



Le Sueur County, MN

Tuesday, March 28, 2017

Board Meeting

Item 1

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

RE: March 21, 2017 Minutes and Summary Minutes

RE: Caribou Gun Club Gambling Permit

Staff Contact:

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

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

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 Gliszinski, seconded by King and unanimously approved, the Board approved the consent agenda:

- Approved the March 7, 2017 County Board Minutes and Summary Minutes
- Approved a Tobacco License (partial year) for Scoops Liquor (ownership change)
- Approved a 3.2 On Sale Beer License for St. Thomas Sportsmen Club
- Approved a 3.2 On Sale Beer License for Waterville Baseball Club

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 Gliszinski and unanimously approved, the Board approved the Human Services claims:

Financial: \$ 22,104.44
Soc Services: \$ 123,119.72

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 post and request the merit list for a full time Child Support Officer in Human Services, as a Grade 7, Step 1 at \$19.00 per hour.

On motion by Connolly, seconded by King and unanimously approved, the Board approved to promote Talia Gilster, full time Community Support Technician in Human Services, as a Grade 5, Step 2 at \$17.54 per hour to a full time Agency Social Worker in Human Services, as a Grade 10, Step 1 at \$22.64 per hour, effective March 21, 2017.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to post and request the merit list for a full time Community Support Technician in Human Services, as a Grade 5, Step 1 at \$16.92 per hour.

On motion by King, seconded by Connolly and unanimously approved, the Board approved to post and advertise for a full time Administrative Assistant III in Public Health, Grade 5, Step 1 at \$16.92 per hour.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to appoint Nickolas Greenig, full time Patrol Sergeant in the Sheriff's Office, Grade 12, Step 11 at \$36.11 per hour to a full time Chief Deputy Sheriff in the Sheriff's Office, as a Grade 14, \$42.64 per hour, effective April 29, 2017.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved to accept the retirement request of David Struckman, full time Patrol Sergeant in the Sheriff's Office, effective April 30, 2017. Law Enforcement canine Cain will be declared as surplus property and sold to Dave Struckman for \$1.00 upon his retirement. Dave has been employed with Le Sueur County since March 1979.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to post for two full time Patrol Sergeant in the Sheriff's Office, Grade 12, Step 1 at \$25.44 per hour.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to post and advertise for a full time Deputy Sheriff in the Sheriff's Office, Grade 10, Step 1 at \$22.64 per hour.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved to grant regular status to Bruce Collins, full time Investigative Sergeant in the Sheriff's Office, effective March 21, 2017. Bruce has completed the one-year probationary period.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to hire Tiffany Frase as a full time Corrections Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour, effective March 27, 2017.

On motion by King, seconded by Connolly and unanimously approved, the Board approved to hire Alex Malmstedt as a part time Corrections Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour, effective April 4, 2017.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to hire Ryan Schaefer as a part time Corrections Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour, effective March 27, 2017.

On motion by King, seconded by Connolly and unanimously approved, the Board approved to hire Miranda Krenske as a part time Corrections Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour, effective March 30, 2017.

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

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to hire BKV Group as the Architect/Engineering firm for the Le Sueur County Justice Center and Courthouse Remodel Project.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved to hire Adolfson & Peterson as the Construction Management firm for the Le Sueur County Justice Center and Courthouse Remodel Project.

On motion by King, seconded by Connolly and unanimously approved, the Board approved and authorized the Board Chair to sign the following Order Amending Viewer Appointment for LCD 18:

WHEREAS, on September 27, 2016, the Le Sueur County Board of Commissioners, Drainage Authority for Le Sueur County Ditch (LCD) 18, adopted findings and an order initiating a redetermination of benefits for LCD 18; and

WHEREAS, the Board reserved appointment of viewers to a subsequent order based on the availability of viewers to perform the redetermination of benefits; and

WHEREAS, the Board has identified and appointed viewers available to perform viewing duties as Tom Mahoney, Dan Ruby and Gary Ewert, with Ron Ringquist as alternate viewer/consultant, to redetermine and report the benefits and damages for LCD 18.

THEREFORE, the Le Sueur County Board of Commissioners, Drainage Authority for LCD 18, amends its order initiating a redetermination of benefits for LCD 18 as follows:

ORDER

IT IS HEREBY ORDERED that Greg Tusa be appointed as an alternate viewer to redetermine and report the benefits and damages for LCD 18.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the following Order Amending Viewer Appointments for LCD 19:

WHEREAS, on September 27, 2016, the Le Sueur County Board of Commissioners, Drainage Authority for Le Sueur County Ditch (LCD) 19, adopted findings and an order initiating a redetermination of benefits for LCD 19; and

WHEREAS, the Board reserved appointment of viewers to a subsequent order based on the availability of viewers to perform the redetermination of benefits; and

WHEREAS, the Board has identified viewers available to perform viewing duties.

