions of Madison Lake Inc.	\$ 2,247.41
44159	Tri-County Solid Waste	\$ 24,416.32
92	Claims paid less than \$2,000.00:	\$ 42,194.87
25	Claims paid more than \$2,000.00:	\$369,916.65
117	Total all claims paid:	\$412,111.52

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, February 21, 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, February 7, 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 claims for Human Services: Financial: \$95,258.68 and Soc Services: \$186,728.88 (Gliszinski-King)
- Approved to add flashing stop signs to the intersection of County Road 29 and First Avenue SE and to request a speed study review by MnDOT. (Gliszinski-King)
- Approved an out of state travel request for Jim Goltart and Jamie Von Bank. (Wetzel-Connolly)
- Approved an out of state travel request for Lori Moon. (Gliszinski-King)
- Approved to grant regular status to Megan Kelly in Human Services. (King-Wetzel)
- Approved to grant regular status to Erin Wachtel in Human Services. (Gliszinski-Connolly)
- Approved to grant regular status to Allan Sowieja in the Sheriff's Office. (Connolly-Gliszinski)
- Approved the retirement request from Don Reak. (Wetzel-King)
- Approved to post and advertise for a full time Parks/911 Coordinator/Ag Inspector. (Gliszinski-Connolly)
- Approved the recommendation to hire Tiffany Hering in Public Health. (Wetzel-King)
- Approved a quote from Technical Solutions for an audio/video upgrade in the Commissioners room. (King-Gliszinski)
- Approved a Le Sueur - Rice County Joint Ditch 5 Appointment Order. (Wetzel-Gliszinski)
- Approved an out of state travel request for Darrell Pettis and Dave Tiegs. (Gliszinski-Wetzel)
- Approved to set the date of April 18, 2017 at 11:00 a.m. for informational public hearings for County Ditches #23, #43 and #44 as well as a public hearing regarding the filing of a ditch lien to eliminate the ditch debt of County Ditch #23. (King-Connolly)
- Approved to schedule the 2017 Board of Equalization meeting for Wednesday, June 14, 2017 at 6:30 p.m. and will reconvene at the June 27, 2017 Board Meeting at 10:00 a.m. at the Le Sueur County Courthouse. (King-Connolly)
- Approved to open a closed meeting to develop an offer to purchase real property, parcels 20.575.0570, 20.575.0580 and 01.103.7600 per MN Stat. 13D.05 (3) (c) (3). (Connolly-Wetzel)
- Approved to close the closed meeting. (King-Gliszinski)
- Approved to make an offer to the City of Le Center to purchase both parcels 20.575.0570 and 20.575.0580 for \$175,000. (Wetzel-Gliszinski)
- The Board directed Darrell Pettis to continue negotiations to acquire right of way on parcel 01.103.7600. (Gliszinski-Wetzel)
- The following claims were approved for payment: (Wetzel-King)

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25	Claims paid more than \$2,000.00:	\$369,916.65
117	Total all claims paid:	\$412,111.52

•Adjourned until Tuesday, February 21, 2017 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement
445 Minnesota Street, Suite 222
St. Paul, MN 55101
651-201-7512

RENEWAL OF CONSUMPTION AND DISPLAY PERMIT

Permit Fee \$250 (Renewal Date: April 1)

ID# 262	License Code CDPBL
Caribou Gun Club Inc.	
Caribou Gun Club	
30649 380th St	
LeSueur	MN 56058
Business Phone 5076653796	

IF NAME AND ADDRESS
SHOWN ARE NOT
CORRECT, MAKE
CHANGES BELOW

Worker's Comp. Ins. Name SFM Policy # 048710,806 Policy Period 7/26/2016/7/26/2017
City/County where permit approved LeSueur
Licensee Name RANDY L VOSS / CARIBOU GUN CLUB
Address, City, State, Zip 30649 - 380th Street
Business Phone 507-665-3796 Email CARIBOU GUN CLUB @ Yahoo.com

By signing this renewal application, applicant certifies that there has been no change in ownership, corporate officers, bylaws, membership, partners, home addresses, or telephone numbers. If changes have occurred during the past 12 months, please give details on the back of this renewal, then sign below.

Applicant's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Applicant confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
2. Applicant confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
3. Applicant confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on the back of this renewal, then sign below.
4. Applicant confirms that workers compensation insurance is in effect for the full license period.
5. Applicant confirms, no club on-sale intoxicating liquor license is held.
6. Applicant confirms business premises are separate from any other business establishment.

Licensee Signature Randy L Voss Date Feb-4-17
(Signature certifies all application information to be correct and permit has been approved by city/county.)

City Clerk/County Signature _____ Date _____
(Signature certifies that a consumptions and display permit has been approved by the city/county as stated above.)

**MAKE CHECKS PAYABLE TO: DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT
AND RETURN WITH APPLICATION**

Amount Received _____

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: Blue Earth County Chapter of Minnesota Pheasants, Inc. Previous Gambling Permit Number: X-33227-17-011

Minnesota Tax ID Number, if any: 4854207 Federal Employer ID Number (FEIN), if any: 41-1597196

Mailing Address: PO Box 202

City: Good Thunder State: MN Zip: 56037 County: Blue Earth

Name of Chief Executive Officer (CEO): Howard O. Ward

Daytime Phone: 507-549-3151 Email: hottoward@gmail.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

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 Street

City or Township: Le Sueur Zip: 56058 County: Le Sueur

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday, July 22, 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: \$ 24,000.00)

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)

**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 County

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: Howard O. Ward Date: 02-13-2017
(Signature must be CEO's signature; designee may not sign)

Print Name: Howard O. Ward

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: 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.

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

An Equal Opportunity Employer