

**MEEKER COUNTY, MINNESOTA**  
**BOARD OF COMMISSIONERS**  
**Regular Session Agenda**  
**July 2, 2019**

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8:30 Meeting Called to Order With Pledge of Allegiance

Public Comment Period\*

- Amendments to the Agenda
- Approval of June 18, 2019 Minutes

Karla Lundin, HRA Director

- HRA Board Appointment

8:35 Matthew Johnson, Mid-MN Development Commission

- **Resolution:** Phase 2 Regional Transportation Coordination Council

8:50 Paul Bukovich, Social Services Director

- Approve Increase of County-Paid Burials
- Request to Hire Social Services Supervisor
- Approve Social Services Accounts Payable

9:05 Barb Loch, County Auditor

- Acknowledge Board of Appeal & Equalization Minutes
- Temporary "On-Sale" Liquor Licenses: American Legion
- Approve County and Hospital Accounts Payable

9:10 Paul Virnig, County Administrator

- Ratify MN Public Employees Association (MNPEA) Contracts
  - o 2019-2020 Non-Licensed Correctional Officers & Dispatchers
  - o 2019-2020 Non-Licensed Support Staff

Board of Commissioners Committee Update

**Miscellaneous Correspondence**

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The Meeker County Board of Commissioners met on June 18, 2019, at the Meeker County Courthouse in the City of Litchfield, Minnesota. Call to order was at 8:30 a.m. by Chair Mike Housman.

Present: Commissioners – Beth Oberg, Joe Tacheny, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig and Administrative Coordinator Cori Heacock.

Meeting opened with Pledge of Allegiance.

Board Chair Housman called for public comments and there were none.

Motion by Tacheny, second by Schmitt to approve the June 18, 2019 agenda as printed.  
Motion carried unanimously.

Motion by Oberg, second by Larson to approve County Board minutes for June 4, 2019 as printed.  
Motion carried unanimously.

The following employees were recognized for their years of service:

- Robin Johnson, Appraiser Specialist, 5 years
- Brian Cruze, Sheriff/Deputy Sheriff, 25 years
- Ilene Nelsen, Public Health Nurse, 40 years

Meeker Memorial Hospital Chief Executive Officer Kurt Waldbillig presented hospital matters to the Board.

Motion by Oberg, second by Tacheny to approve a Rezoning Application, as recommended by the Planning Commission, for Dooley's Petroleum, Inc., from A-1 to C-1 to perform necessary improvements to the property.  
Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve renewal of an existing Conditional Use Permit Application, as recommended by the Planning Commission, for Stan VonBank, Parcel #07-0870000, to move more than fifty (50) cubic yards of material in the Shoreland District and in the A-1 Agricultural Preservation District, with stated conditions.  
Motion carried unanimously.

Motion by Larson, second by Tacheny to approve an Interim Use Permit Application, as recommended by the Planning Commission, for Brad Bipes, Parcel #05-0110000, to mine and process aggregate material in the A-1 Agricultural Preservation District, with stated conditions.  
Motion carried unanimously.

Motion by Tacheny, second by Schmitt to approve the final plat of Tiemann Estates.  
Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve the Aquatic Invasive Species Prevention DNR Inspection of Water-Related Equipment Agreement, expiring on December 31, 2019.  
Motion carried unanimously.

Motion by Larson, second by Schmitt to approve hire of Social Services Administrative Clerk Brenda Oster, Level A12 Step 1, \$16.05 per hour, effective June 24, 2019.  
Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve hire of Accounting Assistants Tawny Press and Kailee Lenz, Level A13 Step 1, \$17.25 per hour, effective date(s) to be determined.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve Social Services accounts payable as follows:

Human Services Fund	\$152,455.12
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Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve the 2<sup>nd</sup> half 2019 appropriations as amended to clarify the payment to Economic Development.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve status change of Full-time Land Use Director Kristin Cote to Temporary Part-time Land Use Director at a rate of \$48.50 per hour, effective June 24, 2019.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve the 2019 budgeted purchase of three 2020 SUV Police Interceptors for \$35,941.20 each, and one 2020 SUV Police Interceptor with auxiliary air for \$36,484.20, and the replacement of a squad unexpectedly lost in an accident with a 2020 SUV Police Interceptor for \$35,941.20, all from Atwater Ford.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve the printing of 6000 new County Highway maps at a cost of \$3,386.84 from Crow River Press.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve the renewal of a 3.2 Malt Liquor "On" Premises Application for the Forest City Threshers at 64917 309<sup>th</sup> Street, Litchfield, for August 16-18, 2019.

