

**LE SUEUR COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
COMMISSION CHAMBERS
February 24, 2015**

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

2. **9:05 a.m. Charlene Washa (5 min)**
RE: Sentencing to Serve Contract

3. **9:10 a.m. Michelle Mettler (10 min)**
Request for Action 2-CUP's Mc Gillen, Otero

4. **9:20 a.m. Jim Mc Millen (5 min)**
RE: Carpet Quotes

5. **9:25 a.m. Human Resources (5 min)**

6. **9:30 a.m. Seasonal Bids (5 min)**

7. **9:35 a.m. Darrell Pettis**
RE: German Jefferson Sewer District, Project Priority List
RE: License Bureau Exam Day Change

8. **11:00 am Board Workshop**
RE: Future Planning

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:

Warrant #	Vendor Name	Amount
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.
- 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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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.

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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

An exempt permit may be issued to a nonprofit organization that: <ul style="list-style-type: none"> • conducts lawful gambling on five or fewer days, and • awards less than \$50,000 in prizes during a calendar year. If total prize value for the year will be \$1,500 or less, contact the Licensing Specialist assigned to your county.		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 .	
Organization Information			
Organization Name: LESUEUR VALLEY DUCKS UNLIMITED		Previous Gambling Permit Number: 180	
Minnesota Tax ID Number, if any: ES 37964		Federal Employer ID Number (FEIN), if any: 13-5643799	
Type of Nonprofit Organization (check one):			
<input type="checkbox"/> Fraternal		<input type="checkbox"/> Religious	
<input type="checkbox"/> Veterans		<input checked="" type="checkbox"/> Other Nonprofit Organization	
Mailing Address: 413 SO. PARK LANE		City: LESUEUR, MN.	State and Zip: 56058
Name of Chief Executive Officer (CEO): DOUG MALM		Daytime Phone: 507-665-2653	County: LESUEUR
		Email: KDMALM@MEDIACOMB.NET	
Nonprofit Status			
Attach a copy of ONE of the following for proof of nonprofit status:			
<input checked="" type="checkbox"/> Nonprofit Articles of Incorporation OR a current Certificate of Good Standing. Don't have a copy? This certificate must be obtained each year from: Minnesota Secretary of State Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 Phone: 651-296-2803			
<input type="checkbox"/> 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 at 877-829-5500.			
<input type="checkbox"/> 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: a. an IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and b. 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 PO box): 30649 380th ST.		City or Township: LESUEUR, MN.	Zip Code: 56058
Date(s) of activity (for raffles, indicate the date of the drawing): MARCH 21, 2015		County: LESUEUR	
Check each type of gambling activity that your organization will conduct:			
<input type="checkbox"/> Bingo*		<input type="checkbox"/> Paddlewheels*	
<input type="checkbox"/> Pull-Tabs*		<input type="checkbox"/> Tipboards*	
<input checked="" type="checkbox"/> Raffle (total value of raffle prizes awarded for the year: \$ <u>3,000⁰⁰</u>)			
*Gambling equipment 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.			
To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES, or call 651-539-1900.			

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.

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.

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 2

9:05 a.m. Charlene Washa (5 min)

RE: Sentencing to Serve Contract

Staff Contact:



Le Sueur County Court Services

LE SUEUR COUNTY, MINNESOTA

February 10, 2015

To: Le Sueur County Board of Commissioners

From: Charlene Washa, ^(w) Le Sueur County Court Services

Re: Sentencing to Service Program

I will be appearing before you on February 24, 2015. I am requesting permission to have the Sentencing to Service Contract renewed for the period of July 1, 2015 through June 30, 2017. I am requesting that Darrell Pettis and myself be authorized to sign the contract.

The contract is for a half time crew leader. We continue to work with Waseca County, who also contracts for a half time crew, and therefore we have a full time shared crew leader. Work projects are split between the two counties. I have given Brent Christian a copy of the contract to review and a copy is enclosed for your review. The county pays 75% of the cost of the program and the State pays 25%. The county share has been included in the Court Services budget.

