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# Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

## Item 1

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

*RE: February 17, 2015 Minutes and Summary Minutes*

*RE: Le Sueur Valley Ducks Unlimited Gambling Permit*

Staff Contact:

## Minutes of Le Sueur County Board of Commissioners Meeting February 17, 2015

The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 17, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfling, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Also present were Darrell Pettis and Brent Christian.

On motion by Rohlfling, seconded by Connolly 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 3, 2015 County Board Minutes and Summary Minutes.
- Approved Traxler's Renewal of Consumption and Display Permit.
- Approved the ALS Cancer Research Gambling Application.
- Approved Gustavus Adolphus Ducks Unlimited Gambling Application.

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 King and unanimously approved, the Board authorized the purchase of a 2015 Dodge Caravan from Lager's of St. Peter in the amount of \$16,414.00.

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

Soc Serv:	\$215,741.52
Financial:	\$ 42,751.67

Cindy Westerhouse, Human Resources Director came before the Board with numerous items for consideration.

On motion by Gliszinski, seconded by King and unanimously approved, the Board authorized the recommendation to approve and sign the Le Sueur County Telecommute Agreement with Miranda Rosa effective January 15, 2015 to January 15, 2016.

On motion by King, seconded by Rohlfling and unanimously approved, the Board authorized the recommendation to grant regular status to Sydnie Wigand, full time Public Health Nurse in Public Health, effective February 4, 2015.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board authorized the recommendation to grant regular status to Scott O'Brien, full time Deputy Sheriff, in the Sheriff's Office, effective February 10, 2015.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board authorized the recommendation to hire Kelly Wroe as a full time Deputy Auditor-Treasurer II, Motor Vehicle Specialist, in the Auditor-Treasurer License Bureau Office, a Grade 6, Step 1 at \$16.74 per hour, effective March 9, 2015.

On motion by King, seconded by Connolly and unanimously approved, the Board authorized the recommendation to approve the Policy for Ensuring the Security of Not Public Data and post on the Le Sueur County website.

Scott Gerr, MIS Director came before the Board with several items for discussion and approval.

On motion by King, seconded by Rohlfling and unanimously approved, the Board approved two Wireless Telecommunication Device policies.

On motion by Gliszinski, seconded by Rohlfling and unanimously approved, the Board approved the purchase of AirWatch Green Management Suite in the amount of \$5,386.08.

Dave Tietz, Sheriff came before the Board with vehicle quotes for approval.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the purchase of a 2015 Ford Interceptor sedan in the amount of \$24,600, two Ford Interceptor SUV's in the amount of \$52,600 and a 2015 Ford F-150 in the amount of \$28,428 from New Prague Auto.

On motion by King, seconded by Rohlfling and unanimously approved, the Board amended the previous motion to approve the vehicle purchases. Two 2015 Ford Interceptors will be purchased from New Prague Auto in the amount of \$52,600. A 2015 Ford Interceptor sedan in the amount of \$24,689.44 and a 2015 Ford F-150 in the amount of \$28,548.88 will be purchased from Wolf Motors.

Darrell Pettis, Administrator/Engineer came before the Board with several items for discussion and approval.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Chair to sign the following Certificate of Final Acceptance for the 2014 Paving Plan in the amount of \$328,967.98:

WHEREAS; Contract No. 20141 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED; that we do hereby accept said completed project for and in behalf of the County of Le Sueur and authorize final payment as specified herein.

On motion by King, seconded by Connolly and unanimously approved, the Board approved and authorized the Chair to sign the following Certificate of Final Acceptance for the Tyrone Twp Bridge in the amount of \$19,855.70:

WHEREAS; Contract No. 20144 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED; that we do hereby accept said completed project for and in behalf of the County of Le Sueur and authorize final payment as specified herein.

On motion by Gliszinski, seconded by Rohlfig and unanimously approved, the Board approved and authorized the Chair to sign the following Le Sueur County All-Hazard Mitigation Plan Resolution:

WHEREAS, the Disaster Mitigation Act of 2000 identifies local government hazard mitigation planning requirements; and

WHEREAS, Le Sueur County has created a Hazard Mitigation Plan for health, safety and general welfare of its residents; and

WHEREAS, the Minnesota Department of Public Safety, Homeland Security and Emergency Management, has reviewed Le Sueur County's Hazard Mitigation Plan; and

WHEREAS, the Federal Emergency Management Agency has reviewed and approved Le Sueur County's All-Hazard Mitigation Plan; and

WHEREAS, the Disaster Mitigation Act of 2000 states the requirement of adoption by the local governing body.

NOW THEREFORE BE IT RESOLVED BY LE SUEUR COUNTY, STATE OF MINNESOTA, as follows:

The 2014 Le Sueur County All-Hazard Mitigation Plan, and all appendixes, is hereby approved.