Motion carried unanimously.

Motion by Tacheny, second by Oberg to approve the renewal of an "On Sale/Sunday" Liquor License for Kicker's Bar & Grill and Millner Vineyard, LLC.

Motion carried unanimously.

Motion by Oberg, second by Larson to approve county and hospital accounts payable as follows:

General Revenue Fund	\$ 99,109.85
Road & Bridge Fund	169,400.89
County Parks Fund	4,525.76
Solid Waste Fund	3,751.24
County Nurse Fund	3,693.41
Family Services Bldg. Fund	13,299.72
Capital Projects Fund	14,910.00
Debt Service Fund	500.00
Ditch Fund	6,604.52
County Hospital	434,562.82

Credit Cards:

General Revenue Fund	12,057.36
County Nurse Fund	2,100.01
Family Services Bldg. Fund	47.52

Motion carried unanimously.

The Board took a 5-minute break.

It being 9:30 a.m., Board Chair Housman recessed the County Board meeting and reconvened the County Board of Appeal and Equalization.

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It being 10:02 a.m., Chair Housman recessed the County Board of Appeal and Equalization and reconvened the County Board meeting.

Board Chair Housman recessed the County Board meeting and convened as the County Ditch Authority.

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The County Board convened as the Ditch Authority.

Present: County Auditor Barb Loch, Assistant Highway Superintendent Ed Hoekstra, Public Works Director Phil Schmalz, Attorney Kurt Deter from Rinke Noonan Law Firm, Commissioners Oberg, Tacheny, Housman, Schmitt, and Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig, and Administrative Coordinator Cori Heacock.

Chairman Housman opened the public hearing concerning the petition for abandonment of Meeker County Ditch #42.

Purpose of the public hearing was stated by Attorney Kurt Deter. Notice requirements were verified by Auditor Barbara Loch, Petitioner Glen Gruenhagen presented his reasoning for the petition of abandonment, public comments and questions were heard from landowners David Kuechle and Christopher Schultz, and written objections were presented by landowners Christine Ransom and David Kuechle.

Motion by Schmitt, second by Larson to continue the abandonment process for County Ditch #42 due to the submission of written objections, pursuant to MN Statutes 103E.811, Subd. 5(b), and appoint primary viewers Ron Ringquist, John Cunningham, Vern Ruschmeyer, and appoint Rich Kvolas as alternate, unless the petition for abandonment is withdrawn by landowners and written notice is provided to the County Auditor prior to July 4, 2019.

Motion carried unanimously.

Motion by Schmitt, second by Oberg to close the public hearing for the abandonment of County Ditch #42.

Motion carried unanimously.

Motion by Larson, second by Tacheny to award ditch cleaning and tree removal work on County Ditch #12 to Gerald Whitcomb for \$31,990.

Motion carried unanimously.

With no further business, Board Chair Housman adjourned the County Ditch Authority meeting at 10:39 a.m. and reconvened the County Board meeting.

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Board Chair Housman reconvened the County Board meeting.

Representative Dean Urdahl gave the Board a legislative update.

Commissioner Tacheny left the meeting at 10:45 a.m.

It being 10:50, Board Chair Housman recessed the County Board meeting and reconvened as the County Board of Appeal and Equalization.



It being 11:00 a.m., Board Chair Housman adjourned the County Board of Appeal and Equalization and reconvened the County Board Meeting.

On motion by Schmitt, second by Oberg, Board Chair Housman called for adjournment at 11:12 a.m. The next meeting of the County Board of Commissioners will be on July 2, 2019 at 8:30 a.m., in the County Board of Meeting Room, Meeker County Courthouse.

