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# **Le Sueur County, MN**

**Tuesday, October 24, 2017**

**Board Meeting**

## **Item 1**

### **9:00 a.m. Agenda and Consent Agenda**

*RE: October 17, 2017 Minutes and Summary Minutes*

*RE: Minnesota Pheasants Gambling Application*

*RE: Liquor Licenses for Westwood Marina and Jonny BBQ, LLC*

Staff Contact:

## **Minutes of Le Sueur County Board of Commissioners Meeting October 17, 2017**

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

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

On motion by King, seconded by Wetzel and approved with Gliszinski abstaining, the Board approved the consent agenda:

- Approved the October 3, 2017 County Board Minutes and Summary Minutes
- Approved a Liquor License for Hobber's.

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 the Human Services claims:

Financial:           \$ 28,366.55  
Soc Services:       \$125,122.73

Ryan Engelstad with Baker Tilly Virchow Krause, LLC appeared before the Board with a review of 2016 Audits.

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

On motion by King, seconded by Wetzel and unanimously approved, the Board approved to grant regular status to Nicole Farr, full time Administrative Assistant III in Public Health, effective October 4, 2017. Nicole has completed the six-month probationary period.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved to grant regular status to Alex Malmstedt, part time Corrections Officer/Dispatcher in the Sheriff's Office, effective October 4, 2017. Alex has completed the six-month probationary period.

On motion by King, seconded by Wetzel and unanimously approved, the Board approved to grant regular status to Jeff Neisen, full time Information Technology Director in Information Technology Department, effective October 4, 2017. Jeff has completed the one-year probationary period.

Pam Simonette, Auditor-Treasurer appeared before the Board with two items for approval.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign the 2018 Snowmobile Maintenance and Grooming Grant Agreement for Le Sueur County trails in the amount of \$41,813.70.

On motion by King, seconded by Wetzel and unanimously approved, the Board tabled a request from David Woestehoff for a farm lease on Ney property. The matter will be referred to Tyler Luethje, Parks Director and the Ney Center Board for discussion.

Bryan Murphy with H2Over Viewers appeared before the Board with a presentation and introduction.

Vicki Walechka, Victim Witness appeared before the Board with one item for approval.

On motion by King, seconded by Wetzel and unanimously approved, the Board approved and authorized the Board Chair and County Attorney to sign the 2018 Victim Witness Grant Agreement.

Darrell Pettis, County Administrator appeared before the Board with several items for discussion.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved to open a public hearing for a Le Sueur County Buffer Ordinance.

There were 5 public comments

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

An updated draft of the Le Sueur County Buffer Enforcement Ordinance Pursuant To Statutes Section 103F.48 will be presented at the October 24<sup>th</sup> Board Meeting.

On motion by King, seconded by Wetzel and unanimously approved, the Board approved to re-appoint Judy Graham to the Waseca-Le Sueur Library Board.

**Board Member Committee Reports:**

- Commissioner King attended a Waseca-Le Sueur County Library Board Meeting, a TRUE Transit Advisory Council meeting and a Le Center Board Meeting.
- Commissioner Wetzel attended a Planning & Zoning meeting
- Commissioner Rohlfing attended a Elysian City Council meeting and a Region 9 meeting.

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

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
47163	Advanced Correctional Healthcare Inc.	\$ 2,408.09
47176	Bolton & Menk Inc.	\$ 47,033.50
47181	City of St.Peter	\$ 3,746.29
47182	CPS Technology Solutions	\$ 5,200.00
47184	D @ J Landscaping	\$ 3,843.96
47185	Dell Marketing LP	\$ 5,486.15
47190	Ehlers & Assoc. Inc.	\$ 3,800.00
47197	Genesis	\$ 18,794.00
47211	I & Group Inc.	\$ 44,577.03
47217	Kozie's German Shepards	\$ 2,500.00
47225	Le Sueur Soil & Water	\$ 8,121.12
47226	Richard Lea	\$ 2,055.00
47229	Loken's Parking Lot Painting & Sweeping	\$ 4,210.00
47241	Minn St Admin ITG Telecom	\$ 5,140.00
47242	MN CCC	\$ 13,626.25
47260	Paragon Printing & Mailing Inc.	\$ 5,081.34
47269	Ramsey County	\$ 2,820.00
47270	Regents of the University of MN	\$ 28,382.52
47271	Rinke-Noonan Law Firm	\$ 3,814.00
47273	Robinson Appraisal & Associates Inc.	\$ 5,000.00
47277	S.E.H. Inc.	\$ 22,914.50
47280	S.M.C. Co. Inc.	\$ 11,272.68
47282	St.Francis Regional Medical Center	\$ 2,427.20
47292	Tire Associates Inc.	\$ 3,200.42
47294	Traxler Construction Inc.	\$ 20,821.52
47308	Wondra Automotive Inc.	\$ 2,647.20
47312	Ziegler Inc.	\$ 62,115.10
124	Claims paid less than \$2,000.00:	\$ 35,433.39
27	Claims paid more than \$2,000.00:	\$341,037.87
151	Total all claims paid:	\$376,471.26

On motion by Wetzel, seconded by King and unanimously approved, the Board adjourned until Tuesday, October 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, October 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 agenda. (Wetzel-King)
- Approved the consent agenda. (King-Wetzel)
- Approved the Human Services claims: Financial \$28,366.55 and Soc Services \$125,122.73 (King-Wetzel)
- Approved regular status to Nicole Farr in Public Health.(King-Wetzel)
- Approved regular status to Alex Malmstedt in the Sheriff's Office. (Wetzel-King)
- Approved regular status to Jeff Neisen in Information Technology Department. (King-Wetzel)
- Approved the 2018 Snowmobile Maintenance and Grooming Grant Agreement. (Wetzel-King)
- Approved to table a request from David Woestehoff for a farm lease on Ney property. (King-Wetzel)
- Approved the 2018 Victim Witness Grant Agreement. (King-Wetzel)
- Approved to open a public hearing for a Le Sueur County Buffer Ordinance. (Wetzel-King)
- Approved to close the public hearing and an updated draft of the Le Sueur County Buffer Enforcement Ordinance will be presented at the October 24<sup>th</sup> Board Meeting. (King-Wetzel)
- Approved to re-appoint Judy Graham to the Waseca-Le Sueur Library Board. (King-Wetzel)
- The following claims were approved for payment: (King-Wetzel)

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•Adjourned until Tuesday, October 24, 2017 at 9:00 a.m. (Wetzel-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: Blue Earth County Chapter of Minnesota Pheasants, Inc. Previous Gambling Permit Number: X-33227-17-013

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](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 Street

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

Date(s) of activity (for raffles, indicate the date of the drawing): May, 18, 2018

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: \$ 25,000.00)

**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](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)**

<b>CITY APPROVAL</b> <b>for a gambling premises</b> <b>located within city limits</b>	<b>COUNTY APPROVAL</b> <b>for a gambling premises</b> <b>located in a township</b>
<p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p>	<p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p>
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p><b>TOWNSHIP (if required by the county)</b></p> <p>On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>

**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: 10-17-2017  
 (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)).

**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 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