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

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
34915	A'Viands	\$ 8,001.64
34922	Barco Products	\$ 2,217.69
34923	Barnett Bros. Inc.	\$ 4,275.00
34928	John Berg Jr. MD	\$ 3,379.08
34931	Bolton & Menk Inc.	\$ 84,556.45
34937	Christian, Keogh, Moran & King	\$ 3,890.06
34938	CPS Technology Solutions	\$ 2,400.00
34944	Ehlers & Associates Inc.	\$ 4,725.00
34951	Jenni Figueroa	\$ 2,500.00
34956	Genesis	\$ 5,734.35

34962	I & S Group Inc.	\$ 2,000.00
34973	Kris Engineering Inc.	\$ 84,100.00
34974	Lake Region Life	\$ 4,185.50
34979	Richard Lea	\$ 4,515.00
34982	Little Falls Machine Inc.	\$ 3,303.65
34984	M-R Sign Co. Inc.	\$ 4,511.68
34991	Minn St. Admin Itg Telecom.	\$ 2,840.00
34998	Motorola Inc.	\$ 28,918.20
35003	Anthony Nerud	\$ 4,050.00
35011	Paragon Printing & Mailing Inc.	\$ 5,151.78
35022	RTVision Inc.	\$ 3,135.50
35034	State of Minnesota	\$135,235.94
35044	Traxler Construction Inc.	\$ 8,259.30
35054	Wayne's Auto Body	\$ 3,844.76
35055	Wenck Associates Inc.	\$ 25,423.03

124 Claims paid less than \$2,000.00:	\$ 37,829.50
25 Claims paid more than \$2,000.00:	\$441,153.61
149 Total all claims paid:	\$478,983.11

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, February 24, 2015 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 17, 2015**

- 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).
- The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 17, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfsing, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Also present were Darrell Pettis and Brent Christian.
- The Board approved the agenda for the business of the day. (Rohlfsing-Connolly)
- The Board approved the consent agenda: (Gliszinski-King)
  - Approved the February 3, 2015 County Board Minutes and Summary Minutes.
  - Approved Traxler's Renewal of Consumption and Display Permit.
  - Approved the ALS Cancer Research Gambling Application.
  - Approved Gustavus Adolphus Ducks Unlimited Gambling Application.
- The Board authorized the purchase of a 2015 Dodge Caravan from Lager's of St. Peter in the amount of \$16,414.00. (Rohlfsing-King)
- The following cases and claims were approved: (King-Rohlfsing) Soc Serv: \$215,741.52 and Financial: \$ 42,751.67
- The Board authorized the recommendation to approve and sign the Le Sueur County Telecommute Agreement with Miranda Rosa effective January 15, 2015 to January 15, 2016. (Gliszinski-King)
- The Board authorized the recommendation to grant regular status to Sydnie Wigand, full time Public Health Nurse in Public Health, effective February 4, 2015. (King-Rohlfsing)
- The Board authorized the recommendation to grant regular status to Scott O'Brien, full time Deputy Sheriff, in the Sheriff's Office, effective February 10, 2015. (Connolly-Gliszinski)
- The Board authorized the recommendation to hire Kelly Wroe as a full time Deputy Auditor-Treasurer II, Motor Vehicle Specialist, in the Auditor-Treasurer License Bureau Office, a Grade 6, Step 1 at \$16.74 per hour, effective March 9, 2015. (Rohlfsing-Gliszinski)
- The Board authorized the recommendation to approve the Policy for Ensuring the Security of Not Public Data and post on the Le Sueur County website. (King-Connolly)
- The Board approved two Wireless Telecommunication Device policies. (King-Rohlfsing)
- The Board approved the purchase of AirWatch Green Management Suite in the amount of \$5,386.08. (Gliszinski-Rohlfsing)
- The Board approved the purchase of a 2015 Ford Interceptor sedan in the amount of \$24,600, two Ford Interceptor SUV's in the amount of \$52,600 and a 2015 Ford F-150 in the amount of \$28,428 from New Prague Auto. (Gliszinski-Connolly)
- The Board amended the previous motion to approve the vehicle purchases. Two 2015 Ford Interceptors will be purchased from New Prague Auto in the amount of \$52,600. A 2015 Ford Interceptor sedan in the amount of \$24,689.44 and a 2015 Ford F-150 in the amount of \$28,548.88 will be purchased from Wolf Motors. (King-Rohlfsing)
- The Board approved and authorized the Chair to sign the following Certificate of Final Acceptance for the 2014 Paving Plan in the amount of \$328,967.98: (Rohlfsing-Gliszinski)  
WHEREAS; Contract No. 20141 has in all things been completed, and the County Board being fully advised in the premises,  
NOW THEN BE IT RESOLVED; that we do hereby accept said completed project for and in behalf of the County of Le Sueur and authorize final payment as specified herein.