Respectfully submitted: Cori Heacock, Administrative Coordinator

\_\_\_\_\_  
Chair of County Board

Attest: \_\_\_\_\_  
Clerk of County Board

**RESOLUTION OF SUPPORT FOR THE MID-MINNESOTA  
REGIONAL TRANSPORTATION COORDINATION COUNCIL PHASE 2 WORK PLAN  
Resolution #2019-08**

**WHEREAS**, the Minnesota Department of Transportation (MnDOT), in cooperation with the Minnesota Department of Human Services, is working with stakeholders to establish Regional Transportation Coordination Councils (RTCC) throughout greater Minnesota; and

**WHEREAS**, the Mid-Minnesota Development Commission (MMDC) has worked with Kandiyohi, Meeker, McLeod, Renville and Sibley Counties to develop the purpose and scope of the RTCC during MnDOT’s Phase 1 RTCC Planning Grant; and

**WHEREAS**, the MMDC has developed the Mid-Minnesota Regional Transportation Coordination Council Phase 2 Work Plan (June 2019) and entered into an implementation grant agreement with the State of Minnesota, with no local match required, to complete the following:

1. Develop a Mid-Minnesota Transportation Resource Guide, which will profile all existing public and private transportation stakeholders and existing reimbursement programs;
2. Work to ensure Volunteer Driver Programs are once again a viable transportation option;
3. Create a MMRTCC Transportation Gaps Analysis that identifies the demand for transportation services and the ability of public/private providers and stakeholders to meet those demands;
4. Partner with stakeholders to develop a Transportation Ambassador Program to provide customized guidance to residents and stakeholders on how to use existing transportation providers and help determine which funding mechanisms are potentially available.

**THEREFORE, BE IT RESOLVED:** The Meeker County Board approves the Mid-Minnesota Regional Transportation Coordination Council Phase 2 Work Plan and will continue to work with MMDC to clarify the purpose and scope of the RTCC serving Kandiyohi, Meeker, McLeod, Renville and Sibley Counties.

**WHEREUPON**, the above resolution was passed and adopted by the Meeker County Board of Commissioners on this 2<sup>nd</sup> day of July, 2019.

By: \_\_\_\_\_  
Mike Housman, Meeker County Board Chair

Attest: \_\_\_\_\_  
Paul J. Virnig, County Board Clerk

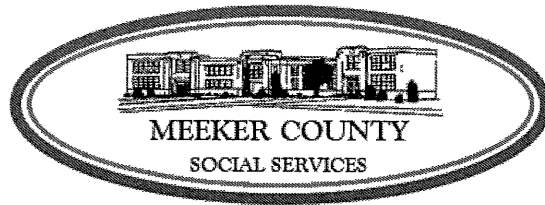
STATE OF MINNESOTA  
MEEKER COUNTY

I, Paul J. Virnig, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the Board of Commissioners of said Meeker County, that I have compared the above resolution with the original passed and adopted by the Board of Commissioners of said Meeker County at a regular meeting thereof held on the 2<sup>nd</sup> day of July, 2019, at 8:30 AM, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 2<sup>nd</sup> day of July, 2019, and have hereunto affixed the seal of the County.

\_\_\_\_\_  
County Board Clerk

SEAL



114 North Holcombe Avenue • Suite 180 • Litchfield, Minnesota 55355-2273  
320-693-5300 Toll Free 877-915-5300 Fax 320-693-5344

**COUNTY BURIAL AND FUNERAL ALLOWANCE EXPENDITURE POLICY  
EFFECTIVE 09/01/09; REVISED 07/02/2019**

In order to assist the Meeker County Social Service administration with their responsibility to provide funeral service and disposition funds to qualified recipients, and in order to allow funeral service providers flexibility to meet the needs of families, Meeker County commissioners have agreed to and accepted the following proposal:

- Social Services will review all funeral fund requests. No payment will be remitted without approval by Social Services prior to any services being selected. Applications must be made before the funeral arrangement agreement is completed unless weekends, holidays or extraordinary circumstances prevent a timely application.
- Under this policy, burials paid for by Meeker County will be by cremation, unless it is determined that cremation is not in accordance with the decedent's personal preference or that of his/her spouse or next of kin. In those cases, the County shall provide for a burial and funeral. All exception requests must be made in writing and will be reviewed, on a case by case basis.
- With the exception of transportation from the place of death, a total payment of \$3000.00 will be remitted to the funeral service provider for the provision of funeral/disposition services.
- Transportation reimbursement from the place of death will be paid at a rate of \$1.25 per loaded mile outside a 20-mile radius of the funeral service provider, not to exceed a total of \$150.00.
- It will be the responsibility of the individual legally in charge of disposition (applicant) to choose a funeral service provider.
- At minimum, the funeral service provider will determine and provide necessary services, casket, grave liner, grave space, and grave opening/closing for the county allowance of \$3000.00.

