



Le Sueur County, MN

Tuesday, January 23, 2018

Board Meeting

Item 1

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

RE: January 16, 2018 Minutes and Summary Minutes

RE: NWTF Valley Yelpers Chapter Gambling Application

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting January 16, 2018

The Le Sueur County Board of Commissioners met in regular session on Tuesday, January 16, 2018 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Lance Wetzel, John King, Dave Gliszinski and Steve Rohlfling. Joe Connolly was excused. Also present were Darrell Pettis and Brent Christian.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved the 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 January 2, 2018 County Board Minutes and Summary Minutes
- December 2017 Transfers:

#1672 Transfer 23,176.53 from Human Services to Revenue(4th Qtr Rent)
#1673 Transfer 2,851.00 from Agency to Revenue(December Landshark)
#1674 Transfer 33.69 from Victim Witness to Road & Bridge(Fuel – July to November)
#1675 Transfer 1,379.25 from Human Services to Road & Bridge(Fuel – July to November)
#1676 Transfer 674.74 from Env Services to Road & Bridge(Fuel – July to November)
#1677 Transfer 67,583.35 from Revenue to Road & Bridge Services and Fuel – July to November; Sheriff – 24,946.50; Assessor – 1,472.15; Vets – 803.61; Maint – 632.93; Emerg Mngmt – 174.91; Parks 39,553.25
#1678 Transfer 43,977.50 from Env Services to Revenue(2017 Admin fee for Solid Waste assessment)
#1679 Transfer 3,000.00 from Human Services to Revenue(A87 quarter ending 9-30-17)
#1680 Transfer 1,582.00 from Human Services to Family Service Collab(correct rect #10118)
#1681 Transfer 8,100.00 from Revenue to Env Services(P & Z share of Machine room)

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

Financial: \$50,361.56
Soc Services: \$171,805.72

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 Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a 2018 – 2019 Child Support Program Interagency Cooperative Agreement.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a Wings Guardianship Services Contract.

On motion by Rohlfing, seconded by King and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a 2018-19 Advanced Billing Services, LLC contract.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a 2018 Blue Earth County HUB Contract for psychiatric services.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the 2018 Clubhouse lease.

On motion by King, seconded by Rohlfing and unanimously approved, the Board approved and authorized the Board Chair to sign the Alee Home and Community Based Waiver Contract.

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

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved the request to delegate their authority to review the below listed claims before payment pursuant to M.S. 375.18, Subd 1b. to the Le Sueur County Auditor-Treasurer. These claims shall be examined in accordance with the established internal accounting and administrative control procedures to ensure the proper disbursement of public funds.

Claims to be paid under the Statute by Auditor-Treasurers' approval includes:

- Bills that are discounted when paid in specific time period
- Utilities/Telephone/Sewer & Water
- Contract/Lease Payments
- Employee's Credit Card Reimbursements
- Class Registration/Reservations
- Dues
- Postage
- Drug Investigation Money
- Tax Settlements/Appportionments
- License Fees
- Taxes & Special Assessments
- Bond Payments
- Septic Loans

On motion by King, seconded by Rohlfing and unanimously approved, the Board approved the following list of the dedicated reserves for Le Sueur County for 2018:

Revenue Fund	5,650,295
Road & Bridge	10,313,114
Human Services	2,982,802
Environmental	2,216,168

Victim Witness	39,448
Solid Waste	1,767,219.00 (actual)
Bond Fund	912,009

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved to designate the following financial institutions as depositories of funds for Le Sueur County for 2018, provided they furnish proper and sufficient collateral or surety bond, as needed for such deposits.

- | | |
|-------------------------------------|----------------|
| 1. First National Bank | Le Center MN |
| 2. First State Bank | Le Center MN |
| 3. Frandsen Bank & Trust | Montgomery MN |
| 4. First Farmers and Merchants Bank | Le Sueur MN |
| 5. Cornerstone State Bank | Le Sueur MN |
| 6. HomeTown Bank | Cleveland MN |
| 7. Frandsen Bank & Trust | Waterville MN |
| 8. Elysian Bank | Elysian MN |
| 9. Wells Fargo Advisors | Minneapolis MN |
| 10. Magic Fund | Minneapolis MN |
| 11. State Bank of New Prague | New Prague MN |
| 12. Cornerstone State Bank | Montgomery MN |

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the amount of interest collected on investments during the year of 2017.

Total Interest Collected in 2017: \$261,083.89

Included in the interest amount:

Collected on daily accounts \$ 38,153.05

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved a Resolution Supporting the Maintenance of Local License Bureaus.