Sentencing to Service is a supervised community service program for offenders. We have been participating since June of 1991. This program has been a valuable resource for the community, offenders and court system. Work is completed on county projects as well as for various non-profit agencies throughout the county. Our current crew leader is Greg Klingerman.

Thank you.

This document is available in alternative formats to individuals with disabilities by calling 507/357-2251, ext 238 or through the Minnesota Relay Service at 1-800-627-3529

88 SOUTH PARK AVENUE SUITE 200 λ LE CENTER, MINNESOTA 56057-1659
507 - 357 - 2251 Ext 238 λ FAX 507-357-6433

STATE OF MINNESOTA INCOME CONTRACT

This contract is between the State of Minnesota, acting through its commissioner of corrections, Field Services Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and LeSueur County, 88 South Park Ave, LeCenter, MN , 56057 ("Purchaser").

Recitals

1. Under Minn. Stat. § 241.278 the State is empowered to enter into income contracts.
2. The Purchaser is in need of a Sentencing to Service (STS) program for non-dangerous offenders ordered to perform community work service.
3. The State represents that it is duly qualified and agrees to provide the services described in this contract.

Contract

1 Term of Contract

- 1.1 **Effective date:** July 1, 2015, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** June 30, 2017, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 State's Duties

The State will:

- 2.1 Provide 0.5 crew leader(s) who will supervise up to 10 offenders each approximately 40 hours per week, including the hour's crew leaders spend for daily preparation and communication.
- 2.2 Submit reports to Purchaser within 60 days of the end of each quarter, which shall include the following information:
 - a. Total number of offenders served
 - b. Total number of offenders completing STS obligation
 - c. Number of offenders exiting prematurely
 - d. Total number of hours worked by STS offenders
 - e. Dollar benefit of STS labor at \$7.00 per hour and estimated market value of projects completed
 - f. Description of work completed
- 2.3 Divide the work of offender crews proportionate to funding participation between State referred projects and purchasers referred projects, some of which may be performed outside the Purchaser's jurisdiction.
- 2.4 Train each work crew in safety principles and techniques relevant to the work being done.
- 2.5 Screen projects to ensure that they meet STS guidelines.

3 Purchaser's Duties

- 3.1 It is the Purchaser's responsibility to certify in writing to the appropriate bargaining agent that the work performed by offenders will not result in the displacement of current employees or seasonal workers to include reduction in hours, wages, or other employment benefits.
- 3.2 Obtain all necessary permits or licenses or special authority for all purchaser referred projects.

4 Payment

The Purchaser will pay the State for all services performed by the State under this contract as follows:

4.1 The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed \$60,265.52 as its share of the cost of providing a crew leader and placing the work crews into service on the STS program during the term of this agreement. The Purchaser’s share of the crew leader includes time scheduled for training, vacation, sick leave and holidays based on DOC Division Directive 205.116* and the terms and condition of the AFSCME bargaining agreement.

*A copy of DOC Division Directive 205.116, “Sentencing to Service and Institution Community Work Crew Staff, Selection, Training and Activity” can be obtain through the DOC electronic policy manual at <http://www.doc.state.mn.us/DOcpolicy2/Document/205.116.htm> or by contacting the (State’s/DOC’s) authorized representative.

4.2 Terms of payment: Payment shall be made by the Purchaser to the State as follows;

Payment Amt	Pay on or before
\$15,066.38	Before any work had begun (July 1, 2015)
\$15,066.38	On January 1, 2016
\$15,066.38	On July 1, 2016
\$15,066.38	On January 1, 2017

Payment will be made no later than the 23rd day following the last day of the billing period.

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed \$60,265.52.