Paul Bukovich – Director of Social Services  
SocServ.Info@co.meeker.mn.us  
[www.co.meeker.mn.us/239/Social-Services](http://www.co.meeker.mn.us/239/Social-Services)

**This Institution is an Equal Opportunity Provider and Employer**

- Funds of the decedent, the decedent's spouse or the parents (if the decedent is a minor child) that may be available to pay for funeral expenses, including but not limited to bank accounts, wages, life insurance, retirement plans, cash, and monies from crowd funding sources such as benefits, fundraisers or online sources (e.g., GoFundMe accounts) will be deducted from the \$3000.00 allowed by the County. When available funds exceed the \$3000.00 limit, no County dollars will be expended toward funeral expenses.
- The County will not pay for accessory services or items such as flowers, honorariums, music, processions, clothes, printed material, food, obituaries, death certificates, markers, final dates, visitation, or other such items. Interested parties other than the decedent's spouse or parents (if a minor) may contribute their own funds towards these items. These items must not be paid out of the decedent's remaining assets/estate.
- Minimum cemetery expenses are included in the \$3000.00 allowance. Meeker County or the funeral allowance plan does not cover additional expenses other than the minimum. These expenses may include, but are not limited to, grave lot or grave opening and closing (if other than minimum provided), perpetual care, winter burial costs or snow removal, etc.
- A claim will be filed against the estate of the deceased for any funds expended by Meeker County. It is understood that all resources (including but not limited to the balance of the checking/savings accounts) of the decedent shall be remitted to Meeker County Social Services to offset the expenses of the county burial. If the deceased is entitled to death benefits from any source, the benefits will be collected by Meeker County.



The County Board of Appeal and Equalization met on June 11, 2019 at 6:30 p.m. The meeting was called to order by Chairman Mike Housman at the Meeker County Courthouse in the City of Litchfield Minnesota.

Board members present: Commissioner's Mike Housman, Beth Oberg, Bryan Larson and Joe Tacheny and County Auditor Barbara Loch. Absent: Commissioner Steve Schmitt Also present: County Assessor Lee Schroeder and county appraiser staff.

Appeal and Equalization board members took required oath and heard from all individuals appealing their 2019 assessments to be brought before the county equalization board.

Action taken as follows:

PID 21-0104001 Daniel Cairl - Daniel appeared before the board with concerns regarding the market value change from \$28,600 for 2018 to \$51,200 proposed for 2019. Also of concern was the assessment value based on the buildings previous use as a church with current use as a storage building. Assessor conducted review of records, changing building which was entered as a garage over basement to a church with 30% functional adjustment for not being used as a church. Motion by Tacheny, second by Larson to approve Assessor's estimated 2019 market value recommendation of \$51,200. Motion carried.

PID 23-0255000 Paul & Betty Opsahl - Concern regarding the 2019 proposed market value. Assessor conducted an exterior inspection. There were no changes made to the building, the land was corrected to assessment at a square foot rate consistent with commercial property. Motion by Oberg, second by Tacheny to approve Assessor's estimated 2019 market value recommendation of \$187,100. Motion carried.

PID 21-0147010 Justin Wright – Justin appeared before the board with concerns regarding the value of his proposed 2019 assessment and how this value related to his purchase price in 2018. Assessor conducted an interior and exterior inspection. No changes recommended. Motion by Loch, second by Tacheny to approve Assessor's estimated 2019 market value recommendation of \$56,300. Motion carried.

PID 25-0226001 Michael & Antoinette Sordahl – Landowner requested review of the proposed 2019 assessment. Assessor conducted review and made appropriate changes to reduce the estimated market value from \$94,000 to \$66,200. Motion by Larson, second by Tacheny to approve Assessor's estimated 2019 market value recommendation of \$66,200. Motion carried.