THEREFORE, the Le Sueur County Board of Commissioners, Drainage Authority for LCD 19, amends its order initiating a redetermination of benefits for LCD 19 as follows:

ORDER

IT IS HEREBY ORDERED that Bill Anderson, Allen Kerber are appointed viewers, with Ron Ringquist as alternate viewer/consultant, to redetermine and report the benefits and damages for LCD 19.

On motion by King, seconded by Connolly and unanimously approved, the Board approved and authorized the Board Chair to sign the following Order Amending Viewer Appointments for LCD 28:

WHEREAS, on January 19, 2016, the Le Sueur County Board of Commissioners, Drainage Authority for Le Sueur County Ditch (LCD) 28, adopted findings and an order initiating a redetermination of benefits for LCD 28; and

WHEREAS, the Board reserved appointment of viewers to a subsequent order based on the availability of viewers to perform the redetermination of benefits; and

WHEREAS, the Board has identified viewers available to perform viewing duties.

THEREFORE, the Le Sueur County Board of Commissioners, Drainage Authority for LCD 28, amends its order initiating a redetermination of benefits for LCD 28 as follows:

ORDER

IT IS HEREBY ORDERED that Bill Anderson, Allen Kerber are appointed viewers, with Ron Ringquist as alternate viewer/consultant, to redetermine and report the benefits and damages for LCD 28.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved and authorized the Board Chair to sign the following Order Amending Viewer Appointment for LCD 63:

WHEREAS, on September 27, 2016, the Le Sueur County Board of Commissioners, Drainage Authority for Le Sueur County Ditch (LCD) 63, adopted findings and an order initiating a redetermination of benefits for LCD 63; and

WHEREAS, the Board reserved appointment of viewers to a subsequent order based on the availability of viewers to perform the redetermination of benefits; and

WHEREAS, the Board has identified and appointed viewers available to perform viewing duties as Tom Mahoney, Dan Ruby and Gary Ewert, with Ron Ringquist as alternate viewer/consultant, to redetermine and report the benefits and damages for LCD 63.

THEREFORE, the Le Sueur County Board of Commissioners, Drainage Authority for LCD 63, amends its order initiating a redetermination of benefits for LCD 63 as follows:

ORDER

IT IS HEREBY ORDERED that Greg Tusa be appointed as an alternate viewer to redetermine and report the benefits and damages for LCD 63.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the following Order Amending Viewer Appointment for LCD 69:

WHEREAS, on January 19, 2016, the Le Sueur County Board of Commissioners, Drainage Authority for Le Sueur County Ditch (LCD) 69, adopted findings and an order initiating a redetermination of benefits for LCD 69; and

WHEREAS, the Board reserved appointment of viewers to a subsequent order based on the availability of viewers to perform the redetermination of benefits; and

WHEREAS, the Board has identified viewers available to perform viewing duties.

THEREFORE, the Le Sueur County Board of Commissioners, Drainage Authority for LCD 69, amends its order initiating a redetermination of benefits for LCD 69 as follows:

ORDER

IT IS HEREBY ORDERED that Bill Anderson, Allen Kerber are appointed viewers, with Ron Ringquist as alternate viewer/consultant, to redetermine and report the benefits and damages for LCD 69.

Board Member Committee Reports:

Commissioner Gliszinski attended a South Central Workforce Development meeting. Discussion included unemployment rates and 2016 economic rates.

Commissioner King attended a Waseca-Le Sueur Library Board meeting. Commissioners King and Rohlfing attended a landowner meeting for the redetermination of benefits for Le Sueur – Rice County Joint Ditch #38.

Commissioner Rohlfing attended meetings for Region 9 and MVAC.

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

Warrant #	Vendor Name	Amount
44571	Alternative Business Furniture	\$ 3,219.11
44572	American Engineering Testing	\$ 8,500.00
44574	Association of MN Counties	\$ 3,668.55
44580	Bolton & Menk Inc.	\$ 30,649.50
44585	Christian, Keogh, Moran & King	\$ 2,316.29

44586	Cordant Health Solutions	\$ 2,000.05
44614	Johnson Aggregates	\$ 11,807.76
44623	Richard Lea	\$ 3,502.50
44633	Anthony Nerud	\$ 2,051.76
44642	Ratwik, Roszak, Maloney P.A.	\$ 4,639.26
44643	Rinke-Noonan Law Firm	\$ 2,622.00
44648	S.E.H. Inc.	\$ 49,307.75
44654	S.M.C. Co. Inc.	\$ 6,023.91
44680	Widseth, Smith Nolting & Assoc. Inc.	\$ 2,489.00
44683	Wondra Automotive Inc.	\$ 2,715.07