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124	Claims paid less than \$2,000.00:	\$ 37,829.50
25	Claims paid more than \$2,000.00:	\$441,153.61
149	Total all claims paid:	\$478,983.11

•The Board adjourned until Tuesday, February 24, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator      Le Sueur County Chairman



**LG220 Application for Exempt Permit**

<p>An exempt permit may be issued to a nonprofit organization that:</p> <ul style="list-style-type: none"> <li>• conducts lawful gambling on five or fewer days, and</li> <li>• awards less than \$50,000 in prizes during a calendar year.</li> </ul> <p>If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.</p>	<p><b>Application fee (nonrefundable)</b>          If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$50</b>; otherwise the fee is <b>\$100</b>.</p>		
<p><b>Organization Information</b></p>			
<p>Organization Name:  <b>LESUEUR VALLEY DUCKS UNLIMITED</b></p>	<p>Previous Gambling Permit Number:  <b>180</b></p>		
<p>Minnesota Tax ID Number, if any:  <b>ES 37964</b></p>	<p>Federal Employer ID Number (FEIN), if any:  <b>13-5643799</b></p>		
<p><b>Type of Nonprofit Organization (check one):</b></p> <p> <input type="checkbox"/> Fraternal              <input type="checkbox"/> Religious              <input type="checkbox"/> Veterans              <input checked="" type="checkbox"/> Other Nonprofit Organization       </p>			
<p>Mailing Address:  <b>413 SO. PARK LANE</b></p>	<p>City:  <b>LESUEUR, MN.</b></p>	<p>State and Zip:  <b>56058</b></p>	<p>County:  <b>LESUEUR</b></p>
<p>Name of Chief Executive Officer (CEO):  <b>DOUG MALM</b></p>	<p>Daytime Phone:  <b>507-665-2653</b></p>	<p>Email:  <b>KDMALM@MEDIACOMB.NET</b></p>	
<p><b>Nonprofit Status</b></p>			
<p>Attach a copy of ONE of the following for proof of nonprofit status:</p>			
<p><input checked="" type="checkbox"/> <b>Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.</b>          Don't have a copy? This certificate must be obtained each year from:</p> <p>Minnesota Secretary of State          Business Services Division          60 Empire Drive, Suite 100          St. Paul, MN 55103          Phone: 651-296-2803</p>			
<p><input type="checkbox"/> <b>IRS income tax exemption (501(c)) letter in your organization's name.</b>          Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.</p>			
<p><input type="checkbox"/> <b>IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter).</b>          If your organization falls under a parent organization, attach copies of <b>both</b> of the following:</p> <ol style="list-style-type: none"> <li>an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and</li> <li>the charter or letter from your parent organization recognizing your organization as a subordinate.</li> </ol>			
<p><b>Gambling Premises Information</b></p>			
<p>Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place):  <b>CARIBOU GUN CLUB</b></p>			
<p>Address (do not use PO box):  <b>30649 380<sup>th</sup> ST.</b></p>	<p>City or Township:  <b>LESUEUR, MN.</b></p>	<p>Zip Code:  <b>56058</b></p>	<p>County:  <b>LESUEUR</b></p>
<p>Date(s) of activity (for raffles, indicate the date of the drawing):  <b>MARCH 21, 2015</b></p>			
<p>Check each type of gambling activity that your organization will conduct:</p> <p> <input type="checkbox"/> Bingo*              <input type="checkbox"/> Paddlewheels*              <input type="checkbox"/> Pull-Tabs*              <input type="checkbox"/> Tipboards*       </p> <p><input checked="" type="checkbox"/> Raffle (total value of raffle prizes awarded for the year: \$ <b>3,000<sup>00</sup></b>)</p>			
<p>*<b>Gambling equipment</b> for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.</p>			
<p>To find a licensed distributor, go to <a href="http://www.mn.gov/gcb">www.mn.gov/gcb</a> and click on Distributors under the <b>LIST OF LICENSEES</b>, or call 651-539-1900.</p>			



# LG220 Application for Exempt Permit

## Local Unit of Government Acknowledgment

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

**Local unit of government must sign.**

### 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 349.166.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

### Chief Executive Officer's Signature

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: 2-20-15

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.

#### Send application with:

- \_\_\_\_\_ a copy of your proof of nonprofit status, and
- \_\_\_\_\_ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$50; otherwise the fee is \$100. Make check payable to **State of Minnesota**.

**To:** Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

#### Financial report and recordkeeping required.

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at [www.mn.gov/gcb](http://www.mn.gov/gcb).

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

#### Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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

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.



## Future Meetings 2015

February 24, 2015	Board Meeting, 9:00 a.m. * followed by Board Workshop at 11 a.m.
March 3, 2015	Board Meeting, 9:00 a.m.
March 10, 2015	No Board Meeting
March 12, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
March 17, 2015	Board Meeting, 9:00 a.m.
March 19, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
March 24, 2015	Board Meeting, 9:00 a.m.
March 31, 2015	No Board Meeting
April 7, 2015	Board Meeting, 9:00 a.m.
April 9, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
April 14, 2015	No Board Meeting
April 16, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
April 21, 2015	Le Sueur – Waseca Community Health Board (CHB) 1:30pm in the Waterville City Council Chambers
April 21, 2015	Board Meeting, 9:00 a.m.
April 28, 2015	Board Meeting, 9:00 a.m.