PID 23-0090000 Larry & Karen Huhn Trust – Landowner appealed the proposed market value on this property however did not appear before the board with their concerns. Assessor conducted interior and exterior review. No changes were recommended. Motion by Oberg, second by Larson to approve Assessor's estimated 2019 market value recommendation of \$210,500. Motion carried.

PID 03-0639000 Mark & Wendy Schierman – Schierman's appealed the proposed market value on their property on Lake Washington. Assessor's conducted interior and exterior review of their property. This

review resulted in a change in estimated 2019 market value from \$731,700 (Land \$258,900 and Bldgs \$472,800) to \$612,500 (Land \$250,000 and Bldgs \$362,500).

Schierman's appeared before the equalization board with concerns specifically on the land and the rate per lineal foot assessed in Nelson's Southside Beach 2<sup>nd</sup> Addition, Lake Washington, compared to other developments within close proximity on same lake. After considerable discussion, motion by Loch, second by Oberg to table decision requesting additional information from the Assessor's office. Motion carried.

PID 08-0388000 Burgart Properties LLC – Richard Burgart appeared before the equalization board with concerns regarding the market value on his property. The original proposed 2019 assessment was for \$263,800. The Assessor's conducted a review and made functional adjustments and corrections to the records to reduce value to \$222,400. The Ellsworth equalization board set the market value at \$210,000 at their meeting. Motion by Loch, second by Oberg to approve estimated 2019 market value per Ellsworth board recommendation at \$210,000. Motion carried.

PID'S 07-0488000 and 07-0593000 – Dassel Rod & Gun Club – Members on the board for the Dassel Rod & Gun Club appeared to appeal the recommended 2019 assessment value. Assessor recommended assessment value for 2019 for 07-0488000 at \$126,500 and 07-0593000 at \$252,900. Board members maintain the 1960 and 1973 recorded deeds on this property address restrictions on the use of the property and create justification for a reduction in value. Motion by Oberg, second by Tacheny to approve recommendation of the Dassel Township Board for estimated 2019 market value to be \$25,000 on 07-0488000 and \$50,500 on 07-0593000. Motion carried.

PID 03-0638000 Kelly and Holly Loosbrock – Loosbrock's appealed the proposed market value on their property on Lake Washington. Assessor's conducted interior and exterior review of their property. This review resulted in a change in market value from \$465,700 (Land \$238,100 and Bldgs \$227,600) to \$380,200 (Land \$238,100 and Bldgs \$142,100).

Loosbrock's appeared before the equalization board with concerns specifically on the land and the rate per lineal foot assessed in Nelson's Southside Beach 2<sup>nd</sup> Addition, Lake Washington, compared to other developments within close proximity on same lake. After considerable discussion, motion by Loch, second by Larson to table decision requesting additional information from the Assessor's office. Motion carried.

PID 03-0044000 Lee R. Peterson and Douglas Peterson – Mr. Peterson appeared to appeal the building entitlement value added to this property. Assessor's office conducted a county wide review of the building entitlements and made adjustments. Motion by Oberg, second by Larson to approve Assessor's recommendation of estimated 2019 market value at \$92,400. Motion carried.

PID 03-0637000 Lyke Family Cabin Trust, Thomas and Mary Jo Lyke – Mr. Lyke presented a written appeal of the estimated 2019 market value, specifically regarding the land value on their property on Lake Washington. Assessor's conducted interior and exterior review of their property. This review resulted in a change in market value from \$370,300 (Land \$214,900 and Bldgs \$155,400) to \$364,300

(Land \$214,900 and Bldgs \$149,400). Lyke's concern is similar to two previous Lake Washington parcels. Motion by Oberg, second by Larson to table decision pending obtaining additional information from the Assessor's Office. Motion carried.

PID 23-0808000, 23-0739100, 23-0739200, 23-0739300, 23-0739400, 23-0739500, 23-0739600 and 23-07397000 – Carl & Beverly Rokala – Rokala's are appealing their value however did not appear before the board with their concerns. Motion by Oberg, second by Tacheny to approve the Assessor's estimated 2019 market value recommendations at \$33,800, \$33,900, \$29,100, \$27,700, \$27,400, \$35,100, \$29,100 and \$26,400 respectively for the above parcels. Motion carried.