Jim Golgart appeared before the Board with one item for approval.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved an out of state travel request for Jim Golgart and Jamie Von Bank to attend a NACVSO Training Conference in Reno NV from June 2-8, 2018.

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

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to grant regular status to Michael Thelemann, full time Deputy Sheriff in the Sheriff's Office, effective January 9, 2018. Michael has completed the one-year probationary period.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved to hire Nick Navejas as a part time Correctional Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour, effective January 30, 2018.

On motion by Rohlfling, seconded by King and unanimously approved, the Board approved to post for a full time Correctional Officer/Dispatcher in the Sheriff's Office, as a Grade 6, Step 1 at \$17.94 per hour.

On motion by Gliszinski, seconded by Rohlfling and unanimously approved, the Board approved to grant regular status to Ken Kalina, part time Building and Grounds Worker in Building Maintenance, effective January 10, 2018. Ken has completed the six-month probationary period.

On motion by King, seconded by Rohlfling and unanimously approved, the Board approved to transfer Justin Coates, full time Agency Social Worker in Human Services, to the open position in the Child Services Unit, effective January 16, 2018.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to post and request the merit list for a full time Agency Social Worker in Human Services, Grade 11, Step 1 at \$24.01 per hour.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved the SafeAssure proposal and the one-year agreement between Le Sueur County and SafeAssure in the amount of \$7,996.80 to provide OSHA compliance education and workplace safety training services.

On motion by Rohlfling, seconded by King and unanimously approved, the Board approved the 2018 Le Sueur County Wellness Program Plan.

On motion by Rohlfling, seconded by King and unanimously approved, the Board approved to re-appoint Cindy Westerhouse, Human Resources Director, to a two-year term, January 2018 to January 2020, as a Board of Director on the South Central Service Cooperative.

Mike Schultz, SWCD District Manager appeared before the Board with one item for approval.

On motion by Rohlfling, seconded by King and unanimously approved, the Board approved to allocate \$25,000 in gravel tax funds for the 2018 Jefferson/German Watershed Phosphorus Reduction Project MN State Clean Water Fund Grant.

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

On motion by Gliszinski, seconded by Rohlfling and unanimously approved, the Board approved to recess the board meeting until 11:45 a.m.

On motion by Gliszinski, seconded by Rohlfling and unanimously approved, the Board approved to reconvene the board meeting at 11:45 a.m.

Chris Mickelson with Ehlers appeared before the Board.

On motion by Gliszinski, seconded by Rohlfling and unanimously approved, the Board approved a Resolution Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$9,255,000 General Obligation Capital Improvement Plan and Refunding Bonds, Series 2018A. The bid was awarded to Northland Securities, Inc.

Board Member Committee Reports:

Commissioner Rohlfling attended an MRCI Executive Board Meeting, SCSC meeting, a Region 9 and 1W1P meeting.

Commissioner Gliszinski attended 2 Justice Center building meetings.

Commissioner King attended a Le Sueur-Waseca Library Board Meeting and a TRUE Transit Advisory Committee meeting.

Commissioner Wetzel attended union negotiations.

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

Warrant #	Vendor Name	Amount
48446	Advanced Correctional Healthcare Inc.	\$ 2,366.01
48451	Baker, Tilly, Virchow, Krause LLP	\$ 4,553.00
48455	Blahnik, Prchal & Stoll	\$ 3,509.10
48459	Bolton & Menk Inc.	\$ 29,759.00
48467	Chosen Valley Testing Inc.	\$ 2,427.50
48468	Christian, Keogh, Moran & King	\$ 3,599.66
48469	Contech Engineered Solutions LLC	\$ 2,849.88
48495	I & S Group Inc.	\$ 28,040.00
48504	Le Sueur County Soil & Water Cons. Dist.	\$ 24,082.16
48505	Richard Lea	\$ 3,172.50
48511	Maximus Inc.	\$ 4,800.00
48516	Minn St Admin ITG Telecom	\$ 5,140.00
48520	MN Sheriff's Assoc.	\$ 8,321.00
48527	North Central International	\$ 2,598.26
48532	Paragon Printing & Mailing Inc.	\$ 5,473.14
48535	Ramsey County	\$ 4,230.00
48537	Rinke-Noonan Law Firm	\$ 2,724.50
48543	S.E.H. Inc.	\$ 47,417.28
48547	Smith, Schafer & Assoc. LTD	\$ 3,500.00
48555	Thomson Reuters	\$ 2,061.24
48562	Gregory Tusa	\$ 4,941.81
48575	Wondra Automotive Inc.	\$ 2,909.91

110 Claims paid less than \$2,000.00:	\$ 43,876.48
22 Claims paid more than \$2,000.00:	\$198,475.95
132 Total all claims paid:	\$242,352.43

