



Le Sueur County, MN

Tuesday, February 28, 2017

Board Meeting

Item 1

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

RE: February 21, 2017 Minutes and Summary Minutes

RE: Le Sueur Valley Ducks Unlimited Gambling Application

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting February 21, 2017

The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 21, 2017 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Also present were Darrell Pettis and Brent Christian. Steve Rohlfing was excused.

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

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

- Approved the February 7, 2017 County Board Minutes and Summary Minutes
- Approved a Renewal of Consumption and Display Permit for Caribou Gun Club
- Approved a gambling application for the Blue Earth County Chapter of MN Pheasants

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 Connolly, seconded by King and unanimously approved, the Board approved and authorized the Board Vice Chair and County Administrator to sign an InnerSight Counseling Group Contract for 2017-18.

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

Financial:	\$108,835.40
Soc Services:	\$107,706.75

Ann Traxler appeared before the Board with several items for discussion and approval.

On motion by King, seconded by Connolly and unanimously approved, the Board approved an out of state travel request for Emergency Management staff to attend training in Las Vegas, NV from April 23-25, 2017.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved an out of state travel request for Emergency Management staff to attend training in New Mexico from November 5-10, 2017.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to move forward with the purchase of a portable sandbag machine.

Darrell Pettis, County Administrator presented Ann Traxler, Emergency Management Director with a FEMA award.

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

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to grant regular status to Jeremy Swenson, part time Compliance Specialist in Drug Court, effective February 17, 2017. Jeremy has completed the six-month probationary period.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to renew the Le Sueur County Telecommute Agreement with Roxanne Braun-Billings, full time Team Lead Social Work, in Human Services, effective March 1, 2017 to March 1, 2018.

On motion by Connolly, seconded by King and unanimously approved, the Board approved a one-year contract between Le Sueur County and SafeAssure to provide OSHA compliance education and workplace safety training services.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the 2017 Wellness Program Plan.

At 10:00 a.m. on motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to accept the Annual Seasonal Bids for asphalt, aggregate, equipment rentals and materials.

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

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the certificate of performance and final payment amount of \$236,193.27 to Crane Creek Asphalt for SAP 040-632-007, SAP 040-632-008 (CSAH 32) and CP 2116 (CR 126).

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the County Administrator to sign the following State Highway Funds Advance Resolution:

**LE SUEUR COUNTY
STATE AID HIGHWAY FUNDS ADVANCE RESOLUTION**

WHEREAS, the County of Le Sueur is planning to implement County State Aid Street Project(s) in 2017 which will require State Aid funds in excess of those available in its State Aid Regular Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date: 02/13/2017 \$2,392,144.34

Less estimated disbursements:

Project <u>SAP 40-030-012</u>	<u>\$1,200,000.00</u>
Project <u>SAP 40-603-026</u>	<u>\$350,000.00</u>
Project <u>SAP 40-603-028</u>	<u>\$1,125,000.00</u>
Project <u>SAP 40-612-009</u>	<u>\$250,000.00</u>
Project <u>SAP 40-626-045</u>	<u>\$82,144.34</u>
Project <u>SAP 40-661-002</u>	<u>\$160,000.00</u>
Total Estimated Disbursements	<u>\$3,167,144.34</u>

Advance Amount (amount in excess of acct balance) \$775,000.00

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Le Sueur in an amount up to \$775,000.00 in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular Construction Account of said County in accordance with the schedule herein indicated: (initial one)

- Repayment from entire future year allocations until fully repaid.
- Repayment in _____ equal annual installments
- Repayment from future year allocations in amounts listed below until fully repaid (maximum 3 year repayment). \$ _____ CY _____ \$ _____ CY _____
\$ _____ CY _____

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the certificate of performance and final payment amount of \$1,670 to A&H Co. for SAP 040-070-003.

Board Member Committee Reports:

All 5 Commissioners attended a Township Association Meeting on February 11th.