The board of equalization requested additional information from the Assessor office, specifically to provide more details on lineal foot base rates and depth factor in Nelsons Subdivision versus the other plats on Lake Washington. Board recessed at 9:38 p.m. to reconvene on June 18, 2019, at 9:30 a.m., motion by Oberg, second by Loch.

The County Board of Appeal and Equalization reconvened on June 18, 2019 at 9:30 a.m. The meeting was called to order by Chairman Mike Housman at the Meeker County Courthouse in the City of Litchfield Minnesota.

Board members present: Commissioner's Mike Housman, Beth Oberg, Bryan Larson, Joe Tacheny, Steve Schmitt and County Auditor Barbara Loch. Also present: County Assessor Lee Schroeder and county appraiser staff.

Lee Schroeder was asked to explain the base rate per front foot and depth factor chart provided to the board members. Also, considerable time was spent reviewing the Lake Washington sales report provided for the period of January 2015 to May 2019. It was noted the sales period for 2019 assessments study is October 2017 to September 2018.

Motion by Larson, second by Loch to take the following action:

PID 03-0637000 Lyke Family Cabin Trust, Thomas and Mary Jo Lyke – Approve the Assessor's estimated 2019 market value recommendation of \$364,300.

PID 03-0638000 Kelly and Holly Loosbrock – approve the Assessor' estimated 2019 market value recommendation of \$380,200.

PID 03-0639000 Mark & Wendy Schierman – approve Assessor's estimated 2019 market value recommendation of \$612,500.

Board members voting in favor: Schmitt, Larson and Loch, opposed: Housman and Oberg – Tacheny had left the meeting. Motion carried.

Chairman Housman adjourned the Board of Appeal and Equalization meeting at 10:50 a.m.

Notes on board action by Barbara Loch, Meeker County Auditor



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax exempt number
American Legion Post #104	March 1919	41-1668419

Address	City	State	Zip Code
222 No. Sibley Ave. PO Box 96	Litchfield	Minnesota	55355

Name of person making application	Business phone	Home phone
Beth D. Oberd	320-693-9074	320-693-9171

Date(s) of event	Type of organization	<input type="checkbox"/> Microdistillery	<input type="checkbox"/> Small Brewer
August 1st - 4th, 2019 Meeker County Community Event	<input type="checkbox"/> Club	<input type="checkbox"/> Charitable	<input type="checkbox"/> Religious
	<input type="checkbox"/> Other non-profit		

Organization officer's name	City	State	Zip Code
Thomas Westrum	Litchfield	Minnesota	55355

Organization officer's name	City	State	Zip Code
John Decker	Darwin	Minnesota	55355

Organization officer's name	City	State	Zip Code
Marland Meyer	Litchfield	Minnesota	55355

Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.  
 Meeker County Fair Ground ~~1100~~ No. Armstrong Ave. Litchfield, MN 55355  
 1230

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
 American Legion Post #104 222 No. Sibley Ave. Litchfield, MN 55355

American Legion Post #104 222 No. Sibley Ave. Litchfield, MN 55355

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Secura CP3254071

**APPROVAL**  
 APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official \_\_\_\_\_ Approved Director Alcohol and Gambling Enforcement \_\_\_\_\_  
 CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**  
**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	Tax exempt number
American Legion Post #104		March 1919	41-1668419
Address	City	State	Zip Code
222 No. Sibley Ave. PO Box 96	Litchfield	Minnesota	55355
Name of person making application		Business phone	Home phone
Beth D. Oberq		320-693-9074	320-693-9171
Date(s) of event	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer		
August 30th- Sept. 1st, 2019 ABATE Rally	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Thomas Westrum	Litchfield	Minnesota	55355
Organization officer's name	City	State	Zip Code
John Decker	Darwin	Minnesota	55355
Organization officer's name	City	State	Zip Code
Marland Meyer	Litchfield	Minnesota	55355
Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.  
 Meeker County Fair Ground <sup>1100</sup> No. Armstrong Ave. Litchfield, MN 55355  
 1230

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
 American Legion Post #104 222 No. Sibley Ave. Litchfield, MN 55355

American Legion Post #104 222 No. Sibley Ave. Litchfield, MN 55355

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Secura CP3254071

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**