On motion by Rohlfig, seconded by King and unanimously approved, the Board adjourned until Tuesday January 23, 2018 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 16, 2018

•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. (Rohlfing-Gliszinski)
- Approved the consent agenda. (Gliszinski-King)
- Approved the Human Services claims: Financial: \$50,361.56 and Soc Services \$171,805.72 (King-Gliszinski)
- Approved a 2018 – 2019 Child Support Program Interagency Cooperative Agreement. (Rohlfing-Gliszinski)
- Approved a Wings Guardianship Services Contract. (King-Gliszinski)
- Approved a 2018-19 Advanced Billing Services, LLC contract. (Rohlfing-King)
- Approved a 2018 Blue Earth County HUB Contract for psychiatric services. (Gliszinski-King)
- Approved the 2018 Clubhouse lease. (Rohlfing-Gliszinski)
- Approved the Alee Home and Community Based Waiver Contract. (King-Rohlfing)
- Approved to delegate their authority to review specified claims before payment pursuant to M.S. 375.18, Subd 1b. to the Le Sueur County Auditor-Treasurer. (Rohlfing-Gliszinski)
- Approved the list of the dedicated reserves for Le Sueur County for 2018. (King-Rohlfing)
- Approved to designate the financial institutions as depositories of funds for Le Sueur County for 2018, provided they furnish proper and sufficient collateral or surety bond, as needed for such deposits. (Rohlfing-Gliszinski)
- Approved the amount of interest collected on investments during the year of 2017. (King-Gliszinski)
- Approved a Resolution Supporting the Maintenance of Local License Bureaus. (Rohlfing-Gliszinski)
- Approved an out of state travel request for Jim Goltart and Jamie Von Bank to attend a NACVSO Training Conference in Reno NV from June 2-8, 2018. (Rohlfing-Gliszinski)
- Approved regular status to Michael Thelemann in the Sheriff's Office. (Gliszinski-King)
- Approved to hire Nick Navejas in the Sheriff's Office. (Rohlfing-Gliszinski)
- Approved to post for a full time Correctional Officer/Dispatcher in the Sheriff's Office. (Rohlfing-King)
- Approved regular status to Ken Kalina in Building Maintenance. (Gliszinski-Rohlfing)
- Approved to transfer Justin Coates to the open position in the Child Services Unit. (King-Rohlfing)
- Approved to post and request the merit list for a full time Agency Social Worker in Human Services. (King-Gliszinski)
- Approved the SafeAssure proposal and one-year agreement. (Rohlfing-Gliszinski)
- Approved the 2018 Le Sueur County Wellness Program Plan. (Rohlfing-King)
- Approved to re-appoint Cindy Westerhouse as a Board of Director on the South Central Service Cooperative. (Rohlfing-King)
- Approved to allocate \$25,000 in gravel tax funds for the 2018 Jefferson/German Watershed Phosphorus Reduction Project MN State Clean Water Fund Grant. (Rohlfing-King)
- Approved to recess the board meeting until 11:45 a.m. (Gliszinski-Rohlfing)
- Approved to reconvene the board meeting at 11:45 a.m. (Gliszinski-Rohlfing)
- Approved a Resolution Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$9,255,000 General Obligation Capital Improvement Plan and Refunding Bonds, Series 2018A. The bid was awarded to Northland Securities, Inc. (Gliszinski-Rohlfing)
- On motion by King, seconded by Rohlfing and unanimously approved, the following claims were approved for payment: (King-Rohlfing)

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110	Claims paid less than \$2,000.00:	\$ 43,876.48
22	Claims paid more than \$2,000.00:	\$198,475.95
132	Total all claims paid:	\$242,352.43
•Adjourned until Tuesday January 23, 2018 at 9:00 a.m. (Rohlfing-King)		
ATTEST: Le Sueur County Administrator		Le Sueur County Chairman

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

12/16
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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: X33233-17-014
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____
Mailing Address: 30167 271st Ave
City: Henderson State: MN Zip: 56044 County: Le Sueur
Name of Chief Executive Officer (CEO): James Wegg
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
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 390th St
City or Township: Sharon Twp Zip: 56058 County: Le Sueur
Date(s) of activity (for raffles, indicate the date of the drawing): March 8th 2018
Check each type of gambling activity that your organization will conduct:
 Bingo Paddiewheels Pull-Tabs Tipboards
 Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$ 11,360)
Gambling equipment for bingo paper, bingo boards, raffle boards, paddiewheels, 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.

LG220 Application for Exempt Permit

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: _____

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: _____ Date: 2-19-17

(Signature must be CEO's signature; designee may not sign)

Print Name: James Begg

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