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# **Le Sueur County, MN**

**Tuesday, February 27, 2018**

**Board Meeting**

## **Item 1**

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

*RE: February 20, 2018 Minutes and Summary Minutes*

*RE: Le Sueur County Friends Gambling Application*

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

Staff Contact:



## Minutes of Le Sueur County Board of Commissioners Meeting February 20, 2018

The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 20, 2018 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Lance Wetzel, John King and Dave Gliszinski. Steve Rohlffing and Joe Connolly were excused. Also present were Finance Director Carol Blaschko and County Attorney Brent Christian. County Administrator Darrell Pettis was excused.

On motion by King, 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 February 6, 2018 County Board Minutes and Summary Minutes

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

Financial:           \$ 39,256.81  
Soc Services:       \$116,321.86

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 and authorized the Board Chair to sign a resolution affirming support for state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs.

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

The Le Sueur County Board of Commissioners and the Employee Recognition Committee would like to recognize the following employees on their significant length of service with Le Sueur County.

Sally Schroer	Human Services	20 years
Mike Grundhoffer	Highway	20 years
Michelle Mettler	Planning & Zoning	20 years
Lori Brown	Sheriff's Office	15 years
Jim Whiteis	Sheriff's Office	15 years
Erica Miller	Human Services	10 years
Jason Roggow	Sheriff's Office	10 years
Cari Krenik	Human Services	10 years



Sheyna Patterson	Human Services	5 years
Lindsay Oakland	Human Services	5 years
Brian O'Malley	Highway	5 years
Pat Pitlick	Highway	5 years

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to hire Holly Kalbus as a full time Environmental Resources Specialist in Environmental, Planning and Zoning, as a Grade 10, Step 1 at \$22.64 per hour, effective March 5, 2018.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to grant regular status to Maria Frederick, full time Child Support Officer in Human Services, effective February 10, 2018.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to promote DeNell Cesafsky, full time Office Support Specialist in Human Services, Grade 3, Step 6 at \$18.00 per hour to a full time Community Support Technician, Grade 6, Step 2 at \$18.58 per hour, effective March 12, 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 Office Support Specialist in Human Services, Grade 3, Step 1 at \$15.06 per hour.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to promote Colleen Stoffel, full time Office Support Specialist Senior in Human Services, Grade 4, Step 11 at \$22.65 per hour to a full time Community Support Technician, Grade 6, Step 9, \$23.76 per hour, effective March 12, 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 Office Support Specialist Senior in Human Services, Grade 4, Step 1 at \$15.97 per hour.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Courthouse Unit.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Human Services Unit.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Deputy Sheriff.



On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Correctional Officers/Dispatchers.

Ann Traxler, Emergency Management Director appeared before the Board with Michael Peterson, Homeland Security to present a Director Certification Award to Tammy Stewig.

Joe Stangel, Assistant Regional Wildlife Manager with MN DNR appeared before the Board to notify them of a donation of Wildlife Management Area land from Pheasants Forever to the state. The land is located at Township 110 North, Range 23 West, 5<sup>th</sup> P.M., Section 11, East Half of the Northeast Quarter and will become Dora Lake Wildlife Management Area.

Jeff Neisen, IT Director appeared before the Board with several items for discussion and approval.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to move forward with the purchase of new computers not to exceed the amount of \$73,731.68 from Connection, IT Savvy and Marco.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to purchase extended services from Dell in the amount of \$5,040.28.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved a Citrix renewal for remote applications in the amount of \$1,406.59.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved a three year Airwatch renewal for mobile device security in the amount of \$1,622.50.

#### **Board Member Committee Reports:**

Commissioner Gliszinski attended the 2018 Annual Township Meeting and a Canvassing Board Meeting.

Commissioner King attended a Justice Center progress meeting, P&Z Meeting and Canvassing Board Meeting.

Commissioner Wetzel attended the 2018 Annual Township Meeting.