5 Authorized Representatives

<p>The State's Authorized Representative is: (or his/her successor) Scott Halvorson District Supervisor, Red Wing 608 Main Street Red Wing, MN 55066 scott.halvorson@state.mn.us</p>	<p>The Purchaser's Authorized Representative is: (or his/her successor) LeSueur County Charlene Washa 88 South Park Ave LeCenter, MN , 56057 charlene.washa@state.mn.us</p>
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6 Amendments, Waiver, and Contract Complete

- 6.1 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 6.2 **Waiver.** If the State fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.
- 6.3 **Contract Complete.** This contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

7 Liability

Each party will be responsible for its own acts and behavior and the results thereof.

8 Government Data Practices

The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this Clause, the Purchaser will work with the State to determine what data should be released to the requesting party.

9 Publicity

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the State's Authorized Representative.

10 Audit

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

11 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12 Termination

Either party may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

1. PURCHASER

The Purchaser certifies that the appropriate person(s) have executed the contract on behalf of the Purchaser as required by applicable articles, bylaws, resolutions, or ordinances.

By
Signature
Charlene Washa
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

By
Signature
Print Name
Title:
Date:

2. STATE AGENCY (With delegated authority)

By
Title
Date

3. Commissioner of Administration (As delegated to Materials Management Division)

By
Date

Distribution:
DOC Financial Services Unit Original (fully executed) contract, , Department of Administration - Materials Management Division

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 3

9:10 a.m. Michelle Mettler (10 min)

Request for Action 2-CUP's Mc Gillen, Otero

Staff Contact: Michelle Mettler

LE SUEUR COUNTY PLANNING AND ZONING COMMISSION
88 SOUTH PARK AVE.
LE CENTER, MINNESOTA 56057
February 12, 2015

MEMBERS PRESENT: Jeanne Doheny, Don Rynda, Shirley Katzenmeyer, Steve Olson, Doug Krenik, Al Gehrke, Betty Bruzek, Pam Tietz

MEMBERS ABSENT: Don Reak, Chuck Retka,

OTHERS PRESENT: Michelle Mettler, Commissioner Connolly

The meeting was called to order at 7:00 by Chairperson, Jeanne Doheny

ITEM #1: JOHN MCGILLEN, KILKENNY, MN, (APPLICANT/OWNER): Requests that the County grant a Conditional Use Permit to allow grading, excavating and filling of approximately 80.5 total cubic yards of material within a bluff and within a shore impact zone for a shoreland restoration project in a Recreational Residential "RR" District on a Recreational Development "RD" lake, Gorman Lake. Property is located in the NE 1/4, Section 14, Cordova Township.

Michelle Mettler presented power point presentation. John McGillen, Rich Hacket of Hacket Construction were present for application.

TOWNSHIP: Notified per application process.

DNR: Email from Dan Giralamo, DNR, follow brochure for beach blanket and rip rap and no public waters permit is required.

LETTERS: None

PUBLIC COMMENT: None

Discussion was held regarding: Timeframe-spring/summer; Silt fence in the water-DNR requirement; Demonstrated erosion problem in order to have rip rap, verified by staff onsite visit; Stairs-wood construction; Retaining wall-2'-3' high, 2'-3' wide made of field stone.

Findings by majority roll call vote:

1. *The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.*
2. *The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.*
3. *Adequate utilities, access roads, drainage and other facilities have been or are being provided.*
4. *Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.*

Motion was made by Al Gehrke to approve the application as written. Seconded by Don Rynda. Motion approved. Motion carried.

TEM #2: JAIME MIRANDA OTERO, NEW PRAGUE, MN (APPLICANT); DOUG PINT, NEW PRAGUE, MN (OWNER): Request that the County grant a Conditional Use Permit to allow the applicant to establish and operate a contractor/construction company along with a shop/yard

in an Agriculture "A" District. Property is located in the NW 1/4 of Section 10, Lanesburgh Township.

Michelle Mettler presented power point presentation. Jaime Otero & Doug Pint were present for the application.

TOWNSHIP: Notified per application process.