101 Claims paid less than \$2,000.00:	\$ 29,082.96
15 Claims paid more than \$2,000.00:	\$135,512.51
116 Total all claims paid:	\$164,595.47

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday March 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, March 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. (Connolly-Gliszinski)
- Approved the consent agenda: (Gliszinski-King)
- Approved Human Services claims: Financial: \$22,104.44 and Soc Services: \$123,119.72 (King-Gliszinski)
- Approved to post and request the merit list for a full time Child Support Officer in Human Services. (King-Gliszinski)
- Approved to promote Talia Gilster to a full time Agency Social Worker in Human Services. (Connolly-King)
- Approved to post and request the merit list for a full time Community Support Technician in Human Services. (King-Gliszinski)
- Approved to post and advertise for a full time Administrative Assistant III in Public Health. (King-Connolly)
- Approved to appoint Nickolas Greenig to a full time Chief Deputy Sheriff in the Sheriff's Office. (Gliszinski-Connolly)
- Accepted the retirement request of David Struckman in the Sheriff's Office and approved to sell Law Enforcement canine Cain to Dave Struckman for \$1.00 upon his retirement. (Connolly-Gliszinski)
- Approved to post for two full time Patrol Sergeants in the Sheriff's Office. (Gliszinski-Connolly)
- Approved to post and advertise for a full time Deputy Sheriff in the Sheriff's Office. (Gliszinski-King)
- Approved regular status to Bruce Collins in the Sheriff's Office. (Connolly-Gliszinski)
- Approved to hire Tiffany Frase in the Sheriff's Office. (Gliszinski-Connolly)
- Approved to hire Alex Malmstedt in the Sheriff's Office. (King-Connolly)
- Approved to hire Ryan Schaefer in the Sheriff's Office. (Gliszinski-King)
- Approved to hire Miranda Krenske in the Sheriff's Office. (King-Connolly)
- Approved to hire BKV Group as the Architect/Engineering firm for the Le Sueur County Justice Center and Courthouse Remodel Project. (Gliszinski-King)
- Approved to hire Adolfson & Peterson as the Construction Management firm for the Le Sueur County Justice Center and Courthouse Remodel Project. (Gliszinski-Connolly)
- Approved an Order Amending Viewer Appointments for LCD 18. (King-Connolly)
- Approved an Order Amending Viewer Appointments for LCD 19. (Gliszinski-King)
- Approved an Order Amending Viewer Appointments for LCD 28. (King-Connolly)
- Approved an Order Amending Viewer Appointment for LCD 63. (Gliszinski-Connolly)
- Approved an Order Amending Viewer Appointment for LCD 69. (King-Gliszinski)
- The following claims were approved for payment: (Gliszinski-King)

Warrant #	Vendor Name	Amount
44571	Alternative Business Furniture	\$ 3,219.11
44572	American Engineering Testing	\$ 8,500.00
44574	Association of MN Counties	\$ 3,668.55
44580	Bolton & Menk Inc.	\$ 30,649.50
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44643	Rinke-Noonan Law Firm	\$ 2,622.00
44648	S.E.H. Inc.	\$ 49,307.75
44654	S.M.C. Co. Inc.	\$ 6,023.91

44680	Widseth, Smith Nolting & Assoc. Inc.	\$ 2,489.00
44683	Wondra Automotive Inc.	\$ 2,715.07
101	Claims paid less than \$2,000.00:	\$ 29,082.96
15	Claims paid more than \$2,000.00:	\$135,512.51
116	Total all claims paid:	\$164,595.47

•Adjourned until Tuesday March 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: Le Sueur County Friends

Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: 52-1710886

Federal Employer ID Number (FEIN), if any: 52-1710886

Mailing Address: 30649 380th St

City: Le Sueur State: MN Zip: 56058 County: Le Sueur

Name of Chief Executive Officer (CEO): Randy Voss

Daytime Phone: 507-381-2962 Email: caribougunclub@yahoo.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 ST

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

Date(s) of activity (for raffles, indicate the date of the drawing): 3-13-2017

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: \$ \$23,000)**

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	COUNTY APPROVAL for a gambling premises located in a township
<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). <input type="checkbox"/> The application is denied.	<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. <input type="checkbox"/> The application is denied.
Print City Name: _____	Print County Name: _____
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date: _____	Title: _____ Date: _____
The city or county must sign before submitting application to the Gambling Control Board.	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: <u>Sharon Township</u> Signature of Township Officer: <u>Dea M. Voss</u> Title: <u>Supervisor</u> Date: <u>3-23-17</u>

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: Randy Voss Date: Mar-23-17
(Signature must be CEO's signature; designee may not sign)

Print Name: Randy Voss

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
Complete a separate application for: <ul style="list-style-type: none"> 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 with: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> a copy of your proof of nonprofit status, and <input checked="" type="checkbox"/> 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 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.

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

An equal opportunity employer