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

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
<b>48863</b>	<b>Advanced Correctional Healthcare Inc.</b>	<b>\$ 2,349.91</b>
<b>48864</b>	<b>Affordable Towing</b>	<b>\$ 2,090.00</b>



48868	Ancom Communications	\$ 15,534.00
48876	Blue Earth Environmental Services	\$ 6,473.34
48878	Bolton & Menk Inc.	\$ 14,888.00
48881	Champ Software Inc.	\$ 14,780.00
48882	Christian, Keogh, Moran & King	\$ 4,303.39
48900	Genesis	\$ 8,417.19
48916	I & S Group Inc.	\$ 27,316.00
48926	Kris Engineering Inc.	\$ 43,055.40
48931	Richard Lea	\$ 2,370.00
48940	MN CCC	\$ 2,475.00
48957	Rinke-Noonan Law Firm	\$ 5,503.00
48961	RTVision Inc.	\$ 3,836.21
48966	South Central Technical Service Area	\$ 6,550.94
48970	Suel Printing Co.	\$ 2,822.10
48971	Summit	\$ 8,210.49
48972	Sunde Engineering PLLC	\$ 2,380.00
48976	Thomson Reuters	\$ 2,061.24
48991	Wenck Associates Inc.	\$ 12,621.67
48998	Wornson, Goggins, Zard	\$ 4,400.00

118	Claims paid less than \$2,000.00:	\$ 43,355.07
21	Claims paid more than \$2,000.00:	\$192,437.88
139	Total all claims paid:	\$235,792.95

On motion by King, seconded by Gliszinski and unanimously approved, the Board adjourned until Tuesday, February 27, 2018 at 9:00 a.m.

**ATTEST:**

\_\_\_\_\_  
Le Sueur County Finance Director

\_\_\_\_\_  
Le Sueur County Chairman



## Summary Minutes of Le Sueur County Board of Commissioners Meeting, February 20, 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](http://www.co.le-sueur.mn.us).
- Approved the agenda. (King-Gliszinski)
- Approved the consent agenda: (Gliszinski-King)
- Approved Human Services claims: Financial \$ 39,256.81 and Soc Services \$116,321.86 (Gliszinski-King)
- Approved a resolution affirming support for state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs. (King-Gliszinski)
- Approved to hire Holly Kalbus in Environmental, Planning and Zoning. (Gliszinski-King)
- Approved regular status to Maria Frederick in Human Services. (King-Gliszinski)
- Approved to promote DeNell Cesafsky to Community Support Technician in Human Services. (Gliszinski-King)
- Approved to post and request the merit list for a full time Office Support Specialist in Human Services. (King-Gliszinski)
- Approved to promote Colleen Stoffel to Community Support Technician in Human Services. (Gliszinski-King)
- Approved to post and request the merit list for a full time Office Support Specialist Senior in Human Services. (King-Gliszinski)
- Approved the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Courthouse Unit. (King-Gliszinski)
- Approved the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Human Services Unit. (Gliszinski-King)
- Approved the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Deputy Sheriff. (King-Gliszinski)
- Approved the 2018 – 2020 Labor Agreement between Le Sueur County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, Correctional Officers/Dispatchers. (Gliszinski-King)
- Approved to move forward with the purchase of new computers not to exceed the amount of \$73,731.68 from Connection, IT Savvy and Marco. (King-Gliszinski)
- Approved to purchase extended services from Dell in the amount of \$5,040.28. (Gliszinski-King)
- Approved a Citrix renewal in the amount of \$1,406.59. (King-Gliszinski)
- Approved a three year Airwatch renewal in the amount of \$1,622.50. (King-Gliszinski)
- The following claims were approved for payment: (Gliszinski-King)

Warrant #	Vendor Name	Amount
48863	Advanced Correctional Healthcare Inc.	\$ 2,349.91
48864	Affordable Towing	\$ 2,090.00
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118	Claims paid less than \$2,000.00:	\$ 43,355.07
21	Claims paid more than \$2,000.00:	\$192,437.88
139	Total all claims paid:	\$235,792.95

•Adjourned until Tuesday, February 27, 2018 at 9:00 a.m. (King-Gliszinski)

ATTEST: Le Sueur County Finance Director      Le Sueur County Chairman



MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

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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: LE SUEUR FRIENDS Previous Gambling Permit Number: \_\_\_\_\_  
Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: \_\_\_\_\_  
Mailing Address: 30649 380<sup>th</sup> 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: Caribouclub@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](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 CLUB

Address (do not use P.O. box): 30649 380<sup>th</sup> St.

City or Township: LE SUEUR Zip: 56058 County: LE SUEUR

Date(s) of activity (for raffles, indicate the date of the drawing): 4-12-18

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: \$ 24,000)

**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](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.



# LG220 Application for Exempt Permit

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## 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: \_\_\_\_\_

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: Sharon Township

Signature of Township Officer: Ronda Schewe

Title: Clerk Date: 2/6/18

## 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: X Randy L Voss Date: Feb-19-18

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

Print Name: X RANDY L VOSS

## 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