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

Warrant #	Vendor Name	Amount
44243	A'Viands	\$ 8,352.87
44248	APG Media of Southern MN LLC	\$ 2,333.20
44257	Blue Earth Environmental Co.	\$ 3,650.00
44258	Bolton & Menk Inc.	\$ 25,597.30
44263	Cargill Inc.	\$ 3,584.05
44264	Champ Software Inc.	\$ 13,558.00
44277	Govconnection Inc.	\$ 16,125.93
44290	ITsavvy LLC	\$ 4,648.10
44297	Allen Kerber	\$ 5,692.68
44302	Law Enforcement Tech Group	\$ 35,574.56
44308	M-R Sign Co. Inc.	\$ 3,315.47
44317	Anthony Nerud	\$ 3,101.25
44329	Rinke-Noonan Law Firm	\$ 4,424.00
44334	RTVision Inc.	\$ 3,724.48
44338	Schwickert's Tecta America LLC	\$ 5,921.38
44340	S.E.H. Inc.	\$ 26,687.95
44351	Suel Printing Co.	\$ 7,236.32
44360	Traxler Construction Inc.	\$ 6,672.00
44374	Wondra Automotive Inc.	\$ 3,469.52
44378	Ziegler Inc.	\$ 18,350.41

116 Claims paid less than \$2,000.00:	\$ 36,094.31
20 Claims paid more than \$2,000.00:	\$202,019.47
136 Total all claims paid:	\$238,113.78

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday February 28, 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 21, 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 agenda. (Gliszinski-Connolly)
- Approved the consent agenda: (King-Connolly)
- Approved Human Services claims: Financial: \$108,835.40 and Soc Services: \$107,706.75 (King-Connolly)
- Approved an InnerSight Counseling Group Contract for 2017-18. (Connolly-King)
- Approved out of state travel for Emergency Management staff to Las Vegas, NV from April 23-25, 2017. (King-Connolly)
- Approved out of state travel for Emergency Management staff to New Mexico from November 5-10, 2017. (King-Gliszinski)
- Approved to move forward with the purchase of a portable sandbag machine. (Gliszinski-Connolly)
- Approved regular status to Jeremy Swenson in Drug Court. (King-Gliszinski)
- Approved a Telecommute Agreement with Roxanne Braun-Billings in Human Services. (Gliszinski-Connolly)
- Approved a one-year contract between Le Sueur County and SafeAssure. (Connolly-King)
- Approved the 2017 Wellness Program Plan. (King-Gliszinski)
- Accepted the Annual Seasonal Bids for asphalt, aggregate, equipment rentals and materials. (Gliszinski-Connolly)
- Approved the certificate of performance and final payment to Crane Creek Asphalt for SAP 040-632-007, SAP 040-632-008 and CP 2116. (King-Gliszinski)
- Approved a State Highway Funds Advance Resolution. (King-Gliszinski)
- Approved the certificate of performance and final payment to A&H Co. for SAP 040-070-003. (King-Gliszinski)

•The following claims were approved for payment: (Gliszinski-King)

Warrant #	Vendor Name	Amount
44243	A’Viands	\$ 8,352.87
44248	APG Media of Southern MN LLC	\$ 2,333.20
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116	Claims paid less than \$2,000.00:	\$ 36,094.31
20	Claims paid more than \$2,000.00:	\$202,019.47
136	Total all claims paid:	\$238,113.78

•Adjourned until Tuesday February 28, 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: LESUEUR VALLEY DUCKS UNLIMITED Previous Gambling Permit Number: 180

Minnesota Tax ID Number, if any: ES 37964 Federal Employer ID Number (FEIN), if any: 13-5643799

Mailing Address: 413 SO. PARK LANE

City: LESUEUR State: MN. Zip: 56058 County: LESUEUR

Name of Chief Executive Officer (CEO): DOUG MALM

Daytime Phone: 507-665-2653 Email: Kdmalma@mediacommb.net

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, MN, Zip: 56058 County: LESUEUR

Date(s) of activity (for raffles, indicate the date of the drawing): APRIL 1, 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: \$ 3,000)

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: _____

**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: LESUEUR

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: _____

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

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: Doug Malm Date: 2-21-17
(Signature must be CEO's signature; designee may not sign)

Print Name: DOUG MALM

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)).

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.

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 Department 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