DNR: N/A LETTERS: None

PUBLIC COMMENT: None

Discussion was held regarding: Highway Department approved access; Own 8 trucks now, plan to expand to 12-20 trucks, room for growth; East or Railroad tracks; New dwelling being constructed behind this property; Is currently a vacant lot; Drainage is to the south; 50' setback to the property line for the principle use; 75' setback to the wetland for structures and septic; No proposed fuel storage onsite, have a St. Paul company fuel the trucks at the jobsite; Waste oil is contained in totes & picked or delivered to a recycling facility; Mechanic work to be done on own as much as possible such as brakes, grease, etc, anything more would require to be taken to a mechanic; Security lighting all around the structure; Trucks are dump trucks, tandem, no semis; Not a lot of truck traffic; Water & sewer proposed; No construction material storage onsite, trucks only; No signage proposed; Hours of operation will be 6 am to 11pm for the shop, 8am to 5pm office hours; Proximity of dwellings to the businesses; Discussion regarding lighting, lot is in a low area; Discussion regarding permitted uses versus conditional uses; May put in a chain-link fence w/inserts for privacy; Lighting, ordinance requirements for lighting and surrounding properties, suggestion to keep lighting in mind.

Findings by majority roll call vote:

- 1. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.**
- 2. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.**
- 3. Adequate utilities, access roads, drainage and other facilities have been or are being provided.**
- 4. Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**
- 5. Adequate measures have been or will be taken to prevent and control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.**

Motion was made by Doug Krenik to approve the application as written. Seconded by Betty Bruzek. Motion approved. Motion carried.

Motion was made by Betty Bruzek to approve the minutes from the December 11, 2014 meeting by Seconded by Steve Olson. Motion approved. Motion carried.

DISCUSSION: Proposed ordinance revision workshop after March Planning Commission meeting. Carpool available for workshop in Mankato tomorrow.

Motion to adjourn meeting by Al Gehrke. Seconded by Shirley Katzenmeyer. Motion approved. Motion carried.

Meeting Adjourned.

Respectfully submitted,
Shirley Katzenmeyer
Michelle R. Mettler

*Tape of meeting is on file in the
Le Sueur County Environmental Services Office*

DRAFT

LE SUEUR COUNTY PLANNING AND ZONING COMMISSION

TO: LE SUEUR COUNTY BOARD OF COMMISSIONERS
FROM: LE SUEUR COUNTY PLANNING AND ZONING COMMISSION
SUBJECT: "REQUEST FOR ACTION"

The Planning Commission recommends your action on the following items:

ITEM #1: JOHN MCGILLEN, KILKENNY, MN, (APPLICANT/OWNER): Requests that the County grant a Conditional Use Permit to allow grading, excavating and filling of approximately 80.5 total cubic yards of material within a bluff and within a shore impact zone for a shoreland restoration project in a Recreational Residential "RR" District on a Recreational Development "RD" lake, Gorman Lake. Property is located in the NE 1/4, Section 14, Cordova Township.

Based on the information submitted by the applicant, as required by the Le Sueur County Zoning Ordinance, the Planning Commission developed the following findings for this request:

Therefore, the Planning Commission recommends approval of the application as written.

ITEM #2: JAIME MIRANDA OTERO, NEW PRAGUE, MN (APPLICANT); DOUG PINT, NEW PRAGUE, MN (OWNER): Request that the County grant a Conditional Use Permit to allow the applicant to establish and operate a contractor/construction company along with a shop/yard in an Agriculture "A" District. Property is located in the NW 1/4 of Section 10, Lanesburgh Township.

Based on the information submitted by the applicant, as required by the Le Sueur County Zoning Ordinance, the Planning Commission developed the following findings for this request:

Therefore, the Planning Commission recommends approval of the application as written with the hours of operation 6 am – 11 pm shop hours; 8 am to 5 pm office hours.

ACTION: ITEM #1: _____
ITEM #2: _____

DATE: _____

COUNTY ADMINISTRATOR'S SIGNATURE: _____

FINDINGS OF FACT

WHEREAS, JOHN MCGILLEN, KILKENNY, MN has applied for a Conditional Use Permit to allow grading, excavating and filling of approximately 80.5 total cubic yards of material within a bluff and within a shore impact zone for a shoreland restoration project in a Recreational Residential “RR” District on a Recreational Development “RD” lake, Gorman Lake. Property is located in the NE 1/4, Section 14, Cordova Township.

WHEREAS, the Le Sueur County Planning and Zoning Commission held on public hearing on **February 12, 2014**, in order to hear public testimony from the applicants as well as interested parties pertaining to and as provided by the Zoning Ordinance of Le Sueur County.

WHEREAS, the Le Sueur County Planning and Zoning Commission, acting as an advisory board to the Le Sueur County Board of Commissioners recommends approval of the application due to the following findings:

- 1. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.**
- 2. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.**
- 3. Adequate utilities, access roads, drainage and other facilities have been or are being provided.**
- 4. Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**

WHEREAS, On February 24, 2014, at their regularly scheduled meeting, the Le Sueur County Board of Commissioners approved the Conditional Use Permit application as requested by the **JOHN MCGILLEN**.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the following Findings of Fact were adopted at the February 24, 2014 Le Sueur County Board meeting in order to protect the public health, safety and general welfare of the citizens of Le Sueur County.

- 1. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.**
- 2. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.**
- 3. Adequate utilities, access roads, drainage and other facilities have been or are being provided.**
- 4. Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**

BE IT FURTHER RESOLVED, by the Le Sueur County Board of Commissioners that based on the above Findings of Fact, a Conditional Use Permit to allow grading, excavating and filling of approximately 80.5 total cubic yards of material within a bluff and within a shore impact zone for a shoreland restoration

project in a Recreational Residential “RR” District on a Recreational Development “RD” lake, Gorman Lake. Property is located in the NE 1/4, Section 14, Cordova Township.

ATTEST:

Steve Rohlfig, Chairman, Le Sueur County Board of Commissioners.

Darrell Pettis, Le Sueur County Administrator

DATE: _____

FINDINGS OF FACT

WHEREAS, JAIME MIRANDA OTERO, APPLICANT; DOUG PINT, OWNER: have applied for a Conditional Use Permit to allow the applicant to establish and operate a contractor/construction company along with a shop/yard in an Agriculture "A" District. Property is located in the NW 1/4 of Section 10, Lanesburgh Township.

WHEREAS, the Le Sueur County Planning and Zoning Commission held on public hearing on **February 12, 2014**, in order to hear public testimony from the applicants as well as interested parties pertaining to and as provided by the Zoning Ordinance of Le Sueur County.

WHEREAS, the Le Sueur County Planning and Zoning Commission, acting as an advisory board to the Le Sueur County Board of Commissioners recommends approval of the application due to the following findings:

- 1. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.**
- 2. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.**
- 3. Adequate utilities, access roads, drainage and other facilities have been or are being provided.**
- 4. Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**
- 5. Adequate measures have been or will be taken to prevent and control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.**

WHEREAS, On February 24, 2014, at their regularly scheduled meeting, the Le Sueur County Board of Commissioners approved the Conditional Use Permit application as requested by the Jaime Otero, Doug Pint.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the following Findings of Fact were adopted at the February 24, 2015, Le Sueur County Board meeting in order to protect the public health, safety and general welfare of the citizens of Le Sueur County.

- 1. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminishes and impairs property values within the immediate vicinity.**
- 2. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.**
- 3. Adequate utilities, access roads, drainage and other facilities have been or are being provided.**

4. Adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.
5. Adequate measures have been or will be taken to prevent and control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

BE IT FURTHER RESOLVED, by the Le Sueur County Board of Commissioners that based on the above Findings of Fact, a Conditional Use Permit to allow the applicant to establish and operate a contractor/construction company along with a shop/yard in an Agriculture "A" District. Property is located in the NW 1/4 of Section 10, Lanesburgh Township.

ATTEST:

Steve Rohlfling, Chairman, Le Sueur County Board of Commissioners.

Darrell Pettis, Le Sueur County Administrator

DATE: _____

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 4

9:20 a.m. Jim Mc Millen (5 min)

RE: Carpet Quotes

Staff Contact:

CARPET CASTLE L.L.C.

P.O. Box 26
LeCenter, MN 56057

Estimate

Date	Estimate #
1/30/2015	0028

Name / Address
Le Sueur County Court House S. Park Ave le Center Mn 56057 second floor court rooms/Judges chambers, mn 56057

			Project
Description	Qty	Cost	Total
Karastan complex color hot 2 x 2 tile	650	35.43	23,029.50T
carpet tile installation, work around several 1/2 walls, ramps sect	650	6.00	3,900.00T
pressure sensitive adhesive	8	160.00	1,280.00T
Take Out existing carpet, hand pulled,	650	3.25	2,112.50T
Floor Prep, wood and concrete, remove existing adhesive, fill voids	1	600.00	600.00T
remove and reset 24 jurors chairs, bolt to floor on top of carpet, take accurate measurements to assure they are returned to same spot	24	50.00	1,200.00T
desks, cabinets, book shelves most large heavy	1	500.00	500.00T
50% deposit required		0.00	0.00T
Out-of-state sale, exempt from sales tax		0.00%	0.00
		Total	\$32,622.00

Customer Signature _____

HILLER
Commercial Floors



2909 South Broadway
Rochester, MN 55904
P: 888-724-1766
F: 507-288-8877

Flooring Proposal for Lesueur County Court House
Judicial Area Courtrooms/ Halls/ Judges Chambers

Karastan Complex Tile "HOT" installed	\$28,116.00
Take up/ Haul old carpet	\$1,420.00
Remove old glue	\$1,530.00
Lift 8 work stations	\$880.00
Stair nose	\$78.00
Reducer	\$96.00
Floor Prep/ Repair Allowance	\$300.00
	<u>\$32,420.00</u>

Option: 2 Cartons (16 yd) for Attic Stock add \$640.00

Submitted by:

Dave Bahr
Hiller Commercial Floors
2/16/2015
DB/he

HILLER COMMERCIAL FLOORS

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 5

9:25 a.m. Human Resources (5 min)

Staff Contact:



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057
Telephone: 507-357-8517 • Fax: 507-357-8607
Cindy Westerhouse – Human Resources Director

HUMAN RESOURCES AGENDA ITEMS February 24, 2015

Recommendation to grant regular status to Joe Kern, full time Deputy Sheriff, in the Sheriff's Office, effective February 23, 2015. Joe has completed the one-year probationary period.

Recommendation to grant regular status to Conrad Browning, full time Jailer/Dispatcher, in the Sheriff's Office, effective February 18, 2015. Conrad has completed the one-year probationary period.

Recommendation to grant regular status to Mindy Blaschko, full time Administrative Assistant II, in the County Attorney's Office, effective February 21, 2015. Mindy has completed the six-month probationary period.

Recommendation to hire Christine Ronken, as a full time Deputy Auditor-Treasurer II – Motor Vehicle Specialist in the License Bureau, as a Grade 6, Step 1 at \$16.74 per hour, effective March 16, 2015.

Equal Opportunity Employer

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 6

9:30 a.m. Seasonal Bids (5 min)

Staff Contact:

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 7

9:35 a.m. Darrell Pettis

RE: German Jefferson Sewer District, Project Priority List

RE: License Bureau Exam Day Change

Staff Contact:

Le Sueur County, MN

Tuesday, February 24, 2015

Board Meeting

Item 8

11:00 am Board Workshop

RE: Future Planning

Staff Contact: